



AGENDA

CITY OF SEASIDE
CITY COUNCIL/SUCCESSOR
AGENCY TO THE
REDEVELOPMENT AGENCY

CONCURRENT MEETING
440 HARCOURT AVE (COUNCIL CHAMBER)
Thursday, June 2, 2022
5:00 PM

NOTICE: *The City Council will hold its public meetings in person, with a virtual option for public participation based on availability. The City of Seaside utilizes Zoom tele-conferencing technology for virtual public participation; however, we make no representation or warranty of any kind, regarding the adequacy, reliability, or availability of the use of this platform in this manner. Participation by members of public through this means is at their own risk.*

VIRTUAL PUBLIC PARTICIPATION INSTRUCTIONS

- 1.** To view this meeting: Please click on the following link to the City of Seaside YouTube Channel: <https://www.youtube.com/c/CityofSeasideCalifornia>
- 2.** To participate in this meeting: Using the Zoom application on your smart phone, laptop, tablet or desktop and click on this link: <https://ci-seaside-ca-us.zoom.us/j/81936832059>
WEBINAR ID: 819 3683 2059
- 3.** To participate by phone: Please call (669) 900-9128
Enter the meeting ID 819 3683 2059 when prompted. There is no participate code – press the pound sign # after the recording prompts you.
- 4.** To make public comment, the following options are available:

Before the Meeting via Email: Written comments can be emailed to CityClerk@ci.seaside.ca.us Include the following subject line: "Public Comment Item #____" (insert the agenda item number relevant to your comment). Written comments must be received by 2:00 p.m. on the day of the meeting.

During the Meeting via Oral Comments: When the Chair calls for public comment, attendees can queue to speak with the "Raise Hand" feature. On the Zoom application, click the "Raise Hand" button. On the phone, press *9.

IN PERSON PARTICIPATION INSTRUCTIONS

Members of the public participating in person and wishing to address the City Council may approach the podium when the Chair calls for public comment.

1. CALL TO ORDER

2. ROLL CALL – ESTABLISHMENT OF QUORUM

Ian N. Oglesby	Mayor/Chair
David R. Pacheco	Mayor Pro Tem/Vice Chair
Jason Campbell	Council/Agency Member
Jon Wizard	Council/Agency Member
Alexis Garcia-Arrazola	Council/Agency Member

3. INVOCATION AND PLEDGE OF ALLEGIANCE

4. REVIEW OF AGENDA

If there are any items that arose after the 72-hour posting deadline, this is the point in the meeting where a vote may be taken to add the item to the agenda. (A 2/3-majority vote is required).

5. PUBLIC COMMENT

Members of the public wishing to address the City Council on matters within the jurisdiction of the City of Seaside, but not on this agenda, may do so during the Public Comment period for up to three (3) minutes. Public Comments for "Presentations" on this agenda are also taken at this time; comments on specific agenda items are heard under that item. For the public record, please state your name.

6. PUBLIC AGENCY COMMUNICATIONS

This is a time specifically set aside for representatives of public agencies to make brief comments of general interest to the City Council and the community.

7. PRESENTATIONS

A. REVIEW OF UPCOMING CITYWIDE EVENTS (ERNESTO ALTAMIRANO, COMMUNICATIONS & COMMUNITY ENGAGEMENT SPECIALIST)

B. 2022 ILLEGAL FIREWORKS ENFORCEMENT PLAN FOR 4TH OF JULY (NICHOLAS BORGES, ACTING POLICE CHIEF)

C. VACCINE UPDATE (MARY GUTIERREZ, FIRE CHIEF)

8. CONSENT AGENDA

The Consent Agenda consists of those items which are routine and for which a staff recommendation has been prepared. A member of the public or a Councilmember may request that an item be pulled for further discussion.

A. ADOPT A RESOLUTION MAKING FINDINGS IN ACCORDANCE WITH AB361: HYBRID MEETINGS AND GOVERNMENT CODE SECTION 54953 (BROWN ACT) AUTHORIZING REMOTE/TELECONFERENCE PARTICIPATION IN CITY MEETINGS

RECOMMENDATION: Adopt a resolution making findings under AB361 and Government Code section 54953(e) authorizing teleconference (Zoom) hybrid meetings.

B. APPROVE MINUTES FROM MAY 18, 2022

RECOMMENDATION: Approve minutes as presented in the agenda packet.

C. APPROVE AND FILE CITY CHECKS

RECOMMENDATION: Approve and file the accounts payable and wired payments made during the period of March 26, 2022, through April 22, 2022, including the payroll and benefits checks, direct deposits, and wired payments related to the pay period ending April 7 & April 21, 2022. Total Accounts Payable and Payroll for the above referenced period is \$3,509,718.54.

D. APPROVE AND FILE SUCCESSOR AGENCY CHECKS

RECOMMENDATION: Approve and file the accounts payable and wired payments made during the period of March 26, 2022, through April 22, 2022, including the payroll and benefits checks, direct deposits, and wired payments related to the pay period ending April 7, 2022 & April 21, 2022. Total Accounts Payable and Payroll for the above referenced period is \$370.36.

E. ADOPT A RESOLUTION APPROVING AN ON-CALL CONSULTANT LIST FOR ENGINEERING SERVICES

RECOMMENDATION: Adopt a resolution approving the following firms as qualified to provide On-Call Engineering and Professional services:

1. Kimley-Horn and Associates, Inc.
2. Harris & Associates, Inc.
3. Schaaf & Wheeler, Consulting Civil Engineers
4. Ruggeri-Jensen-Azar, Inc.
5. Verde Design, Inc.
6. Wallace Group, Inc.
7. MNS Engineers, Inc.
8. Whitson Engineers, Inc.
9. Pavement Engineering, Inc.
10. CSG Consultants, Inc.

F. ADOPT A RESOLUTION ACCEPTING AN ADDITIONAL \$300,000.00 IN EMERGENCY RENTAL ASSISTANCE PROGRAM FUNDING

RECOMMENDATION: Accept additional Monterey County and United Way Rent and Utility Assistance Relief Program grant funds in the amount of \$300,000.00, authorize the City Finance Director to make the necessary financial transactions, and authorize the City Manager to execute Amendment 3 to the Community Impact Grant Agreement between United Way Monterey County and the City of Seaside.

G. ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH MAZE & ASSOCIATES ACCOUNTANCY CORPORATION, FOR INDEPENDENT ANNUAL AUDIT SERVICES, WITH A YEAR ONE NOT TO EXCEED AMOUNT OF \$52,780.00

RECOMMENDATION: Authorize the City Manager to enter into an agreement with Maze & Associates Accountancy Corporation.

H. ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH EMC PLANNING GROUP, INC FOR PREPARATION OF AN INITIAL STUDY FOR REVISIONS TO THE HOTEL COMPONENT OF THE SEASIDE RESORT PROJECT FOR AN AMOUNT NOT TO EXCEED \$100,000.00

RECOMMENDATION: Adopt the resolution authorizing the City Manager to execute a contract agreement with EMC Planning Group, Inc in an amount not to exceed One Hundred Thousand dollars (\$100,000.00) for the environmental review of a revised design and site layout of the 330 room hotel project on Seaside Resort Project site. These costs are fully reimbursable by the developer.

9. BUSINESS ITEMS

A. CONSIDER ADOPTION OF A RESOLUTION APPROVING THE FISCAL YEAR 2022-2023 GENERAL AND OTHER FUNDS OPERATING BUDGET, CAPITAL OUTLAY BUDGET, CAPITAL IMPROVEMENT BUDGET, FEE SCHEDULE, POSITION CONTROL LIST, SALARY SCHEDULE, THE APPROPRIATIONS LIMIT, THE CAPITAL IMPROVEMENT PLAN, AND SET RESERVE AMOUNTS

RECOMMENDATION: 1. Approve resolution approving the Fiscal Year 2022-2023 budget; or 2. Provide direction to staff for further revisions to the budget prior to adoption.

10. COUNCIL MEMBER REQUESTS

A. NEW COUNCIL MEMBER REQUESTS

B. FOLLOW UP ON PREVIOUS REQUESTS

**11. CITY ATTORNEY, CITY MANAGER, MAYOR AND CITY COUNCIL
COMMENTS AND REPORTS ON COMMITTEE ASSIGNMENTS**

This is a time specifically set aside for members of the City Council, the City Manager and City Attorney to make brief comments of general interest to the community and report on committee assignments.

12. CLOSED SESSION

**A. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT
CODE 54957.6**

Agency Negotiators: Roberta Greathouse, Acting City Manager; Donna Williamson, Labor Negotiator; Samantha Sakhrani, Human Resources Analyst.
Employee Organizations: All full-time represented and unrepresented employees and employee associations.

**B. CONFERENCE WITH REAL PROPERTY NEGOTIATORS PURSUANT TO
GOVERNMENT CODE SECTION 54956.8**

Address: 1579 & 1583 Del Monte Blvd, Seaside, CA 93955
APN: 011-301-014 & 011-279-006
Negotiations with Steve Hall, et. al. (Property Owner)
Negotiator for the City: City Manager, et al.
Under Discussion: price, terms of payment or both.

**C. CONFERENCE WITH LEGAL COUNSEL PURSUANT TO GOVERNMENT CODE
SECTION 54956.9: EXISTING LITIGATION**

People v. Arzadon, Monterey County Superior
Court case: 20CV003118

**D. CONFERENCE WITH LEGAL COUNSEL PURSUANT TO GOVERNMENT CODE
SECTION 54956.9**

Potential Litigation (1 Matter)

**E. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957:
PUBLIC EMPLOYMENT**

City Manager Recruitment

13. ADJOURNMENT

Next Regularly Scheduled Meeting:
June 16, 2022
5:00 PM

The City of Seaside is committed to providing accessible facilities and accommodating people with disabilities in all of its services programs and activities. If special considerations are needed by any person to fully participate in this meeting, contact the City Clerk at 899-6707 no fewer than two business days prior to the meeting to allow reasonable arrangements. Agendas are posted at:
<http://www.ci.seaside.ca.us/129/City-Council-Committee-Agendas>

Agenda-related writings or documents provided during public meetings are available for public inspection during the meeting or from the office of the City Clerk. This agenda is posted in compliance with California Governor Newsom's Executive Orders N-29-20 and N-33-20.



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.A.

TO: City Council

FROM: Roberta Greathouse, Acting City Manager

BY: Sheri Damon, City Attorney

DATE: June 2, 2022

SUBJECT: ADOPT A RESOLUTION MAKING FINDINGS IN ACCORDANCE WITH AB361: HYBRID MEETINGS AND GOVERNMENT CODE SECTION 54953 (BROWN ACT) AUTHORIZING REMOTE/TELECONFERENCE PARTICIPATION IN CITY MEETINGS

RECOMMENDATION

Adopt a resolution making findings under AB361 and Government Code section 54953(e) authorizing teleconference (Zoom) hybrid meetings.

BACKGROUND

On or about March 4, 2020, Governor Newsom declared a State of Emergency in the State of California pursuant to Government Code section 8625 as a result of the COVID-19 pandemic and that declaration is ongoing. In the month of April 2022, Monterey County Health Officer reiterated the need for ongoing social distancing and masking due to a substantial increase in COVID infections. In the months of April and May 2022, the City of Seaside has observed an uptick in COVID cases by Seaside residents and City staff. Government Code section 54953(e), authorizes remote teleconference meetings without complying with the notice requirements of 54953(b) and physical location of Council member participation, so long as the local agency has made appropriate findings and the state continues to be in a state of emergency.

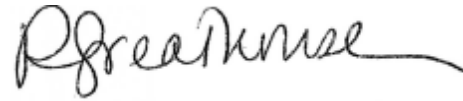
FISCAL IMPACT

Zoom account and on-line services are already included in the budget.

ATTACHMENTS

1. Resolution

Reviewed for Submission to the City Council by:

A handwritten signature in black ink, appearing to read "R Greathouse", with a long horizontal flourish extending to the right.

Roberta Greathouse, Acting City Manager

RESOLUTION NO. 22-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

**MAKING FINDINGS FOR AND AUTHORIZING REMOTE
TELECONFERENCE/ZOOM MEETINGS IN ACCORDANCE WITH GOVERNMENT
CODE SECTION 54953(e)**

WHEREAS, on or about March 4, 2020, Governor Newsom declared a State of Emergency in the State of California pursuant to Government Code section 8625 as a result of the COVID-19 pandemic and that declaration is ongoing; and

WHEREAS, in the month of April 2022, Monterey County Health Officer reiterated the need for ongoing social distancing and masking due to a substantial increase in COVID infections; and

WHEREAS, in the month of April and May 2022, the City of Seaside has observed an uptick in COVID cases by Seaside residents and City staff; and

WHEREAS, Government Code section 54953(e), authorizes the remote teleconference meetings without complying with the noticing requirements of 54953(b) and physical location of Council member participation, so long as the local agency has made appropriate findings and the state continues to be in a state of emergency; and

WHEREAS, the City Council now desires to adopt a Resolution finding that the requisite conditions exist for the legislative bodies of the City of Seaside, to conduct remote electronic/teleconference meetings without compliance with Government Code section 54953(b)(3).

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Seaside hereby makes the following findings:

1. The above recitals are true and correct and are incorporated herein by this reference.
2. The City Council determines that as a result of the proclaimed state of emergency in California due to COVID-19, and in particular the continued spread of the virus in Monterey County, the notable increase in COVID cases

amongst City residents and City staff require the continuation of remote teleconference participation in the conduct of the City's business.

3. The City Manager and City Attorney shall ensure that all City bodies are authorized to conduct their meetings via the hybrid method, including in person and/or fully remote Zoom/teleconference meetings and are directed to take all steps to implement this Resolution including, continuing to conduct open and public remote meetings in accordance with the requirements of Government Code section 54953(e) and other applicable provisions of the Brown Act.

This Resolution shall take effect immediately upon its adoption and shall be effective for thirty (30) days, unless extended by the City Council.

PASSED AND ADOPTED by meeting of City of Seaside duly held on the 2nd day of June, 2022, by the following vote:

AYES:	COUNCIL MEMBERS
NOES:	COUNCIL MEMBERS
ABSENT:	COUNCIL MEMBERS
ABSTAIN:	COUNCIL MEMBERS

APPROVED:

Ian N. Oglesby, Mayor

ATTEST:

Dominique L. Davis, City Clerk

APPROVED AS TO FORM:

Sheri L. Damon, City Attorney



DRAFT MINUTES

CITY OF SEASIDE
CITY COUNCIL/SUCCESSOR
AGENCY OF THE
REDEVELOPMENT AGENCY

JOINT SPECIAL MEETING
440 HARCOURT AVE (COUNCIL CHAMBER)
Wednesday, May 18, 2022
10:00 AM

1. CALL TO ORDER

Chair/Mayor Oglesby called the meeting to order at 10:00 a.m.

2. ROLL CALL – ESTABLISHMENT OF QUORUM

PRESENT: Campbell (arrived 11:26 a.m.), Oglesby, Pacheco, Wizard
ABSENT: Garcia-Arrazola

3. PLEDGE OF ALLEGIANCE

The pledge was led by Acting City Manager Roberta Greathouse.

4. PUBLIC COMMENT

Public comments for items not on the agenda: Mitchel Sawhney, LisAnne Sawhney, Alex Miller

5. BUSINESS ITEMS

Public comments for budget related items: Nancy Pinwell, Kathy Rivera, Rufus Brown

A. RECEIVE A PRESENTATION ON THE DRAFT FISCAL YEAR 2022-2023 OPERATING BUDGET, CAPITAL IMPROVEMENT PROGRAM, FEE SCHEDULE, POSITION CONTROL LIST, SALARY SCHEDULE, AND RESERVE AMOUNTS AND PROVIDE DIRECTION TO STAFF AS TO ANY CHANGES TO BE MADE PRIOR TO ADOPTION

Acting City Manager Roberta Greathouse and Finance Director Victor Damiani provided a presentation and reviewed the introductory portion of the budget.

Department budget details for City Council, City Manager, City Clerk and City Attorney were reviewed. Department Heads responded to questions from the Council.

PUBLIC COMMENT: Robert Daniels

6. CLOSED SESSION

City Attorney Sheri Damon read the Closed Session items and did not anticipate any report of action. The City Council/Successor Agency adjourned to closed session at 1:00 p.m.

There were no comments from the public.

A. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957 - PUBLIC EMPLOYMENT

Upon return from closed session, Ms. Damon announced that the Council would hold a Special Meeting for closed session in regards to the City Manager recruitment on May 31, 2022.

7. BUSINESS ITEMS (CONTINUED)

Mayor/Chair Oglesby called for public comment. There were no comments from the public.

A. RECEIVE A PRESENTATION ON THE DRAFT FISCAL YEAR 2022-2023 OPERATING BUDGET, CAPITAL IMPROVEMENT PROGRAM, FEE SCHEDULE, POSITION CONTROL LIST, SALARY SCHEDULE, AND RESERVE AMOUNTS AND PROVIDE DIRECTION TO STAFF AS TO ANY CHANGES TO BE MADE PRIOR TO ADOPTION

Mr. Damiani continued with the budget presentation and department details for Human Resources/Risk Management, Community, Housing & Economic Development, Finance, Police, Fire, Public Works/Engineering and Recreation. Department Heads responded to questions from the Council.

8. ADJOURNMENT

On motion by Council/Agency Member Campbell and second by Mayor Pro Tem and carried by the following vote, the City Council/Successor Agency moved to adjourn the meeting and continue any remaining items to May 19, 2022 at 4:00 p.m.

PUBLIC COMMENT: Dianne Nielson, Robert Daniels

RESULT: 4-0-0-1

AYES: Campbell, Garcia-Arrazola, Pacheco, Wizard

NOES: None

ABSTAIN: None

ABSENT: Garcia-Arrazola

CONTINUED MEETING MINUTES (MAY 19, 2022 AT 4:00 PM)

The Mayor/Chair Oglesby called the meeting to order at 4:00 p.m.

Mr. Damiani advised the Council that the intent of the presentation would be for the review and discussion of the Capital Improvement Projects but was opened to questions/comments regarding the Enterprise Funds section of the budget.

Public Works Director/City Engineer Nisha Patel reviewed the Capital Improvement Program current and upcoming projects.

The meeting recessed at 5:00 p.m. and will resume during recess of the May 19,

2022 City Council/Successor Agency Joint Regular Meeting.

The meeting resumed at 9:40 p.m. Mr. Damiani provided a review of the possible general fund revisions. The Council will consider the amendments/adoption of the budget on June 2.

The meeting adjourned on May 19, 2022 at 9:54 p.m.

Respectfully submitted,

Dominique L. Davis, City/Agency Clerk

Ian N. Oglesby, Mayor/Chair



CITY OF SEASIDE STAFF REPORT

Item No.: 8.C.

TO: City Council

FROM: Roberta Greathouse, Acting City Manager

BY: Jessica Riley, Assistant Finance Director

DATE: June 2, 2022

SUBJECT: APPROVE AND FILE CITY CHECKS

RECOMMENDATION

Approve and file the accounts payable and wired payments made during the period of March 26, 2022, through April 22, 2022, including the payroll and benefits checks, direct deposits, and wired payments related to the pay period ending April 7 & April 21, 2022. Total Accounts Payable and Payroll for the above referenced period is \$3,509,718.54.

BACKGROUND

In accordance with Government Code Section 37208, at each City Council meeting, the Council is provided a listing of the payroll and general checks issued since the last report so that the checks can be inspected and confirmed. Each purchase has been reviewed and approved by the department making the purchase at the time of procurement. The invoices have been reviewed by the Finance Department prior to payment to ensure that they conform to the approved budget.

Therefore, in accordance with Government Code Section 37208, the above referenced and linked list of checks conforms to the approved budget and has been paid. These checks are submitted to the City Council for inspection and confirmation.

A description of the checks and wires exceeding \$10,000.00 are as follows:

- \$24,457.10 to California-American Water for Water consumption for multiple City of Seaside service addresses. Billing period of 2/18/22 - 3/23/22. Service addresses include city buildings, parks, fire hydrants, irrigation stations, and city affordable housing.
- \$26,916.00 to Monterey Regional Waste for March 2020 - February 2021

Franchise Payment from Green Waste.

- \$39,511.25 to Harris & Associates for SCSD Prof. Services for Fremont, Broadway, & Ortiz for 1/30/2022-2/26/2022; SCSD Prof. Services for Capital Improvement project management during 1/30/2022-2/26/2022; Campus Town Demolition Phase 1 & 2 during 1/30/2022-2/26/2022.
- 49,680.00 to Harris & Associates for Professional services for the Pavement Rehabilitation project during 10/3/2021-2/26/2022.
- \$13,764.19 to Whitson Engineers for Professional services for the Del Monte Storm Drain project through February 2022.
- \$29,205.00 to The Village Project, Inc. for Community Social Services grant reimbursement request for the period 1/1/2022 - 3/31/2022.
- \$106,552.00 to Don Chapin Company, Inc. for Professional services for the Highland Otis Park Improvement through 3/31/2022.
- \$27,172.80 to Richards, Watson, & Gershon for \$4,317.50 for investigations for the police department during October 2021; \$22,855.30 for professional legal services for the developer Petrovich.
- \$25,000.00 to Sun Street Centers for Community Social Services grant reimbursement request for the period 1/1/2022 - 3/31/2022 & 4/1/2022-6/30/2022.
- \$440,239.50 to Monterey Peninsula Engineering for SCSD prof. services for Fremont, Broadway, Ortiz sewer upgrade project through 2/4/2022 & 2/25/2022.
- \$228,646.35 to U.S. Bank for Semi-annual debt service payment for 2006 Golf Course Lease Revenue Bond.
- \$10,780.76 to Rincon Consultants, Inc. for Parker Flats apartment project costs for January & February 2022.
- \$103,700.00 to Seaside Senior Living, LLC for construction services for sewer move project.
- \$22,769.12 to Sturdy Oil Company: \$10,202.51 for (2,000 gallons) ethanol/diesal fuel delivered 3/9/2022; \$12,566.61 for ethanol/clear diesel fuel delivered 3/22/2022.
- \$31,580.00 to Central Coast VNA and Hospice, Inc. for CDBG funded reimbursement for the Covid 19 Pop-up Testing Clinics for March & January 2022.
- \$70,758.12 to BME Fire Trucks, LLC for (1) Cal OES equipment package.
- \$10,500.00 to Cora Lee McMahan for United Way rental assistance for Brianne Lea and Cesar Juarez for the months of: 4/1/2021, 4/1/2022, 5/1/2022, 6/1/2022.
- \$11,714.29 to California Consulting, Inc. for Grant Writing Services for the period 2/3/22-4/30/22.

The Net Payroll and Payroll benefits total was \$1,503,466.12.

The remaining checks, totaling \$733,305.94, include payments to vendors for operating

expenditures.

The check report is available on the City's website here:
<https://www.ci.seaside.ca.us/194/Check-Draft-Register>

FISCAL IMPACT

There are no additional fiscal impacts.

ATTACHMENTS

None



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.D.

TO: Successor Agency to the Redevelopment Agency of the City of Seaside

FROM: Roberta Greathouse, Acting City Manager

BY: Jessica Riley, Assistant Finance Director

DATE: June 2, 2022

SUBJECT: APPROVE AND FILE SUCCESSOR AGENCY CHECKS

RECOMMENDATION

Approve and file the accounts payable and wired payments made during the period of March 26, 2022, through April 22, 2022, including the payroll and benefits checks, direct deposits, and wired payments related to the pay period ending April 7, 2022 & April 21, 2022. Total Accounts Payable and Payroll for the above referenced period is \$370.36.

BACKGROUND

In accordance with Government Code Section 37208, at each City Council/Successor Agency meeting, the City Council/Successor Agency is provided a listing of the payroll and general checks issued since the last report so that it can inspect and confirm these checks. Each purchase has been reviewed and approved by the department making the purchase at the time of procurement. The invoice has been reviewed by the Finance Department prior to payment to ensure that it conforms to the approved budget.

Therefore, in accordance with Government Code Section 37208, the above referenced and linked list of checks conforms to the approved budget and has been paid. These checks are submitted to the City Council/Successor Agency for inspection and confirmation.

A description of the checks and wires exceeding \$10,000 are as follows:

- No checks exceeded \$10,000.

The check report is available on the City's website:

<https://www.ci.seaside.ca.us/194/Check-Draft-Register>

FISCAL IMPACT

There are no additional fiscal impacts.

ATTACHMENTS

None



CITY OF SEASIDE STAFF REPORT

Item No.: 8.E.

TO: City Council

FROM: Roberta Greathouse, Acting City Manager

BY: Nisha Patel, Public Works Director/City Engineer
Patrick Grogan, Associate Engineer

DATE: June 2, 2022

**SUBJECT: ADOPT A RESOLUTION APPROVING AN ON-CALL CONSULTANT
LIST FOR ENGINEERING SERVICES**

RECOMMENDATION

Adopt a resolution approving the following firms as qualified to provide On-Call Engineering and Professional services:

1. Kimley-Horn and Associates, Inc.
2. Harris & Associates, Inc.
3. Schaaf & Wheeler, Consulting Civil Engineers
4. Ruggeri-Jensen-Azar, Inc.
5. Verde Design, Inc.
6. Wallace Group, Inc.
7. MNS Engineers, Inc.
8. Whitson Engineers, Inc.
9. Pavement Engineering, Inc.
10. CSG Consultants, Inc.
11. ZFA Structural Engineers, Inc.

BACKGROUND

The City Capital Improvement Program (CIP) identifies vital transportation, facility, and utility projects necessary to achieve the City's vision of a vibrant, proudly diverse, energetic and safe community, with extraordinary natural beauty, quality of life and economic opportunities. In order to efficiently complete these important projects, the City Public Works Department will require assistance from firms with specific

engineering expertise. The services include, but are not limited to, the following:

Engineering Services:

Design, Survey and Geometrics
Pavement Evaluation, Design and Testing
Pavement Management Program Evaluation and Report
Hydrology/Hydraulic Analysis
Structural Analysis and Design
Well Design and Rehabilitation
Water System Design and Rehabilitation
Storm Drain System Design and Rehabilitation
Value Engineering
Seismic Evaluations
Construction Phase Services

Professional Services:

Disabled Accessibility Evaluations and Mitigation
Preliminary Engineering Studies
Technical Studies and Reports
Peer Reviews
Coordination with Other Agencies and Utilities
Constructability and Bidability Reviews
On-Call Services
Staff Augmentation

City staff released a Request for Qualifications (RFQ) on March 24, 2022, seeking qualified firms or individuals to provide engineering services within the City of Seaside.

On April 29, 2022, the City received Statement of Qualifications (SOQs) from thirteen engineering firms. A panel of City staff reviewed the SOQs based upon criteria presented in the RFQ and selected the following eleven firms as the best qualified firms to meet the City's needs:

Kimley-Horn and Associates, Inc.
Harris & Associates, Inc.
Schaaf & Wheeler, Consulting Civil Engineers
Ruggeri-Jensen-Azar, Inc.
Verde Design, Inc.
Wallace Group, Inc.
MNS Engineers, Inc.
Whitson Engineers, Inc.
Pavement Engineering, Inc.
CSG Consultants, Inc.
ZFA Structural Engineers, Inc.

The On-Call list will have a term of three years with the option to issue one-year extensions twice at the discretion of the City Manager. If approved, the on-call consultant(s) may or may not be called upon by the City to provide services. To retain professional services from a consultant, staff would secure a proposal from one or more consultants and then negotiate the scope, schedule, and fee with the selected consultant based upon their hourly fee schedule and the project scope of work. Staff would bring professional services agreements with the selected consultant to the City Council for approval if the contract amount exceeds the authorization of the City Manager. The consultant services would be paid from the project's budget.

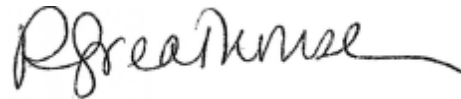
FISCAL IMPACT

There is no fiscal impact with the approval of an On-Call consultant list. Engineering and Professional Services would be paid for from the approved project's budget.

ATTACHMENTS

1. Resolution
-

Reviewed for Submission to the City Council by:



Roberta Greathouse, Acting City Manager

RESOLUTION NO. 22-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

APPROVING AN ON-CALL LIST FOR ENGINEERING SERVICES

WHEREAS, a formal on-call list is needed to 1) provide an opportunity for qualified professionals to provide professional and technical services of a temporary nature, and 2) ensure consultants have demonstrated the necessary qualifications and experience to provide the requested services; and

WHEREAS, the City of Seaside, on occasion, is in need of consultants who specialize in a variety of engineering services and maintain necessary licenses; and

WHEREAS, an on-call list of firms is necessary to assure the quality of materials and installation satisfies the project's specifications; and

WHEREAS, there is a need for these services due to the capital improvement program projects identified in the coming years; and

WHEREAS, on March 24, 2022, staff issued a Request for Qualifications (RFQ) to solicit proposals from eligible firms to provide engineering services; and

WHEREAS, on April 29, 2022, Statement of Qualifications (SOQ) were received from thirteen firms offering professional services; and

WHEREAS, a selection panel reviewed and identified the eleven top firms shown in Exhibit 'A', attached, based upon qualifications.

NOW THEREFORE, BE IT RESOLVED, that the City of Seaside City Council approve the firms listed in Exhibit 'A' to provide engineering services on an as needed basis; and

BE IT FURTHER RESOLVED, approval to provide Engineering Services is for a period of three (3) years and may be extended at the City Manager's recommendation for two (2) one year extensions through June 2nd, 2027. Agreements will have a defined scope, schedule and fee arrangements that will be negotiated on a project by project basis.

PASSED AND ADOPTED at a regular City Council meeting of the City of Seaside duly held on the 2nd day of June 2022 by the following vote:

AYES: COUNCIL MEMBERS:
NOES: COUNCIL MEMBERS:
ABSENT: COUNCIL MEMBERS:
ABSTAIN: COUNCIL MEMBERS:

Ian N. Oglesby, Mayor

ATTEST:

Dominique L. Davis, City Clerk

EXHIBIT "A"

**On-Call List for Engineering Services
June 2, 2022
City of Seaside**

Kimley-Horn and Associates, Inc.

1615 Bunker Hill Way, #200
Salinas, CA 93906

Harris & Associates, Inc.

450 Lincoln Avenue, Suite 103
Salinas, CA 93901

Schaaf & Wheeler, Consulting Civil Engineers

3 Quail Run Circle, Ste. 101
Salinas, CA 93907

Ruggeri-Jensen-Azar, Inc.

8055 Camino Arroyo
Gilroy, CA 95020

Verde Design, Inc.

2455 The Alameda
Santa Clara, CA 95050

Wallace Group, Inc.

201 John Street, Suite H
Salinas, CA 93901

MNS Engineers, Inc.

811 El Capitan Way, Suite 130
San Luis Obispo, CA 93401

Whitson Engineers, Inc.

6 Harris Court
Monterey, CA 93940

Pavement Engineering, Inc.

3485 Sacramento Drive, Suite A
San Luis Obispo, CA 93401

CSG Consultants, Inc.

3150 Almaden Expressway, #255
San Jose, CA 95118

ZFA Structural Engineers, Inc.

1390 El Camino Real, Suite 100
San Carlos, CA 94070



CITY OF SEASIDE STAFF REPORT

Item No.: 8.F.

TO: City Council

FROM: Roberta Greathouse, Acting City Manager

BY: Ben Nurse, Housing Program Manager

DATE: June 2, 2022

**SUBJECT: ADOPT A RESOLUTION ACCEPTING AN ADDITIONAL
\$300,000.00 IN EMERGENCY RENTAL ASSISTANCE PROGRAM
FUNDING**

RECOMMENDATION

Accept additional Monterey County and United Way Rent and Utility Assistance Relief Program grant funds in the amount of \$300,000.00, authorize the City Finance Director to make the necessary financial transactions, and authorize the City Manager to execute Amendment 3 to the Community Impact Grant Agreement between United Way Monterey County and the City of Seaside.

BACKGROUND

On March 18, 2021, City Council accepted a grant award of \$575,000 from Monterey County and United Way's SB91 Emergency Rental Assistance Program (ERAP) for the City of Seaside's Residential Rent and Utility Assistance Program to assist Seaside residents who are facing housing instability because of loss or reduction in income due to the COVID-19 crisis.

State Bill 91 authorizing the Emergency Rental Assistance Program (ERAP) provided rental assistance at 80% of past due amounts. In June 2021, California Assembly Bill 832 increased the rental assistance to 100% for renters previously assisted and for new applicants.

On September 16, 2021, City Council accepted additional program funding from Monterey County and United Way in the amount of \$1,016,648.00 to support the City's residential rent and utility assistance, specifically allotting \$926,832.00 to be used for direct assistance to qualified recipients under the program and \$89,816.00 to pay for an administrative assistance to support the program.

Additionally, Council approved a full-time Administrative Assistant position in the Housing Fund budget beginning January 1, 2022, with a fully burdened cost of approximately \$89,916.00 annually.

The additional funds will bring the total funds granted from United Way to the City of Seaside for its Residential Rent and Utility Assistance Program to \$1,891,648.00.

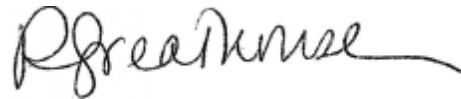
FISCAL IMPACT

No impact on the General Fund.

ATTACHMENTS

1. Resolution

Reviewed for Submission to the City Council by:



Roberta Greathouse, Acting City Manager

RESOLUTION NO. 22-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE ACCEPTING \$300,000.00 IN ADDITIONAL FUNDING FROM MONTEREY COUNTY AND UNITED WAY'S EMERGENCY RENTAL ASSISTANCE PROGRAM (ERAP) FOR THE RESIDENTIAL UTILITY AND RESIDENTIAL RENTAL ASSISTANCE PROGRAM, AUTHORIZE THE FINANCE DIRECTOR TO ADJUST THE GENERAL FUND FOR THIS GRANT, AND AUTHORIZE THE CITY MANAGER TO EXECUTE AN AMENDMENT TO THE CONTRACT FOR THIS GRANT.

WHEREAS, A global coronavirus pandemic resulted in shelter-in-place orders being declared on March 17, 2020 by the Monterey County Health Official; and

WHEREAS, the ensuing economic decline adversely affected Seaside residents, resulting in many households seeing a decline in income, which led to non-payment of rent and utility bills, which put basic needs like housing and utilities at risk; and

WHEREAS, On March 18, 2021, City Council accepted a grant award of \$575,000 from Monterey County and United Way's SB91 Emergency Rental Assistance Program (ERAP) to support the City of Seaside's residential rent and utility assistance program for a segment of Seaside residents; and

WHEREAS, On September 16, 2021, City Council accepted additional program funding from Monterey County and United Way in the amount of \$1,016,648.00 to support the City's residential rent and utility assistance, specifically allotting \$926,832.00 to be used for direct assistance to qualified recipients under the program and \$89,816.00 to pay for an administrative assistant to support the program; and

WHEREAS, Council approved a full-time Administrative Assistant position in the Housing Fund budget beginning January 1, 2022, with a fully burdened cost of approximately \$89,916.00 annually; and

WHEREAS, Monterey County and United Way have granted the City an additional \$300,000.00 in funding for the City's residential rent and utility assistance program; and

WHEREAS, the additional \$300,000.00 in funding will bring the total funds granted from United Way to the City of Seaside for its Residential Rent and Utility Assistance Program to \$1,891,648.00.

NOW, THEREFORE BE IT RESOLVED, the City of Seaside accepts the \$300,000.00 in additional grant funds from the Monterey County and United Way Emergency Rental Assistance Program (ERAP) to be used for the City of Seaside's residential rent and utility assistance program, authorizes the City Finance Director to adjust the general fund (100-7410-4201 & 100-7410-4202) for the grant, and authorize the City Manager to execute an amendment to the contract for this grant.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside duly held on the 2nd day of June, 2022

AYES:
NOES:
ABSENT:
ABSTAIN:

COUNCILMEMBERS:
COUNCILMEMBERS:
COUNCILMEMBERS:
COUNCILMEMBERS:

APPROVED:

Ian N. Oglesby, Mayor

ATTEST:

Dominique L. Davis, City Clerk



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.G.

TO: City Council

FROM: Roberta Greathouse, Acting City Manager

BY: Victor Damiani, Finance Director

DATE: June 2, 2022

SUBJECT: ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH MAZE & ASSOCIATES ACCOUNTANCY CORPORATION, FOR INDEPENDENT ANNUAL AUDIT SERVICES, WITH A YEAR ONE NOT TO EXCEED AMOUNT OF \$52,780.00

RECOMMENDATION

Authorize the City Manager to enter into an agreement with Maze & Associates Accountancy Corporation.

BACKGROUND

Periodic rotation of independent auditors is commonly considered "best practice". The City's current audit firm, Cifton Larson Allen has been engaged by the City for six consecutive years. Therefore, staff issued a Request for Proposals (RFP) for Independent Audit Services on March 9, 2022. The RFP called for a contract term of three fiscal years, with the City having the option of extending for an additional two fiscal years.

Three proposals were received from Maze & Associates, Badawi & Associates, and JJACPA. The proposals were reviewed and rated by a panel of three staff members.

While all three firms were found to be competent to provide the services sought by the City, the clear bid winner was Maze & Associates. Maze & Associates is a well respected firm performing similar engagements throughout California. The firm is headquartered in Pleasant Hill, California and employs sixteen California Certified Public Accountants with a total professional staff count of thirty-six. The firm's practice focus is governmental auditing and accounting.

Staff recommends awarding a contract to Maze & Associates. City staff look forward to

establishing this new relationship and ensuring the City's books and financial records are reviewed with a fresh perspective in the years to come.

FISCAL IMPACT

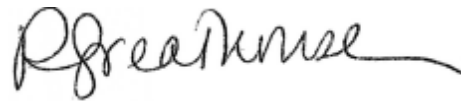
Audit costs are a recurring annual operating cost for the City. The proposed contract has the following annual not to exceed amounts:

1. FY 2021-22; \$52,780
2. FY 2022-23; \$54,363
3. FY 2023-24; \$54,363

ATTACHMENTS

1. Maze & Associates Reso
 2. Audit Services Agreement -MAZE & ASSOC
 3. Exhibit D_ Audit RFP
 4. Exhibit E_Maze & Associates Annual Audit Services Proposal 2022
-

Reviewed for Submission to the City Council by:



Roberta Greathouse, Acting City Manager

RESOLUTION NO. 22-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

APPROVING THE CONTRACT WITH MAZE AND ASSOCIATES ACCOUNTANCY CORPORATION FOR PROFESSIONAL AUDITING SERVICES

WHEREAS, The City must engage a qualified Certified Public Accounting (CPA) firm to perform an annual audit of the City of Seaside and the Seaside County Sanitation District; and

WHEREAS, on March 9, 2022, the Finance Department issued a Request for Proposal (RFP) for Professional Auditing Services to qualified Certified Public Accounting firms; and

WHEREAS, three (3) proposals from qualified CPA firms were received and evaluated by the Finance Director, Assistant Finance Director, and Assistant City Manager ; and

WHEREAS, upon evaluation of the merits and qualifications of each submitted proposal, staff concluded that the Maze and Associates Accountancy Corporation, proposal ranked the highest; and

WHEREAS, cost of audit services is a routine annual cost; and

WHEREAS, adequate funding for the cost of audit services has been incorporated in the currently proposed fiscal year 2022-2023 budget.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Seaside does hereby authorize the Acting City Manager to execute the Audit Services Agreement with Maze and Associates Accountancy Corporation, to provide Professional Audit Services with an initial term of three years.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside, State of California, on the 2nd day of June 2022, by the following vote:

AYES: COUNCIL MEMBERS:
NOES: COUNCIL MEMBERS:
ABSENT: COUNCIL MEMBERS:
ABSTAIN: COUNCIL MEMBERS:

APPROVED:

ATTEST:

Ian N. Oglesby, Mayor

Dominique L. Davis, City Clerk



CITY OF SEASIDE AUDIT SERVICES AGREEMENT

This PROFESSIONAL SERVICE AGREEMENT (PSA) FOR AUDIT SERVICES ("AGREEMENT"), is made and effective as of June 2, 2022 between the City of Seaside ("AGENCY"), a municipal corporation and Maze & Associates Accountancy Corporation, a corporation ("CONSULTANT"). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

I. TERM

This AGREEMENT shall commence on June 2, 2022 and shall remain and continue in effect until tasks described herein are completed, but in no event later than June 2, 2025, unless sooner terminated pursuant to the provisions of this AGREEMENT.

II. SERVICES

CONSULTANT shall perform the tasks described and set forth in Exhibit A, attached hereto and incorporated herein as though set forth in full. CONSULTANT shall complete the tasks according to the schedule of performance which is also set forth in Exhibit A. To the extent that Exhibit A is a proposal from CONSULTANT, such proposal is incorporated only for the description of the scope of services and no other terms and conditions from any such proposal shall apply to this AGREEMENT unless specifically agreed to in writing.

III. PERFORMANCE

CONSULTANT shall at all times faithfully, competently and to the best of his/her ability, experience, and talent, perform all tasks described herein. CONSULTANT shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing similar services as are required of CONSULTANT hereunder in meeting its obligations under this AGREEMENT.

IV. AGENCY MANAGEMENT

Agency's Finance Director shall represent AGENCY in all matters pertaining to the administration of this AGREEMENT, review and approval of all products submitted by CONSULTANT, but not including the authority to enlarge the Tasks to Be Performed or change the compensation due to CONSULTANT. Agency's Manager shall be authorized to act on AGENCY's behalf and to execute all necessary documents which enlarge the Tasks to Be Performed or change CONSULTANT's compensation, subject to Section 5 hereof.

V. PAYMENT

- A. The AGENCY agrees to pay CONSULTANT monthly, in accordance with the payment rates and terms and the schedule of payment as set forth in Exhibit B, attached hereto and incorporated herein by this reference as though set forth in full, based upon actual time spent on the above tasks. This amount shall not exceed one hundred sixty one thousand five hundred six dollars (\$161,506.00) for the total term of the AGREEMENT unless additional payment is approved as provided in this AGREEMENT.
- B. CONSULTANT shall not be compensated for any services rendered in connection with its performance of this AGREEMENT which are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the Agency Manager. CONSULTANT shall be compensated for any additional services in the amounts and in the manner as agreed to by Agency Manager and CONSULTANT at the time AGENCY's written authorization is given to CONSULTANT for the performance of said services.
- C. CONSULTANT will submit invoices periodically, but not more than monthly for actual services performed. Payment shall be made within thirty (30) days of receipt of each invoice as to all non-disputed fees. If the AGENCY disputes any of CONSULTANT's fees it shall give written notice to CONSULTANT within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice. Any final payment under this AGREEMENT shall be made within forty-five (45) days of receipt of an invoice therefore.

VI. SUSPENSION OR TERMINATION OF AGREEMENT WITHOUT CAUSE

- A. The AGENCY may at any time, for any reason, with or without cause, suspend or terminate this AGREEMENT, or any portion hereof, by serving upon the CONSULTANT at least ten (10) days prior written notice. Upon receipt of said notice, the CONSULTANT shall immediately cease all work under this AGREEMENT, unless the notice provides otherwise. If the AGENCY suspends or terminates a portion of this AGREEMENT such suspension or termination shall not make void or invalidate the remainder of this AGREEMENT.
- B. In the event this AGREEMENT is terminated pursuant to this Section, the AGENCY shall pay to CONSULTANT the actual value of the work performed up to the time of termination, provided that the work performed is of value to the AGENCY. Upon termination of the

AGREEMENT pursuant to this Section, the CONSULTANT will submit an invoice to the AGENCY pursuant to Section 5.

VII. DEFAULT OF CONSULTANT

- A. The CONSULTANT's failure to comply with the provisions of this AGREEMENT shall constitute a default. In the event that CONSULTANT is in default for cause under the terms of this AGREEMENT, AGENCY shall have no obligation or duty to continue compensating CONSULTANT for any work performed after the date of default and can terminate this AGREEMENT immediately by written notice to the CONSULTANT. If such failure by the CONSULTANT to make progress in the performance of work hereunder arises out causes beyond the CONSULTANT's control, and without fault or negligence of the CONSULTANT, it shall not be considered a default.
- B. If the Agency Manager or his/her designee determines that the CONSULTANT is in default in the performance of any of the terms or conditions of this AGREEMENT, he/she shall cause to be served upon the CONSULTANT a written notice of the default. The CONSULTANT shall have ten (10) days after service upon it of said notice in which to cure the default by rendering a satisfactory performance. In the event that the CONSULTANT fails to cure its default within such period of time or fails to present the AGENCY with a written plan for the cure of the default, the AGENCY shall have the right, notwithstanding any other provision of this AGREEMENT, to terminate this AGREEMENT without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this AGREEMENT.

VIII. OWNERSHIP OF DOCUMENTS

- A. CONSULTANT shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by AGENCY that relate to the performance of services under this AGREEMENT. CONSULTANT shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. CONSULTANT shall provide free access to the representatives of AGENCY or its designees at reasonable times to such books and records; shall give AGENCY the right to examine and audit said books and records; shall permit AGENCY to make transcripts or copies therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this AGREEMENT. Such records, together with

supporting documents, shall be maintained for a period of three (3) years after receipt of final payment.

- B. In accordance with AICPA auditing standards and protocols, all audit documentation prepared under this Agreement is the property of the Consultant. Consultant shall make available to the City or to other parties copies of the audit documentation, provided such disclosure does not undermine the effectiveness and integrity of the audit process, in accordance with Exhibit A. Audit documentation shall not include information or documents received from the City, or the final work product/deliverables described in Exhibit A, which shall be the property of the City.

IX. INDEMNIFICATION AND DEFENSE

A. Indemnity

To the fullest extent permitted by law, CONSULTANT shall indemnify and hold harmless AGENCY and any and all of its officials, employees and agents ("Indemnified Parties") from and against any and all losses, liabilities, damages, costs and expenses, including legal counsel's fees and costs, caused in whole or in part by the negligent or wrongful act, error or omission of CONSULTANT, its officers, agents, employees or subconsultants (or any agency or individual that CONSULTANT shall bear the legal liability thereof) in the performance of services under this AGREEMENT. CONSULTANT's duty to indemnify and hold harmless AGENCY shall not extend to the AGENCY's sole or active negligence.

B. Duty to defend

In the event the AGENCY, its officers, employees, agents and/or volunteers are made a party to any action, lawsuit, or other adversarial proceeding arising from the performance of the services encompassed by this AGREEMENT, and upon demand by AGENCY, CONSULTANT shall defend the AGENCY at CONSULTANT's cost or at AGENCY's option, to reimburse AGENCY for its costs of defense, including reasonable attorney's fees and costs incurred in the defense of such matters to the extent the matters arise from, relate to or are caused by CONSULTANT's negligent acts, errors or omissions. Payment by AGENCY is not a condition precedent to enforcement of this indemnity. In the event of any dispute between CONSULTANT and AGENCY, as to whether liability arises from the sole or active negligence of the AGENCY or its officers, employees, or agents, CONSULTANT will be obligated to pay for AGENCY's defense until such time as a final judgment has been entered adjudicating the AGENCY as solely or actively negligent. CONSULTANT will not be entitled in the

absence of such a determination to any reimbursement of defense costs including but not limited to attorney's fees, expert fees and costs of litigation.

X. INSURANCE

CONSULTANT shall maintain prior to the beginning of and for the duration of this AGREEMENT insurance coverage as specified in Exhibit C attached to and part of this AGREEMENT.

XI. INDEPENDENT CONSULTANT

- A. CONSULTANT is and shall at all times remain as to the AGENCY a wholly independent consultant and/or independent contractor. The personnel performing the services under this AGREEMENT on behalf of CONSULTANT shall at all times be under CONSULTANT's exclusive direction and control. Neither AGENCY nor any of its officers, employees, or agents shall have control over the conduct of CONSULTANT or any of CONSULTANT's officers, employees, or agents, except as set forth in this AGREEMENT. CONSULTANT shall not at any time or in any manner represent that it or any of its officers, employees, or agents are in any manner officers, employees, or agents of the AGENCY. CONSULTANT shall not incur or have the power to incur any debt, obligation, or liability whatever against AGENCY, or bind AGENCY in any manner.
- B. No employee benefits shall be available to CONSULTANT in connection with the performance of this AGREEMENT. Except for the fees paid to CONSULTANT as provided in the AGREEMENT, AGENCY shall not pay salaries, wages, or other compensation to CONSULTANT for performing services hereunder for AGENCY. AGENCY shall not be liable for compensation or indemnification to CONSULTANT for injury or sickness arising out of performing services hereunder.

XII. LEGAL RESPONSIBILITIES

The CONSULTANT shall keep itself informed of State and Federal laws and regulations which in any manner affect those employed by it or in any way affect the performance of its service pursuant to this AGREEMENT. The CONSULTANT shall at all times observe and comply with all such laws and regulations. The AGENCY, and its officers and employees, shall not be liable at law or in equity occasioned by failure of the CONSULTANT to comply with this Section.

XIII. UNDUE INFLUENCE

CONSULTANT declares and warrants that no undue influence or pressure was used against or in concert with any officer or employee of the AGENCY in connection with the award, terms or implementation of this AGREEMENT, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of the AGENCY has or will receive compensation, directly or indirectly, from CONSULTANT, or from any officer, employee or agent of CONSULTANT, in connection with the award of this AGREEMENT or any work to be conducted as a result of this AGREEMENT. Violation of this Section shall be a material breach of this AGREEMENT entitling the AGENCY to any and all remedies at law or in equity.

XIV. NO BENEFIT TO ARISE TO LOCAL EMPLOYEES

No member, officer, or employee of AGENCY, or their designees or agents, and no public official who exercises authority over or responsibilities with respect to the Project during his/her tenure or for one year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for work to be performed in connection with the Project performed under this AGREEMENT.

XV. RELEASE OF INFORMATION/CONFLICTS OF INTEREST

- A. All information gained by CONSULTANT in performance of this AGREEMENT shall be considered confidential and shall not be released by CONSULTANT without AGENCY's prior written authorization. CONSULTANT, its officers, employees, agents, or subconsultants, shall not without written authorization from the Agency Manager or unless requested by the Agency Attorney, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories, or other information concerning the work performed under this AGREEMENT or relating to any project or property located within the AGENCY. Response to a subpoena or court order shall not be considered "voluntary" provided CONSULTANT gives AGENCY notice of such court order or subpoena.
- B. CONSULTANT shall promptly notify AGENCY should CONSULTANT, its officers, employees, agents, or subconsultants be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions, or other discovery request ("Discovery"), court order, or subpoena from any person or party regarding this AGREEMENT and the work performed there under or with respect to any project or property located within the AGENCY, unless the AGENCY is a party to any lawsuit, arbitration, or administrative proceeding connected to such Discovery, or unless CONSULTANT is prohibited by law

Note: The following paragraph is only to be used when the AGENCY will be taking in a fee or deposit from an applicant and use that fund to retain the CONSULTANT to prepare an EIR, Specific Plan, or some other specific document or where the AGENCY is funding a similar development-type study.

- ## **XVI. NOTICES**

To AGENCY: City of Seaside

To CONSULTANT: _____

XVII. ASSIGNMENT

The CONSULTANT shall not assign the performance of this AGREEMENT, nor any part thereof, nor any monies due hereunder, without prior written consent of the AGENCY. Because of the personal nature of the services to be rendered pursuant to this AGREEMENT, only CONSULTANT shall perform the services described in this AGREEMENT. Grace Zhang may use assistants, under his/her direct supervision, to perform some of the services under this AGREEMENT. CONSULTANT shall provide AGENCY fourteen (14) days' notice prior to the departure of Grace Zhang from CONSULTANT's employ. Should he/she leave CONSULTANT's employ, the AGENCY shall have the option to immediately terminate this AGREEMENT, within three (3) days of the close of said notice period. Upon termination of this Agreement, CONSULTANT's sole compensation shall be payment for actual services performed up to, and including, the date of termination or as may be otherwise agreed to in writing between the Governing Board and the CONSULTANT. Before retaining or contracting with any CONSULTANT for any services under this AGREEMENT, CONSULTANT shall provide AGENCY with the identity of the proposed CONSULTANT, a copy of the proposed written contract between CONSULTANT and such sub-consultant which shall include and indemnity provision similar to the one provided herein and identifying AGENCY as an indemnified party, or an incorporation of the indemnity provision provided herein, and proof that such proposed sub-consultant carries insurance at least equal to that required by this AGREEMENT or obtain a written waiver from AGENCY for such insurance.

XVIII. LICENSES

At all times during the term of this AGREEMENT, CONSULTANT shall have in full force and effect, all licenses required of it by law for the performance of the services described in this AGREEMENT.

XIX. GOVERNING LAW

The AGENCY and CONSULTANT understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this AGREEMENT and also govern the interpretation of this Agreement. Any litigation concerning this AGREEMENT shall take place in the municipal, superior, or federal district court with jurisdiction over the AGENCY.

XX. ENTIRE AGREEMENT

This AGREEMENT contains the entire understanding between the parties relating to the obligations of the parties described in this AGREEMENT. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written and pertaining to the subject of this AGREEMENT or with respect to the terms and conditions of this AGREEMENT, are merged into this AGREEMENT and shall be of no further force or effect. Each party is entering into this AGREEMENT based solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material.

XXI. CONTENTS OF REQUEST FOR PROPOSAL AND PROPOSAL

CONSULTANT is bound by the contents of AGENCY's Request for Proposal, Exhibit "D" hereto and incorporated herein by this reference, and the contents of the proposal submitted by the CONSULTANT, Exhibit "E" hereto. In the event of conflict, the requirements of AGENCY's Request for Proposals and this AGREEMENT shall take precedence over those contained in the CONSULTANT's proposals. The incorporation of the CONSULTANT's proposal shall be for the scope of services to be provided only, and any other terms and conditions included in such proposal shall have no force and effect on this AGREEMENT or the relationship between CONSULTANT and/or AGENCY, unless expressly agreed to in writing.

XXII. AUTHORITY TO EXECUTE THIS AGREEMENT

The person or persons executing this AGREEMENT on behalf of CONSULTANT warrants and represents that he/she has the authority to execute this AGREEMENT on behalf of the CONSULTANT and has the authority to bind CONSULTANT to the performance of its obligations hereunder.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed the day and year first above written.

CONSULTANT

By: _____
(Signature)

(Typed Consultant Name)

Roberta Greathouse
Acting City Manager
City of Seaside

Attachments:	Exhibit A	Tasks to Be Performed
	Exhibit B	Payment Schedule
	Exhibit C	Insurance Requirements
	Exhibit D	Request for Proposal
	Exhibit E	Consultant's Proposal

EXHIBIT A

SCOPE OF WORK TO BE PERFORMED

1. Prepare the general purpose financial statements for the City of Seaside, Seaside County Sanitation District, and the Transportation Safety and Investment Plan Account Fund. The financial statements will be prepared and word processed by the audit firm.
2. Audit and issue a report on the fair presentation of the General Purpose Financial Statements of the City of Seaside in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in Government Auditing Standards issued by the Comptroller of the United States.
3. Audit and issue a report on the fair presentation of the financial statements of the Seaside County Sanitation District in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in Government Auditing Standards issued by the Comptroller of the United States.
4. Audit and issue a report on the fair presentation of the financial statements of the Transportation Safety and Investment Plan Account Fund in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in Government Auditing Standards issued by the Comptroller of the United States.
5. Prepare and issue Auditor's Compliance Report with TAMC Ordinance 2016-01 for the Transportation Safety and Investment Plan Account Fund.
6. Review and provide an 'in relation to' report on the combining and individual fund financial statements, supporting schedules, required supplementary information (RSI), and the Management Discussion and Analysis.
7. Test compliance with the Single Audit Act as amended in 1996 and 2003, and applicable laws and regulations, and issue appropriate compliance reports and recommendations thereon. The auditor will be responsible for filing required copies of the Single Audit Report with the federal and state cognizant agencies on the City's behalf.
8. Perform agreed-upon auditing procedures pertaining to the City's GANN Limit and render a letter annually to the City regarding compliance.

9. Issue a separate management letter that includes non-reportable conditions.

10. Communicate to the City Manager, Finance Director, and/or the Assistant Finance Director any reportable conditions discovered during the course of the audit. A reportable condition is any significant deficiency in the design or operation of the internal control structure that could adversely affect the City's ability to record, process, summarize and report financial data consistent with the assertions of management in the financial statements.

11. Communicate in writing, to the City Manager, Finance Director, and/or the Assistant Finance Director as appropriate in the circumstances, any irregularity of illegal acts, or suspicion or indication of irregularity or illegal acts, of which the auditor becomes aware.

Auditing Standards to be followed:

The audit will be performed in accordance with the following:

1. Generally Accepted Auditing Standards as set forth by the American Institute of Certified Public Accountants
2. The standards for financial audits set forth in the U.S. General Accounting Office's Government Auditing Standards
3. The provisions of the Single Audit Act as amended
4. The provisions of U.S. Office of Management and Budget (OMB) 2 CFR part 200, subpart F, Audit Requirements

EXHIBIT B

PAYMENT SCHEDULE

Prices for the services are firm fixed fees.

What Our Price Includes

Our price includes all the basic audit work and reports, statements and other deliverables specified in your request for proposal. Our price also includes the items below at no additional cost:

- 1) Year-round support and telephone consultation on pertinent issues affecting your City,
- 2) Copies of our journal entries and our lead sheets used to support the amounts in your financial statements,
- 3) Free full day of training at our annual Maze Live event,
- 4) Active Partner involvement in your work every year,
- 5) Our typed Interim Audit Checklist,
- 6) Our typed Annual Closing Checklist,
- 7) Our typed interim Accounting Issues Memorandum,
- 8) Overviews and summaries of upcoming pronouncements and regulation affecting the audited financial statements.
- 9) Direct dump of general ledger data into our Pro Systems trial balance software which is fully linked to financial statement formats.

Fees and Billings

Our fees are firm fixed prices. In determining our fees, we understand that the City's records will be in condition to be audited; that is, transactions will be properly recorded in the general ledger and subsidiary records, these accounting records and the original source documents will be readily available to use, we will be furnished with copies of bank reconciliations and other reconciliations and analyses prepared by the City and City personnel will be reasonably available to explain procedures, prepare audit correspondence and obtain files and records. We do not post separate rate structures for municipal audit work. We view this work as being every bit as important and valuable as the work we perform for other clients and we put our best people on it. Any consulting work you request will be performed at the same rates as our audit work. If the City would like additional services, those can be evaluated and our standard billing rates would apply.

GASB No. 87, Leases, and Potential Increase in Audit Scope

As discussed in the Project Understanding - Discussion of Relevant Accounting Issues Section, our consistent approach is to provide our clients with advance identification of new GASBs as they are issued. With every audit, we provide overviews of new pronouncements including effective dates and we review these with City staff and, in the year of implementation, we proforma new disclosures and add on additional data requests to our interim and closing checklists. However, for the upcoming implementation of GASB Pronouncement 87, Leases, in fiscal year 2022, we anticipate there will be an increase in the audit scope. We will not know the extent of the potential increase in audit scope, if any, until we have additional conversations with City staff, and that change in scope could increase (or even decrease) between now and fiscal year 2022 if the City enters into new lease agreements or terminates existing agreements. Therefore, once that information is known for fiscal year 2022, we will provide a cost estimate and addendum to the engagement letter that will be based upon our standard hourly rates.

Schedule of Professional Fees and Expenses

CITY OF SEASIDE
SCHEDULE OF PROFESSIONAL FEES AND EXPENSES
FOR THE AUDITS OF THE FINANCIAL STATEMENTS FOR THE YEARS ENDED JUNE 30:

Services	2022	2023	2024
Annual Comprehensive Financial Report	41,600	\$42,848	\$42,848
Management Letter	Included	Included	Included
Single Audit, One Program	5,500	5,665	5,665
Measure X	5,000	5,150	5,150
GANN	680	700	700
Totals	<u>\$52,780</u>	<u>\$54,363</u>	<u>\$54,363</u>

(1) Out-of-pocket expenses are included in the standard hourly rate.

(1) Out-of-pocket expenses are included in the standard hourly rate

EXHIBIT C

INSURANCE REQUIREMENTS

Without limiting CONSULTANT's indemnification of AGENCY, and prior to commencement of Work, CONSULTANT shall obtain, provide and maintain at its own expense during the term of this AGREEMENT, policies of insurance of the type and amounts described below and in a form satisfactory to AGENCY.

Note: Verify minimum limit for each coverage with Risk Manager.

General liability insurance. CONSULTANT shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

Automobile liability insurance. CONSULTANT shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with Work to be performed under this AGREEMENT, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than \$1,000,000 combined single limit for each accident.

Professional liability (errors & omissions) insurance. CONSULTANT shall maintain professional liability insurance that covers the Services to be performed in connection with this AGREEMENT, in the minimum amount of \$1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this AGREEMENT and CONSULTANT agrees to maintain continuous coverage through a period no less than three (3) years after completion of the services required by this AGREEMENT.

Note: May need to delete workers' compensation and employer's liability insurance requirements for certain sole proprietorships, partnerships, or corporations without employees.

Workers' compensation insurance. CONSULTANT shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000).

CONSULTANT shall submit to AGENCY, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of AGENCY, its officers, agents, employees and volunteers.

Note: If the required limits for general liability, auto and employer's liability are \$1 million or less, the following paragraph may be omitted.

Umbrella or excess liability insurance. [Optional depending on limits required]. CONSULTANT shall obtain and maintain an umbrella or excess liability insurance policy with limits that will provide bodily injury, personal injury and property damage liability coverage at least as broad as the primary coverages set forth above, including commercial general liability, automobile liability, and employer's liability. Such policy or policies shall include the following terms and conditions:

- A drop down feature requiring the policy to respond if any primary insurance that would otherwise have applied proves to be uncollectible in whole or in part for any reason;
- Pay on behalf of wording as opposed to reimbursement;
- Concurrence of effective dates with primary policies;
- Policies shall "follow form" to the underlying primary policies; and
- Insureds under primary policies shall also be insureds under the umbrella or excess policies.

Other provisions or requirements

Proof of insurance. CONSULTANT shall provide certificates of insurance to AGENCY as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by Agency's Risk Manager prior to commencement of performance. Current certification of insurance shall be kept on file with AGENCY at all times during the term of this contract. AGENCY reserves the right to require complete, certified copies of all required insurance policies, at any time.

Duration of coverage. CONSULTANT shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Work hereunder by CONSULTANT, his agents, representatives, employees or subconsultants.

Primary/noncontributing. Coverage provided by CONSULTANT shall be primary and any insurance or self-insurance procured or maintained by AGENCY shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of AGENCY before the AGENCY's own insurance or self-insurance shall be called upon to protect it as a named insured.

Agency's rights of enforcement. In the event any policy of insurance required under this AGREEMENT does not comply with these specifications or is canceled and not replaced, AGENCY has the right but not the duty to obtain the insurance it deems necessary and any premium paid by AGENCY will be promptly reimbursed by CONSULTANT or AGENCY will withhold amounts sufficient to pay premium from CONSULTANT payments. In the alternative, AGENCY may cancel this AGREEMENT.

Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VI (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the Agency's Risk Manager.

Waiver of subrogation. All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against AGENCY, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow CONSULTANT or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. CONSULTANT hereby waives its own right of recovery against AGENCY, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

Enforcement of contract provisions (non estoppel). CONSULTANT acknowledges and agrees that any actual or alleged failure on the part of the AGENCY to inform CONSULTANT of non-compliance with any requirement imposes no additional obligations on the AGENCY nor does it waive any rights hereunder.

Requirements not limiting. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Consultant maintains higher limits than the minimums shown above, the AGENCY requires and shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the AGENCY.

Notice of cancellation. Consultant agrees to oblige its insurance agent or broker and insurers to provide to AGENCY with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

Additional insured status. General liability policies shall provide or be endorsed to provide that AGENCY and its officers, officials, employees, and agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies.

Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to AGENCY and approved of in writing.

Separation of insureds. A severability of interests provision must apply for all additional insureds ensuring that Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

Pass through clause. CONSULTANT agrees to ensure that its subconsultants, subcontractors, and any other party involved with the project who is brought onto or involved in the project by CONSULTANT, provide the same minimum insurance coverage and endorsements required of CONSULTANT. CONSULTANT agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. CONSULTANT agrees that upon request, all agreements with consultants, subcontractors, and others engaged in the project will be submitted to AGENCY for review.

Agency's right to revise specifications. The AGENCY reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the CONSULTANT ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the CONSULTANT, the AGENCY and CONSULTANT may renegotiate CONSULTANT's compensation.

Self-insured retentions. Any self-insured retentions must be declared to and approved by AGENCY. AGENCY reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by AGENCY.

Timely notice of claims. CONSULTANT shall give AGENCY prompt and timely notice of claims made or suits instituted that arise out of or result from CONSULTANT's performance under this AGREEMENT, and that involve or may involve coverage under any of the required liability policies.

Additional insurance. CONSULTANT shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the work.

EXHIBIT D
REQUEST FOR PROPOSAL

Attached.

EXHIBIT E
CONSULTANT'S PROPOSAL

Attached.

EXHIBIT D
REQUEST FOR PROPOSAL

CITY OF SEASIDE, CALIFORNIA

REQUEST FOR PROPOSALS

I. INTRODUCTION

A. General Information

The City of Seaside is requesting proposals from qualified certified public accounting firms to prepare and audit its financial statements, the Seaside County Sanitation District's financial statements, the Single Audit Report and perform agreed-upon procedures pertaining to the City's Gann Limit for the three (3) fiscal years ending June 30, 2022, 2023, and 2024, with the option to extend two (2) additional years, not to exceed five (5) fiscal years.

There is no expressed or implied obligation for the City of Seaside to reimburse responding firms for any expenses incurred in preparing proposals in response to this request.

To be considered, proposal must be received via email by 4:00 p.m. on Tuesday, April 5, 2022 to the following email address: vdamiani@ci.seaside.ca.us

Victor Damiani
Finance Director
City of Seaside
Finance Division
440 Harcourt Avenue
Seaside, California 93955

All proposals must be emailed and clearly marked "Proposal for Annual Audit Services."

During the evaluation process, the Selection Review Board and the City of Seaside reserve the right, where it may serve the City of Seaside's best interest, to request additional information or clarifications from proposers, or to allow corrections of errors or omissions. At the discretion of the City of Seaside or the Selection Review Board, firms submitting proposals may be requested to make oral presentations as part of the evaluation process.

The City of Seaside reserves the right to retain all proposals submitted and to use any ideas in a proposal regardless of whether that proposal is selected. Submission of a proposal indicates acceptance by the firm of the conditions contained in this request for proposals, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the City of Seaside and the firm selected.

It is anticipated the selection of a firm will be completed by April 26, 2022 with City Council approval of that selection on May 19, 2022. Following the notification of the selected firm, it is expected a contract will be executed between both parties by May 23, 2022.

The City reserves the right without prejudice to reject any or all proposals.

B. Term of Engagement

It is the intent of the City to contract for the services presented herein for a term of three (3) years. The City reserves the right to extend the term of this contract for two (2) additional one-year terms subject to satisfactory negotiation of terms, including a price acceptable to both the City and the selected firm.

The proposal package will present all-inclusive audit fees for each year of the contract term.

II. NATURE OF SERVICES REQUIRED

A. General

1. Before commencement of interim field work the auditor will schedule an entrance conference for the purpose of discussing any perceived audit issues or problems, asking and answering questions, clarifying responsibilities and developing an audit strategy.
2. During the course of the engagement, the auditor will meet with and provide status reports to the Finance Director and/or Assistant Finance Director on a regular basis.
3. Upon completion of field work, and before issuing any report or management letter, auditor will schedule an exit conference with the Finance Director of Administrative Services, the Assistant Finance Director and other City staff as deemed appropriate by the City. The purpose of the exit conference is to discuss observations, findings and recommendations, and to discuss matters to be included in the management letter.
4. In addition, the auditor is also expected to provide informal advice and consultation throughout the contract term on matters relating to accounting and financial reporting. This would not include any task that entailed significant research or formal reporting.

B. Scope of Work to be Performed

1. Prepare the general purpose financial statements for the City of Seaside, Seaside County Sanitation District, and the Transportation Safety and Investment Plan Account Fund. The financial statements will be prepared and word processed by the audit firm.
2. Audit and issue a report on the fair presentation of the General Purpose Financial Statements of the City of Seaside in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards* issued by the Comptroller of the United States.
3. Audit and issue a report on the fair presentation of the financial statements of the Seaside County Sanitation District in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards* issued by the Comptroller of the United States.
4. Audit and issue a report on the fair presentation of the financial statements of the Transportation Safety and Investment Plan Account Fund in accordance with auditing standards generally

accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards* issued by the Comptroller of the United States.

5. Prepare and issue Auditor's Compliance Report with TAMC Ordinance 2016-01 for the Transportation Safety and Investment Plan Account Fund.
6. Review and provide an 'in relation to' report on the combining and individual fund financial statements, supporting schedules, required supplementary information (RSI), and the Management Discussion and Analysis.
7. Test compliance with the Single Audit Act as amended in 1996 and 2003, and applicable laws and regulations, and issue appropriate compliance reports and recommendations thereon. The auditor will be responsible for filing required copies of the Single Audit Report with the federal and state cognizant agencies on the City's behalf.
8. Perform agreed-upon auditing procedures pertaining to the City's GANN Limit and render a letter annually to the City regarding compliance.
9. Issue a separate management letter that includes non-reportable conditions.
10. Communicate to the City Manager, Finance Director, and/or the Assistant Finance Director any reportable conditions discovered during the course of the audit. A reportable condition is any significant deficiency in the design or operation of the internal control structure that could adversely affect the City's ability to record, process, summarize and report financial data consistent with the assertions of management in the financial statements.
11. Communicate in writing, to the City Manager, Finance Director, and/or the Assistant Finance Director as appropriate in the circumstances, any irregularity of illegal acts, or suspicion or indication of irregularity or illegal acts, of which the auditor becomes aware.

C. Auditing Standards to be Followed

To meet the requirements of this request for proposals, the audit will be performed in accordance with the following:

1. Generally Accepted Auditing Standards as set forth by the American Institute of Certified Public Accountants
2. The standards for financial audits set forth in the U.S. General Accounting Office's *Government Auditing Standards*
3. The provisions of the Single Audit Act as amended
4. The provisions of U.S. Office of Management and Budget (OMB) 2 CFR part 200, subpart F, *Audit Requirements*

D. Working Paper Retention and Access to Working Papers

All working papers and reports must be retained, at the auditor's expense, for a minimum of five (5) years, unless the firm is notified in writing by the City of Seaside of the need to extend the retention period. The auditor will be required to make working papers available, upon request, to the following parties or their designees:

- a. City of Seaside
- b. U.S. Department of Housing and Urban Development (HUD)
- c. U.S. General Accounting Office (GAO)
- d. Parties designated by the federal or state governments or by the City of Seaside as part of an audit quality review process
- e. Auditors of entities of which the City of Seaside is a sub-recipient of grant funds
- f. State of California, Office of the State Controller

In addition, the firm will respond to the reasonable inquiries of successor auditors and allow successor auditors reasonable access to review working papers.

III. DESCRIPTION OF THE GOVERNMENT

A. Background Information

The City of Seaside was founded in 1887 and incorporated in 1954 as a General Law City. Seaside is the largest city on the Peninsula with a population of approximately 34,000.

The City operates under the Council/Manager form of government, which consists of a five-member city council and appointed city manager. The five-member city council is composed of the Mayor and four Council Members who serve four-year, over-lapping terms, and are elected at large by City residents. The City Manager serves as Chief Executive Officer of the City and is appointed by the City Council to manage the daily operations of the City.

The City provides a full range of services including police and fire protection and animal control; the maintenance of government buildings, sanitation, streets, water system and storm drains; engineering, planning, and building; recreational activities and cultural events; and, housing assistance.

The current general fund operating budget is \$39.2 million and the capital spending plan is \$5.2 million. The City of Seaside has a total payroll of \$33.2 million covering 161 full-time permanent employees and varying levels of temporary employees.

The City of Seaside receives grants from the Department of Housing and Urban Development including Community Development Block Grants and the City contracts with the Department of the Army for maintenance of a portion of the Presidio of Monterey. This contract is subject to Single Audit requirements. The City received nearly \$9 million of ARPA funding.

Past budgetary and financial information on the government can be found on the City's web site at www.ci.seaside.ca.us.

B. Background Information – Other Entities

The Seaside County Sanitation District (SCSD) is a special district composed of the cities of Seaside, Sand City, and Del Rey Oaks, and is responsible for the transportation of sewage waste from residential and commercial buildings to a sewage treatment plant operated by the Monterey Regional Water Pollution Control Agency (MRWPCA). In addition, the District installs and maintains sewer lines and lift stations. The governing board consists of one appointed member each from the cities of Del Rey Oaks, Sand City, and Seaside.

C. Component Units

The City of Seaside is defined, for financial reporting purposes, in conformity with Governmental Accounting Standards Board Statement No. 14, *The Financial Reporting Entity*. Using these criteria, component units are included in the City of Seaside's financial statements.

Management of the City of Seaside has identified the Sanitation District as a component unit for inclusion in the City's financial statements. A separate audit report and financial statements are required for this component unit.

The City of Seaside Joint Powers Financing Authority is a joint powers authority, consisting of the City and the Agency, organized for the purpose of financing certain capital projects for the City or the Agency. The members of the City Council serve, in separate session, as the governing body of the Authority. Separate component unit financial statements for the Seaside Joint Powers Financing Authority are not issued.

D. Fund Structure

The City of Seaside uses the following fund types and account groups in its financial reporting as of June 30, 2021:

Fund Type	City	SCSD
General Fund	1	1
Enterprise Fund	2	
Special Revenue Fund	20	
Capital Projects Funds	1	2
Debt Service Funds	3	
Internal Service Funds	3	
Fiduciary Funds	3	
Account Group		
Fixed Asset	1	1
Long-Term Debt	1	1

E. Budgetary Basis of Accounting

For Fiscal Year ended June 30, 2022, the City of Seaside prepared a one year budget. The adopted budget may be adjusted by the City Manager if less than \$10,000 and within a department. Budget adjustments of more than \$10,000 or between funds/departments require City Council approval.

F. Pension Plan

The City of Seaside participates in the California Public Employees' Retirement System (PERS), an agent multiple-employer public employee retirement system that acts as a common investment and administrative agent for participating public entities in the State of California.

The City also participates in the Public Agency Retirement Services (PARS) Supplemental Retirement Plan, a multiple agency trust. PARS provides eligible employees supplemental retirement benefits in addition to CALPERS benefits. For part-time employees, the City offers PARS ARS in lieu of Social Security.

G. Finance Operations

The Finance Division of the Administrative Services Department is headed by Victor Damiani, Finance Director, and consists of 6 employees. The Finance Division is managed by the Finance Director, and includes an Assistant Finance Director, an Accountant II position, a Payroll Technician and two Accounting Technicians.

H. Computer System

The accounting functions are computerized using Incode 10 financial software by Tyler Technologies. The applications operating on this system are general ledger, accounts payable, purchase orders, payroll, time entry, accounts receivable, cash collections, fixed assets, business licenses, utility billing, building projects and project accounting.

I. Availability of Prior Year's Work Papers

The City's fiscal year 2020-2021 audit was conducted by CliftonLarsonAllen in Roseville, California. Working papers of the previous audits are the property of the auditor, who should be contacted by the successful proposer as required by generally accepted auditing standards set forth in the AICPA Statement on Auditing Standards, AU Section 315.

IV. PROPOSAL REQUIREMENTS

The City will use the following timetable:

March 10, 2022	Issue request for proposals
April 5, 2022	Due date for proposals (by 4:00 p.m.)
April 26, 2022	Successful proposer notified
May 19, 2022	Recommendation of auditor to Council
May 23, 2022	Execute contract

V. WORK COMPLETION MILESTONES

Observe the following schedule in addition to complying with statutory and other filing and reporting deadlines:

June 15, 2022	Auditor to provide City with an audit plan and a list of schedules to be prepared for interim and final fieldwork
July 25, 2022	Interim fieldwork may begin
September 30, 2022	End of expenditure accrual period
September 30, 2022	End of revenue accrual period
October 24, 2022	City will deliver closed trial balance to auditor
November, 2022	Auditor fieldwork at City Hall (to be scheduled)
December 31, 2022	Auditor delivers three (3) bound copies of the City's financial statements; three (3) bound copies of the Seaside County Sanitation District financial statements; three (3) bound copies of the Single Audit Report (please note – report must be filed by statutory filing deadline with all appropriate agencies); three (3) copies of the Management Letter; three (3) copies of the GANN limit report

VI. ASSISTANCE TO BE PROVIDED TO THE AUDITOR

A. Finance Division and Clerical Assistance

The Finance Division staff and responsible management personnel will be available during the audit to assist the auditor by providing information, analysis, documentation, schedules and explanations. Jessica Riley, Assistant Finance Director, will act as liaison between the auditor and City staff. To facilitate the flow of information, all requests by the auditor for assistance must be coordinated by the City's liaison. In requesting information, consideration must be given to the on-going duties and workload of the Finance Division.

B. Work Area, Photocopying and FAX Machines

The City of Seaside will provide the auditor with reasonable workspace, desks and chairs. The auditor will also be provided with access to photocopying facilities and a fax machine.

VII. REPORT PREPARATION

Report preparation, editing, printing, tabbing, and binding will be the responsibility of the auditor.

1. City of Seaside Financial Statements and Independent Auditor's Report (3 bound copies, 1 PDF)
2. Seaside County Sanitation District Financial Statements and Independent Auditor's Report (3 bound copies, 1 PDF)
3. Transportation Safety and Investment Plan Account Financial Statements and Independent Auditor's Report (3 bound copies, 1 PDF)
4. Single Audit Report (3 bound copies, 1 PDF)
5. Management Letter (3 copies, 1 PDF)
6. GANN Limit Review and report (3 copies, 1 PDF)

VIII. PROPOSAL REQUIREMENTS

A. General Requirements

1. Inquiries

Questions regarding this RFP are to be directed by email to: Victor Damiani, Finance Director, at vdamiani@ci.seaside.ca.us. Such contact should be for clarification purposes only. Material changes, if any, to the scope of services or proposal procedures will only be transmitted by written addendum. Answers to submitted questions will be available via the City of Seaside website under RFP's & Bids.

2. Submission of Proposals

The following material is required to be received by April 5, 2022 at 4:00 p.m. via email for a proposing firm to be considered:

a. One copy of a Technical Proposal, to include the following:

(1) Title Page

Title page showing the request for proposal's subject; the firm's name; the name, address and telephone number of the contact person; and the date of the proposal.

(2) Table of Contents

Include a clear and complete identification of the materials submitted by section and page number. Cross-referencing to section and page number in the RFP is helpful.

(3) Transmittal Letter

The transmittal letter should address the firm's understanding of the project based on the RFP and any other information the firm has gathered and the firm's commitment to adhere to the timeline in the RFP. Include a statement discussing the firm's interest and qualifications for this type of work. Certify that the person signing the proposal is entitled to represent the firm, empowered to submit the bid, and authorized to sign a contract with the City. Lastly, include a statement that the proposal is a firm and irrevocable offer for ninety (90) days.

(4) Detailed Proposals

The detailed proposal should follow the order set forth in Section VIII-B of this request for proposals.

b. The proposer will submit one copy of a dollar cost bid as separate file, marked as follows: "Dollar Cost Bid Proposal - Annual Audit Services."

- c. Proposals, consisting of the two separate files in email form, should be addressed to:

Victor Damiani
Finance Director
City of Seaside
Finance Division
440 Harcourt Avenue
Seaside, California 93955

All proposals must be received via email by 4:00 p.m. on Tuesday, April 5, 2022.

B. Technical Proposal

1. General Requirements

The purpose of the Technical Proposal is to demonstrate the qualifications, competence and capacity of the firm seeking to undertake an independent audit of the City of Seaside in conformity with the requirements of the RFP. As such, the substance of proposals will carry more weight than their form or manner of presentation. The Technical Proposal should demonstrate the qualifications of the firm and of the particular staff to be assigned to this engagement. It should also specify an audit approach that will meet the request for proposal requirements and enable the audit to be completed within the time frames enumerated.

The Technical Proposal should address all the points outlined in the RFP, excluding any cost information which should only be included in the sealed dollar cost bid. The proposal should be prepared simply and economically, providing a straightforward, concise description of the proposer's capabilities to satisfy the requirements of the request for proposals. While additional data may be presented, the following subjects, items two (2) through twelve (12) below, **must** be included. They represent the criteria against which the proposal will be evaluated.

THERE SHOULD BE NO DOLLAR UNITS OR TOTAL COSTS INCLUDED IN THE TECHNICAL PROPOSAL DOCUMENT.

2. Independence

The firm should provide an affirmative statement that it is independent of the City of Seaside, as defined by generally accepted auditing standards and the U.S. General Accounting Office's *Government Auditing Standards*. The firm should also provide an affirmative statement that it is independent of all of the component units of the City of Seaside, as defined by those same standards.

The firm should list and describe the firm's professional relationships involving the City of Seaside or any of its agencies or component units/agencies, for the past five (5) years, together with a statement explaining why such relationships do not constitute a conflict of interest relative to performing the proposed audit.

In addition, the firm will give the City of Seaside written notice of any professional relationships entered into during the period of this agreement.

3. License to Practice in California

An affirmative statement should be included that the firm and all assigned key professional staff are properly licensed to practice as certified public accountants in California.

4. Business License

The independent auditor selected must possess a City of Seaside business license while conducting any work under this contract.

5. Insurance

Attached to the RFP is a draft copy of the City's Audit Services Agreement (Appendix C) which contains the insurance requirements. The selected firm will maintain the minimum insurance requirements during the entire time of the engagement. The selected firm will have a certificate of insurance completed and filed with the City within fifteen (15) days of execution of this agreement and will provide that no cancellation, major change in coverage, or expiration by insurance company or insured during the term of this contract will occur without thirty (30) days written notice to City prior to the effective date of such cancellation or change in coverage.

6. Firm Qualifications and Experience

The proposer should state the size of the firm, the size of the firm's governmental audit staff, the location of the office from which the work on this engagement is to be performed and the number and nature of the professional staff to be employed in this engagement on a full-time basis and the number and nature of the staff to be so employed on a part-time basis.

The firm is also required to submit a copy of the report on its most recent external quality control review, together with a statement about whether that quality control review included a review of specific **government** engagements.

The firm will also provide information on the results of any federal or state desk reviews or field reviews of its audits during the past three (3) years. In addition, the firm will provide information on the circumstances and status of any disciplinary action taken or pending against the firm during the past three (3) years with state regulatory bodies or professional organizations.

7. Partner, Supervisory and Staff Qualifications and Experience

Identify the principal supervisory and management staff, including engagement partners, managers, other supervisors and specialists, who would be assigned to the engagement. Indicate whether each such person is licensed to practice as a certified public accountant in California. Provide information on the government auditing experience of each person, including information on relevant continuing professional education for the past three (3) years and membership in professional organizations relevant to the performance of this audit.

Provide as much information as possible regarding the number, qualifications, experience and training, including relevant continuing professional education, of the specific staff to be assigned to this engagement. Indicate how the quality of staff over the term of the agreement will be assured.

Engagement partners, managers, other supervisory staff and specialists may be changed if those personnel leave the firm, are promoted or are assigned to another office. These personnel may also be changed for other reasons with the express prior written permissions of the City of Seaside. However, in either case, the City of Seaside retains the right to approve or reject replacements.

Other audit personnel may be changed at the discretion of the proposer, provided that replacements have substantially the same or better qualifications or experience.

8. Prior Engagements with the City of Seaside.

List separately all engagements within the last five (5) years for the City of Seaside by type of engagement (i.e., audit, management advisory services, other).

9. Similar Engagements with Other Government Entities and References

For the firm's office that will be assigned responsibility for the audit, list the most significant engagements performed in the last three (3) years that are similar to the engagement described in this request for proposal.

10. References

Please provide a list of not less than three (3) client references for which services similar to those outlined in the RFP are currently being provided. For each reference listed provide the name of the organization, dates for which the service(s) are being provided, type of service(s) being provided and the name, address and telephone number of the appropriate contact. The City reserves the right to contact any or all of the listed references regarding the audit services performed by the Proposer.

11. Specific Audit Approach

Submit a work plan to accomplish the scope of the engagement (Section II) and how the time requirements will be met (Section V). The work plan should include time estimates for each significant segment of the work and the staff level to be assigned and expected client assistance.

The proposal will identify and describe recent changes in accounting principles and pronouncements and their impact on the audit approach and the presentation, scope and disclosure of the financial report.

12. Prepared by Client List

The proposal will include a list of standard client-prepared audit schedules the firm anticipates City staff to provide.

C. Separate Dollar Cost Bid

1. Total All-Inclusive Maximum Price

The separate dollar cost bid should contain all pricing information relative to performing the audit engagement as described in this request for proposals. The total all-inclusive maximum price to be bid is to contain all direct and indirect costs, including all out-of-pocket expenses.

The City of Seaside will not be responsible for expenses incurred in preparing and submitting the technical proposal or the separate dollar cost bid. Such costs should not be included in the proposal.

The first page of the separate dollar cost bid should include the following information:

- a. Name of firm
- b. Certification that the person signing the proposal is entitled to represent the firm, empowered to submit the bid, and authorized to sign a contract with the City of Seaside
- c. A total all-inclusive maximum price for each fiscal year engagement (2021-2022, 2022-2023, and 2023-2024).

The second page of the separate dollar cost bid should include the total all-inclusive maximum price for each major report by fiscal year (Appendix A)

2. Rates by Partner, Manager, Supervisory, Staff and Clerical Level Times Hours Anticipated for Each

The third page of the separate dollar cost bid should include a schedule of professional fees and expenses, presented in the format provided in the attachment (Appendix B, pages 1-6), that supports the total all-inclusive maximum price. The cost of special services described in Section II-D of this request for proposal should be disclosed as separate components of the total all-inclusive maximum price.

3. Out-of-Pocket Expenses Included in the Total All-Inclusive Maximum Price and Reimbursement Rates

All estimated out-of-pocket expenses to be reimbursed should be presented on the third page of the separate dollar cost bid in the format provided in the attachment (Appendix B, pages 1-6). All expense reimbursements will be charged against the total all-inclusive maximum price submitted by the firm.

4. Rates for Additional Professional Services

If it should become necessary for the City of Seaside to request the auditor to render any additional services to either supplement the services requested in this request for proposals or to perform additional work as a result of the specific recommendations included in any report issued on this engagement, then such additional work will be performed only if set forth in an addendum to the contract between the City of Seaside and the firm. Any such additional work agreed to between the City of Seaside and the firm will be performed at the same rates set forth in the schedule of fees and expenses included in the separate dollar cost bid.

5. Manner of Payment

Progress payments will be made on the basis of hours of work completed during the course of the engagement and out-of-pocket expenses incurred in accordance with the firm's dollar cost bid proposal. Interim billing will cover a period of not less than a calendar month. The final ten percent (10%) of the total all-inclusive maximum price will be paid upon delivery of the firm's final reports.

IX. EVALUATION PROCEDURES

A. Selection Review Board

Proposals submitted will be evaluated by a three (3) member Selection Review Board consisting of the City Manager, the Finance Director of Administrative Services, and the Assistant Finance Director. The City reserves the right to modify the Selection Review Board as desired.

B. Review of Proposals

The Selection Review Board will use a point formula during the review process to score proposals. Each member of the Selection Review Board will first score each technical proposal by each of the criteria described in Section IX-C, below. The full Selection Review Board will then convene to review and discuss these evaluations and to combine the individual scores to arrive at a composite technical score for each firm. At this point, firms with an unacceptably low technical score will be eliminated from further consideration.

After the composite technical score for each firm has been established, the separate dollar cost bid will be opened and additional points will be added to the technical score based on the price bid. The maximum score for price will be assigned to the firm offering the lowest total all-inclusive maximum price. Appropriate fractional scores will be assigned to other proposers.

The City of Seaside reserves the right to retain all proposals submitted and use any idea in a proposal, regardless of whether that proposal is selected.

C. Evaluation Criteria

Proposals will be evaluated using three (3) sets of criteria. Firms meeting the mandatory criteria will have their proposals evaluated and scored for both technical qualifications and price. The following represent the principal selection criteria that will be considered during the evaluation process.

1. Mandatory Elements

- a. The audit firm is independent and licensed to practice in California
- b. The firm has no conflict of interest with regard to any other work performed by the firm for the City of Seaside or the Seaside County Sanitation District
- c. The firm adheres to the instructions in this request for proposal on preparing and submitting the proposal
- d. The firm submits a copy of its last external quality control review report and the firm has a record of quality audit work

2. Technical Qualifications (Maximum Points – 75)

a. Expertise and Experience

- (1) The firm's past experience and performance on comparable government engagements, including the performance of single audits in accordance with OMB Circular A-133
- (2) The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's management support personnel to be available for technical consultation

b. Audit Approach

Thoroughness of approach to conducting the audit and demonstration of the understanding of the objectives and scope of the audit

c. Commitment to work completion timeline

3. Price (Maximum Points - 25)

Cost will not be the primary factor in the selection of an audit firm.

D. Oral Presentations

During the evaluation process, the Selection Review Board may, at its discretion, request any one or all firms to make oral presentations. Such presentations will provide firms with an opportunity to answer any questions the Selection Review Board may have on a firm's proposal. Not all firms may be asked to make such oral presentations.

E. Final Selection

The City Council will select a firm based upon the recommendation of the Selection Review Board. It is anticipated a firm will be selected by April 26, 2022 with City Council approval by May 19, 2022. Following notification of the firm selected, it is expected a contract will be executed between both parties by May 23, 2022.

F. Right to Reject Proposals

Submission of a proposal indicates acceptance by the firm of the conditions contained in this request for proposal unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the City of Seaside and the firm selected.

The City of Seaside reserves the right without prejudice to reject any or all proposals.

APPENDIX A

<u>CITY OF SEASIDE</u> <u>TOTAL MAXIMUM PRICE</u> <u>FOR THE FISCAL YEAR ENDING JUNE 30,</u>				
	2022	2023	2024	TOTAL
City - Prepare, Audit & Issue Related Reports				
Seaside County Sanitation District – Prepare, Audit & Issue Related Reports				
Transportation Safety and Investment Plan Account Fund - Prepare, Audit & Issue Related Reports				
Single Audit Report & Related Reports				
GANN Limit Review & Report				
Total All-Inclusive Maximum Price				
Additional Cost to prepare ACFR				
Additional Cost to prepare and submit State Controller Reports for City, & District				
Total all inclusive maximum price (including ACFR & State Controller Reports)				

APPENDIX B

<u>SCHEDULE OF PROFESSIONAL FEES AND EXPENSES</u> <u>SUPPORTING SCHEDULE FOR THE <i>CITY OF SEASIDE</i> – PREPARATION OF</u> <u>FINANCIAL STATEMENTS AND AUDIT OF FINANCIAL STATEMENTS</u> <u>FOR THE FISCAL YEAR ENDING JUNE 30,</u>						
	No. of Hours	Hourly Rate	2022	2023	2024	Total
Fees:						
Partner						
Manager						
Supervisory staff						
Staff						
Clerical						
Other (specify)						
Subtotal fees						
Expenses:						
Meals and lodging						
Transportation						
Other (specify)						
Subtotal expenses						
Total all inclusive maximum price						
Additional Cost to prepare ACFR						
Total all inclusive maximum price (including ACFR)						

APPENDIX B

<u>SCHEDULE OF PROFESSIONAL FEES AND EXPENSES</u> SUPPORTING SCHEDULE FOR THE <u>SEASIDE COUNTY SANITATION DISTRICT - PREPARATION OF FINANCIAL</u> <u>STATEMENTS AND AUDIT OF FINANCIAL STATEMENTS</u> <u>FOR THE FISCAL YEAR ENDING JUNE 30,</u>						
	No. of Hours	Hourly Rate	2022	2023	2024	Total
Fees:						
Partner						
Manager						
Supervisory staff						
Staff						
Clerical						
Other (specify)						
Subtotal fees						
Expenses:						
Meals and lodging						
Transportation						
Other (specify)						
Subtotal expenses						
Total all inclusive maximum price						

APPENDIX B

<u>SCHEDULE OF PROFESSIONAL FEES AND EXPENSES</u> <u>SUPPORTING SCHEDULE FOR THE</u> <u><i>Transportation Safety and Investment Plan Account Fund</i> - PREPARATION OF FINANCIAL</u> <u>STATEMENTS AND AUDIT OF FINANCIAL STATEMENTS</u> <u>FOR THE FISCAL YEAR ENDING JUNE 30,</u>						
	No. of Hours	Hourly Rate	2022	2023	2024	Total
Fees:						
Partner						
Manager						
Supervisory staff						
Staff						
Clerical						
Other (specify)						
Subtotal fees						
Expenses:						
Meals and lodging						
Transportation						
Other (specify)						
Subtotal expenses						
Total all inclusive maximum price						

APPENDIX B

<u>SCHEDULE OF PROFESSIONAL FEES AND EXPENSES</u> <u>SUPPORTING SCHEDULE FOR THE</u> <u>SINGLE AUDIT AND RELATED REPORTS</u> <u>FOR THE FISCAL YEAR ENDING JUNE 30,</u>						
	No. of Hours	Hourly Rate	2022	2023	2024	Total
Fees:						
Partner						
Manager						
Supervisory staff						
Staff						
Clerical						
Other (specify)						
Subtotal fees						
Expenses:						
Meals and lodging						
Transportation						
Other (specify)						
Subtotal expenses						
Total all inclusive maximum price						

APPENDIX B

<u>SCHEDULE OF PROFESSIONAL FEES AND EXPENSES</u> <u>SUPPORTING SCHEDULE FOR THE</u> <u>GANN LIMIT REVIEW AND REPORT</u> <u>FOR THE FISCAL YEAR ENDING JUNE 30,</u>						
	No. of Hours	Hourly Rate	2022	2023	2024	Total
Fees:						
Partner						
Manager						
Supervisory staff						
Staff						
Clerical						
Other (specify)						
Subtotal fees						
Expenses:						
Meals and lodging						
Transportation						
Other (specify)						
Subtotal expenses						
Total all inclusive maximum price						

EXHIBIT E
CONSULTANT'S PROPOSAL



April 5, 2022

City of Seaside
Finance Division
Attn: Victor Damiani
Finance Director
440 Harcourt Avenue
Seaside, CA 93955
vdamiani@ci.seaside.ca.us

Dear Mr. Damiani:

We are pleased to enclose an electronic copy of our Technical Proposal to provide Annual Audit Services for the City of Seaside for the three fiscal years ending June 30, 2022, 2023, and 2024 with the option to extend two (2) additional one-year periods.

Yours very truly,

A handwritten signature in black ink, appearing to read 'GZhang', is placed over a faint, light-colored rectangular stamp.

Grace Zhang, CPA
Audit Partner

GZ:sa
enclosures

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ANNUAL AUDIT SERVICES PROPOSAL 4.05.22

PREPARED FOR



City of Seaside
Finance Division
Attn: Victor Damiani
Finance Director
440 Harcourt Avenue
Seaside, CA 93955
vdamiani@ci.seaside.ca.us

Grace Zhang, CPA
3478 Buskirk Ave, Suite 215
Pleasant Hill, CA 94523
P (925) 930-0902
F (925) 930-0135
gracez@mazeassociates.com



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**CITY OF SEASIDE
ANNUAL AUDIT SERVICES PROPOSAL**

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**CITY OF SEASIDE
ANNUAL AUDIT SERVICES PROPOSAL**

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April 5, 2022

City of Seaside
Finance Division
Attn: Victor Damiani
Finance Director
440 Harcourt Avenue
Seaside, CA 93955
vdamiani@ci.seaside.ca.us

Dear Mr. Damiani:

We are pleased to present this proposal to the City of Seaside (City). We understand this proposal is for an independent audit of the City's Basic Financial Statements, in conformity with generally accepted accounting principles, for the fiscal years ending June 30, 2022, 2023, 2024 with the option to extend an additional two (2) one-year periods. We understand that we will also assist the City in preparing the Annual Financial Report

We are quite certain we are the most qualified firm to be your independent accountants. As our founder, Scott Maze, first coined over forty years ago, "*We are in Business to Help Our Clients Succeed!*" Since that time, we have rigorously employed this philosophy along with our commitment to continual improvement. Our clients know from experience we employ a variety of techniques, technologies and strategies to maximize effective and efficient audits without shifting our work onto our client's staff. We've summarized these techniques, technologies and strategies below and explained them in more depth in our proposal.

- **We are the best-known regional municipal audit firm in Northern California.** Our firm has been in business over 40 years, and over that time, we have achieved national recognition with the consistently high quality of our work and with our leadership on issues such as GASB Statements 34, 68 and 75, and internal control enhancements. We frequently speak at CSMFO and CSDA events and webinars.
- **Municipal industry is our main business.** We believe we have the necessary qualifications to perform your audit.
 - **Annually, we serve over 200 municipalities including special districts, joint powers authorities, successor agencies, housing authorities and financing authorities in the San Francisco Bay Area.**
 - We currently have over forty City or Town clients ranging in size from small towns to large complex cities. We are proud to say that over forty of our clients publish award-winning Annual Comprehensive Financial Reports, the majority of which we have provided assistance in compiling reports.
 - **We conduct over three dozen Single Audits annually.**

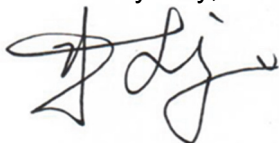
- **Our Partners are actively involved** in planning, conducting and completing the audit in our client's offices, and our Partners are available when you need them. We resolve issues on the spot while the audit is going on.
- We have a long-term track record of client retention beyond our client's original contract terms because of the quality of our service.
- We are properly licensed to practice in California. All key staff assigned to this audit possess California CPA licenses.
- Everyone on our audit staff averages approximately **80 hours of training in municipal auditing and accounting and 1500 hours of municipal audit experience each year**. This means you do not train our staff!
- Our fee includes **one free day of training**. Starting in 2016, we implemented the annual Maze Live training. This will provide you with knowledge of upcoming GASB pronouncements and changes in the municipal field. Past classes included topics such as year two of GASB Statement 68, GASB Update, Implementation of GASB Statements 74 and 75, Fraud Environment, Cybersecurity and Single Audit under Uniform Guidance. Future Classes will focus on similar topics as well as the information to prepare for the implementation of GASB Statement 84 and GASB Statement 87.
- Our **Closing Checklists** help you prepare in advance for both our interim and year-end audits. These Checklists do away with last-minute requests for schedules and analyses at year-end and help identify potential problems early in the process. We will coordinate them with the work papers you are already preparing, so **you don't have to prepare workpapers only for the auditors**.

As with all our audits, we are committed to providing timely, quality audit services to the City of Seaside. We have no doubt that we are the firm best qualified to perform the services described in the request for proposal. After you have analyzed our proposal and - most important - talked with our references, we are quite confident you will agree.

Grace Zhang, Vice President (gracez@mazeassociates.com), and Amy Meyer, Vice President (amym@mazeassociates.com) are authorized to represent, sign for and contractually obligate Maze & Associates, a Professional Corporation, located at 3478 Buskirk Avenue, Suite 215, Pleasant Hill, CA, 94523, P(925) 930-0902, F(925) 930-0135. The proposal is a firm and irrevocable offer for 90 days.

We look forward to the opportunity to continue to provide audit services for the City of Seaside!

Yours very truly,



Grace Zhang, CPA
Audit Partner

INDEPENDENCE

Independence

As independent auditors, **our most valuable asset is our independence.** Unlike many firms, we have never allowed our independent audit function to be used to promote consulting or other work. In fact, consulting and related work have never amounted to more than a few percent of our total revenues, while our independent audit work has amounted to over eighty percent of our revenues.

Our firm and all our partners and employees are independent of the City of Seaside as that term is defined by the General Accountability Office's *Government Auditing Standards*, the American Institute of Certified Public Accountants, the California Society of Certified Public Accountants and the California State Board of Accountancy. We have no present or past professional relationships with the City or any of its Council members or employees that would compromise our independence.

We will discuss in advance with the City any professional relationships being contemplated during the period of engagement that may present a potential conflict of interest. If the City and we believe any such relationship presents a conflict of interest, we will not enter into it.

LICENSE TO PRACTICE IN CALIFORNIA

We are properly licensed California Certified Public Accountants. We are members of the Government Finance Officers Association (GFOA) and the California Society of Municipal Finance Officers (CSMFO) as well as the American Institute of Certified Public Accountants and the California Society of Certified Public Accountants.

All assigned key professional staff are properly licensed to practice in California. Those staff that are certified public accountants have current California CPA licenses in the attest function, and have **received more than twice the required level of continuing education.** Even though not required, all non-certified audit staff receive the same level of training. We believe the level of training we provide is unmatched by any other accounting firm. **Our audit staff receives an average of 80 hours of continuing education annually, including an average of over 48 hours of municipal audit and accounting training. This is twice the amount required by professional standards.**

Even though not required, all non-certified audit staff receives the same level of training.

BUSINESS LICENSE

We will obtain a business license from the City of Seaside when we have been awarded the contract for annual auditing services.

INSURANCE

We maintain adequate errors and omissions insurance. We will maintain the minimum insurance as listed in Appendix C of the RFP.

FIRM QUALIFICATIONS AND EXPERIENCE

Overview

We are a professional services corporation located in Pleasant Hill, California. We presently have a total of fifty-five people including the following:

- Seven Shareholders, including five Audit Partners
- One Directors
- Four Managers
- Numerous supervisors and senior auditors

Sixteen of our professional staff are California Certified Public Accountants, and various additional staff members are in the process of completing their applications for licensure.

Thirty-six of our professional staff members comprise our governmental audit staff, as our firm's emphasis is on governmental auditing and accounting. Several of our professional staff have national accounting firm experience, which we have blended with the more personal approach of a smaller firm.

All staff assigned to this engagement are full-time staff of our firm. We anticipate assigning two partners, one director, one supervisor, two audit associates and administrative support staff to this engagement. Please see Proposed Segments of the Engagement in the Specific Audit Approach Section for details of assignment for each staff.

The location of the office from which work on this engagement will be performed is Pleasant Hill, California.

The majority of our clients are cities, special districts, or other municipal entities and we do this work twelve months of the year. We limit our practice in other areas and focus on being the best municipal audit firm in Northern California. Our clients include several cities similar to the City of San Bruno in size. Our audit strategy is tailored to municipalities and is quite different from the traditional approach adapted from commercial clients by general practice accounting firms.

We have focused on municipalities since 1986. We are active in GFOA, CSMFO, CSDA and CMTA, and our Partners have been speakers at GFOA, CSMFO, CSDA and CMTA functions.

We are in business to help our clients succeed. We help you use the ever-growing tangle of accounting rules properly, but to your best advantage, by helping you keep out of trouble and helping you do the right thing. We stay in touch throughout the year to keep you abreast of municipal accounting developments and to help you avoid problems, instead of coming in afterwards to assess the damage. We rotate our audit emphasis based on our planning meetings with you so areas that concern you can be addressed as a normal part of the audit at no extra cost.

Reputation

We believe quality and an emphasis on doing our job right is far more important than being cheaper than our competitors. Despite the economic pressures faced by municipalities and the need to save money, there are other, more serious concerns to be weighed. For instance, the perceived or actual audit failures in the municipal audit sector. The City of Bell news, especially the State Controller's Office Report on that City's audit firm, raised serious questions about municipal audit quality. Whether this is justified or not isn't really the issue. What is at issue is the perception of poor quality in municipal audits. We received a number of inquiries and requests for proposal from that firm's clients who desired a change in auditors. A former client of ours, which rotated to them several years ago, called us and asked if we would propose on the City's work. They said that the council simply did not want to expend the energy to defend whether that firm was providing quality work.

These trends indicate that it would be unwise to reduce audit effort for any municipal audit. Our commitment to quality and preserving our firm's reputation remains our top priority and serves our clients best.

Capacity and Resources

We have consistently demonstrated the ability of our capacity and resources to meet the demands of our clients. We have never missed a reporting deadline for any of our clients.

Over the years we have made substantial additional investments in our people and our systems. We have continued our policy of at least doubling the required amount of Continuing Education we provide our people. We routinely provide an average of one hundred hours of Continuing Education each year—the State requirement is forty hours. We routinely ensure that at least eighty of those hours are specific to municipal audit and accounting—the State and government auditing standard requirements are twenty-four hours.

Hand-in-hand with our continuing investment in our people has been our increased investment in systems and hardware support. Eight years ago, our systems work was handled by an outside consultant. **Today, we have a full-time staff of two people who maintain our state-of-the-art systems capabilities and provide increasing levels of such service to our clients.** Every person on our staff is now armed with a late model PC that communicates with all our other PCs, printers, servers, etc., via our own wireless network establish in each client's office at the start of each audit. Most of our work-papers are now prepared on these PCs as we continue to move toward paperless audit and paperless files.

We have moved most of our clients from a manual input of their general ledger data to **a fully mechanized computer dump** of that data direct to our Excel-based financial statement formats. At the same time, we have added significant numbers of internal data controls to financial statement formats. This strategy has virtually eliminated input errors, increased efficiency, and allowed our clients to spend less time reviewing and approving the financial statements. Not only does our new direct dump produce fund-basis financial statements, it produces the Entity-wide financial statements. And these improvements have been made without a hiccup - we **consistently deliver final draft financial statements and reports to our clients the last day of our fieldwork in our client's offices.**

We are not relying on the capabilities or resources of any other firms in our proposal.

Audit Quality

Never has audit quality been the focus of more attention than now. With names like Orange County, San Diego and Bell in the news, municipal audits can no longer be relegated to a consent item. Ensuring quality audits is a necessity. Our commitment to quality remains our top priority.

Experience

Seventy-five percent of our practice is municipal auditing, accounting and consulting, continuing throughout the entire year. **Our practice includes over forty city and town clients and more than fifty special districts, including over forty city and special district Comprehensive Annual Financial Report award winners—more award winners than any other Northern California accounting firm or international firm branch office.** Every one of the above Comprehensive Annual Financial Reports won awards from GFOA and/or CSMFO.

As you can see from the client list in the Similar Engagements with Other Government Entities – City and Town Clients Section below we have a winning combination that has resulted in **strong client loyalty and retention**. Several clients who left have returned after seeing the difference between our firm and our competitors. **Others have remained our clients after completing a full-blown proposal** process, most recently Cities of Santa Clara, Belmont, Pittsburg, Richmond and South San Francisco.

Public Financing Authorities and Mello-Roos Experience

We have performed audits of public facilities financing authorities and Mello-Roos districts and designed financial statements that went beyond required disclosures to include Inception-to-Date information about capital projects. These disclosures can allow the reader to see and understand the entire scope and cost of capital projects, even though they may not remain on the authorities' books after completion.

We are familiar with public financing authorities and the accounting and auditing problems that can arise with their use. We have many clients that use financing authorities in issuing debt. We have considerable experience with the "blending" of financing authority funds with other funds.

Assistive Resources

Our client support is unmatched by any other firm. As a San Francisco Bay Area municipal audit niche firm with five audit partners, we are positioned perfectly to provide staff and Board with a wide variety of resources. Support ranges from turnkey financial statement drafts with linked footnotes and direct download-based financial statements to professional continuing education sessions. We are active in professional organizations affecting local government and have a strong presence in neighboring local governments which keeps our knowledge current that we readily share with our clients. And we do not charge extra for the five-minute phone calls throughout the year.

Client Training and Professional Development

We can provide you with varying levels of training and professional development resources. We provide our semi-annual continuing education to our staff and have on occasion opened it up to our clients who wish to keep their licensees current. Our audit fee includes providing training and assistance with the implementation of applicable new GASB statements, at no additional charge. Depending upon the complexity of the GASB Statement requiring implementation, the assistance could take the form of free access to web-based training, one-on-one or group training, suggested footnote disclosure templates and/or Excel spreadsheet templates.

We have also developed and conducted training specifically for our clients. Training can be general theory in nature, semi-customized or fully customized training that fits your operations. Theory intensity can be at the beginning, intermediate and advanced levels. On occasion, we have provided our clients with shorter presentations of new pronouncements and other requirements. At the City of Richmond, for example, we developed and taught monthly training sessions on virtually every major finance area to its staff over a twelve-month period. Much of their staff had assumed new functions in the aftermath of serious staffing cuts several years ago and their Finance Director was seeking an economical method of enhancing their knowledge base and skill sets. At the Cities of Richmond, Livermore, El Cerrito and Belmont we provided grants management training to several departments as a means of solving coordination weaknesses.

In 2016, we launched Maze Live – this is a full day of training which is free to our clients and qualifies for continuing education credit. Past classes included topics such as year two of GASB 68, GASB update, Implementation of GASB Statements 74 and 75, Fraud Environment, Cybersecurity and Single Audit under Uniform Guidance. Future classes will focus on similar topics.

Professional Activities

We are active members of the Government Finance Officers Association and the California Society of Municipal Finance Officers as well as the American Institute of Certified Public Accountants and the California Society of Certified Public Accountants. We are also a member of the Association of California Water Agencies (ACWA). We are frequent speakers at various organizations.

We attend CSMFO Northern California chapter meetings on a regular basis, and we have served as speakers on various occasions. We also attend the CSMFO Annual Conference, at which our Partners and IT Director have been speakers. We have also attended the League of California Cities' annual Financial Management Seminars.

Amy Meyer, Partner, and Katherine Yuen, Partner, serve on the Governmental Accounting and Auditing Committee of the California Society of CPAs. David Alvey, Partner, serves on the Accounting Procedures and Assurance Services Committee of CalCPA and the Professional Standards Committee of CSMFO. Amy Meyer and David Alvey are Comprehensive Annual Financial Report reviewers for the Comprehensive Annual Financial Report Award Program of the Government Finance Officers Association.

Qualifications and Continuity

Our people accumulate over 1,500 hours of purely municipal audit and accounting experience annually, far more than in any general service accounting firm.

We provide our clients continuity while introducing enough new people to keep our perspective fresh and provide you with the benefits of rotation. We intend to retain all the people assigned to your audit throughout this year's entire engagement. In future years we plan to rotate no more than one person on each segment whom we will replace with someone of equal experience. Changes to the engagement partner, manager, or supervisory staff will be made only after written permission from the City.

We do everything we can to ensure continuity because it helps you, it helps our staff and it helps us. We schedule the entire year in advance to avoid conflicts, and we give priority to clients who are able to accurately predict the date their books will be closed, so that the staff on their audit will not be affected if another client's closing or audit is delayed. We attempt to match personalities as well as skills and abilities so that our staff and yours will get along well.

External Quality Control Review/Peer Review

We are members of the Quality Review Program of the AICPA, which means we subject ourselves to a peer review of our workpapers and quality control procedures every three years by independent accountants specializing in such work. **Our most recent peer review was completed in 2021; we again received a rating of pass, the highest level of assurance possible.** This peer review included a review of several governmental and non-profit audit engagements, including three Special Districts. A copy of our most recent peer review opinion is located at the end of this section.

Our municipal audit reports are subject to annual reviews by various branches of the Office of the State Controller. City/Town audit reports and Single Audit Act reports receive scrutiny. During the past five years every one of these reports has been accepted as submitted. Of course, all of our clients' Comprehensive Annual Financial Reports are also reviewed by GFOA for award consideration; every report submitted has won an award from GFOA.

Federal or State Desk or Field Reviews

We have not been subject to any State Desk or Field Reviews of our audits during the past three years.

Litigation

We have not been sued over poor work quality, nor have we paid any such claims out of court in the past five years, and there are no current and we are not aware of any potential lawsuits. In addition, we have not received any disciplinary action taken or pending action against us during the past three years with state regulatory bodies or professional organizations.

Peer Review Letter



Report on the Firm's System of Quality Control

February 9, 2021

To Maze & Associates Accountancy Corporation and the Peer Review
Committee of the California Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Maze & Associates Accountancy Corporation (the firm) in effect for the year ended May 31, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Peer Review Letter (Continued)

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Maze & Associates Accountancy Corporation in effect for the year ended May 31, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Maze & Associates Accountancy Corporation has received a peer review rating of *pass*.

Coughlan Napa CPA Company, Inc.

Coughlan Napa CPA Company, Inc.

PARTNER, SUPERVISORY, AND STAFF QUALIFICATIONS AND EXPERIENCE

Audit Team

We are proposing to assign Grace Zhang, CPA as Engagement Partner, Amy Meyer, CPA as Alternate/Technical Review Partner, Whitney Crockett, CPA as Manager, and Vincent Vega in charge. We have selected this team based on their extensive municipal experience.

We understand that engagement partners and other supervisory staff may be changed only with the express written permission of the City.

We will balance out our resources with our Senior Associates and Associates to form fully leveraged teams. All of our audit staff are experienced with audits of Basic Financial Statements, enterprise operations, retirement plans, capital assets and infrastructure, long term debt, including swaps and related compliance and continuing disclosures, and all other aspects of municipal accounting and financial reporting.

No sub-proposers will be utilized.

Resumes of Staff Assigned to Your Audit



GRACE ZHANG, CPA, Engagement Partner – Grace graduated from Assumption University in Bangkok, Thailand, with a BBA in Finance and received her **MBA** in Finance from Case Western Reserve University, Ohio, in 2001. She has received over **two hundred and forty hours of continuing education** in the last three years. Grace joined Maze in August 2005 and has been a certified public accountant since 2006, and is a member of the American Institute of Certified Public Accountants and California Society of CPA's. Grace has participated in the following audits:

Town of Atherton
City of Belmont
City of Burlingame
City of Campbell
City of Cupertino
City of Daly City
City of East Palo Alto
City of Foster City
City of Hayward
City of Half Moon Bay
City of Livermore
City of Martinez
Menlo Park Fire Protection District
City of Milpitas
City of Morgan Hill
City of Mountain View
City of Newark
City of Palo Alto
City of Piedmont

Town of Woodside
City of Redwood City
City of Richmond
City of San Carlos
City of San Pablo
City of San Rafael
City of Santa Clara
City of Sunnyvale
City of Sausalito
Silicon Valley Animal Control Authority
Silicon Valley Clean Water
City of South Lake Tahoe
City of South San Francisco
City of Sunnyvale
City of Watsonville
City of Vallejo
West Bay Sanitary District
Town of Woodside
Town of Portola Valley

PARTNER, SUPERVISORY, AND STAFF QUALIFICATIONS AND EXPERIENCE (Continued)



AMY MEYER, CPA, Alternat/Technical Review Partner – Amy graduated from the University of the Pacific in 1993 with a B.S. in Accounting and a minor in Information Systems and has worked with Maze & Associates since 1993. Amy is a California CPA and is a member of the California Society of CPAs and the American Institute of Certified Public Accountants. Amy has assisted several of our clients with their computer applications and is very comfortable using a variety of systems. She has been involved with a number of accounting and GASB implementation training classes customized to our clients' needs. Amy is also our PC applications expert. Amy currently serves on the Governmental Accounting and Auditing Committee of the California

Society of Certified Public Accountants, which provides practical guidance to CPAs in the area of governmental accounting and auditing in an effort to improve the quality of financial reporting on governmental entities. Amy is also a CAFR reviewer for GFOA. **She has accumulated three hundred and four hours of continuing education during the last three years as an in-house instructor and participant.** She has gained valuable experience on the audits of the following:

City of Alameda
Alameda Power and Telecom
City of Albany
City of American Canyon
Town of Atherton
Association of California Water Agencies Joint
Powers Insurance Authority
City of Belmont
City of Brentwood
California Joint Powers Risk Management
Authority
City of Concord
City of Daly City
City of Dublin
East Bay Regional Park District
East Contra Costa Fire Protection District
City of El Cerrito
El Dorado County
City of Elk Grove
City of Hercules
City of Lathrop
Livermore Area Recreation and Park District
City of Livermore
Town of Los Gatos
City of Manteca
City of Martinez

City of Milpitas
City of Mountain View
City of Oakley
City of Palo Alto
Redwood Empire Municipal Insurance Fund
City of Rancho Cordova
City of Richmond
City of Rio Vista
City of Rocklin
City of Roseville
Town of San Anselmo
City of San Carlos
City of Modesto
City of San Pablo
City of San Rafael
City of Santa Clara
City of Saratoga
South Placer Wastewater Authority
City of South San Francisco
City of Tracy
City of Turlock
City of Vallejo
City of Waterford
West Contra Costa Transportation Advisory
Committee
City of Woodland

PARTNER, SUPERVISORY, AND STAFF QUALIFICATIONS AND EXPERIENCE (Continued)



WHITNEY L. CROCKETT, CPA, Manager – graduated from Washington State University with a Bachelors of Arts in Business Administration in Accounting in May 2011 and received a Masters of Accounting Degree in August 2012. She is a Certified Public Accountant in the State of California. **Whitney has received over 240 hours of continuing education** in the past three years and has participated in the following audits:

City of Alameda

Town of Atherton

City of Brisbane

Central Contra Costa Sanitary District

Charitable Federated Group

City of Concord

Contra Costa Water District

City of Daly City

City of Dublin

Dublin San Ramon Services District

City of East Palo Alto

City of El Cerrito

Town of Fairfax

City of Hayward

City of Lafayette

City of Larkspur

Livermore Amador Valley Transit Authority

City of Los Banos

City of Manteca

Marin/Sonoma Mosquito and Vector Control District

City of Martinez

City of Mountain View

City of Pittsburg

Livermore-Amador Valley Water Management
Agency

El Dorado County

Alameda County Transportation
Commission

City of Milpitas

Town of Moraga

Transbay Joint Power Authority

Novato Sanitary District

City of Oakley

City of Pacifica

Peninsula Traffic Congestion Relief Alliance

City of Petaluma

City of Richmond

City of Roseville

City of Santa Clara

City of San Pablo

City of San Rafael

City of Sausalito

South San Joaquin Irrigation District

Stopwaste

TRAFFIX

Tri-Dam Project/Tri-Dam Power Authority

City of Vallejo

City of Watsonville

City of West Sacramento

Town of Woodside

PARTNER, SUPERVISORY, AND STAFF QUALIFICATIONS AND EXPERIENCE (Continued)



Vincent Vega, In Charge – graduated from San Francisco State University, in 2018, with a Bachelor's Degree in Business Administration concentrating in Accounting. Vincent has **received over 200 hours of continuing education** since joining our firm in July 2018.

His relevant government agencies experience includes the following:

City of Pacifica
City of Belmont
City of Benicia
City of Mill Valley
City of Daly City
City of Davis
City of Burlingame
City of Foster City
Town of Fairfax
City of Half Moon Bay
City of Hayward
City of Livermore
City of Los Altos
City of Martinez
City of San Leandro
Town of Woodside
Belvedere-Tiburon Library Agency
City of Alameda

City of Morgan Hill
Novato Fire Protection District
Town of Portola Valley
City of Redwood City
City of San Rafael
City of Santa Clara
Ross Valley Fire District
Silicon Valley Clean Water
City of Turlock
City of Watsonville
Port of Redwood City
Santa Clara Valley Water District
City of Pittsburg
City of Sausalito
San Mateo County Harbor District
City of Belvedere
Santa Clara County Fire Department
El Dorado County

Continuity of Staffing

We do everything we can to ensure continuity because it helps you, it helps our staff and it helps us. We schedule the entire year in advance to avoid conflicts, and we give priority to clients who are able to accurately predict the date their books will be closed, so that the staff on their audit will not be affected if another client's closing or audit is delayed. We attempt to match personalities as well as skills and abilities so that our staff and yours will get along well.

Staff Training

We believe the level of training we provide is unmatched by any other accounting firm. **Our audit staff receives an average of 80 hours of continuing education annually, including an average of over 48 hours of municipal audit and accounting training. These are twice the amount required by professional standards.**

Our program places heavy emphasis on governmental accounting and auditing classes conducted by our own staff, supplemented by courses offered by the California Society of Certified Public Accountants, the American Institute of Certified Public Accountants, the Government Finance Officers Association, the California State Municipal Finance Officers Organization and the Association of California Water Agencies.

PARTNER, SUPERVISORY, AND STAFF QUALIFICATIONS AND EXPERIENCE (Continued)

We accomplish this task by reserving a solid week in January or February and another week in July solely for staff training. Our training is very specific and very participatory; lectures are almost non-existent as people are involved in a continual give-and-take format designed to educate while it helps us improve our services. We deal with specific clients and situations, we solve problems and do case studies, and we train people for real-life situations through role-play exercises. Everyone is equal in these exercises and everyone contributes their own experience in the field and the ideas they have formulated from that experience. **Suggestions coming out of staff training sessions are the source of most of the service improvements and refinements we make each year.**

A listing of our continuing education courses provided to all our staff, both certified and non-certified, over the past three years is as follows:

Area/Course	2019		2020		2021	
	Spring 40 Hrs.	Summer 40 Hrs.	Spring 40 Hrs.	Summer 40 Hrs.	Spring 40 Hrs.	Summer 40 Hrs.
Auditing and Accounting Management						
Municipal Audit - Practice Analysis and Review	☐	☐		☐		☐
Managing Municipal Audits - Audit Supervisors	☐	☐		☐		☐
Control Testing	☐	☐	☐	☐	☐	☐
Quality Control	☐					
GAAP Updates						
Cash, Debt, and Capital Asset Auditing Updates	☐	☐	☐	☐	☐	☐
GASB/FASB Update	☐	☐	☐	☐	☐	
GASB 74/75	☐		☐		☐	☐
GASB 68	☐		☐		☐	☐
Journal Entry Testing	☐		☐		☐	
Compliance Audits						
Transportation Audits - TDA, STIP and Measures A, B, C		☐		☐		☐
RDA Compliance/Successor Agency Audit	☐		☐		☐	
Single Audit Compliance	☐		☐		☐	☐
Auditing Standards						
Audit Standards Update		☐			☐	
New SASs, Risk Assessment and Impacts on Approach	☐					☐
Assessing Internal Control Risks/ Sample Sizes	☐		☐		☐	
Updating our Audit Approach		☐				☐
Yellow Book Update	☐			☐		☐
IT/Paperless/Other						
Team Building: Building and Maintaining Effective and Successful Teams		☐			☐	
CCH Paperless Audit Software/ Trial Balance Function						☐
IT Information Systems Review Updates	☐		☐	☐	☐	
Professional Writing			☐		☐	

PRIOR ENGAGEMENTS WITH THE CITY OF SEASIDE

We had had no prior engagements with the City of Seaside.

SIMILAR ENGAGEMENTS WITH OTHER GOVERNMENT ENTITIES AND REFERENCES

City and Town Clients

The table below summarizes our most recent experience with audits of cities and towns. We are responsible for all phases of the work on these clients. **All of this work represents recurring annual audit and related work; all this work and that presented in the table was completed on or before the deadline from the first year listed for each client.** Please also see the References Section for names and current phone numbers for contacts on work quality and performance.

CITY AND TOWN EXPERIENCE

Client Name	Scope of Work	Client Start Date	Annual Comprehensive Financial Report Submission	GFOA Award	Single Audit
Population > 100,000					
Concord	Audits of City financial statements, Successor Agency, Healthcare District, Financing Authority, Single Audit	2019 - Present	✓ Yes	✓ Yes	✓ Yes
Daly City	Audit of City financial statements, Successor Agency, Single Audit, Transportation Development Act Audit, Transportation Measure, JPAs audits	1992 - Present	✓ Yes	✓ Yes	✓ Yes
Hayward	Audit of City financial statements, Successor Agency, Single Audit, Transportation Development Act Audit, Transportation Measure, Financing Corporation Audit	2011 - Present	✓ Yes	✓ Yes	✓ Yes
Santa Clara	Audit of City financial statements, Successor Agency, Single Audit, Transportation Development Act Audit, Silicon Valley Power Audit	2012 - Present	✓ Yes	✓ Yes	✓ Yes
Population < 100,000					
Alameda	Audit of City financial statements, Successor Agency, Single Audit, Transportation Development Act Audit, Transportation Measures	2018 - Present	✓ Yes	✓ Yes	✓ Yes
Atherton	Audit of Basic Financial Statements, Single Audit	2009 - Present	*	*	✓ Yes
Belmont	Audit of City financial statements, Successor Agency, Single Audit, Transportation Measure	1998 - Present	✓ Yes	✓ Yes	✓ Yes
Belvedere	Audit of City financial statements	2018 - Present	✓ Yes	✓ Yes	*
Benicia	Audit of City financial statements, Single Audit, Transportation Development Act Audit	2011 - Present	✓ Yes	✓ Yes	✓ Yes
Brentwood	Audit of City financial statements, Successor Agency, Single Audit, Transportation Development Act Audit	2007 - Present	✓ Yes	✓ Yes	✓ Yes
Brisbane	Audit of City financial statements, Successor Agency	2011 - Present	*	*	*
Burlingame	Audit of City financial statements, Single Audit, Transportation Development Act Audit,	2016 - Present	✓ Yes	✓ Yes	✓ Yes
Davis	Audit of City financial statements, Single Audit	2015 - Present	✓ Yes	✓ Yes	✓ Yes
Elk Grove	Audit of City financial statements and Single Audit	2017 - Present	✓ Yes	✓ Yes	✓ Yes
Fairfax	Audit of Basic Financial Statements	2009 - Present	*	*	*
Half Moon Bay	Audit of City financial statements, Single Audit, Transportation Development Act Audit	2014 - Present	✓ Yes	✓ Yes	✓ Yes

SIMILAR ENGAGEMENTS WITH OTHER GOVERNMENT ENTITIES AND REFERENCES (Continued)

City and Town Clients (Continued)

Client Name	Scope of Work	Client Start Date	Annual Comprehensive Financial Report		
			Submission	GFOA Award	Single Audit
Lathrop	Audit of City financial statements, Single Audit	2011 - 2020	✓ Yes	✓ Yes	✓ Yes
Los Altos	Audit of City financial statements, Single Audit, Transportation Measure	2014 - Present	✓ Yes	✓ Yes	✓ Yes
Los Altos Hills	Audit of City financial statements and North County Library Authority, Single Audit, Transportation Development Audit	2016 - Present	✓ Yes	✓ Yes	✓ Yes
Manteca	Audit of City financial statements, Successor Agency, Single Audit, Financing Authority Audit	1986 - Present	✓ Yes	✓ Yes	✓ Yes
Martinez	Audit of City financial statements, Single Audit, Transportation Development Act Audit	2001 - Present	✓ Yes	✓ Yes	✓ Yes
Milpitas	Audit of City financial statements, Successor Agency, Single Audit, Transportation Development Act Audit, Financing Corporation Audit	1995 - Present	✓ Yes	✓ Yes	✓ Yes
Moraga	Audit of City financial statements, Successor Agency, Single Audit, Transportation Development Act Audit	2012 - Present	✓ Yes	✓ Yes	✓ Yes
Mill Valley	Audits of City Basic Financial Statements and Sewerage Agency of Southern Marin	2020 - Present	*	*	*
Morgan Hill	Audit of City financial statements, Single Audit, Transportation Development Act Audit	2015 - Present	✓ Yes	✓ Yes	✓ Yes
Oakley	Audit of City financial statements, Successor Agency, Single Audit	2000 - Present	✓ Yes	✓ Yes	✓ Yes
Orinda	Audit of City financial statements, Single Audit, Transportation Development Act Audit	2015 - Present	✓ Yes	✓ Yes	✓ Yes
Pacifica	Audit of City financial statements, Single Audit, Transportation Development Act Audit, Transportation Measure	2015 - Present	✓ Yes	✓ Yes	✓ Yes
Pleasanton	Audit of City financial statements, Single Audit, Transportation Development Act Audit	2016 - 2020	✓ Yes	✓ Yes	✓ Yes
Pittsburg	Audit of City financial statements, Successor Agency, Single Audit, Transportation Development Act Audit, Retirement Plan Audit	2011 - Present	✓ Yes	✓ Yes	✓ Yes
Portola Valley	Audit of Basic Financial Statements and Transportation Measure	2005 - Present	*	*	*
Redwood City	Audit of City financial statements, Successor Agency, Single Audit, Transportation Development Act Audit, Audit of Port of Redwood City, Audits of Joint Power Authorities	2019 - Present	✓ Yes	✓ Yes	✓ Yes

SIMILAR ENGAGEMENTS WITH OTHER GOVERNMENT ENTITIES AND REFERENCES (Continued)

City and Town Clients (Continued)

Client Name	Scope of Work	Client Start Date	Annual Comprehensive Financial Report Submission	GFOA Award	Single Audit
San Bruno	Audit of City financial statements, Single Audit, Transportation Development Act Audit	2016 - Present	✓ Yes	✓ Yes	✓ Yes
San Carlos	Audit of City financial statements, Successor Agency, Single Audit, Transportation Development Act	2016 - Present	✓ Yes	✓ Yes	✓ Yes
San Leandro	Audit of City financial statements, Successor Agency, Single Audit, Transportation Development Act Audit, Transportation Measures	2011 - Present	✓ Yes	✓ Yes	✓ Yes
San Pablo	Audit of City financial statements, Successor Agency, Single Audit, Transportation Development Act Audit	1995 - Present	✓ Yes	✓ Yes	✓ Yes
San Rafael	Audit of City financial statements, Successor Agency, Single Audit	2007 - Present	✓ Yes	✓ Yes	✓ Yes
South San Francisco	Audit of City financial statements, Successor Agency, Single Audit, Transportation Development Act Audit, Transportation Measure	2004 - Present	✓ Yes	✓ Yes	✓ Yes
Sutter Creek	Audit of Basic Financial Statements, Single Audit	2015 - Present	*	*	✓ Yes
Tracy	Audit of City financial statements, Successor Agency, Single Audit	2015 - 2020	✓ Yes	✓ Yes	✓ Yes
Turlock	Audit of Basic Financial Statements, Successor Agency, Single Audit, Transportation Development Act Audit, Financing Authority Audit, Abandoned Vehicle Abatement Program	2013 - Present	*	*	✓ Yes
Visalia	Audit of City financial statements, Successor Agency, Single Audit, Transit Fund Audit, Transportation Measure	2015 - 2020	✓ Yes	✓ Yes	✓ Yes
Watsonville	Audit of the City financial statements, Single Audit	2017 - Present	✓ Yes	✓ Yes	✓ Yes

SIMILAR ENGAGEMENTS WITH OTHER GOVERNMENT ENTITIES AND REFERENCES (Continued)

Significant Special District Audit Engagements

The chart below shows our most recent experience with District and Authority audits. We are or were responsible for all phases of work for these entities.

Special Districts and Authority Clients	1st Year	Compliance Requirements	Single Audit/ Special Report
FINANCING			
Association of Bay Area Governments FAN	1997	X	
City of Rancho Cordova Financing Authority	2009	X	
Concord Joint Powers Financing Authority	1992	X	
Governments of Livermore Financing Authority	1991	X	
Hayward Public Financing Authority	1996	X	
Manteca Financing Authority	1991	X	
Milpitas Public Financing Authority	1995	X	
Palo Alto Public Financing Corporation	1998	X	
Richmond Joint Powers Financing Authority	2005	X	
HOUSING			
Napa Valley Housing Authority	2000	X	X
Napa Housing Authority	2000	X	X
Richmond Housing Authority	2005	X	X
Suisun Housing Authority	2007	X	X
Vallejo Housing Authority	2004	X	X
PUBLIC SAFETY			
Belmont Fire Protection District	1998		X
East Contra Costa Fire Protection District	2011		
Menlo Park Fire Protection District	2009		X
Net Six Joint Powers Authority (Dispatch services)	1998	X	
Novato Fire Protection District	2013		
Rodeo-Hercules Fire Protection District	2009		X
Ross Valley Fire Department	2013		
Ross Valley Paramedic Authority	1991	X	
San Mateo Pre-Hospital Emergency Svcs. Providers Group	2000	X	X
San Ramon Valley Fire Protection District	2000	X	X
South County Fire Authority	1998	X	X
South San Mateo Police Joint Powers Authority	2000	X	
Twin Cities Police Authority	1991	X	
RECREATION AND OTHER			
Association of Bay Area Governments	1997	X	X
Contra Costa Mosquito and Vector Control District	2008		
East Bay Regional Park District	1987	X	X
Livermore Area Recreation and Park District	1989	X	X
Manteca Recreational Facilities Authority	1986	X	
Marin-Sonoma Mosquito and Vector Control District	2013		
Silicon Valley Animal Control Authority	2001		
West Contra Costa Integrated Waste Management Authority	2019		
RISK MANAGEMENT			
Association of California Water Agencies JPIA	2009		
Association of Bay Area Governments PLAN	1997		
Association of Bay Area Governments SHARP	1997		
California Joint Powers Risk Management Authority	1993		
Redwood Empire Municipal Insurance Fund	2013		
Small Cities Organized Risk Effort	2009		

SIMILAR ENGAGEMENTS WITH OTHER GOVERNMENT ENTITIES AND REFERENCES (Continued)

Significant Special District Audit Engagements (Continued)

TRANSPORTATION			
Alameda Contra Costa County Transit Authority	2010	X	X
Alameda County Transportation Improvement Authority	2010	X	X
City/County Association of Governments	2005	X	X
Contra Costa Transportation Authority	2003	X	X
Eastern Contra Costa Transit Authority	2012	X	X
Livermore/Amador Valley Transportation Authority	1994	X	X
Measure J Traffic Congestion Relief Agency (TRAFFIX)	2012		
Peninsula Corridor Joint Powers Board	2010	X	X
Peninsula Traffic Congestion Relief Alliance	2001	X	X
Ralston/Holly /Harbor Grade Separation Projects	1998	X	X
San Francisco Bay Area Water Emergency Transit Auth.	1997	X	X
San Mateo County Transit District	2010	X	X
San Mateo County Transportation Authority	2010	X	
Solano Transportation Authority	2004	X	X
Sonoma-Marin Area Rail Transit District (SMART)	2017	X	X
West Contra Costa Transportation Authority Commission	1995	X	
UTILITY			
Alameda Municipal Power	1990	X	
Bay Area Clean Water Agencies	2005		
Bethel Island Municipal Improvement District	2007		
Calaveras County Water District	2004		X
California Association of Sanitation Agencies (Non-profit)	2005		
Central Contra Costa Sanitary District	2013		
Coastside County Water District	1993	X	X
Contra Costa Water District	2002		X
Contra Costa Solid Waste Authority	1993	X	X
Diablo Water District	2014		
Dublin San Ramon Services District	1999	X	X
DSRSD/EBMUD Recycled Water Authority	2005		
East Bay Dischargers Authority	2015		
East Bay Municipal Utility District	2005	X	X
East Palo Alto Sanitary District	2013	X	
El Dorado Irrigation District	2007	X	X
Fairfield Suisun Sewer District	2000		
Freeport Regional Water Authority	2005		
Livermore-Amador Valley Water Management Agency	1987		X
Mid-Peninsula Water District	2006		
Novato Sanitary District	2013		X
Palo Alto Regional Water Quality Control Plant	1998	X	X
Placer County Water Authority	2005		X
Sacramento Suburban Water District	2020		
Santa Clara Valley Water District	2004		
Sausalito-Marin City Sanitary District	2011		
Silicon Valley Power	2012		
Skyline County Water District	1992		
Solano Irrigation District	2006		
South Bay System Authority	1998	X	
South Bay Transfer Station Authority	1997	X	
South San Joaquin Irrigation District	2004		
South Placer Wastewater Authority	2001	X	
Stanislaus Waste-to-Energy	2005		
Stinson Beach County Water District	2011	X	
Tri-Valley Wastewater Authority	1990		
Union Sanitary District	2000		
Upper Mokelumne River Watershed Authority	2005		
Vallejo Sanitation and Flood Control District	2016		
West Valley Sanitation District	2004		
Zone 7 Water Agency	2010	X	X

SIMILAR ENGAGEMENTS WITH OTHER GOVERNMENT ENTITIES AND REFERENCES (Continued)

As you can see from the client lists above, we have a winning combination that has resulted in **strong client loyalty and retention. Several clients who left have returned after seeing the difference between our firm and our competitors**, most recently Dublin-San Ramon Services District, Livermore-Amador Valley Water Management Authority, and Contra Costa Water District. **Others have gone through a full proposal process and retained us**, such as cities of Brentwood, Hayward, Benicia, and Milpitas.

REFERENCES

City of Foster City – A client since 2017

Engagement Partner – Grace Zhang

Principal Contact - Fiti Rusli, Assistant Finance Director (650) 286-3267, frusli@fostercity.org

Work Scope and Reports:

- Comprehensive Annual Financial Report
- Basic Financial Statements
- Memorandum on Internal Control and Required Communications
- Gann Limit Agreed Upon Procedures Report
- Measure A & Measure W Compliance Reports

City of Burlingame – A client since 2016

Engagement Partner – Grace Zhang

Principal Contact – Hellen Yu-Scott, Finance Director (650) 558-7222, hyscott@burlingame.org

Work Scope and Reports:

- Annual Comprehensive Financial Report (GFOA Award Winner)
- Memorandum on Internal Control and Required Communications
- Proposition 111 Agreed Upon Procedures Report
- Transportation Development Act Report
- Measure A & Measure W Compliance Reports
- Various Agreed Upon Procedures Reports, including TOT
- Single Audit Act Report

Town of Atherton – A client since 2009

Engagement Partner – Grace Zhang

Principal Contact – Robert Baron III, Finance Director, 650-752-0552 rbarron@ci.atherton.ca.us

Work Scope and Reports:

- Basic Financial Statements
- Proposition 111 Agreed Upon Procedures Report
- Memorandum on Internal Control and Required Communications
- Measure A
- Annual Report of Financial Transactions for the Town and District

City of San Carlos – A client from 2005-2011, rotated back to Maze & Associates in 2016

Engagement Partner – Grace Zhang

Principal Contact – Carrie Tam, Finance Manager (650) 802-4217, ctam@cityofsancarlos.org

Work Scope and Reports:

- Annual Comprehensive Financial Report (GFOA Award Winner)
- Memorandum on Internal Control and Required Communications
- Single Audit Act Reports
- Proposition 111 Agreed Upon Procedures Opinion
- Measure A & Measure W Compliance Reports
- C/CAG Financial Statements
- C/CAG Single Audit
- C/CAG Compliance Audit

SPECIFIC AUDIT APPROACH

Scope of Work

We will complete the fiscal year ending June 30, 2022 Annual Comprehensive Financial Report. We will issue our memorandum on internals, also known as a management letter, and the required communications. We will inform the City immediately if we uncover any irregularities or illegal acts.

Audit Plan

Our audit strategy is designed specifically for municipalities. We perform half our audit well before year-end so we can identify problems early. Our strategy maximizes our efficiency and lessens the load on our clients. When engaged to prepare the financial statements, we prepare proformas of them for your review, well before year-end and we give you detailed interim and final-phase checklists of all the items we will need from you months in advance.

We will plan the audit in detail and prepare an Audit Plan which details the information we will need from you to complete our interim and year-end audits, along with the person responsible for preparing it and the date they will have it ready. We tailor it to refer directly to the schedules you already prepare.

We do not require special reports or reconciliations just for our audit. We have found that coordinating our team and our client's staff works very well because it helps minimize the impact on your staff at year end. This way the Audit Plan includes most data we need from you so you and your staff can plan and schedule your work accordingly. **Our clients know from prior experience with our firm, that we excel at minimizing our impact on your staff.**

Specific Audit Strategy—Interim

Unlike older-style firms, **we perform most of our important work at interim**, well before the end of the fiscal year. We use our interim work to identify and solve problems and plan the year-end closing and audit in detail. Well before we begin our interim work we will send you a list of the items we need, so you will have time to prepare.

We forecast many year-end amounts at interim, so that we can limit the amount of work required at year-end and concentrate instead on areas of concern. For example, we normally perform all our cash and investment testing at interim, including sending confirmation letters to depositories and determining financial statement categorizations. Performing these last two steps at interim allows plenty of time to follow up on confirmations or resolve questions about the proper categorization of an investment without delaying the audit. As another example, we test long-term debt at interim and forecast year-end balances and transactions for each debt issue.

We use **remote inquiry** as much as possible at interim, in order to increase our efficiency and reduce our impact on your staff. We can download Board minutes and other documents from your website for review. Combining these abilities with our checklists has allowed us to perform larger portions of the audit in our own offices and reduce our questions to writing so that you have more time to deal with them.

Laws, Regulations and Compliance

Our audits are designed to ensure that we test transactions for compliance with the Single Audit Act and other applicable laws and regulations, including the California Government Code, provisions of applicable grant guidelines, etc. We identify applicable laws and regulations as part of our audit planning each year.

The California Government Code has many provisions and underlying regulations relating to investments and the investment policy, all of which are tested as part of our audit of cash and investments.

Specific Audit Strategy – Analytical Procedures and Year End

At year-end we do not repeat any of the work we performed at interim. Instead, we focus on the items in your Audit Plan and on the Basic Financial Statements. **Our year-end audit field-work actually starts in our office**, so that when we do arrive in your offices we are fully prepared and we minimize our impact on your operations.

In our offices, we cross-reference or reconcile your Audit Plan information, reports and schedules. The Engagement Partner **performs our detailed Analytical Procedures review of balances and emails our questions to you in advance of our arrival** in your offices. Our experience is that this Analytical Procedure review identifies any issues remaining after our interim work, as well as most potential audit adjustments.

This gives all of us time to address these items in person while the audit field-work is proceeding, instead of by telephone and e-mail afterward.

As part of the analytical procedures, when we start work in your offices, we will need you to complete your responses to the Analytical Review, but we will not need much of your time and we will not ask for more schedules or reports. Our Engagement Partner, Manager and Supervisor will meet with you on the first day of the year-end audit to discuss any remaining unanswered Analytical Review questions, review the status of the year-end closing and to determine if modifications to our year-end approach are needed. This meeting sets the stage for the year-end audit; by this time the format and content of the financial statements is pretty well set and most audit adjustments have been identified. If we find any material adjustments, we will discuss them with you immediately and provide you with the journal entries required; we do not propose adjustments that are not material.

At the conclusion of our year-end work, our Engagement Partner and Supervisor, will review the final financial statement drafts with you and your staff. The following week, a second partner not involved with the audit will perform a “quality assurance review” of the financial statements and workpapers so that we will be ready to sign the financial statement opinions as soon as the City approves them.

You will find our strategy allows you to control the audit process, enables you to spread the work over the year as you wish and greatly reduces the pressure at year end.

Local Expertise and Resources

Our expertise and resources are local which provides our clients with timely on-the-spot responses to issues and questions as they arise. Our Audit Supervisors are on site daily while the audit team is in the field. Our Engagement Partner and Manager are on site at least weekly checking on progress, discussing and resolving issues with the Audit Team, as well as meeting with our client as needed. In cases of highly complex operations or unusual issues, our Technical Review Partner is brought out to meet with the audit team and provide technical support, consultation and participate in meetings with our clients as needed. With all our resources available locally, our clients are assured of in depth, timely audits and expedient resolutions to questions and issues as they arise.

Information System Review

Information System Security became an important part of financial statement audits and we have performed an Information Systems Review (ISR) with every audit since 2001. Unlike our competitors, we extend our review to not only encompass the financial system, but also the network environment that houses that system. From our perspective, the internal controls that are present in the overall network environment are critical to understanding the internal controls over the financial system.

Unlike financial statements, there are currently no authoritative standards that local governments must employ to ensure that adequate and appropriate IT controls are designed and implemented. We extensively researched this area and concluded it was most appropriate to base our ISR on the certification and accreditation framework developed by the National Institute of Standards and Technology (NIST) for the Federal Information Security Management Act (FISMA) which is the minimum security required for federal government agencies information systems. NIST recommends states, local governments and Indian tribes comply with these standards as well. **Our reviews include procedures to determine that your systems are adequately protected from unauthorized internal access, provide for reasonable measures to ensure continuation of service, provide for security of data from physical or network access and have internet access defenses including hacker prevention, detection and deterrent systems.**

Our information systems reviews are performed by qualified information security professionals who hold at least the Information Systems Audit and Control Association's (ISACA) Certified Information Systems Auditor (CISA) or the (ISC)²'s Certified Information Systems Security Professional (CISSP). Both certifications require continuing professional education. As a value added service we will provide the City with a matrix of the maturity as compared with NIST's certification and accreditation framework.

System Controls, Transaction Cycle Processing Verification and Sample Sizes

With any data processing system upon which we intend to rely as a means of reducing substantive testing, we perform a variety of tests to verify the accuracy of transaction processing, the reliability of system control points and authorization controls, appropriateness of profile structures including Super-user rights access, and automated functionality such as sub-ledger integration and auto-journal entry validity and set up controls.

SPECIFIC AUDIT APPROACH (Continued)

Gaining an understanding of the design of relevant procedures, controls and authorization levels is integrated with our risk assessment procedures discussed under the ***Client Tailored Risk Assessment*** section below. As part of our risk assessment process we identify those transaction cycles we intend to rely on. Both processing procedures and controls that are to be relied on are tested with our audits.

Transaction cycle processing and control tests typically involve sampling techniques. Most of our transaction samples are selected and tested during the interim portion of our work. Each sample will run from twenty-five to sixty transactions in size. We use interval and judgment sampling techniques with a high degree of stratification. Transaction cycles we sample are dependent on materiality to each client's financial statements but typically include, payroll, disbursements, receipts, loans receivable, investments and budget transactions and in accordance with the requirements of Statement of Auditing Standards #99 we also sample journal entries. Samples from each grant audit or major federal award program are also made. Samples are triple purpose samples and we test for correct recording, compliance with applicable policy or regulation and key control attributes – both manual and automated. This includes verification of sub-ledger integration and auto-journal entry validity, if needed.

Profiles, Access and Setup Controls

Despite advances in information technology automation and system control features, classic segregation of duties concepts remain a mainstay for providing adequate internal controls. What has changed however, is the necessity to determine system profile structures and actual system access. We inquire how our clients establish and maintain system profiles for relevant staff with the objective of determining whether controls are in place to provide for adequate segregation of duties and to determine if system profiles are appropriate based on the individual's duties. We also determine how our clients monitor access and we test access through reviews of access logs, observation and in some extreme cases, with fully observed access attempts.

We will also inquire about procedures and controls used to ensure only those system functions and controls assigned to an employee are in fact setup in system profiles. Considerations include Super User Rights, system profile set up, and system authorization functionality such as transaction initiation, review and approval, automated entry setup and posting. Work typically involves inquiry of staff with Super-User Rights and determining how the organization provides a check and balance against the possibility that one person with Super-User Rights can intentionally or inadvertently assign unauthorized access. We often review access logs and examine approvals of profile changes and review authorization levels.

Data Extraction

We employ rather simple data extraction techniques these days since most modern systems provide easy download capabilities to text or Excel files. We have been utilizing data extraction for over fifteen years. We first began data extraction as a means of downloading data from our client's financial systems for upload directly into the financial statements. Then we expanded this to include transaction details, account information and other data contained in our clients systems that we need for audit. Our Chief Operations Officer, Chris Hunt, oversees our data extraction needs and has successfully worked with all of our clients and their systems to achieve data extractions for our use. We are extremely adept at converting from text, delimited and fixed width files, and with every system used by clients.

Assessing Risks – Interim Phase

Beginning with fiscal year 2007-2008 audits, a new set of Statements of Auditing Standards became effective and required that most auditors change the way they audit. Much of this new guidance came out of the aftermath of highly publicized audit failures such as Enron, Global Crossings and the like. The Statements make it clear that a generalized one-size-fits all audit approach will not be permitted. An audit must be based on a unique audit strategy customized to fit each client and its industry.

The primary objective of these Standards is to require the auditor's application of an audit risk model. The concept is that a set of financial statements should be evaluated for the underlying risks of material misstatement. Then, a customized audit should be tailored to test for misstatements and verify that controls are designed and in place to prevent and detect misstatements.

We have consistently employed a risk based concept from our firm's inception. Our audit checklists and programs were originated by reference to *Audits of Local Governments* published by the Practitioners' Publishing Company (PPC), a third party vendor specializing in producing audit guides for unique industries. But, we have not simply used their guide as our approach. We have customized it further for the simple reason that California municipalities have many unique risks not faced by municipalities in other states. As you know, California state law and applicable regulations cover a wide variety of areas such as cash and investment management, redevelopment compliance, transportation development act programs, and child development programs.

Our primary objective in an audit of each client's financial statements is to opine on whether the financial statements, including disclosures, are free of material misstatement. Our opinion must be based on sufficient, appropriate audit evidence that we obtain and this evidence must be documented. To achieve this objective, we further refine our approach to be responsive to each individual audit. We may reduce the scope of our substantive audit tests provided we conclude there are effective specific controls in place which would detect and correct misstatements due to errors or fraud.

Fraud Considerations

Beginning with our 2004 audits, we employed additional audit steps required by Statement of Auditing Standards #99, *Consideration of Fraud in a Financial Statement Audit*. SAS #99 requires auditors to consider risk areas that may be susceptible to fraud and to then modify their audit strategy. We have been employing a variation of the SAS #99 concept since the early 1990's. For example, for many of our recurring clients, we visited all of their cash collection sites. We performed cash counts and reviewed cash handling practices and procedures, including security measures employed to limit access to cash. This and our planning meetings with our clients' staff have resulted in the inclusion of a variety of special emphasis areas in our audits. We combine our fraud consideration brain storming sessions with our overall risk assessment process discussed below.

Client Tailored Risk Assessment

Our strategy to assessing risk begins with a brainstorming session of our audit team where they review your prior year financial statements and operations to identify areas of major audit risk. We also incorporate our consideration of other factors such as the risk of fraud, the economy, regulatory complexities or changes, credit market conditions and others into our initial assessment. We may also compare unusual transactions and estimates to those used by other municipalities or to current trends and issues. Since we are a niche firm specializing in California municipalities this is relatively easy. For example, certain development agreements are unique to municipalities. These agreements usually contain complex financial transactions and legal restrictions. With so much experience in this area we can quickly design an efficient response to these risks.

Major audit risks are further evaluated through consideration of relevant assertions to determine inherent risk due to error or fraud. For example, cash on hand has a relative higher inherent risk of loss due to theft than an infrastructure asset. High and medium inherent risk audit areas are further evaluated to determine relevant internal controls needed to prevent, detect and correct errors or fraud.

We start our evaluation of your internal controls by interviewing staff and meeting with Department heads as needed. We review policies and procedure manuals and other documentation to determine the design of procedures and controls. As part of our evaluations we document narrative memoranda outlining the duties of each pertinent person as well as our GRID evaluation of the important nexus control points. The GRID is our own design; it is a two-axis chart we use to identify potential conflicts of duties in your controls. We enhance our evaluation by reviewing system profile reports, paying special attention to super-user rights. This data is then used to determine the presence or absence of compensating controls designed to mitigate conflicts of duties vested in a single individual.

We then test to verify that procedures and controls are operating effectively such that they reduce the risk that errors or fraud could occur and go undetected and uncorrected. We use a variety of techniques to verify controls are effective including: sampling, observation, documentation of reviews, examining system access reports and comparisons with other data.

After this has been completed, we assess the risk of material misstatement which is determined by the relative inherent risk of an area and the associated control risk to plan our substantive tests. That is, the risk that controls are not in place or are not operating effectively. Areas with a low risk of material misstatement assessment may receive limited substantive procedures while those with a high risk of material misstatement will receive significant substantive procedures.

We then design our final phase audit plan to ensure we obtain sufficient appropriate evidence about the financial statements and disclosures. Specific audit procedures are developed and documented in our audit programs and we develop potential internal control points for further evaluation as to significance and communicate those to staff.

Client Participation in the Risk Assessment Process

Of course, any risk assessment process is incomplete without our clients' active participation. We hold meetings with senior finance staff and others within the organization to discuss their views and assessments of risks affecting the financial statements. Our inquiries are backed up by reviews of the annual budget, mid-year budget revisions, internal audit reports, grantor performance and monitoring correspondence and any other pertinent data we deem relevant.

We must also establish two-way communication with the Board and Finance Committee which we typically accomplish by meeting to discuss the audit process and timing, management representations and fraud considerations.

Assessing Risks – Final Phase

Although the majority of our evaluations and testing of internal controls is completed with our interim testing, it is during the final phase that actual year end balances, transactions and disclosures are known and our substantive procedures are employed. These procedures and data often reveal unusual or unexpected results that must be considered in the risk assessment process. Risk assessment processes are iterative and cumulative. That is, we must continually re-evaluate our assessments based on information and procedures gathered. It is not uncommon for an initial assessment and the corresponding substantive audit work to be restructured as a result of new data. Indeed, it is the intent of current audit standards that the audit be responsive to risks.

Our substantive procedures are selected to be responsive to the assessed risk and relevant assertion and typically involve analytical procedures, third-party confirmation, estimation techniques, mini-max tests, trend analyses, recomputations, corroboration with other tests, tests in total, sampling and comparisons to data gathered in other municipal audits.

Risk assessment procedures would be incomplete without an evaluation of the adequacy of our evidence obtained including internal control tests, any significant deficiencies or material weaknesses and substantive test results. **These factors are considered prior to the release of our opinion in a final re-assessment process that includes our quality assurance review.**

Communication and Coordination

We will meet with you at the start of each phase of work and conduct an exit conference at the end of each phase of work. This will ensure you know everything we do, with plenty of time to address any issues.

Two key objectives for a well-run audit are to ensure timely communication of the audit results and to provide for seamless coordination of the external auditors with staff. The concept is virtually identical to our Accounting Issues Memorandum and detailed Interim and Closing Checklists that we typically prepare for our clients.

SPECIFIC AUDIT APPROACH (Continued)

The Accounting Issues Memorandum concept was originated by one of our staff over two decades ago to function as a partner's brief of an engagement's status. It worked so well we expanded it to all our audits and share it with our clients. It has proven to be an indispensable communication and coordination tool ever since. This informal memo condenses and summarizes the audit status and issues as of the end of our interim work. It includes housekeeping matters, major and minor potential findings, scheduled audit fieldwork start and finish dates, etc. We produce this memo right in your office before the conclusion of our interim work, so you have an idea of what we've found so far and whether there are areas that need work.

Our Memorandum on Internal Control is drafted at year-end and may include significant issues raised with our interim phase Accounting Issues Memorandum as well as issues arising from our year-end work. We review a draft with you, so that you will have plenty of time to consider the facts and discuss our findings before the audit results are presented to the Board.

Prompt Service and Delivery of Reports

We have always focused on reducing financial statement turn-around time and we have never missed a deadline. We normally complete the review of the final draft of the financial statements on the last day of our field-work in our clients' offices or within two weeks thereafter.

Our audit strategy emphasizes detail planning and coordination of our staff and client staff to complete the audit as efficiently as possible. We have found that completing all our work and our reports as part of our field-work dramatically reduces the time required to issue final reports to our clients.

Our strategy allows our clients ample time to review all report drafts before issuance, while ensuring that all reports are issued timely. **Many clients have been able to advance the date on which their reports are presented to the Finance Committee and Board.**

Internal Quality Assurance System

Every one of our audit and assurance engagements has an Engagement Partner responsible for the successful completion of the work as well as ensuring we maintain quality levels that satisfy professional standards. Our very high Partner to staff ratio of one to six is double that of traditional firms. We specifically structure our work for on-site Engagement Partner participation while the audit is being conducted. This structure is by design to ensure we have active on the job oversight of staff and timely completion of the work.

We have always subjected our audit and assurance engagements to a second Quality Assurance Review. This is performed by a second partner that is not involved with the audit.

Use of Electronic Resources

As much as possible, we like to use electronic versions of documents. We find that this makes the audit not only efficient, but ecofriendly. We also set up OneDrive accounts in which files can be transferred regardless of their size.

SPECIFIC AUDIT APPROACH (Continued)

Confirmations

As requested in the RFP, we confirm that we typically use bank confirmations to vouch cash and investments. From time to time, these confirmations can be difficult to obtain and we can use alternative procedures such as review of the monthly bank statements.

Proposed Segments of the Engagement

Our proposed segmentation of the audit, including staff level and the number of hours to be assigned to each segment of the audit is included below. This proposed segmentation is based on our experience with the City and other similar entities.

Audit Activities	Budgeted Hours				
	Partners				Total
	Engagement	Supervisor	Associates	Admin.	
Planning & budget/Confirm/Checklists	2.00	10.00			12.00
Fraud assessment	2.00	2.00			4.00
Minutes-resolutions		6.00			6.00
Supervision/review	12.00	36.00			48.00
Conferences & meetings	8.00	2.00			10.00
Report	12.00	32.00	24.00	4.00	72.00
Management letter	2.00		16.00		18.00
Analytical review	6.00				6.00
Internal Control Evaluation			42.00		42.00
Cash & Investments			40.00		40.00
Revenue/Receivables			26.00		26.00
Capital Assets			32.00		32.00
Disbursements/Payables			21.00		21.00
Payroll/Accrued liabilities			24.00		24.00
Pension (GASB 68)			38.00		38.00
OPEB (GASB 75)			29.00		29.00
Net Position			16.00		16.00
Risk Management			10.00		10.00
Commitment and Contingencies			10.00		10.00
Total Hours:	44.00	88.00	328.00	4.00	464.00

Discussion of Relevant Accounting Issues

We will provide the City with whatever support it needs with regard to gaining an understanding of new pronouncements affecting the financial statements and our audits. Our consistent approach is to provide our clients with advance identification of new GASBs as they are issued. With every audit, we provide overviews of new pronouncements including effective dates and we review these with City staff.

In the year of implementation, we proforma new disclosures and add on additional data requests to our interim and closing checklists. For complex rules, we prepare course materials and conduct training and education sessions during interim for finance and other affected City staff to ensure they understand the requirements. We include the new GASB provisions as well as any additional resources such as implementation guides, practical application examples and additional technical resources and contacts. After City staff has had a chance to think about the City's operations, we conduct a follow-up conference to determine the potential impact to the financial statements and audit. In unusual cases we will schedule additional field work before year end to ensure the new rules do not affect year end timing.

Resolving Potential Audit Problems**GASB No. 87, Leases, and Potential Increase in Audit Scope**

As discussed in the Project Understanding - Discussion of Relevant Accounting Issues Section, our consistent approach is to provide our clients with advance identification of new GASBs as they are issued. With every audit, we provide overviews of new pronouncements including effective dates and we review these with City staff and, in the year of implementation, we proforma new disclosures and add on additional data requests to our interim and closing checklists. However, for the upcoming implementation of GASB Pronouncement 87, Leases, in fiscal year 2022, we anticipate there will be an increase in the audit scope. We will not know the extent of the potential increase in audit scope, if any, until we have additional conversations with City staff, and that change in scope could increase (or even decrease) between now and fiscal year 2022 if the City enters into new lease agreements or terminates existing agreements. Therefore, once that information is known for fiscal year 2022, we will provide a cost estimate and addendum to the engagement letter that will be based upon our standard hourly rates.

**CLIENT
CLOSING CHECKLIST
FYE JUNE 30, 2022**

We will begin our final fieldwork on _____, 2022. Please label requested documents to correspond with the following list, and have all of the following items available to us on that morning. . Please feel free to e-mail me items as they come available. We will need the Section 3100 items by DATE:

	Responsible Person	Completed
GENERAL		
1. Please provide a copy of the staff report that explains all significant fluctuations of Balance Sheet and Income Statement balances between fiscal years 2019/2020 and 2020/2021.	_____	_____
2. Provide the GFOA comments for the District's June 30, 2020 CAFR.	_____	_____
3. Please provide FY2021 IS NA Accounts and FY2021 Cash Flows in excel format.	_____	_____
4. Please provide a copy of the XXXXX agreement.	_____	_____
SECTION 3100 – REPORTS		
1. Please provide an income statement by account-summary report for the year ended June 30, 2021, which compares budget to actual balances by object.	_____	_____
2. Please provide a Balance Sheet Report as of June 30, 2021.	_____	_____
4100 - CASH AND INVESTMENTS		
1. Provide a copy of the Cash and Investment ("Portfolio Management") Report as of June 30, 2021. This should tie to all General Ledger accounts. Have available the bank statements, bank reconciliation and trustee statements along with a list of outstanding checks and deposits supporting each cash account balance as of June 30. Please also provide the July 31, 2021 Cash and Investment Report, if ready.	_____	_____
2. Have available all bank & investment statements for July 2021.	_____	_____
3. Provide a copy of the investment policy if revised since our interim work.	_____	_____
4. Provide a copy of the GASB 31 FMV adjustment calculation.	_____	_____
5. Provide the calculation for the overall portfolio rate of return.	_____	_____
6. Please convert the Sympro report related to the GASB 40 footnotes into an excel spreadsheet and provide us with this electronic copy.	_____	_____
7. Please provide SSAE 16 (Soc1 report) reports for US Bank and WestAmerica Banks for fiscal year 2021.	_____	_____
8. Please provide U.S. Bank GASB72 statement detail.	_____	_____
9. Please provide the WestAmerica Collateralization Letter stating the pledged collateral market value as of June 30, 2021.	_____	_____

**CLIENT
CLOSING CHECKLIST
FYE JUNE 30, 2022**

We will begin our final fieldwork on _____, 2022. Please label requested documents to correspond with the following list, and have all of the following items available to us on that morning. . Please feel free to e-mail me items as they come available. We will need the Section 3100 items by DATE:

4150 - CASH AND INVESTMENTS - GASB 40

Please provide the following for District & Retirement Plan:

1. Sympro reports sorted by Maturity and Institution as of June 30, 2021. _____
2. Credit rating of all Corporate Bonds (Mutual Funds and Guaranteed Investment Contracts if available) including the rating agency used i.e. Moody's, Standard and Poor, etc. _____
3. Provide the dollar amount of all Federal Agency Issues (FNMA, FHLB, FHLMC, etc.) that are classified "Mortgage-Backed Securities" and the dollar amount of all classified as "Debt Securities." _____
4. If it is the District's policy to hold investments to maturity—for all investments that are callable, provide the next call date if it is not included on the Sympro reports. _____
5. Please provide two "GASB 40 Credit and Interest Rate Risk" Sympro reports. One sorted by issuer and the other by maturity date. _____

4300 – ACCOUNTS RECEIVABLES & BILLINGS

1. **SUBSEQUENT RECEIPTS REVIEW** – Please provide a detail of all receipts > \$500,000 received July 1, 2021 through current date. We will be tracing the accrued items to the GL. _____
2. Provide an accounts and grants receivable detail listing which ties to the General Ledger as of June 30, 2021. _____
3. Provide us with the bad debt expense figure on Raw Water and Treated Water billings during fiscal year 2021. _____
4. Provide number of treated water customers and raw water customers as of June 30, 2021. _____
5. Provide change in billing rate (by percentage) for both treated water and raw water sales from 7/1/20 to 6/30/2021. _____
6. Provide a breakdown/detail for the accounts receivable footnote. (Footnote #1 section i) _____

4600 – NOTES & LOANS RECEIVABLE

1. Provide a copy of agreements and/or payment schedules for any *new* notes or loans receivable, if any. _____

**CLIENT
CLOSING CHECKLIST
FYE JUNE 30, 2022**

We will begin our final fieldwork on _____, 2022. Please label requested documents to correspond with the following list, and have all of the following items available to us on that morning. . Please feel free to e-mail me items as they come available. We will need the Section 3100 items by DATE:

4700 – CAPITAL ASSETS

- | | | | |
|-----|--|-------|-------|
| 1. | Verify that the beginning balances in the capital asset accounts balance to the prior year audit report. | _____ | _____ |
| 2. | Provide the “Summary Lead Schedules” for Property, Plant & Equipment for the District and the Authority. The schedule should include details of additions, retirements, depreciation, and any supporting schedules. | _____ | _____ |
| 3. | <i>Construction in Progress</i> - Prepare a schedule of additions and transfers, which ties to the General Ledger as of June 30, 2021 (“SUMMARY OF WORK IN PROGRESS” REPORT). Include the estimated percentage of completion for construction projects still outstanding at June 30, 2021 as well as the total contracted price of these assets. | _____ | _____ |
| 4. | <i>Construction in Progress</i> – see prior year CAFR, Note 2 – provide a listing of current projects, amounts expended to date, and estimated completion date. | _____ | _____ |
| 5. | Provide a depreciation schedule for the year ended June 30, 2021 that ties to the amount reported for depreciation expense in the General Ledger as of June 30, 2021. | _____ | _____ |
| 6. | Provide a copy of the District’s Capitalization policy if amended since interim fieldwork. Has the City performed an inventory count of assets in FY 2021? | _____ | _____ |
| 7. | GASB 42 – review capital asset detail and evaluate for any potential impairment loss(es). We are available to assist in determine if the loss(es) should be written off and which methodology should be used in recorded the loss(es). | _____ | _____ |
| 8. | GASB Statement 51 – Intangible Assets – determine whether the City has any intangible assets that should be recorded under the provisions of Statement 51. | _____ | _____ |
| 9. | Have any grant-funded capital assets been disposed of during the year? If so please provide us with detail of the disposal and what was done with any funds that were obtained from the disposal. | _____ | _____ |
| 10. | Please provide a detail of total depreciation expense additions for the current fiscal year. | _____ | _____ |
| 11. | Please provide a detail of depreciation expense activity by asset number. | _____ | _____ |

**CLIENT
CLOSING CHECKLIST
FYE JUNE 30, 2022**

We will begin our final fieldwork on _____, 2022. Please label requested documents to correspond with the following list, and have all of the following items available to us on that morning. . Please feel free to e-mail me items as they come available. We will need the Section 3100 items by DATE:

5100 - SUBSEQUENT DISBURSEMENTS TESTS

- | | | | |
|----|--|-------|-------|
| 1. | Please provide a check register from July 1, 2021 through current date. | _____ | _____ |
| 2. | Please provide an accounts payable detail (including vendor names and amounts paid) as of June 30, 2021 that ties to the General Ledger. | _____ | _____ |
| 3. | Please provide a copy of the annual vendor database review. | _____ | _____ |

5200 – ACCRUED PAYROLL & COMPENSATED ABSENCES

- | | | | |
|----|---|-------|-------|
| 1. | Accrued Payroll and Compensated Absences – Provide a copy of detail by source of accrued liabilities which ties to the June 30, 2021 General Ledger. | _____ | _____ |
| 2. | Please provide copies of all the quarterly tax returns for the quarters ending 3/31/21 and 6/30/21. | _____ | _____ |

5250 - ADVANCES FOR CONSTRUCTION

- | | | | |
|----|---|-------|-------|
| 1. | Please provide a detail of all extension deposits, pending refunds, performance bonds, and billed deposits , which ties to the GL as of June 30, 2021. | _____ | _____ |
|----|---|-------|-------|

5400 – LONG-TERM DEBT

- | | | | |
|----|---|-------|-------|
| 1. | Please provide a long-term debt leadsheet showing the beginning balance (which ties to the prior year CAFR), additions, payments, defeasances and ending balance. The ending balance should tie to the general ledger at June 30, 2021. | _____ | _____ |
| 2. | Provide the same leadsheet for contracts payable at June 30, 2021. | _____ | _____ |
| 3. | Provide documentation for any new debt issues or contracts issued subsequent to our interim work. | _____ | _____ |
| 4. | Provide the “FY2021 Interest Expense by Formula” schedule for long-term debt. | _____ | _____ |
| 5. | If there were any arbitrage reports performed subsequent to the interim audit, please provide a copy. | _____ | _____ |
| 6. | Please provide journal entry, official statement and maturity schedule for debt issued subsequent to interim audit. | _____ | _____ |
| 7. | <i>Short term borrowing</i> - Please provide the total outstanding balance of commercial paper as of June 30, 2021 (see footnote 5, page 48 of prior year financial statements). | _____ | _____ |
| 8. | Please provide the extended lines of credits for all debt issuances (see footnote 6 of prior year financial statements). | _____ | _____ |
| 9. | Does the district have any other lines of credit, used or unused? If so, please provide a copy. | _____ | _____ |

5500 – NET POSITION

- | | | | |
|----|---|-------|-------|
| 1. | Please complete the “Net Investment in Capital Assets Worksheet,” attachment. | _____ | _____ |
|----|---|-------|-------|

**CLIENT
CLOSING CHECKLIST
FYE JUNE 30, 2022**

We will begin our final fieldwork on _____, 2022. Please label requested documents to correspond with the following list, and have all of the following items available to us on that morning. . Please feel free to e-mail me items as they come available. We will need the Section 3100 items by DATE:

6100 – COMMITMENTS AND CONTINGENCIES

1. Provide information on any events that occurred “subsequent” to June 30 (if material), including any new debt issuances.
2. Provide a schedule of any transactions with officials, employees or other related parties.
3. **GASB 49** – Does the District have any properties that are susceptible to GASB 49 (Pollution Remediation) If yes, please provide detail.
4. What are the District’s procedures for the following:
 - a.) To identify subsequent events
 - b.) To identify the existence of material subsequent events
 - c.) To identify the status of items unresolved as of the balance sheet date
 - d.) Reports on compliance issued since the financial statement date

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

5900 - PENSION PLAN

1. Provide the “Retirement Contributions” report for FY 2020/2021.
2. Provide an electronic and paper copy of the Wells Fargo statement for the “District Retirement Plan – Consolidated Statement – Periodic Accrual-Basis Statement for July 01, 2020 to June 30, 2021” (this report is normally about 350 pages long).
3. Provide any new amendment to the Trust agreement, if any.
4. Please provide the GASB 68 Report for June 30, 2021 as soon as it is available.
6. Provide the amount of active plan members and the amount of retirees/beneficiaries receiving benefits.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

5700 – SELF INSURANCE

1. Provide a listing of any litigation the Risk Management Officer is currently handling > \$5,000, including a brief description of the claim and expected settlement amounts.
2. Provide a copy of the “Liability Claims Log” as of June 30, 2021, providing detail on each claim as to description, demand, reserve, paid loss, etc. for both general liability claims and workers’ compensation claims.
3. Provide the amounts the District paid for current year coverage for general liability and workers compensation. (See CAFR footnote 9)
4. Provide a copy of the Member’s Certificate of Coverage, Insurance provider SDRMA applicable from 7/1/2020-7/1/2021.
5. Provide a copy of the General Liability and Workers Compensation Loss Run as of 6/30/2021.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**CLIENT
CLOSING CHECKLIST
FYE JUNE 30, 2022**

We will begin our final fieldwork on _____, 2022. Please label requested documents to correspond with the following list, and have all of the following items available to us on that morning. . Please feel free to e-mail me items as they come available. We will need the Section 3100 items by DATE:

5600 - GASB 75 – OPEB

1. Provide the amount of active plan members and the amount of retirees/beneficiaries receiving benefits.
2. Provide the actual amount paid for benefits in FY ending June 30, 2021.
3. Provide the amount paid into the Trust for the year ending June 30, 2021.
4. Provide the Wells Fargo Trust Bank Statement for 6/30/2021.
5. Please provide the fiscal year 2021 OPEB Calculation.
6. Please provide the report for the GASB 75 information as of 6/30/2021 to include in the footnotes (please send this to Whitney as soon as it is available).
7. Please provide the most current OPEB Trust Agreement. The most recent we have on file is with Union Bank, N.A. dated in September 7, 2011.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

SINGLE AUDIT

1. Provide us with a final copy of the Schedule of Expenditures of Federal Awards. Please make sure ALL federally-funded grants are included on this schedule. Indicate on the schedule the expenditure account number for each related federal grant.

Please note that for the purpose of the single audit report, the expenditures for each grant should include **only Federal dollars.** Do not include local matching or non-federal portion.
2. Please provide update related to FEMA Grant Funds that the District applied for in FY 2021. If received, please provide remittances of grant funds received. Please also provide all reimbursement request for FY 2021.

_____	_____
_____	_____



CITY OF SEASIDE STAFF REPORT

Item No.: 8.H.

TO: City Council

FROM: Roberta Greathouse, Acting City Manager

BY: Rick Medina, Senior Planner

DATE: June 2, 2022

SUBJECT: ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH EMC PLANNING GROUP, INC FOR PREPARATION OF AN INITIAL STUDY FOR REVISIONS TO THE HOTEL COMPONENT OF THE SEASIDE RESORT PROJECT FOR AN AMOUNT NOT TO EXCEED \$100,000.00

RECOMMENDATION

Adopt the resolution authorizing the City Manager to execute a contract agreement with EMC Planning Group, Inc in an amount not to exceed One Hundred Thousand dollars (\$100,000.00) for the environmental review of a revised design and site layout of the 330 room hotel project on Seaside Resort Project site. These costs are fully reimbursable by the developer.

BACKGROUND

PURPOSE

Contracts for professional services which exceed \$25,000.00 must be reviewed and approved by the City Council.

The Seaside Resort Project was approved by the City of Seaside City Council and Redevelopment Agency on July 7, 2005. The location Map of the Seaside resort project is provided as Attachment 2. The approvals included a vesting tentative map (TM- 01- 03), design review of the entire project (BAR-01-27), site plan review for the hotel (SPR-01- 03), a use permit for on-sale alcoholic beverages (UP-04-22), a use permit for timeshares (UP- 01-20), a use permit for residential uses (UP-01-21), and a Conveyance Agreement and Disposition and Development Agreement between the City and the developer. An environmental impact report was certified for the proposed development. The approvals authorized development of a 330 room hotel, 170 timeshare units (225

units if each lock-off portion is rented separately), and 125 single family residential lots.

The Disposition and Development Agreement was revised in June 2019 and became the Second Amended Disposition and Development Agreement and the Seaside Resort Project property site was sold in late 2019 in accordance with that agreement. The development of the 125 single-family homes is currently underway.

In accordance with an Addendum to the Second Amended Disposition and Development Agreement, the original developer, Seaside Resort Development (SRD), has conveyed its ownership of the hotel parcel to KDG Capital. KDG Capital has submitted a design review application for the construction of a Grand Hyatt Hotel that includes the same number of guest rooms (330 Rooms) as originally approved but will include an additional 102,000 square feet of floor area. City staff has determined that the increase in size for the hotel will require the preparation of an Initial Study per the California Environmental Quality Act Guidelines to provide a comparison of the environmental factors of the new design with those that were assessed in the FEIR to verify that the revised design and site layout will remain consistent with the findings, conditions, and Mitigation Measures adopted for the Seaside Resort Project.

A request for Scope and Budget to complete the environmental review services was sent to EMC Planning Inc. as they have prepared all the previous environmental documents. Staff recommended EMC as the selected Project Environmental Review Consultant based on their previous knowledge and information about the site, its history and the environmental documents and the following strengths.

1. EMC's demonstrated experience and success in managing projects of similar nature and scope, such as the Veteran's Cemetery and other Fort Ord projects.
2. EMC's demonstrated understanding of the Project and the complex issues and constraints associated with development of the former Fort Ord property.
3. The firm's capacity and commitment to dedicate the resources, including key principal staff, is required to provide the solicited project environmental review services within a timeframe of 20 weeks and budget to accommodate the necessary special project studies (Aesthetics, Air Quality, Green House Gas, Trip Generation and Vehicle Miles Traveled, Water, Sewer) for the complete analysis of the project in accordance with the CEQA Checklist.

FISCAL IMPACT

The approval of this contract agreement will have no financial impact to the City's General Fund. Prior to the execution of the Environmental Services Contract provided as Exhibit "A" to Attachment 1, the "applicant" is responsible for providing the City with a deposit in the amount of \$100,000.00 to cover the entire cost of the contract. The applicant is also obligated to reimburse the City for its actual out-of-pocket costs and expenses in fulfilling its obligations in reviewing and processing the design review application.

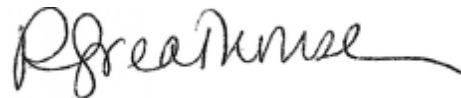
The Consultant is to bill the City on a monthly basis and the City is to remit payment within twenty (20) working business days of receiving the invoice. Under the contract agreement, unpaid and outstanding monthly bills ("Outstanding Bills") plus work that the Consultant has performed, but not yet billed to the City, as well as and including any work being performed by sub-consultants and Consultant ("Work In Progress") may not exceed Dollars One Hundred Thousand Dollars (\$100,000.00). If at any time the Consultant's Outstanding Bills plus Work In Progress equals \$100,000.00, the Consultant shall immediately stop work and send the City a written notice informing the City that the Consultant has stopped work until a payment is received so that the combined amount of Outstanding Bills and Work In Progress is less than \$100,000.00.

Furthermore, with the execution of this contract agreement, the Consultant acknowledges and agrees that any and all work performed over the \$100,000.00 cap is done at the Consultant's full risk of not being paid unless the contract has been amended to address what issues or need for additional studies in the preparation of the Initial Study have arisen to justify an increase in the project budget.

ATTACHMENTS

1. Attachment 1 - Draft RESOLUTION EMC Planning Inc Contract
2. Attachment 1 Exhibit A - CEQA Compliance Contract
3. Exhibit A - EMC Planning Inc CEQA Compliance Proposal
4. Attachment 2 - Location Map

Reviewed for Submission to the City Council by:



Roberta Greathouse, Acting City Manager

RESOLUTION NO.

A RESOLUTION OF THE CITY OF SEASIDE, AWARDING A CONSULTANT CONTRACT TO EMC PLANNING GROUP, INC TO PROVIDE ENVIRONMENTAL REVIEW PROJECT MANAGEMENT SERVICES FOR THE PROCESSING OF A DESIGN REVIEW APPLICATION FOR THE PROPOSED SEASIDE RESORT HOTEL AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONTRACT FOR AN AMOUNT NOT-TO-EXCEED ONE HUNDRED THOUSAND DOLLARS (\$100,000.00).

WHEREAS, KDG Capital (the "applicant"), plans to seek certain land use entitlements and other regulatory approvals for the proposed Seaside Resort Hotel (the "Project"); and

WHEREAS, the City of Seaside has certain regulatory jurisdiction over various aspects of the Project since the Project is located within the jurisdiction of the City of Seaside (the "City"), and

WHEREAS, the project would be subject to the preparation of an Initial Study per the requirements and guidelines of the California Environmental Quality Act (CEQA); and

WHEREAS, EMC Planning Inc. previously prepared the environmental documents for the Seaside Resort Development and was selected as the most qualified to perform this work based on the firm's familiarity with the proposed development project, professional qualifications, experience with the other projects on the Former Fort Ord, and sufficient staffing capabilities provide the solicited project management services within the required timeframe and budget.

NOW, THEREFORE, BE IT RESOLVED that the City of Seaside City Council hereby awards a consultant contract agreement to EMC Planning Group, Inc. to provide project environmental review services for the processing of land use entitlements and regulatory approvals for the proposed Seaside Resort Hotel

and authorizes the City Manager to execute a contract for a maximum not to exceed amount of One Hundred Dollars (\$100,000.00) per the fee estimate/budget outlined in the contract agreement, in substantially similar form as provided in Exhibit A.

PASSED AND ADOPTED at a regular meeting of the Seaside City Council held on the 2nd of June, 2022, by the following vote:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:
ABSTAIN:	COUNCIL MEMBERS:

Ian N. Oglesby
Mayor

Dominique L. Davis
City Clerk



**CITY OF SEASIDE
PROFESSIONAL SERVICES AGREEMENT
Seaside Resort (Grand Hyatt) CEQA Compliance**

This agreement is made by and between the City of Seaside (City), and EMC (Consultant).

- A. Engagement: The City agrees to engage the Consultant to provide CEQA Compliance for the Seaside Resort Hotel (Grand Hyatt) as outlined in Attachment A.
- B. Relationship: The Consultant is an independent contractor and is not an agent or employee of the City.
- C. Compensation: The City shall pay Consultant professional fees in an amount not to exceed \$100,000.00. (One Hundred Thousand Dollars).
- D. Expense Reimbursement: City will reimburse for agreed upon expenses upon submission of receipts.
- E. Method of Payment: The City shall pay within 30 days in accordance with Consultant's Fee Schedule, attached hereto, upon receipt of a written invoice from Consultant detailing services rendered.
- F. Term: The term of this agreement shall commence on June 3, 2022 and terminate November 1, 2022.
- G. Termination: This agreement may be terminated; (a) by either party at any time for failure of the other party to comply with the terms and conditions of this Agreement; (b) by either party upon 10 days prior written notice to the other party; or (c) upon mutual written agreement of both parties. In the event of termination, the Consultant shall stop work immediately and shall be entitled to compensation for professional fees and expense reimbursement to the date of termination and for any work necessitated by that termination.
- H. Indemnity: To the fullest extent permitted by law, Consultant shall indemnify and hold harmless Agency and any and all of its officials, employees and agents ("Indemnified Parties") from and against any and all losses, liabilities, damages, costs and expenses, including legal counsel's fees and costs, caused in whole or in part by the negligent or wrongful act, error or omission of Consultant, its officers, agents, employees or subconsultants (or any agency or individual that Consultant shall bear the legal liability thereof) in the performance of services under this agreement. Consultant's duty to indemnify and hold harmless Agency shall not extend to the Agency's sole or active negligence.

- I. **Duty to Defend:** In the event the Agency, its officers, employees, agents and/or volunteers are made a party to any action, lawsuit, or other adversarial proceeding arising from the performance of the services encompassed by this agreement, and upon demand by Agency, Consultant shall defend the Agency at Consultant's cost or at Agency's option, to reimburse Agency for its costs of defense, including reasonable attorney's fees and costs incurred in the defense of such matters to the extent the matters arise from, relate to or are caused by Consultant's negligent acts, errors or omissions. Payment by Agency is not a condition precedent to enforcement of this provision. In the event of any dispute between Consultant and Agency, as to whether liability arises from the sole or active negligence of the Agency or its officers, employees, or agents, Consultant will be obligated to pay for Agency's defense until such time as a final judgment has been entered adjudicating the Agency as solely or actively negligent. Consultant will not be entitled in the absence of such a determination to any reimbursement of defense costs including but not limited to attorney's fees, expert fees and costs of litigation.
- J. **Insurance:** Consultant shall maintain prior to the beginning of and for the duration of this Agreement insurance coverage as follows:

Professional liability (errors & omissions) insurance. Consultant shall maintain professional liability insurance that covers the Services to be performed in connection with this Agreement, in the minimum amount of \$1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this agreement and Consultant agrees to maintain continuous coverage through a period no less than two years after completion of the services required by this agreement.

General liability insurance. Consultant shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

Automobile liability insurance. Consultant shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than 1,000,000 combined single limit for each accident.

Workers' compensation insurance. Consultant shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000).

Consultant shall submit to City, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of City, its officers, agents, employees and volunteers.

K. Project Management. The Senior Planner will represent the City for all purposes under this Agreement. The Project Manager will be Consultant's point of contact with respect to performance, progress and execution of the Services. The City may designate an alternate Project Manager from time to time.

L. Ownership of Work Product:

- a. Ownership of all imagery, reports, data, studies, surveys, charts, memoranda, and any other documents which are developed, compiled, or produced as a result of this agreement, whether or not completed, shall vest with the City.
- b. Materials developed under this agreement are the property of the City and may be used by the City as it sees fit, including the right to distribute, review or publish the same without limitation.
- c. The City agrees to hold Consultant harmless from all damages, claims, expenses, and losses arising out of any reuse of the plans, specifications, drawings, maps, models, computer files and other documents for purposes other than those described in this Agreement, unless written authorization of Consultant is first obtained.
- d. Notwithstanding the foregoing, Consultant will retain sole and exclusive ownership of all right, title and interest in and to its intellectual property and derivatives thereof which no data or confidential information of the City was used to create and which was developed entirely using Consultant's own resources. To the extent Consultant's intellectual property is necessary for the City to use the services provided, Consultant will grant to the City a non-exclusive, royalty-free license to Consultant's intellectual property solely for the City's use of such services.

M. Conflict of Interest

- a. Consultant shall at all times avoid conflicts of interest, or the appearance of conflicts of interest, in the performance of this Contract.
- b. If City determines Consultant comes within the definition of Consultant under the Political Reform Act (Government Code §87100 et seq.) Consultant shall complete and file and shall require any other person doing work under this Agreement to complete and file a "Statement of Economic Interest" with City disclosing Consultant's and/or such other person's financial interests.

N. Miscellaneous:

- a. The entire agreement between the parties with respect to the subject matter hereunder is contained in this agreement.

- b. Neither this agreement nor any rights or obligations hereunder shall be assigned or delegated by the Consultant without the prior written consent of the City.
- c. This agreement shall be modified only by written agreement duly executed by the City and the Consultant.
- d. Should any of the provisions hereunder be found to be invalid, void or voidable by a court, the remaining provisions shall remain in full force and effect.
- e. This agreement shall be governed by and construed in accordance with the laws of the State of California.
- f. All notices required or permitted under this agreement shall be deemed to have been given if and when deposited in the United States mail, properly stamped and addressed to the party for whom intended at such party's address listed below, or when delivered personally to such party. A party may change its address for notice hereunder by giving written notice to the other party.

Wherefore, the parties have entered into this agreement as of the later of the dates stated below.

Approved:

Dated: _____

Consultant: EMC Planning Group

By: _____

Title: _____

Address: _____

Dated: _____, 2022

City of Seaside:

By: Roberta Greathouse
Title: Acting City Manager

Proposal

Seaside Resort (Grand Hyatt)

CEQA Compliance

May 4, 2022

**Prepared by
EMC Planning Group**

PROPOSAL

SEASIDE RESORT (GRAND HYATT)

CEQA COMPLIANCE

PREPARED FOR

City of Seaside

Rick Medina
440 Harcourt Avenue
Seaside, CA 93955

PREPARED BY

EMC Planning Group Inc.

301 Lighthouse Avenue, Suite C
Monterey, CA 93940
Tel 831.649.1799
Fax 831.649.8399
Teri Wissler Adam, Senior Principal
wissler@emcplanning.com
www.emcplanning.com

May 4, 2022

This document was produced on recycled paper.



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1.0

Scope of Work

1.1 Project Understanding

The City of Seaside approved the Seaside Resort project in 2004 following certification of the project EIR. The Seaside Resort project included a 268,567 square foot hotel with 330 guest rooms, a spa, conference center, restaurant, bar, kitchen, administration and service area. While other components of the Seaside Resort project have been developed, the hotel component has not been developed.

The City has received an application for a Grand Hyatt hotel with the same number of guest rooms, but includes an additional 102,000 square feet of conference space and restaurants.

The City has determined that additional CEQA compliance will be necessary, likely an addendum EIR or a supplemental EIR. The following scope of work is presented in two phases. The first phase would be to conduct the analysis to determine whether an addendum or supplemental EIR. The second phase will be to prepare either the EIR addendum or the supplemental EIR.

1.2 Phase I – Addendum or Supplemental EIR

Phase I consists of the analysis necessary to determine if an addendum EIR or supplemental EIR is required. All documentation will be provided electronically.

Task I-1 Project Management

This task includes attendance at eight (8) hours of meetings (virtual or in-person) and telephone conferences, providing CEQA consultation to City staff, managing the EMC Planning Group team, and general administration tasks.

Task I-2 Research and Development

This task includes the following:

- Obtain and review the current project (Grand Hyatt) application and plans (hereinafter “proposed project”);
- Review of the 2002 to 2004 draft and final EIRs for the Seaside Resort Project;
- Obtain from the City of Seaside all of the adopted addendums to the original EIR: early research indicates there could be four addendums;

- Obtain an update of the development which has occurred associated with the Seaside Resort Project in order to present the existing setting; and
- Review the existing general plan and general plan EIR and gain an understanding of the status of the general plan update in process.

Task I-3 Technical Analysis

The following technical analysis would be completed in order to determine whether an addendum EIR or a supplemental EIR is appropriate for the proposed project.

Emissions Modeling

The proposed project would result in an increase in criteria air emissions during construction and operations. The project site is located within the North Central Coast Air Basin. Air emissions for the original, approved project were analyzed in 2002 using URBEMIS emissions modeling software, with an assumed operational date of 2004. Since that time, the California Air Resources Board (CARB) developed the California Emissions Estimates Model (CalEEMod), which provides greater flexibility in determining emissions by County, air basin, or air district, and has replaced URBEMIS as the industry standard for modeling land use emissions. CalEEMod is accepted by the Monterey Air Resources District (air district), which is the local air district tasked with administration of air quality policies and regulations in the North Central Coast Air Basin. Project criteria air pollutant and greenhouse gas (GHG) emissions generated by construction and operations for the approved project and proposed project will be estimated using the most recent version of CalEEMod.

The following tasks will be completed:

- Review background information from the approved project to identify sources of criteria air pollutants and GHG emissions to develop model data inputs for the approved project;
- Review the project description and information to identify proposed sources of criteria air pollutants and GHGs and to develop the model data inputs for the proposed changes to the project;
- Four model runs, existing, proposed unmitigated, and proposed with mitigation (two runs), will be conducted to quantify the criteria pollutants and GHG emissions during construction and operations of the overall project; and
- Assumptions, methodology, and modeled results will be presented in a technical memorandum for use as an appendix to the CEQA document.

Air Quality (Criteria Air Pollutants) Analysis

A comparison of unmitigated CalEEMod model results for the approved and proposed project will be conducted to inform the determination of whether an addendum EIR or a supplemental EIR should be prepared. The appropriate impact analysis will be prepared.

The following tasks will be completed:

- Describe the physical and climatological characteristics of the air basin, existing air pollutant conditions, and health effects of air pollutants;
- Conduct a consistency analysis to determine if the proposed project is consistent with the air district air quality management plan;
- Review current air district documents, policies, and regulatory requirements applicable to the proposed project;
- Compare modeled criteria air pollutant emissions results to the air district's impact thresholds to determine if the proposed project would result in significant impacts from criteria air pollutant emissions;
- Identify project sources of hazardous air pollutants or odors and health risks associated with them, as well as any existing or planned nearby sensitive receptors that could be affected; and
- Present mitigation measures to reduce significant impacts to a less-than-significant level.

Greenhouse Gas Emissions Analysis

Based on the CalEEMod results, GHG emissions for the approved and proposed projects will be projected and compared for informational purposes. The significance of GHG impacts will be based on the most current guidance for assessing GHG impacts adopted by the Bay Area Air Quality Management District and the Sacramento Air Quality Management District. The guidance from both districts is performance based. That is, if a new project incorporates best management practices related to natural gas and electric vehicle infrastructure, and meets vehicle miles traveled thresholds, the project GHG impact can be considered less than significant. EMC Planning Group will work with the City and the applicant to discuss these performance standards and if and how to incorporate them into the proposed project.

The following tasks will be completed:

- Clarify the project description with the applicant to ascertain whether any GHG reduction features are incorporated into it;
- Present the performance-based GHG reduction guidance from the Bay Area Air Quality Management District and the Sacramento Air Quality Management District to identify the context for determining GHG impact significance;
- Collaborate with the City and the applicant on the feasibility of incorporating natural gas and electric vehicle infrastructure performance measures into the proposed project. If infeasible for the proposed project, explore the potential of incorporating these measures into unconstructed components of the approved project; and

- If the performance measures cannot be fully incorporated, identify the volume of GHG emissions that would not be avoided. Identify the impact as significant. Propose mitigation to require that other GHG reduction measures be incorporated into the proposed and/or potentially the unbuilt components of the approved project to avoid an equivalent volume of GHG emissions.

The ability to utilize the performance-based approach is contingent on the proposed project vehicle miles traveled impact being less than significant. It is expected that this determination can be made, as would be discussed in the traffic impact analysis described below.

Energy Analysis (If Supplemental EIR Only)

The three primary sources of project energy consumption from new development typically include fuel use in vehicles traveling to and from the project site, and natural gas and electricity use in buildings. As the proposed project is not expected to generate new vehicle trips, project demand for building energy use will be calculated and reported for informational purposes. The thresholds of significance for energy impacts are qualitative. Consequently, potential impacts will be discussed in this context. The proposed project will be required to comply with uniformly applied regulations for energy efficiency and renewable energy, and to reduce GHG emission via measures that also reduce energy demand; applicable regulations and GHG reduction measures will be discussed to identify how energy demand will be moderated.

The following tasks will be completed:

- Report energy demand from on-site use of natural gas and electricity at buildout of the proposed project based on the modeled CalEEMod results;
- Identify transportation fuel demand using VMT input from CalEEMod as an input to EMFAC;
- Present thresholds of significance based on the CEQA Guidelines;
- Identify regulatory requirements that would reduce energy demand from the proposed project;
- Describe energy demand reduction that would occur by implementing best management practices (meeting performance standards) and/or mitigation measures for GHG impacts, if any;
- Identify energy impacts; and
- Present mitigation measures to reduce energy consumption, if necessary.

Trip Generation and Vehicle Miles Traveled

As a subconsultant to EMC Planning Group, Hexagon Transportation Consultants will review trip generation and vehicle miles traveled (VMT). A traffic impact analysis was completed for the Seaside Resort Project in 2000. The project, as evaluated in the 2000 traffic study and approved by the City in 2004, consisted of a 330-room hotel with supporting spa and conference center space. The applicant now proposes to increase the amount of supporting convention center and restaurant

space. However, there is no proposed change to the number of hotel rooms. The supplemental transportation review will document consistency with the completed 2000 traffic report for the adjusted project description.

Since the proposed adjustments will not result in an increase in the number of proposed hotel rooms upon which trip estimates are based, we do not anticipate that the project changes will affect the results presented in the original transportation study for the project. Therefore, the scope will be limited to the following tasks:

- Compare trip generation for the new project description against that of the original project description utilizing past and current Institute of Transportation Engineers (ITE) trip rates. This comparison will identify the estimated change in project-generated traffic associated with the proposed new project description.
- Review the analysis for consistency. A discussion of the adjusted project description effects on the 2000 analysis will be completed. However, this scope does not include the update of any part of the 2000 traffic analysis.
- In a brief draft memorandum for review by the City of Seaside staff, summarize the findings. The memorandum will document the effects of the adjusted project description and consistency with the findings of the 2000 traffic study. Hexagon will respond to editorial comments on the draft memorandum and prepare a final memo.

Water Demand Analysis

This analysis will address the potential increase in water demand for the project as currently proposed, and whether the project would substantially decrease groundwater supplies or conflict with the applicable sustainable groundwater management plan. The following scope of work is proposed:

- Review the *Marina Coast Water District 2020 Urban Water Management Plan*;
- Review the May 2020 *Marina Coast Water District Water Master Plan*;
- Consult with City staff and Marina Coast Water District regarding the current, projected water demand for the proposed project;
- Compare the project water demand in the 2000 EIR with the currently projected water for the proposed project;
- Consult with City staff regarding the City's ability to allocate additional water to the project, if necessary;
- Discuss the applicable sustainable groundwater management plan and whether or not the project would conflict with the plan;

- Determine if the proposed project would result in a significant impact associated with water demand and identify mitigation measures, if necessary.

Sewer Generation Analysis

This analysis will address the potential increase in sewer generation for the project as currently proposed, and whether the Marina Coast Water District has the ability to serve the project. The following scope of work is proposed:

- Review the May 2020 *Marina Coast Water District Sewer Master Plan*;
- Consult with City staff and Marina Coast Water District regarding the current, projected sewer generation for the proposed project;
- Compare the sewer generation in the 2000 EIR with the currently projected sewer generation for the proposed project; and
- Determine if the proposed project would result in a significant impact associated with sewer generation and identify mitigation measures, if necessary.

Aesthetics

- Review the aesthetics analysis and conclusions in the certified EIR;
- Review the currently-proposed project, focusing on mass and height;
- Determine if the project is consistent with the City's design requirements;
- Compare the proposed project's aesthetic impacts with those identified in the certified EIR;
- Draw conclusions regarding the proposed project's aesthetic impact compared with the impacts in the certified EIR;
- Identify additional impact and mitigation measures, if necessary.

1.3 Phase II – EIR Addendum

If the conclusions of the analysis in Phase I above indicate that only an addendum to the previously-certified EIR is required, then following tasks would be conducted:

Task II-1 Draft EIR Addendum with Findings

A draft EIR addendum will be prepared for review and comment by City staff.

Task II-3 Final EIR Addendum with Findings

A final EIR addendum will be prepared will be prepared for use by the City's decision makers.

Task II-7 Public Hearings

EMC Planning Group staff will attend two (2) public hearings to answer questions on the environmental analysis.

Task II-8 Notice of Determination

Upon project approval, EMC Planning Group will prepare the notice of determination and file it with the County Clerk and the State Clearinghouse. The budget does not include the County or State Clearinghouse fees.

1.4 Phase II – Supplemental EIR

If the conclusions of the analysis in Phase I above indicate that a supplemental EIR is required, then following tasks would be conducted:

Task II-1 Notice of Preparation and Tribal Consultation

This task includes preparing a draft and final notice of preparation and sending the notice to those on the City's distribution list, as well as to the State Clearinghouse and the County Clerk.

This task also includes assisting the City with Tribal consultation by preparing a draft letter for the City to send to any tribes that may have requested to be notified.

Task II-2 Administrative Draft Supplemental EIR

An administrative draft supplemental EIR will be prepared for review and comment by City staff.

Task II-3 Proof Draft Supplemental EIR

A proof draft supplemental EIR will be prepared for review and comment by City staff.

Task II-4 Public Review Draft Supplemental EIR (Noticing and Distribution)

A public review draft supplemental EIR will be prepared for circulation. This task includes electronic submittals to the State Clearinghouse, paper notices to those on the City's distribution list to review the draft supplemental EIR, which will be available on the City's website. Hard copies are not included in the budget.

Task II-5 Administrative Final Supplemental EIR

An administrative final supplemental EIR will be prepared for review and comment by City staff. The final EIR will include comments received during the public review period, responses to those comments, and changes to the draft EIR, if necessary.

Task II-6 Proof Final Supplemental EIR

A proof final supplemental EIR will be prepared for review and comment by City staff.

Task II-6 Final Supplemental EIR

A final supplemental EIR will be prepared for use by the City's decision makers.

Task II-7 CEQA Findings and Mitigation Monitoring Program

Draft CEQA findings will be prepared for review and comment by City staff. A final set will be prepared for use by the City's decision makers.

A draft and final mitigation monitoring and reporting program will be prepared to supplement the approved project program.

Task II-8 Public Hearings

EMC Planning Group staff will attend two (2) public hearings to answer questions on the environmental analysis.

Task II-9 Notice of Determination

Upon project approval, EMC Planning Group will prepare the notice of determination and file it with the County Clerk and the State Clearinghouse. The budget does not include the County or State Clearinghouse fees.

2.0 Budgets and Schedules

A budget and schedule are provided for both an addendum EIR and supplemental EIR on the following pages.

Seaside Resort Hotel (Grand Hyatt) Addendum EIR Budget

Task	EMC Planning Group Inc.								
Staff	Senior Principal	Principal	Associate Planner	Assistant Planner	Graphics	Production Manager	Admin./ Production	Total Hours	Total Cost
Billing Rate (Per Hour)	\$250.00	\$225.00	\$150.00	\$125.00	\$95.00	\$125.00	\$115.00		
I-1. Management & Administration	13	0	12	0	0	0	3	28	\$5,395.00
I-2. Research & Development	1	0	16	4	0	0	0	21	\$3,150.00
Admin Draft EIR	38	59	65	1	6	4	2	175	\$33,950.00
II-1. Draft EIR Addendum with Findings	8	8	20	0	2	2	1	41	\$7,355.00
II-2. Final EIR Addendum with Findings	1	0	4	0	0	2	4	11	\$1,560.00
II-3. Public Hearings (2)	0	16	0	0	0	0	0	16	\$3,600.00
II-4. Notice of Determination and Filing	0	0	1	0	0	0	1	2	\$265.00
Subtotal (Hours)	61	83	118	5	8	8	11	Total Hours	Total Cost
Subtotal (Cost)	\$15,250.00	\$18,675.00	\$17,700.00	\$625.00	\$760.00	\$1,000.00	\$1,265.00	294	\$55,275.00

Additional Costs	
Production Costs	\$160.00
Travel Costs	\$50.00
Postal/Deliverables	\$50.00
Miscellaneous	\$100.00
Administrative Overhead 10%	\$36.00
Total	\$396.00

Subconsultant Fees	
Hexagon Transportation Consultants	\$4,000.00
Subconsultant Overhead 10%	\$400.00
Total	\$4,400.00

Total Costs	\$60,071.00
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NOTE: This proposed budget is valid for 90 days

Seaside Resort Hotel (Grand Hyatt) Supplemental EIR Budget									
Task	EMC Planning Group Inc.								
Staff	Senior Principal	Principal	Associate Planner	Assistant Planner	Graphics	Production Manager	Admin./ Production	Total Hours	Total Cost
Billing Rate (Per Hour)	\$250.00	\$225.00	\$150.00	\$125.00	\$95.00	\$125.00	\$115.00		
1. Management & Administration	13	8	12	0	0	0	3	36	\$7,195.00
2. Research & Development	1	8	8	8	0	0	0	25	\$4,250.00
3. Notice of Preparation/Tribal Consultation	0	4	8	0	4	2	0	18	\$2,730.00
Admin Draft EIR	42	84	131	10	8	8	2	285	\$52,290.00
5. Proof Draft SEIR	0	8	8	4	2	6	0	28	\$4,440.00
6. Draft SEIR (Noticing & Distribution)	1	6	8	0	0	6	4	25	\$4,010.00
7. Administrative Final SEIR	4	8	40	8	0	0	8	68	\$10,720.00
8. Proof Final SEIR	2	6	8	0	0	0	6	22	\$3,740.00
9. Final SEIR	0	4	4	0	0	0	4	12	\$1,960.00
10. CEQA Findings	2	8	8	0	0	0	1	19	\$3,615.00
11. Public Hearings (2)	0	16	0	0	0	0	0	16	\$3,600.00
12. Notice of Determination and Filing	0	0	1	0	0	0	1	2	\$265.00
Subtotal (Hours)	65	160	236	30	14	22	29	Total Hours	Total Cost
Subtotal (Cost)	\$16,250.00	\$36,000.00	\$35,400.00	\$3,750.00	\$1,330.00	\$2,750.00	\$3,335.00	556	\$98,815.00

Additional Costs	
Production Costs	\$200.00
Travel Costs	\$50.00
Postal/Deliverables	\$50.00
Miscellaneous	\$100.00
Administrative Overhead 10%	\$40.00
Total	\$440.00

Subconsultant Fees	
Hexagon Transportation Consultants	\$4,000.00
Subconsultant Overhead 10%	\$400.00
Total	\$4,400.00

Total Costs	\$103,655.00
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NOTE: This proposed budget is valid for 90 days

Seaside Resort (Grand Hyatt) EIR Addendum Schedule

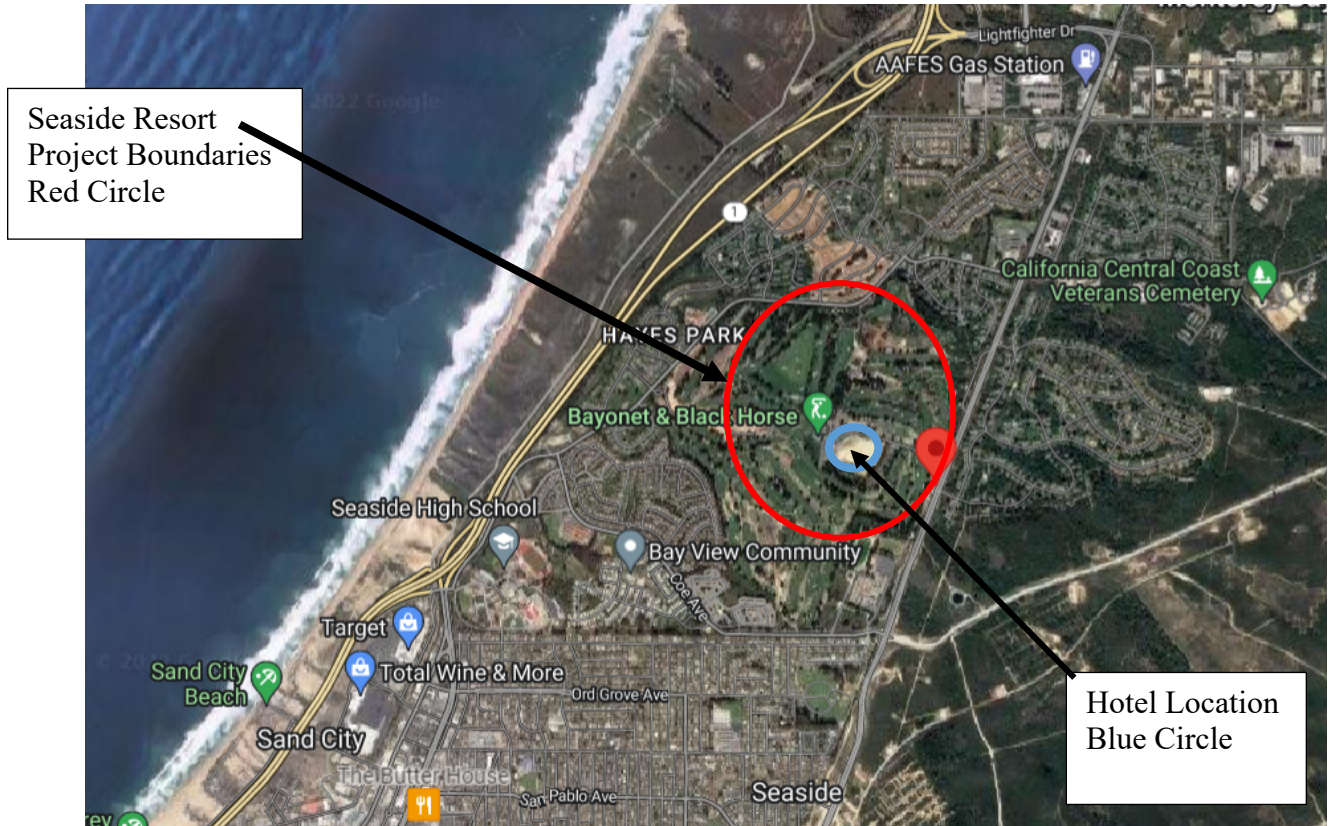
	Activity Name	Start Date	Finish Date	Jun 2022					Jul 2022					Aug 2022					Sept 2022					Oct 2022					
				29	5	12	19	26	3	10	17	24	31	7	14	21	28	4	11	18	25	2	9	16	23	30			
1	Notice to Proceed	6/1/22	6/1/22																										
2	Research & Development	6/1/22	6/30/22																										
3	Technical Analysis	6/1/22	7/15/22																										
4	Prepare Draft EIR Addendum with Findings	7/18/22	8/15/22																										
5	Lead Agency Review	8/16/22	8/30/22																										
6	Prepare Final EIR Addendum with Findings	9/1/22	9/15/22																										
7	Public Hearings	10/3/22	10/31/22																										
				29	5	12	19	26	3	10	17	24	31	7	14	21	28	4	11	18	25	2	9	16	23	30			

Seaside Resort (Grand Hyatt) Supplemental EIR Schedule

[illegible]

Location Map

Project Site: 2 McClure Way





CITY OF SEASIDE STAFF REPORT

Item No.: 9.A.

TO: City Council

FROM: Roberta Greathouse, Acting City Manager

BY: Victor Damiani, Finance Director

DATE: June 2, 2022

SUBJECT: CONSIDER ADOPTION OF A RESOLUTION APPROVING THE FISCAL YEAR 2022-2023 GENERAL AND OTHER FUNDS OPERATING BUDGET, CAPITAL OUTLAY BUDGET, CAPITAL IMPROVEMENT BUDGET, FEE SCHEDULE, POSITION CONTROL LIST, SALARY SCHEDULE, THE APPROPRIATIONS LIMIT, THE CAPITAL IMPROVEMENT PLAN, AND SET RESERVE AMOUNTS

RECOMMENDATION

1. Approve resolution approving the Fiscal Year 2022-2023 budget; or 2. Provide direction to staff for further revisions to the budget prior to adoption.

BACKGROUND

The purpose of this item is to give the City Council and the Successor Agency Board the opportunity to review, discuss and consider adoption of a resolution approving the Fiscal Year 2022-2023 General and other funds operating budget, capital outlay budget, capital improvement budget, fee schedule, position control list, salary schedule, appropriations limit, the capital improvement plan and set reserve amounts.

The City Council held a budget study session on May 18th, 2022. At the study session, the Council reviewed the draft budget in great detail and provided staff with direction for revisions. Those revisions have been tabulated and will be presented tonight for Council review and discussion.

The Draft Budget document has not yet been updated with the revisions proposed at the May 18th meeting. Once the budget has been approved, those revisions along with any further modifications approved by tonight's action will be incorporated into the Fiscal Year 2022-2023 Budget prior to implementation and publication. Publication will include a copy posted to the City's website, a hard copy available for public use in the

City Hall lobby and a hard copy available for public use at the Seaside Branch Library.

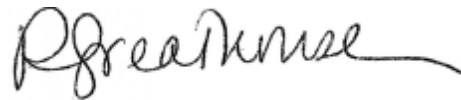
FISCAL IMPACT

The Fiscal Year 2022-2023 Budget as proposed has been balanced through the use of projected revenues and available fund balance. Detailed fiscal analysis is presented in the budget document.

ATTACHMENTS

1. DRAFT BUDGET
 2. RESOLUTION
-

Reviewed for Submission to the City Council by:

A handwritten signature in black ink, appearing to read "R Greathouse", with a long horizontal flourish extending to the right.

Roberta Greathouse, Acting City Manager

City of SEASIDE



2022-2023 Annual Budget Review



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May 18, 2022

The Honorable Mayor and Members of the City Council:

For some time, the City of Seaside has been poised to grow into an economically vibrant City and we are finally seeing that come to fruition. Several major development projects are underway with the homes at The Enclave being completely sold out until June, the Campus Town Phase 1a building removal slated to begin in mid-June, the Grand Hyatt Seaside at the Golf Course scheduled to break ground in the fall of 2022, and many more exciting projects under way or soon to come. As noted in 2021 – 2022, the budget discipline, revenue gains and economic development focus of the past several years has placed Seaside at a pivot point in its history; where the City has achieved the fiscal strength necessary to advance transformational initiatives to secure the long-term social, economic and environmental vitality of the community. From reserves of just \$3.7 million in 2015, the 2022-2023 Draft Budget projects general fund reserves totaling \$34.7 million.

The City's fiscal strength and commitment to a brighter future for all Seaside citizens is reflected in the FY 2022 – 2023, \$102 million Proposed Budget (all funds, including transfers). The Proposed Budget continues to fund staff and programs to enhance the lives of the citizens of this community, including additional park, street, and facility maintenance, preventative public works maintenance programs, a robust street sweeping program, a new parking enforcement program, reinstatement of the Youth Center Supervisor and continued focus on social welfare and social justice programming, including the Family and Community Support program, homeless services budgeted at \$305,017 and \$320,000 to support grants for community non-profits.

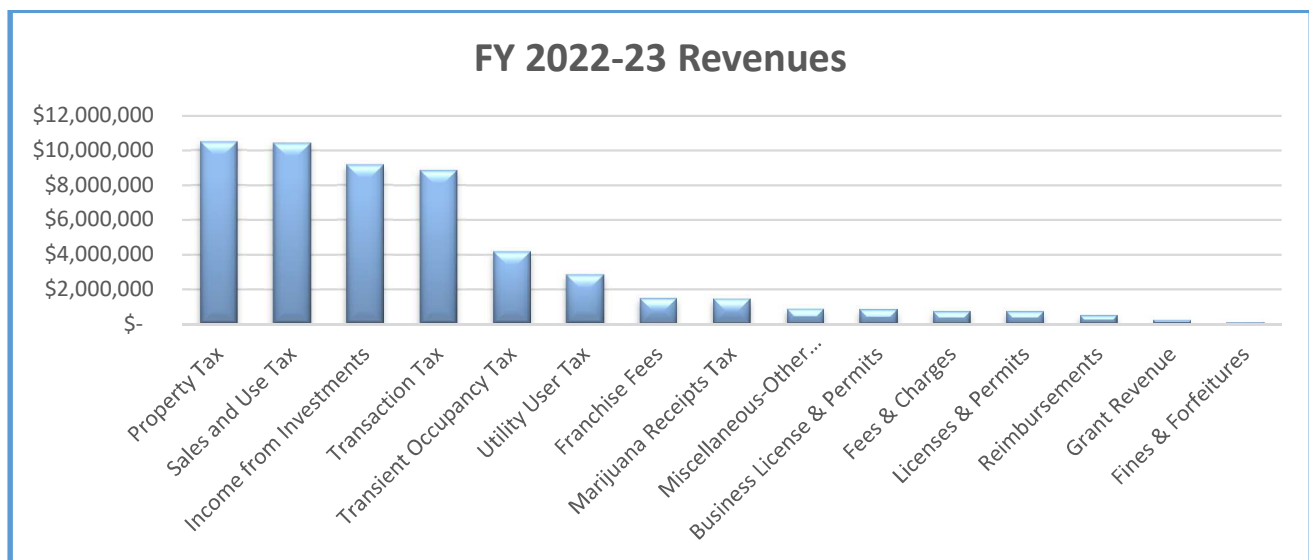
The Proposed Budget includes a Capital Improvement Program (CIP) that will remove the remaining blighted former Fort Ord buildings within Phase 1 of the Campus Town project (\$6.2M), thus clearing the way for that project to begin, pending as yet unbudgeted but financeable water service agreements with appropriate parties. The CIP also includes continued street and sidewalk improvements (\$7.7M), funding multiple park and downtown enhancement projects (\$4M), and completing necessary maintenance on Fire Station #1 (\$280k).

To plan for the future, the Proposed Budget includes the planning and design of Fire Station #2 (\$1.1M), which is necessary for the build-out of Campus Town, the completion of the General Plan Update (\$60k increase – project under way), the completion of the Housing Element (\$180k), planning and design of a new potable water well (\$1.5M), and the addition of a third portable office space at City Hall (\$382k). To create long-term, sustainable funding for enhanced facilities and services, the budget includes funds supporting development of the hotel at the golf course. Housing initiatives continue to be supported, including the ADU program (\$750k) and supporting an aligned non-profit (\$500k). And, the City has budgeted for the return of the Farmer's Market (\$42k).

The City continues to be constrained by a lack of staff to keep up with the pace of the day-to-day operations of the City and to move development projects forward. To ensure completion and success of the ambitious work program of the City in the years ahead, the Proposed Budget includes a significant increase in personnel that were largely approved at Mid-Year 2021-2022 and an increase to consulting budgets in several departments. There are currently a total of 44 positions expected to be filled within the next calendar year. The vacant positions (many of which were added at the mid-year budget review) (list attached) significantly expand the City's capabilities across all departments and also require additional office space. The third modular building approved at mid-year will be short term solution to the office space and in future budget years it will be critical to begin the planning process for a new Civic Center and Corporation Yard.

With \$43.7 million of budgeted operating revenue and \$43.6 million of budgeted operating expenditures (including transfers), the 2022-2023 Proposed General Fund Budget, shows an operating surplus of \$109 thousand. In addition, \$3.8 million of available fund balance has been set aside to fund the annual Capital Improvement Program (CIP) projects.

GENERAL FUND REVENUES



The fiscal year 2022-2023 General Fund revenues are estimated to be \$43.7 million from ongoing sources. This represents a small 1% increase over the prior year revenues. Additionally, the City will sell \$9,000,000 of former FORA property to KB/Bakewell

The key revenue sources to the City's General Fund are Sales Tax, Property Tax, Transaction Tax, Transient Occupancy Tax (TOT), and Utility User Tax (UUT). These five revenues account for 84%, or approximately \$36.8 million, of the \$43.7 million in ongoing General Fund revenues.

Other important General Fund revenues are fees for development applications and new construction. Recreation programs, including the Pattulo Swim Center, collect fees that reflect a portion of the costs needed to provide recreation services. For FY2020-2021, recreation fees were re-introduced after having been halted due to the

closure or restricted operations of many programs in response to COVID-19 guidelines. The fiscal year 2022-23 budget assumes these programs will continue to operate.

Ongoing in the annual budget review is a Long Term Forecast prepared by Finance Director Damiani. The forecast, which serves as a guide to the City's financial future, predicts more than adequate financial performance in the short term but also underscores the need to grow revenue in the short to mid-term in order to keep the City in a position of fiscal strength. Resourcing the City's economic development staffing and initiatives to amplify our success in attracting and building investment in Seaside is critical to this effort.

GENERAL FUND EXPENDITURES

Total 2022-2023 proposed general fund operating expenditures (including operating transfers) are \$43.6 million with an additional assignment of \$3.8 million to fund the City's Capital Improvement Program (CIP). The CIP is funded from existing fund balance. This adopted expenditure level results in a small operating surplus of projected revenues over proposed expenditures in the General Fund in the amount of \$109 thousand. As noted, the 2022-2023 budgeted expenditures reflect each department's effort to improve community service delivery, post-pandemic.

Fiscal Year 2021-22	Actual	Projected Budget as of Q3	Budget
<i>Expenditures By Category:</i>	2021	2022	2023
<u>Personnel Services</u>			
Salaries	12,786,190	16,661,853	19,097,168
Overtime	1,026,174	1,483,542	1,163,200
Health Insurance	1,961,661	2,417,475	2,899,473
Dental/Vision Insurance	130,140	146,685	172,496
Other Benefits	1,760,712	1,892,455	1,927,352
Retirement	5,035,486	5,995,217	7,189,601
Retiree Health Insurance	533,489	675,974	613,030
Total Personnel Services	23,233,852	29,273,200	33,062,321
<u>Non Personnel Services</u>			
Services & Supplies	5,553,931	8,551,459	6,985,461
Internal Service Charge	2,411,946	2,125,252	2,526,484
Debt Service	189,914	360,925	503,848
Capital Outlay	357,059	1,242,550	649,400
Administrative Allocation	(1,344,047)	(1,331,505)	(1,422,090)
Operating Transfers	1,657,365	845,598	1,331,488
Total Non- Personnel Services	8,826,169	11,794,278	10,574,591
Total Expenditures	32,060,022	41,067,478	43,636,912

Last year at the start of the fiscal year, we were just coming back from the depths of the pandemic. The City team's voluntary pay reductions were restored and City Hall went back to five days a week of service. Staff returned to the office after working remotely and faced the ongoing challenges of COVID outbreaks in the workplace, wearing masks, social distancing, and attending meetings on Zoom. I have never encountered such a strong, creative, committed, and hardworking team.

Over the course of the last year, staff continued to work at an unprecedented pace to provide enhanced programs to improve public safety and reengage a public that was also coming out of trauma from over a year of isolation. The City was a regional leader in many ways including the robust COVID Vaccine program led by the COVID Vaccine Action Team and the Fire Department. The Seaside Fire Department was a leader in obtaining certification for Emergency Medical Technicians (EMTs) to administer the vaccine. The Recreation Department continued to implement new and creative programs including a new Low Sensory Room Easter egg hunt for children with special needs and leading the adoption of the Blue Zone resolution and program implementation. The Police Department implemented shift programs to provide additional proactive public service including homeless outreach coordination with the Family and Community Support Team and parking enforcement efforts. The Family and Community Support Team became a vital program that has been integrated into every City department in some way. The Public Works Department implemented a proactive alley and dumping clean up team and completed many park enhancements including new park signs and the Highland Otis Park upgrades. The Finance Department received the Annual Budget Award and smoothly transitioned the City to a new bank. The City's investment in technology allowed the IT Department to upgrade the virtual desktops, servers, and firewalls. The Code Enforcement Team added staff and has been proactively addressing code violations and the clean-up of public nuisances. The Human Resources Department has been working on filling the numerous vacancies, adopted a Vaccine Policy, and released a Citywide Employee Survey. The Community and Economic Development Department implemented the Store Front Improvement Grant Program, prepared ADU and SB9 ordinances for Council approval, and participated in the County's Emergency Rental Assistance Program. Finally, the staff in the City Manager's Office has been hard at work releasing agendas in dual languages, managing the struggles of virtual and hybrid meetings, adopting policies to improve efficiencies, and standing up new committees and ad-hoc committees including the Walk of Fame.

Thanks to the hard work of the City Council and of the dedicated City staff, the City is coming out of the pandemic strongly positioned to be the jewel of the County. It is my pleasure to present this Draft Budget and I want to thank the City's team for their commitment to excellence and dedication to the City of Seaside.

I appreciate all of you more than you know. Thank you.

Sincerely,

A handwritten signature in dark ink, appearing to be 'R' followed by a long, sweeping horizontal line.

Roberta Greathouse

Acting City Manager

Vacant Position Summary:

CITY MANAGER	Vacant
ADMINISTRATIVE ASSISTANT	Vacant
BUILDING INSPECTOR	Vacant
ADMINISTRATIVE ANALYST II	Vacant
ADMINISTRATIVE ANALYST II	Vacant
FINANCIAL ANALYST - GRANT MANAGEMENT	Vacant
FIRE DIVISION CHIEF	Vacant
FIREFIGHTER	Vacant
FIREFIGHTER	Vacant
RISK MANAGEMENT TECHNICIAN	Vacant
ADMINISTRATIVE ASSISTANT	Vacant
SR ADMIN ASST	Vacant
BUILDING MAINTENANCE SPECIALIST	Vacant
SENIOR MAINTENANCE & UTILITIES WORKER	Vacant
MAINTENANCE & UTILITIES WORKER III	Vacant
ECONOMIC DEVELOPMENT AND COMMUNITY PLANNING MANAGER	Vacant
POLICE CHIEF	Vacant
POLICE COMMANDER	Vacant
POLICE COMMANDER	Vacant
POLICE CORPORAL	Vacant
POLICE CORPORAL	Vacant
PARKING ENFORCEMENT OFFICER	Vacant
ANIMAL CONTROL OFFICER	Vacant
CSO/DETENTION OFFICER	Vacant
CSO/DETENTION OFFICER	Vacant
POLICE OFFICER	Vacant
PARKING ENFORCEMENT OFFICER	Vacant
ADMINISTRATIVE ANALYST II	Vacant
MAINTENANCE FIELD SUPERVISOR	Vacant
ADMINISTRATIVE ASSISTANT	Vacant
ADMINISTRATIVE ANALYST II	Vacant
SENIOR CIVIL ENGINEER	Vacant
SENIOR CIVIL ENGINEER	Vacant
ASSOCIATE CIVIL ENGINEER	Vacant
MAINTENANCE & UTILITIES WORKER II	Vacant
MAINTENANCE & UTILITIES WORKER II	Vacant
MAINTENANCE & UTILITIES WORKER III	Vacant
SENIOR MAINTENANCE & UTILITIES WORKER	Vacant
MAINTENANCE & UTILITIES WORKER III	Vacant
CUSTODIAN	Vacant
ADMINISTRATIVE ASSISTANT	Vacant
YOUTH CTR SUPERVISOR	Vacant
RECREATION PROGRAM COORDINATOR	Vacant
RECREATION PROGRAM COORDINATOR	Vacant

RESOLUTION NO. 22-XX and 22-XX SA

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE
AND THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF
SEASIDE**

**ADOPTING THE ANNUAL OPERATING BUDGET, OTHER FUNDS BUDGETS, THE
CAPITAL OUTLAY BUDGET, THE CAPITAL IMPROVEMENT BUDGET AND FIVE YEAR
PLAN, THE FEE SCHEDULE, THE POSITION CONTROL LIST AND SALARY SCHEDULE,
THE ANNUAL APPROPRIATIONS LIMIT, AND THE RESERVE BALANCES OF THE CITY
OF SEASIDE FOR THE FISCAL YEAR 2022-2023 AND AUTHORIZING ACTIONS AS
NECESSARY FOR BUDGET IMPLEMENTATION**

RESOLUTION PLACE HOLDER

RESOLUTION PLACE HOLDER

RESOLUTION PLACE HOLDER



INTRODUCTION

VISION STATEMENT

Seaside is a vibrant, proudly diverse, energetic and safe community, with extraordinary natural beauty, quality of life and economic opportunities.



City Officials

CITY COUNCIL

Ian N. Oglesby, Mayor
David Pacheco, Mayor Pro-Tem
Jason Campbell
Jon Wizard
Alexis Garcia-Arrazola

Acting City Manager
Roberta Greathouse

City Attorney
Sheri Damon

Assistant City Manager..... Ashley Collick
Assistant City Manager..... Trevin Barber
City Clerk..... Dominique Davis
Finance Director Victor Damiani
Human Resources Director/Risk Manager..... Roberta Greathouse
Acting Police Chief Nick Borges
Fire Chief..... Mary Gutierrez
Recreation Services Director Dan Meewis
Public Works Director/City Engineer Nisha Patel
Chief Building Official..... David Little



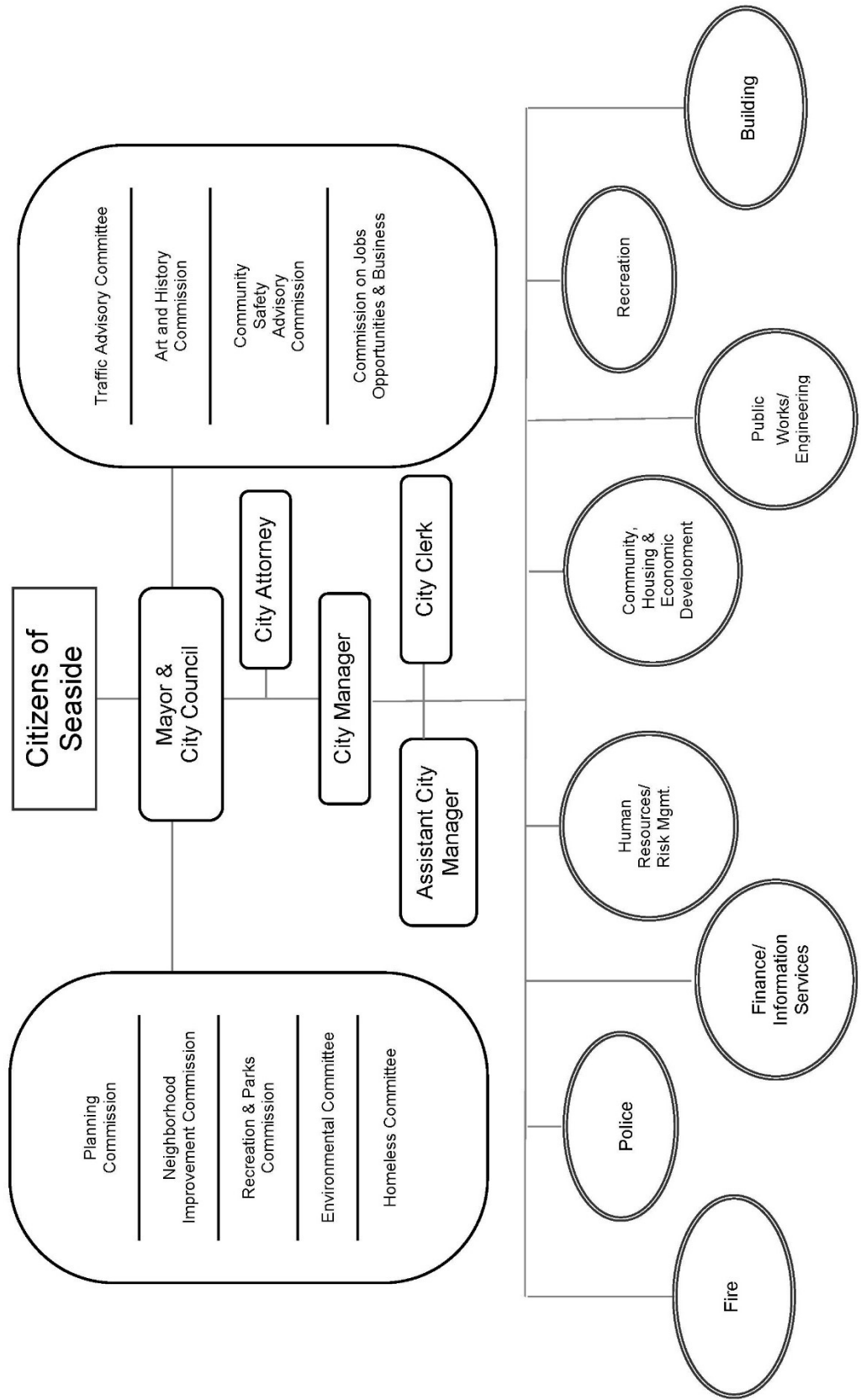
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MISSION STATEMENT

Include Innovate Inspire



City of Seaside Organizational Chart



CITY OF SEASIDE PROFILE



HISTORY & CITY GEOGRAPHY

Seaside is a city in Monterey County, California, United States, with a population of 32,121 according to 2021 California Department of Finance data. The City of Seaside is a general-law City incorporated on October 13, 1954. Seaside is located on Monterey Bay at an elevation of 33 feet. The elevation in Seaside increases to the east, affording views of the Monterey Bay from multiple areas within the City. Seaside is known for its views of the bay from streets, private property and the golf courses.

The climate is a cool Mediterranean type, strongly influenced by the prevailing winds from the west/northwest, which blow over the Pacific Coast's cool ocean currents. At the nearest National Weather Service Climate Station, the coldest month is January, with an average daily high of 59.9 °F; the warmest month is September, with an average daily high of 72 °F.

Seaside is the home of California State University, Monterey Bay (CSUMB) and the Monterey College of Law, which are located on the site of the former Fort Ord military base. It is also home to the Bayonet and Black Horse golf courses (above), also once part of the Fort Ord military base, now open to the public, and host to PGA Tour events, including the 45th PGA Professional National Championship in 2012, the 26th Senior PGA Professional National Championship in 2015 and the 51st PGA Professional National Championship in 2018.

The City works with the Monterey County Convention & Visitors Bureau and the Seaside-Sand City Chamber of Commerce and other agencies to encourage the expansion of businesses that generate local revenues and employment opportunities. The City also works with these organizations to develop and market Seaside as a tourist destination.

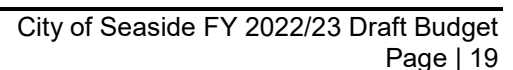
CITY AUTHORITY

Seaside is a general law city under California state law and its rights, powers, privileges, authority, and functions are established through the State constitution. These statutory rights include the power to: sue and be sued; purchase, receive by gift or bequest and hold land, make contracts and purchases and hold personal property necessary to the exercise of its powers; manage, sell, lease, or otherwise dispose of its property as the interest of its inhabitants require;

Members of the Seaside City Council are elected by the voters every two years in a general election in November of even-numbered years. The Mayor serves 2-year terms and the four members of the City Council have rotating 4-year terms; every two years, two members of the City Council are also selected by the voters through a general election. Seaside elected officials do not have term limits. The Council sets policy and exercises the legislative authority of the City. The Council holds meetings on the first and third Thursdays of each month and at such other times as necessary.

Seaside operates under the Council-Manager form of government. The City Council appoints the City Manager who appoints other City staff and is charged with overseeing the City's daily operations. Several boards, commissions, and committees assist the City Council and administration in carrying out various aspects and functions of city government.

The City provides municipal services including police and fire protection, community and economic development, planning, building and code enforcement, recreation, parks and street maintenance, water service to part of the City, and general City administration. Gas and electricity are provided by Pacific Gas & Electric; water services are provided by the City, California American Water, and Marina Coast Water District; sewer services are provided by Seaside County Sanitation District, Marina Coast Water District, and Monterey Regional Water Pollution Control Agency.



USER'S GUIDE TO THE BUDGET

The functions of local government stem from three levels of policy direction: federal, state and local. Within this intergovernmental system, local government is responsible for providing basic public services such as maintaining streets and roadways, providing traffic management systems, maintaining parks, providing community services, and ensuring public safety. Local government must also fulfill certain state and national policy objectives such as transportation and environmental protection while addressing the expectations and values of its citizens. For local governments, the primary tool used to coordinate the provision of governmental services and to provide legal authorization for the expenditure of funds is the annual budget. A local government budget is a financial plan that matches existing resources with the needs of the community.

The City of Seaside's budget is developed and adopted by the City Council and provides Seaside residents and City staff with a plan for implementation of the services, goals and objectives specified by the City Council. The budget of the Seaside County Sanitation District (District) has been included in the presented budget. Although it is a legally separate entity, the Seaside County Sanitation District is included because the district's operations are managed by City staff.

The Operating Budget is a guide for the receipt and disbursement of funds used to provide daily, routine public services to the community. The Five-Year Capital Improvement Program (CIP) and Capital Projects Budget provide citizens and City officials with detailed information about capital projects that are planned for near- or mid-term implementation.

This budget outlines the many municipal services, programs and projects provided by the City of Seaside over the course of the fiscal year. It identifies revenue projections and specific expenditures necessary to deliver services to the community. The budget is intended to provide transparency to City residents about programs and services as well as the policies underlying the City Council's spending decisions.

DISTINGUISHED BUDGET PRESENTATION AWARD

The Government Finance Officers Association of the United States and Canada (GFOA) awards a Distinguished Budget Presentation Award to a select few cities each year. Achievement of the award reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the City must satisfy nationally-recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as:

- **A Policy Document** – to describe financial and operating policies, goals, and priorities for the organization.
- **A Financial Plan** – to provide revenue and expenditure information by fund, department, division, and category.
- **An Operations Guide** – to describe activities and objectives for the fiscal year.
- **A Communications Tool** – to provide information on budgetary trends, planning processes, and integration of the operating and capital budgets.

The City's Finance Staff is honored to have won this prestigious award for the first time with the Fiscal Year 2021-22 Budget document:



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Seaside
California**

For the Fiscal Year Beginning

July 01, 2021

Christopher P. Morill

Executive Director

BUDGET ORGANIZATION

The FY 2022/23 Budget includes seven basic sections as follows:

1. **Introduction.** Includes the City's Vision Statement, The City's Mission Statement, a directory of elected and appointed City officials, this Users' Guide, a Citywide organization chart, an profile of the City of Seaside, a definition of the funds included in the financial reporting model of the City, and the City's budget guidelines and fiscal policies. This section provides the reader with the policies and documents that guide the City's financial practices.
2. **Summary.** Includes a comprehensive overview of fund balance projections and individual summaries of revenues and expenditures for All Funds and the General Fund. This year the fund analysis table has been expanded to demonstrate the relationship between the City's various funds and its operating departments. Also included is a summary of all interfund transfers and the City's Gann Appropriations Limit.
3. **Departmental Detail.** Presents detailed information on the City's operating departments, governmental funds, internal service funds, enterprise funds, component units and agency funds. City departments may manage both general fund departments as well as other non-general fund departments. For example the City Water fund budget may be found in the Public Works department and the Management Information Systems budget may be found in the Finance department.

Additional information about services provided by the City is included in each departmental section. Department summary information includes a departmental services description, summaries of accomplishments and goals, a comparison of the total adopted budget to the prior fiscal year, and a summary of the revenue sources used to fund the department's work. More specific information about the current year appropriations is provided in the budget detail section.

4. **Other Funds.** *Several sections of the budget provide* additional information on funds other than the general fund, including; Enterprise funds, special revenue and grant funds, internal service funds and debt service.
5. **Capital Improvement Program (CIP) and Capital Projects Budget.** The Multi-Year CIP includes descriptions of individual projects and details the acquisition, construction or rehabilitation of major capital facilities and infrastructure. The Capital Projects Budget is used to account for the receipt and disbursement of funds for specific CIP projects. For many projects, revenue resources and expenditures may extend over several years.
6. **Master Fee Schedule.** Provides a comprehensive listing of each of the City's fees. The schedule shows the current year fee amounts as well as the previous year fee amounts for reference.
7. **Statistics and other Schedules.** Presents historical information for the past 10 years regarding the City's finances, operations, constituents and the local economy. Also included is a list of all city personnel positions and the city's most up to date salary schedule.

8. **Glossary.** A list of specialized words and acronyms used in the budget document and their definitions.

BUDGET PROCESS & ADOPTION

The City develops an annual budget according to legal and policy direction which includes:

- Prepare a budget for all funds of the City.
- Adopt a budget that is balanced as to resources and appropriations.
- Adopt a budget that does not exceed State constitutional limits.
- Adopt a budget prior to the beginning of the fiscal year in which it is to take effect.
- Allow for adjustments to the budget with proper approvals.
- Strive to maintain reserves in accordance with established Council policies.
- Utilize encumbrances of appropriations as a budgetary control technique.
- Adopt the budget through City Council resolutions.
- Exercise budgetary controls at the department level.

The City of Seaside operates on a fiscal year basis, starting July 1 and ending June 30. The budget is prepared by the Finance Department under the supervision of the City Manager. Copies of the preliminary budget are made available to the general public prior to the City Council's budget study session. After providing opportunities for public review and discussion at the budget study session(s), the budget is adopted by the City Council prior to June 30 at either a regular or special City Council meeting. After adoption, the budget may be amended by City Council resolution.

2022-2023 Budget Process: The Adopted Budget for the 2022-2023 Fiscal Year for the City of Seaside is based on the City Council's direction to focus resources on the City's Vision Statement through accomplishment of the current strategic direction.

In February staff began a mid-year review of the 2021-2022 Budget for presentation to City Council. The presentation was made on March 15, 2022.

Schedule for Development of the FY 2022-23 Budget:	
Activity	Deadline
Finance Provides Initial revenue forecasts to CM	3/10/2022
Finance provides payroll cost projections	3/10/2022
Finance Provides Budget Spreadsheets to Departments as well as instructions re: Narratives & Appropriation requests	3/14/2022
Depts submit proposed departmental expense budgets and narratives to finance (including special revenue, grants and capital projects)	3/28/2022
CM, HR & Finance meet with all Depts; review appropriations requests, department summaries and staffing plans	4/4/2022 thru 4/8/2022
Finance posts revised budget worksheets in budget folder for review by Depts.; Report any discrepancies to Finance	4/12/2022
Finance reviews total revenues vs Expenditures with CM - tweak as necessary - Finalize #s for document preparation	4/19/2022
Department Narratives & Org Charts Due	4/22/2022
Internal review/quality control/draft budget document	4/19/22 thru 5/10/2022
Finalize draft budget document	5/10/2022
CM completes budget transmittal letter	5/11/2022
Finance distributes proposed budget	5/12/2022
City Council budget review and direction (study session) 10am to 5pm.	5/18/2022
Finance distributes revised budget	5/26/2022
Present Draft Budget to Council	6/2/2022
Finance distributes revised budget	6/9/2022
Present Final Budget to Council (for Adoption)	6/16/2022

In March, each department was provided information on the prior year actuals, the 2021-2022 Adopted and Amended Budget amounts, and current expenditures to date. The departments reviewed their expenditures in prior years, their current expenditure levels, and their direction for the upcoming year. Based on this strategy, the departments prepared and submitted their draft budgets to the Finance Department and City Manager for compilation. The Human Resources Department provided information on recruitment for vacant positions, negotiated increases to salaries, and benefit costing information that was incorporated into the personnel budgeted cost.

The Finance Department prepared revenue estimates using a variety of projection techniques, i.e. prior year collections, economic trends analysis, knowledge of program changes, etc. Additionally the Finance department partners with revenue forecasting experts to assist with projections. Using the revenue estimates and the departments' draft appropriations, the Finance Department assembled a draft of the budget for review by the City Manager. The Draft Budget was finalized after this review

The 2022-2023 Draft Budget will be presented to the City Council on May 18, 2022 for initial review, discussion and direction. The Draft Budget will then be updated according to Council direction and presented again to the City Council on June 2, 2022. If no further direction is provided the budget may be adopted on June 2. If however, further direction is provided, a finalized budget will be presented to Council for consideration of adoption on June 16, 2022.

BASIS OF ACCOUNTING AND FUND DEFINITIONS

The modified accrual basis of accounting is used by all General, Special Revenue, Debt Service and Capital Projects Funds. This means that revenues are recognized when they become both measurable and available. Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recorded when liabilities are incurred, except that principal and interest payments on long-term debt are recognized as expenditures when due. The accrual basis of accounting is utilized by all Enterprise and Internal Service Funds. This means that revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

To demonstrate fiscal accountability, various funds are established in accordance with objectives of special regulations, restrictions, and/or limitations. Each fund is considered a separate accounting entity with a self-balancing set of accounts. The funds that are used in the financial reporting model for the City of Seaside are as follows:

The **General Fund** is the City's primary operating fund. It is used to account for resources traditionally associated with general government activities which are not required (legally or by sound fiscal management) to be accounted for in another fund.

Special Revenue Funds are used to account for revenues that are legally restricted for a particular purpose. The City has several Special Revenue Funds including Supplemental Law Enforcement, Asset Forfeiture, FORA Blight Removal, Gas Taxes and Measure X. Special Revenue Funds are also used to account for grants obtained to fund City projects and activities.

Capital Project Funds are used to account for financial resources to be used for construction or acquisition of fixed assets, such as buildings, equipment, or roads.

Debt Service Funds are used to account for the repayment of debt.

Internal Service Funds are used by the City to account for the financing of goods and services provided by one department to other departments within a government organization on a cost-reimbursement basis. They are set up to take advantage of economies of scale, to avoid duplication of effort, and to accurately identify costs of specific governmental services. The City utilizes three Internal Service Funds: Equipment Maintenance, Self-Insurance and Management Information Systems.

Enterprise Funds are used to account for operations that are supported by a fee charged to external users for services, similar to a private business. The City has two Enterprise Funds: the Water fund and the Golf fund.

Component Unit Funds are used to account for legally separate organizations for which the City is financially accountable or other organizations whose nature and significant relationship with the City are such that exclusion would cause the City's financial statements to be misleading or incomplete. The City has one Component Unit Fund: the Seaside County Sanitation District.

Private-Purpose Trust Funds are used to account for resources that a government holds as a trustee or agent on behalf of an outside party and therefore cannot be used to support the government's own programs. The City has one private purpose trust fund: the Successor Agency. The Successor Agency operates under auspices of the legislatively formed Oversight Board comprised of representatives of local agencies that serve the redevelopment project area. The sole purpose of this fund is to retire debt of the former redevelopment agency.

COST ALLOCATION PLAN AND INDIRECT CHARGES

Costs of the City's central service departments are allocated through the City's Cost Allocation Plan (CAP). The CAP allocates costs that originate in one department but benefit one or more other departments. By way of example; the City Clerk Department performs the function of "Records Management" which benefits multiple other departments within the City organization. The costs associated with "Records Management" are allocated from the City Clerk Department to the multiple other departments that benefit from the service.

The City employs a multi-step process for distributing the indirect costs of central service departments and the City's Internal Service Funds to various departments and funds. A double step-down allocation methodology is used to distribute costs among central services and to programs that receive benefits. The double step-down method initially requires a sequential ordering of central service departments. Department indirect cost allocations are then made in the order elected to all benefiting programs, including cross allocations to other central services. The CAP is prepared using costs from the previous fiscal year. This results in a timing disconnect between the costs being allocated and the budgeted costs in each respective department. The benefit of this system, however, is that the cost allocation plan is not required

to be “trued up” to actual costs at the end of the budget year – as would be required if the CAP were developed on a budgeted cost basis.

The City’s Cost Allocation Plan is prepared by an outside consultant and is available upon request from the City’s Finance department.

CONCLUSION

Financial forecasting is, at best, an inexact science. Many experts and studies offer varied opinions and forecasts, each completely logical and reasonable. Staff has developed revenue and expenditure estimates based on trends and forecasts available as of April and May of 2022. These estimates take into account what has happened in the local economy, current revenue and expenditure experiences, and, to the extent possible, what is projected to happen over the next 14 months.





BUDGET GUIDELINES & FISCAL POLICIES

ACCOUNTING, AUDITING AND FINANCIAL REPORTING POLICY

The City of Seaside receives an independent audit annually and maintains an internal audit capacity. The City prepares an ACFR (Annual Comprehensive Financial Report) and all other annual financial reports in compliance with Generally Accepted Accounting Procedures (GAAP), as outlined by the Governmental Accounting Standards Board (GASB). The City maintains a strong system of internal controls, which has resulted in an unqualified audit opinion for many years.

RESERVE POLICY

The City Council has established three general fund reserve policies as listed below:

Capital Reserve: The general fund capital reserve is to be used to fund capital purchases or projects. This reserve is funded by the City Council setting aside funds to be deposited into this

reserve. This fund is to have a year-end balance of not less than five percent of operating expenditures.

Special Reserve: The general fund special reserve is established to be used for extraordinary items that may arise from time to time. This reserve is funded by the City Council setting aside funds to be deposited into this reserve. This fund is to have a year-end balance of not less than ten percent of operating expenditures.

Emergency Reserve: The general fund emergency/contingency reserve is to be maintained to have a year-end minimum balance of not less than fifteen percent of any given year's general fund operating expenditures; at each year end the reserve is to have not less than fifteen percent of the year's operating expenditures. This reserve is to be used for non-budgeted emergencies that may occur, including weather emergencies, economic emergencies, equipment breakdown emergencies, and other unforeseen emergencies.

BUDGET POLICIES, INCLUDING BALANCED BUDGET POLICY:

- The City's policy is to adopt a balanced budget, which means that planned expenditures do not exceed planned funds available. Available funds may include the use of fund balances on hand, provided that in the case of the General Fund, the available fund balance does not drop below the reserve levels required by the City Council Reserve policy detailed above.
- The City will set fees and user charges for enterprise fund activities at a level that fully supports the total direct and indirect program costs.
- The City will establish fees for service based upon an awareness of the total direct and indirect costs of offering the service. It is recognized that certain services may be subsidized by general taxes as determined by the City Council.
- The identification of funding sources will be required for new or expanded programs.
- The City will provide for maintenance and replacement of fixed assets and equipment, as appropriate.
- The City will comply with all the requirements of Generally Accepted Accounting Principles (GAAP).
- The City will annually retain the services of an independent Certified Public Accounting firm to audit the City's financial statements and conduct any tests of the City's records deemed necessary to render an opinion on the City's compliance with Generally Accepted Accounting Principles (GAAP).
- The City shall maintain budgetary controls. The objective of these budgetary controls is to ensure compliance with legal provisions embodied in the annual budget approved by the City Council. The legal level of budgetary control (i.e. the level at which expenditures cannot exceed the budgeted amount) is established at the fund and department level. The Adopted Budget may be adjusted from time to time during the fiscal year as needed to accomplish the goals of the City Council. Adjustments within a department that do not impact the total departmental budget may be proposed by the Department Head and approved by the City Manager and Finance Director. Budget adjustments that will impact the departmental total require City Council approval.
- Outstanding encumbrances at prior fiscal year-end will automatically be carried over to current year's budgets. Unspent appropriations that are authorized and funded by grant

revenues from prior fiscal year will automatically be carried over to current year's budget. Incomplete multiple year project balances will be automatically carried over to the current year's budget.

- Budget Monitoring and Reporting. The Finance Department will prepare a quarterly budget report including actual expenditures and encumbrances for distribution to the City Council, City Manager, and Department Heads to facilitate monitoring of the budget. The proposed budget document will serve as the third quarter budget report.
- The City's General, Special Revenue, Capital Project and Trust Funds are budgeted and accounted for using the modified accrual basis of accounting. The revenues are recognized when they become measurable and available as net current assets. Property tax revenues and assessments receivable are accrued when collected within 90 days following year-end. Other revenues that are accrued include sales taxes, transaction taxes, utility users and transient occupancy taxes, interest, rent, grants earned and certain other intergovernmental revenue. Expenditures are generally recognized when the liability is incurred, except that interest and principal on general long-term obligations are recognized when due. Enterprise and Internal Service Funds are accounted for using the accrual basis of accounting. Their revenues are recognized when earned, and their expenses are recognized when incurred.
- The draft and adopted Budget will be presented in a form which is sufficient to allow the City Council to determine and review:
 - Provision of City Council priorities;
 - Projected revenues by major category;
 - Operating expenditures by department or program, and by fund;
 - Staffing by department;
 - Service levels;
 - Statements of objectives and accomplishments;
 - Recommendations for policy changes;
 - Capital improvement appropriations by project.
- The draft and adopted Budget should provide a comparison with the preceding year's actual results and current year's projected results for each category of revenue and expenditure shown in the budget. Descriptions of service levels to be provided under the draft and adopted Budget will be included along with statements of services reduced or eliminated and services improved or added, as compared to the current year.
- Cost allocations will be made for internal service charges as follows: Equipment Maintenance is allocated based on the number of vehicles a department uses. Weight is added according to age and type of vehicle. Management Information Services is allocated based on the number of user accounts a department uses. Insurance is allocated based on the department budget. Administrative charges are allocated to activities based on the City's Annual Adopted Cost Allocation Plan.

GANN APPROPRIATIONS LIMIT (PROPOSITION 4) POLICY:

In 1980, the State Legislature added Section 9710 to the Government Code requiring each local jurisdiction to establish, by resolution, an annual appropriations limit. Informally known as Proposition 4, or the “Gann Initiative”, it restricts the total amount of appropriations allowed in any given fiscal year from the “proceeds of taxes.” The Code was modified by two subsequent initiatives in 1988 and in 1990. Proposition 98 established the return of tax revenues in excess of the limit, with limited exceptions, to the taxpayers within two years by refund or reduction in tax rates unless extensions of the limit are approved by majority popular vote. Proposition 111 allowed new adjustment formulas for the required appropriation limit, that are more responsive to local growth issues. The proposition also now requires an annual review of the limit calculations, i.e. reviewed by the independent auditor in conjunction with the annual financial audit. The City monitors the Limit. Staff reviews calculation methodology and alternative factors each year.

STAFFING POLICY:

The number of staff City-wide may not exceed the number of positions detailed in the Position Control list. The City Manager may, however, opt to fill certain positions at a lower classification than designated in the position control list, when deemed strategically advantageous. The Position Control list may be found in a later section of this budget document and is approved by the City Council at the time of budget adoption. Staff levels are continuously reviewed to identify over/understaffing so that appropriate changes may be requested either during the annual budget process or during the mid-year review.

PERFORMANCE MEASURES POLICY:

The budget document has been formatted to detail the operational goals, objectives and performance measurements of each department. The goal of the organization is to establish a comprehensive reporting system which will give the public, the City Council, and the City staff the ability to evaluate the level and value of service provided to the community.

CAPITAL IMPROVEMENT PROGRAM POLICY:

The budget document has been formatted to include a section on the City’s Five-Year Capital Improvement Program (CIP). This program provides a multi-year plan for capital improvements which is updated annually to ensure compliance with the program. Capital Projects in the CIP should have a project cost of at least \$50,000.00 and a project duration of more than one year. Capital projects with a projected cost of less than \$50,000.00 and a duration of less than one year are budgeted in the appropriate departmental operating budget and are considered part of the operating budget even though they may be capitalized for accounting purposes.

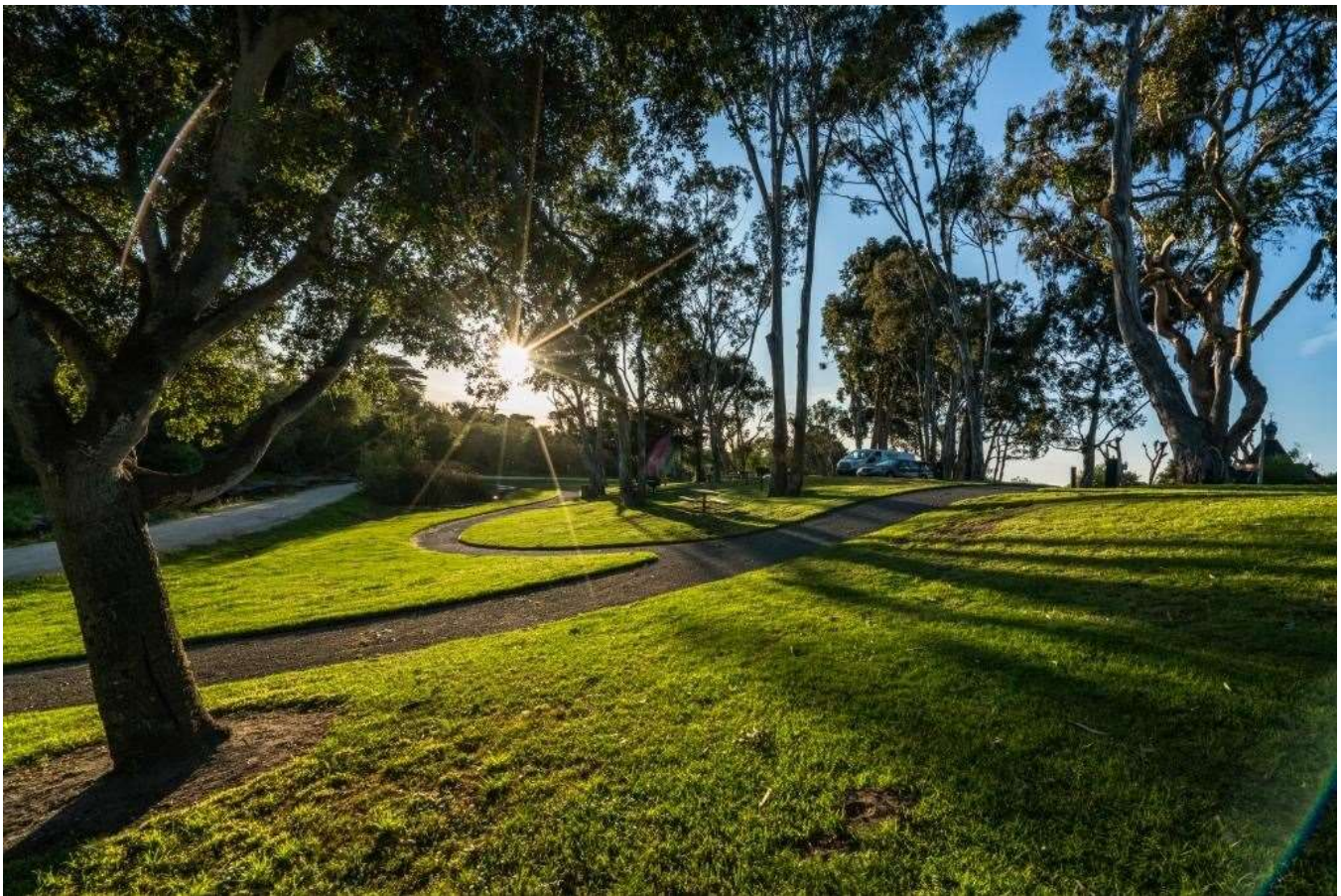
CASH MANAGEMENT AND INVESTMENT POLICY:

In accordance with Government Code Sections 53601 through 53659, the City of Seaside annually reviews and approves the Investment Policy. The policy identifies the rules and procedures that apply to investment instruments that may be used to invest idle cash. It is important to note that the City does not invest in high risk investments such as derivatives and

reverse purchase agreements. All investments are made within the parameters of the Government Code and the City of Seaside Investment Policy.

DEBT POLICY:

In accordance with SB 1029, the City has adopted a Debt Policy. The policy states the purposes for which debt proceeds may be used, the types of debt that may be issued, the relationship of the debt to, and integration with, the capital improvement program or budget, the policy goals related to the City's planning goals and objectives, and the internal control procedures implemented to ensure the proceeds of a proposed debt issuance will be directed to the intended use.





FUND ANALYSIS

FUND ANALYSIS

CITY OF SEASIDE
FUND BALANCE ANALYSIS
FISCAL YEAR 2022-2023 BUDGET

Fund #	Fund Name	Fund Type	Managing Department	Beginning Balance July 1, 2021	Estimated June 30, 2022 Fund Balance	2022/23 Budgeted Revenues	2022/23 Net Transfers	2022/23 Budgeted Expenditures	Estimated June 30, 2023 Fund Balance
Governmental Funds:									
100	General Fund	General Fund	All	\$ 30,282,978	\$ 29,323,881	\$ 52,746,127	\$ (5,120,501)	\$ 42,305,424	\$ 34,644,083
246-297	Housing	Special Revenue	Community, Housing & Economic Development	7,518,733	7,422,783	800,820	257,097	1,509,333	6,971,367
271	Stormwater	Special Revenue	Public Works & Engineering	(2,764)	316,556	542,464	1,275,575	2,074,739	59,855
329	FORA Bond	Special Revenue	Public Works & Engineering	6,486,909	6,260,627	-	-	5,265,806	994,821
357	Measure X Debt Service	Debt Service	Finance	3,369,445	570,282	119	71,573	641,573	401
103	Laguna Grande Project	Special Revenue	Public Works & Engineering	(5,293)	(5,293)	-	5,293	-	-
113	POMA	Special Revenue	Public Works & Engineering	407,029	413,082	947,900	-	976,705	384,276
200	CDBG	Special Revenue	Community, Housing & Economic Development	297,863	569,800	480,000	(625,177)	412,669	11,954
210	Streets; Gas Tax Fund	Special Revenue	Public Works & Engineering	1,193,997	1,179,845	5,520,586	(4,145,867)	1,930,433	624,131
211	Transportation Safety & Investment	Special Revenue	Public Works & Engineering	2,070,812	2,440,064	1,049,553	(2,786,706)	5,349	697,562
212	Transportation Capital Projects	Special Revenue	Public Works & Engineering	(22,712)	648,569	-	7,596,213	7,728,000	516,782
220	Proposition 172	Special Revenue	Police/Fire	(24,566)	25,902	139,592	-	98,948	66,546
2xx	Public Safety	Special Revenue	Police/Fire	280,781	255,252	12,647	-	85,400	182,500
221	Supplemental Law Enforcement	Special Revenue	Police	361,716	295,364	160,000	-	250,000	205,364
225	State of California Grants	Special Revenue	Recreation	-	-	1,600,000	(1,600,000)	-	-
106-231	SAFER FEMA Grant	Special Revenue	Police/Fire	(170,104)	(205,573)	-	-	12,961	(218,534)
233	ARPA	Special Revenue	Finance	-	-	1,500,000	(1,500,000)	-	-
251-257	Community Services	Special Revenue	Recreation	(12,244)	19,592	24,269	25,000	59,606	9,255
261	Impact Fees	Special Revenue	Finance	680,140	680,140	-	(680,000)	-	140
262	Disability Access	Special Revenue	Finance	3,415	3,415	-	-	-	3,415
291	PEG Access	Special Revenue	Finance	(1,115)	21,523	50,000	-	50,000	21,523
332-335	FORA Non-Bond	Special Revenue	Public Works & Engineering	3,378,490	3,042,090	-	-	1,738,281	1,303,809
304-348	General Capital Projects	Capital Projects	Public Works & Engineering	(82,184)	541,843	87,136	6,119,635	6,924,458	(175,843)
602	Recreation Endowment	Special Revenue	Recreation	280,450	228,480	75	(50,000)	-	178,555

FUND ANALYSIS

Fund #	Fund Name	Fund Type	Managing Department	Beginning Balance July 1, 2021	Estimated June 30, 2022 Fund Balance	2022/23 Budgeted Revenues	2022/23 Net Transfers	2022/23 Budgeted Expenditures	Estimated June 30, 2023 Fund Balance
Governmental Funds (continued):									
997	Housing Settlement	Special Revenue	Community, Housing & Economic Development	1,168,502	1,172,074	3,572	-	-	1,175,646
355	Pension Obligation Bond	Debt Service	Finance	15,523	17,341	810,995	-	809,267	19,070
356	Cutino Park Debt Service	Debt Service	Finance	740,595	740,608	13	(342,135)	376,523	21,963
Subtotal Governmental Funds:				\$ 58,216,396	\$ 55,978,246	\$ 66,475,868	\$ (1,500,000)	\$ 73,255,474	\$ 47,698,639
*Internal Service Funds:									
501	Equipment Maintenance	Internal Service	Public Works & Engineering	\$ 400,887	\$ 442,332	\$ 652,633	\$ -	\$ 887,928	\$ 207,037
502	Self Insurance	Internal Service	Human Resources & Risk Management	873,286	821,073	3,713,790	-	3,627,962	906,901
503	Management Information Systems	Internal Service	Finance	412,188	321,406	831,427	-	924,538	228,295
Subtotal Internal Service Funds:				\$ 1,686,361	\$ 1,584,810	\$ 5,197,850	\$ -	\$ 5,440,427	\$ 1,342,233
*Enterprise Funds:									
401	Seaside Municipal Water System	Enterprise	Public Works & Engineering	\$ (14,974)	\$ 359,471	\$ 1,312,575	\$ 1,500,000	\$ 2,815,039	\$ 357,006
354-405	Golf Course Enterprise	Enterprise	Finance	(131,707)	(149,145)	338,800	-	357,008	(167,353)
Subtotal Enterprise Funds:				\$ (146,681)	\$ 210,325	\$ 1,651,375	\$ 1,500,000	\$ 3,172,047	\$ 189,653
Component Unit & Trust Funds:									
951-954	**Sanitation District	Component Unit	Public Works & Engineering	\$ 4,446,786	\$ 4,219,322	\$ 2,563,863	\$ -	\$ 2,361,498	\$ 4,421,688
961-973	Successor Agency Funds	Trust	Finance	14,075,641	14,180,228	278,938	-	362,433	14,096,733
Subtotal Component Unit & Trust Funds:				\$ 18,522,427	\$ 18,399,551	\$ 2,842,801	\$ -	\$ 2,723,931	\$ 18,518,421
City-wide Total				\$ 78,278,503	\$ 76,172,932	\$ 76,167,894	\$ -	\$ 84,591,880	\$ 67,748,946

* Internal Service & Enterprise Fund balances equate to Unrestricted Net Position

** Sanitation District balances equate to Unrestricted Net Position plus Restricted for Community Services



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BUDGET SUMMARY –ALL FUNDS

BUDGET BACKGROUND

On March 15, 2022, The City's annual mid-year budget review was presented to the City Council. At the meeting, the Council was informed of a likely FY 2021-22 budget surplus. That night Council approved sixteen new positions as well as multiple other budget amendments including various professional services, capital outlay, contributions to community groups and supplies and services. Total budget amendments resulting from the mid-year budget review totaled \$2.2M.

Immediately following the mid-year review, staff began work on the fiscal year 2022-23 budget preparation. The process began in early March and culminated with a draft budget presented to the City Council at a special meeting on May 18, 2022. Staff anticipates receiving direction from the City Council at the first budget meeting and then plans to bring a revised budget to the next regularly scheduled City Council meeting on June 2, 2022. Staff will receive further input and direction from Council at that meeting and present a revised budget accordingly for adoption on June 16, 2022.

OVERVIEW

The City of Seaside's combined annual budgeted appropriations request for FY 2022-23 is \$102.4M. This amount includes appropriations from all funds (\$84.6M) and transfers (\$17.8M). Combined appropriations and transfers for FY 2022-23 are \$28.9M more than projected for FY 2021-22.

The City's budget includes the General Fund, Water & Golf Enterprise Funds, as well as Special Revenue Funds, Grant Funds. Debt Service and Capital Project funds. Core city services such as police, fire, community development, recreation and parks are budgeted in the General Fund and are supported primarily by sales tax, property tax, transient occupancy tax (TOT) and charges for services rendered. The City's Water and Golf Enterprise funds are supported by user fee revenues which are charged for services provided to the City's residents. Activities supported by funds received by the City that are restricted in their use are included in Special Revenue Funds and Grant Funds. Construction activities associated with capital projects are accounted for in Capital Project Funds.

Included in the \$102.4M total annual budget amount are the City's Internal Service Funds. These expenditures are found in the budget twice, because the revenue to the Internal Service Funds is a budgeted expenditure in the City's other funds.

Included in the \$102.4M total annual budget amount is the City's Component Unit (Seaside County Sanitation District). Although the district is a separate entity from the City, the district budget is included in the budget document because City staff manage the district's operations.

Fiduciary Funds are used to account for resources that a government holds as a trustee or agent on behalf of an outside party and therefore cannot be used to support the government's own programs. The City has one fiduciary fund: Successor Agency to Seaside Redevelopment Agency.

Throughout the budget document, reference is made to interfund transfers. An interfund transfer is a transfer of funds from one City fund to another City fund. These transfers appear as a resource in the fund receiving the transfer and as an appropriation in the fund that is sending

the transfer. While this results in the revenue and expenditure being “double counted” in the annual budget at the “all funds level”, this presentation is necessary to provide a transparent picture of actual expenditures for both the funding and receiving funds.

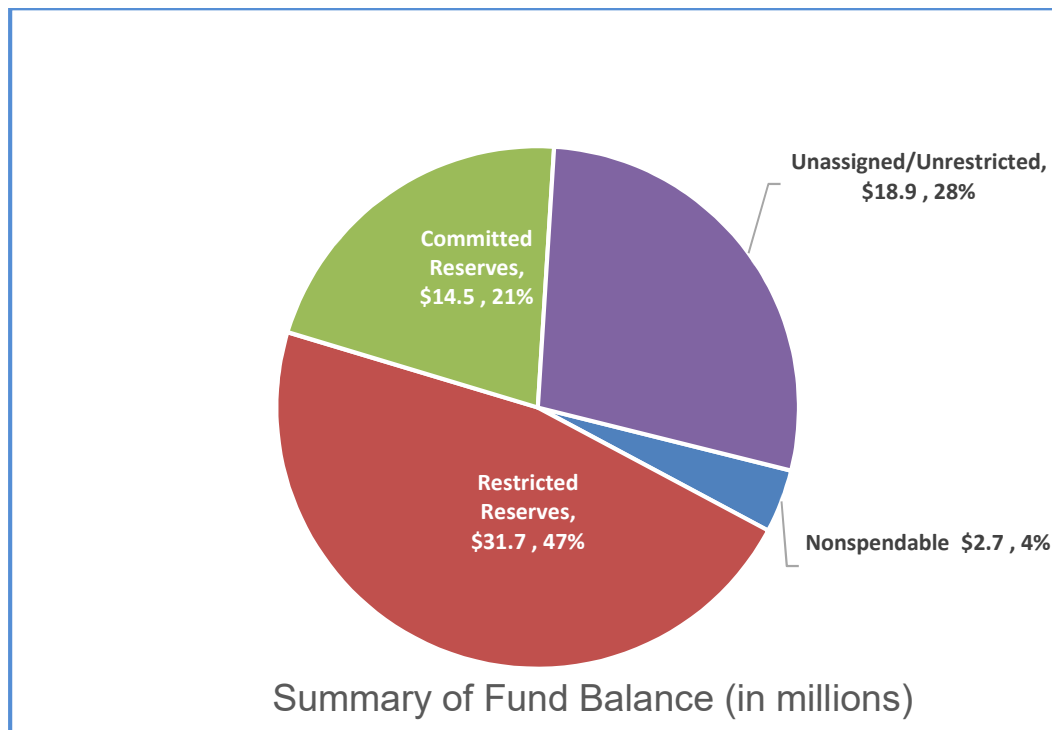
When Internal Service Funds, the Component Unit, Fiduciary Funds, and transfers between funds are excluded from the total, the adjusted total Annual Appropriations Budget amounts to \$76.4M.

CHANGES IN OBLIGATIONS & INTERFUND LOANS

The FY 2022-23 Budget includes certain debt obligations for the City. The obligations included in the budget represent the annual installment payments of principal and interest to be paid on City promissory notes or bond obligations existing at July 1, 2022. Additionally, late in FY 2020-21 the City’s general fund loaned the City’s water enterprise \$114k in funds to complete the interior recoating of one water tank. The loan is repayable in three annual installments at the then current Local Agency Investment Fund (LAIF) rate of 0.375%. More detail on the City’s debt obligations may be found in the “Debt Service” section of the budget.

ALL FUNDS - FUND BALANCE

The FY 2021-22 projected “all funds” year-end fund balance is \$76.2M and the FY 2022-23 all funds combined balance is projected at \$67.8M. Of this balance, the City has several reserves as noted below. These reserves are committed in accordance with the City’s Fund Balance & Reserve Policies, which are intended to ensure the continued financial well-being of the City by planning for emergencies, economic uncertainties, unforeseen operating or capital needs, and cash flow requirements. The City Council annually reviews and updates the reserve policies. As shown below, the “unrestricted or unassigned fund balance” in FY 2022-23 is estimated at approximately \$18.9M.



	FY 2022/23 Proposed
Total All Funds Balance	<u>\$ 67,748,946</u>
Less Nonspendable (interagency receivables etc.)	2,655,428
Less Restricted Reserves (externally enforceable)	
Special Revenue Funds	13,001,016
Debt Service Reserves	41,434
Recreation Endowment	178,555
Sanitation District	4,421,688
Successor Agency Funds	14,096,733
Less Committed Reserves (Set by Council resolution)	
Capital Reserve	2,181,846
Special Reserve	4,363,691
Emergency Reserve	6,545,537
Capital Projects in Process	(175,843)
Community Services	9,255
Impact Fees	140
Internal Service Fund balances	1,342,233
Enterprise Fund balances	189,653
Subtotal	<u>48,851,364</u>
Unassigned/Unrestricted Balance	<u>\$ 18,897,582</u>

FUND BALANCE TRENDS

Year over year, the City's All Funds balance is likely to decrease in FY 2022-23 by approximately \$8.4M. The decrease is the result of several factors including: \$3.8M in Capital Improvement Program expenditures, \$1.3M in operating transfers, spend down of FORA Bond funds (\$5.3M), spend down of FORA Non-Bond funds (\$1.7M), spend down of Measure X Bond street improvement funds (\$570k), spend down of Cutino Park bond proceeds (\$719k), and a spend down of Impact Fees (\$680k). Fund balance decreases are offset by one-time General Fund revenue projected at \$9M from property sales.

	FY 2020/21 Audited	FY 2021/22 Projected	FY 2022/23 Proposed
Total All Funds Balance	\$ 78,278,503	\$ 76,172,932	\$ 67,748,946

Budget Comparison by Budget Year

ALL FUNDS

Revenue Summary by Fund Type

	FY 2017-18 Actual Revenues	FY 2018-19 Actual Revenues	FY 2019-20 Actual Revenues	FY 2020-21 Actual Revenues	FY 2021-22 Projected Revenues	FY 2022-23 Proposed Budget	Proposed vs. FY 22 +/- (%)
Revenues							
General Fund	\$ 33,300,672	\$ 33,227,725	\$ 37,065,136	\$ 42,468,338	\$ 43,355,604	\$ 52,746,127	22%
Special Revenue Funds	5,968,039	4,196,525	13,377,295	7,034,296	6,487,623	12,831,403	98%
Internal Service Funds	3,301,564	3,857,323	3,857,902	4,884,657	4,747,602	5,197,850	9%
Sanitation District	2,248,501	2,599,639	2,874,491	2,678,115	2,642,514	2,563,863	-3%
Enterprise Funds	1,006,620	1,012,663	1,130,796	1,370,288	1,649,925	1,651,375	0%
Debt Service Funds	4,151	16,330,423	25,700	3,013	780,485	811,127	4%
Successor Agency Funds	4,012,658	4,334,742	2,664,144	416,186	456,287	278,938	-39%
Capital Projects	3,976,042	2,559,513	539,456	1,400	-	87,136	n/a
Trust Funds	-	23,696	11,398	3,559	75	75	0%
Total Revenues - All Funds	\$ 53,818,247	\$ 68,142,248	\$ 61,546,317	\$ 58,859,852	\$ 60,120,114	\$ 76,167,894	27%

ALL FUNDS - REVENUE DISCUSSION

Overall, City revenues are projected to increase 27% or \$16M. The increase is largely because of increases in special revenue, grant revenue and one-time land sales. The General Fund expects revenue of \$9M from the sale of former FORA land. The Streets gas tax fund expects a \$2.2M ATP grant and the Recreation Department expects to receive a \$1.6M grant from the Recreation Trails Program (RTP) for an “Urban Greening” project at Lincoln Cunningham Park.

As discussed at the mid-year budget review, actual tax revenue collections are trending better than budgeted in the current fiscal year. This has been the case for the last two fiscal years and has been unexpected, yet welcome news. Indications are, however, that FY 2022-23 will see tax revenues flatten out. General Fund revenue (excluding \$9M in one-time land sales) is expected to increase a modest 1% or approximately \$435k over the previous fiscal year. With inflation remaining high, tax revenues might be expected to increase. However the inflationary pressure has the potential to curb consumer spending, therefore offsetting any gains. Across all funds, tax revenue is expected to increase \$1.5M or 4%.

Some funds derive revenue on a reimbursement basis from other funds. For example the Stormwater Fund receives substantially all of its revenue in the form of reimbursement from the General Fund. This is true also of the City’s Internal Service Funds. Since revenue in these funds is generally equal to budgeted expenditures, revenue increases can be thought of more as a result of increasing costs. The Stormwater fund shows a projected revenue increase of \$482k while the Internal Service Funds (combined) show a projected increase of \$450k.

The final rate increase in the Council and voter approved Seaside Municipal Water System rate schedule went into effect on January 1st of 2022. No rate increases are planned for fiscal year 2022-23 and therefore Water Enterprise revenue is expected to remain flat. The approved rate increases have stabilized the Water Enterprise financial condition with an expected surplus of \$357k in the coming fiscal year. Staff recommends and has proposed in the draft budget that the Water Enterprise conduct a new rate study in the coming year.

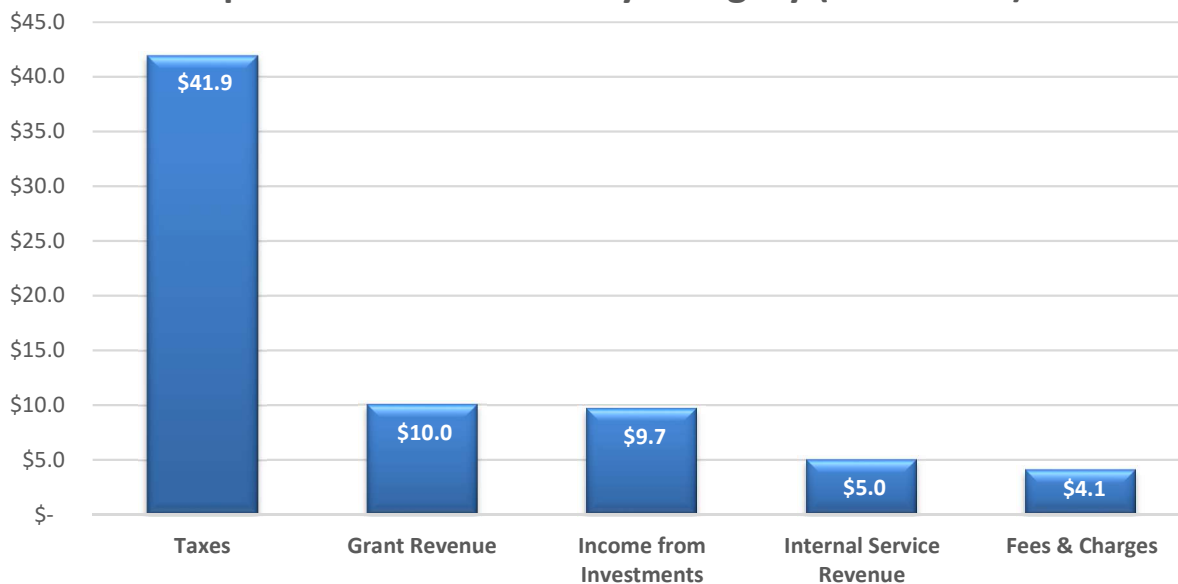
Budget Comparison by Budget Year

ALL

Revenue Summary by Category

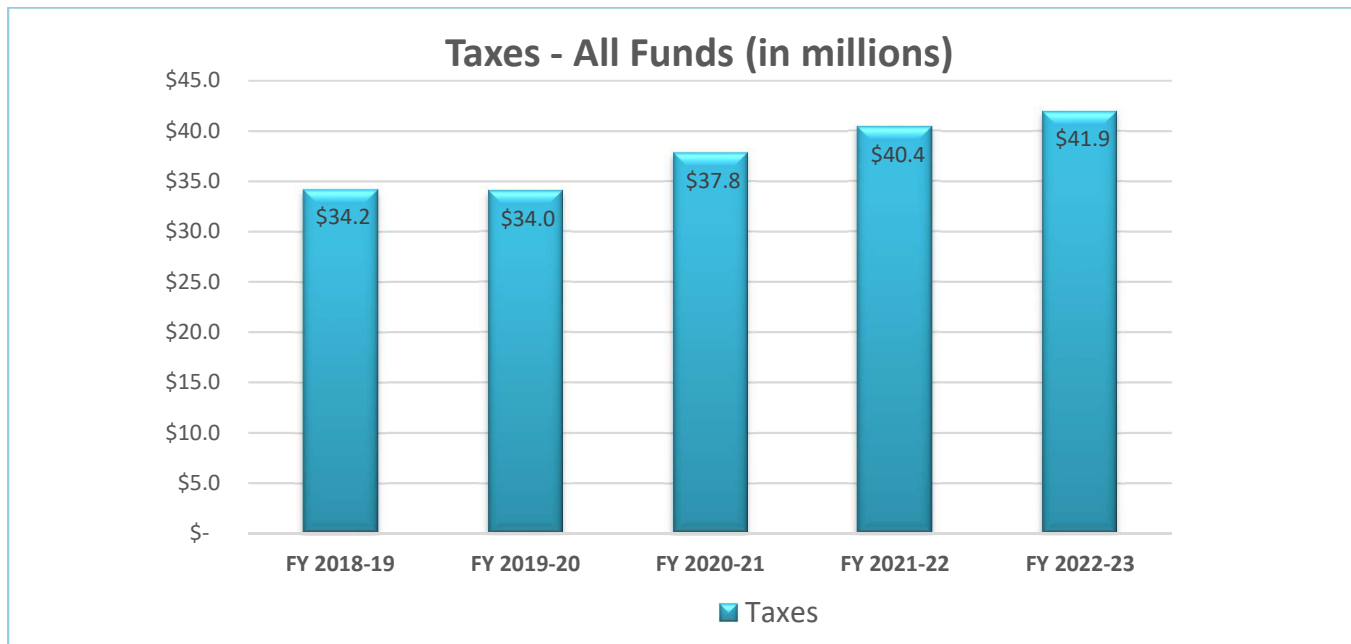
	FY 2017-18 Actual Revenues	FY 2018-19 Actual Revenues	FY 2019-20 Actual Revenues	FY 2020-21 Actual Revenues	FY 2021-22 Projected Revenues	FY 2022-23 Proposed Budget	Proposed vs. FY 22 +/- (%)
Revenues							
Taxes	\$ 31,932,293	\$ 34,190,240	\$ 34,023,736	\$ 37,803,288	\$ 40,391,889	\$ 41,922,802	4%
Grant Revenue	7,201,940	3,775,022	8,913,991	4,521,509	4,902,237	10,008,534	104%
Income from Investments	3,122,001	1,338,538	4,486,209	2,745,805	958,464	9,661,822	908%
Internal Service Revenue	3,090,386	3,602,785	3,696,604	4,582,331	4,581,440	5,000,900	9%
Fees & Charges	3,433,192	3,343,011	3,353,001	3,536,572	4,106,831	4,052,719	-1%
Franchise Fees	1,428,148	1,725,050	1,288,511	1,764,355	1,443,374	1,493,892	4%
Reimbursements	811,346	1,667,307	803,613	295,353	1,114,708	1,319,311	18%
Miscellaneous-Other Revenue	1,521,186	17,110,227	1,277,071	1,143,097	1,111,215	1,087,908	-2%
Business License & Permits	733,301	820,067	843,833	630,058	759,374	820,000	8%
Licenses & Permits	487,116	484,697	545,334	517,163	663,950	717,042	8%
Fines & Forfeitures	57,340	85,306	72,272	89,791	86,631	82,964	-4%
Other Agency Revenue	-	-	2,242,142	1,230,530	-	-	n/a
Total Revenues - All Funds	\$ 53,818,247	\$ 68,142,248	\$ 61,546,317	\$ 58,859,852	\$ 60,120,114	\$ 76,167,894	27%

Top 5 Revenue Sources by Category (in millions)



Discussion of Significant Revenue Sources

Taxes



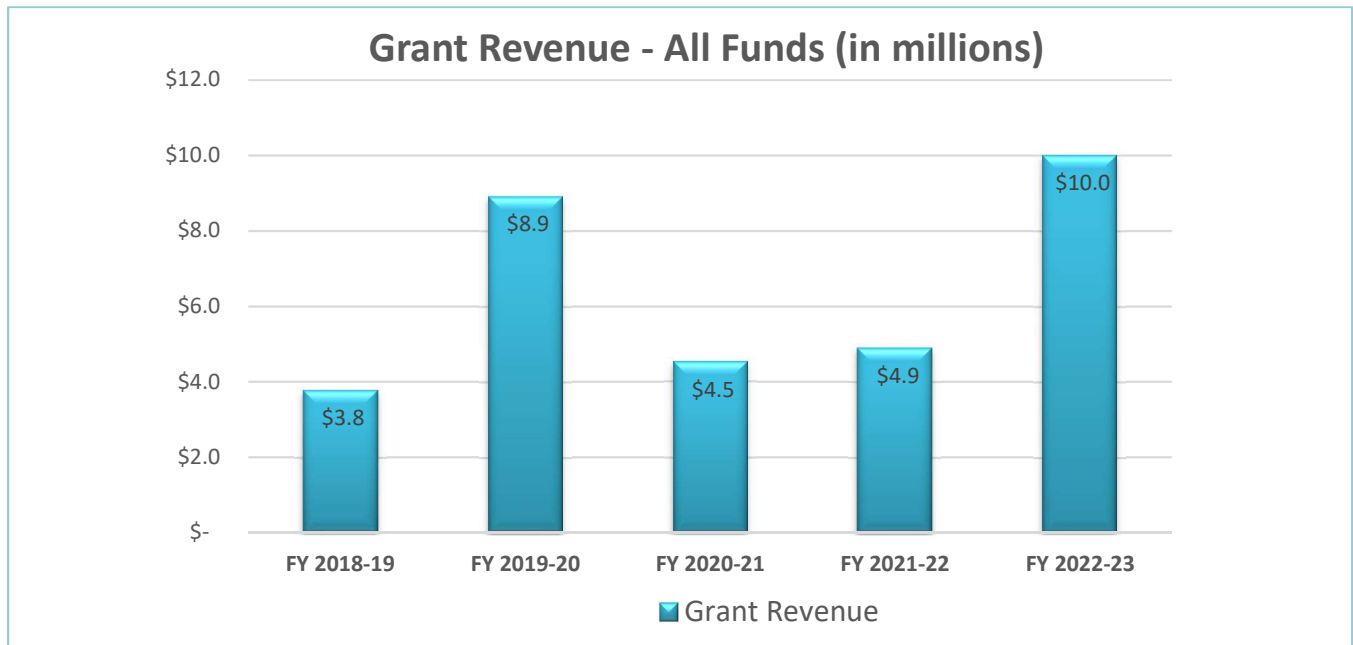
At the “All Funds” level, taxes include Property Tax, Vehicle License Fees, Sales and Use Tax, Transaction Tax, Transient Occupancy Tax, Marijuana Receipts Tax, Utility Users Tax, Highway User’s Tax, Measure X Tax, as well as several smaller taxes. Almost all of these revenues are also revenues for the City’s General Fund. A few, however, are not; For instance the Highway User’s Tax and Measure X Taxes are not revenue sources for the General Fund.

Sales and Use tax revenues include the City’s 1 cent general sales tax. Transaction taxes are comprised of a 1 cent tax approved by the voters in 2008 (Measure R) and a ½ cent transaction tax approved by the voters in 2017 (Measure L). Based on an analysis of trends in year-to-date tax receipts, macroeconomic conditions and an examination of local business data, it is anticipated that the City will receive combined sales, use and transaction tax revenue of \$18.7M in FY 2021-22 and \$19.3M in FY 2022-23 (46% of total taxes City Wide).

Property Taxes are expected to remain strong with a 6% increase forecast; going from \$9.8M to \$10.5M. Increasing mortgage interest rates may slow the pace of real estate sales in the year to come, but while home prices remain high and inventory low, tax collections are likely to stay strong.

Highway User Tax (HUTA) is a sales tax collected when consumers purchase fuel in California. During the COVID-19 pandemic, gas prices dropped and this revenue source dropped in tandem. With gas prices recovering in 2021 and into 2022, this revenue source is expected to increase by 8% from \$2.5M to \$2.7M.

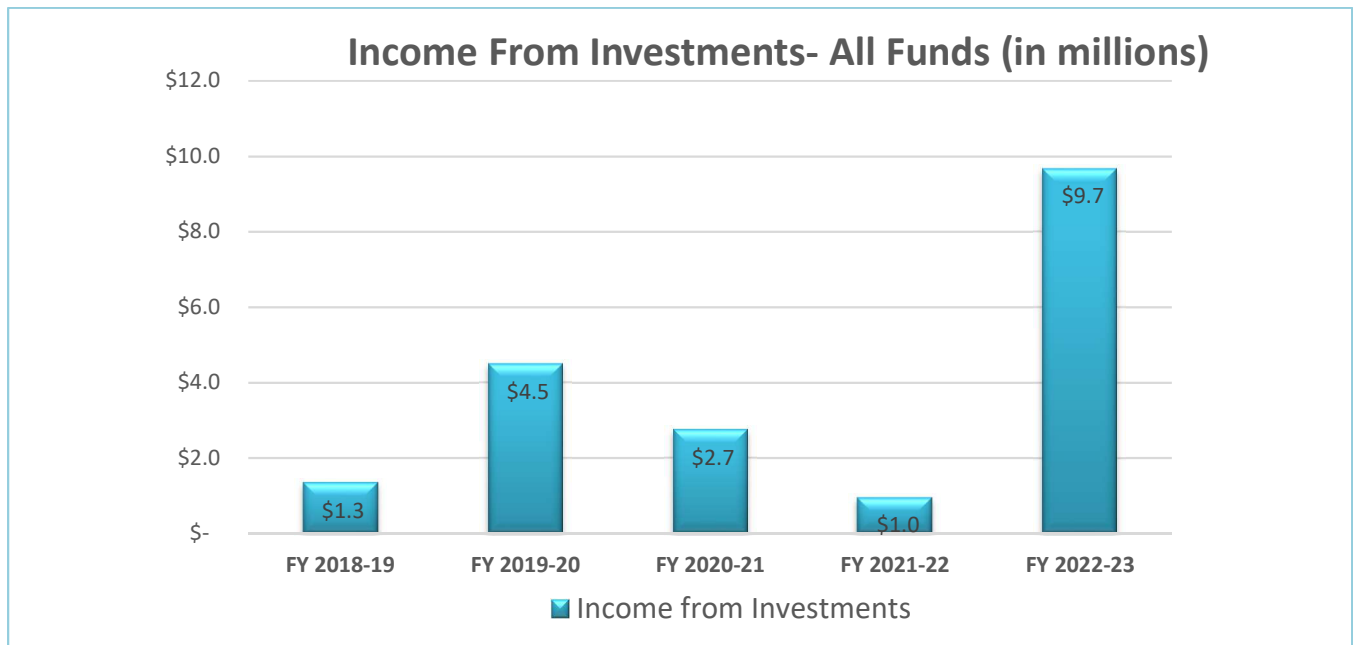
Grant Revenue



As might be expected grant revenues historically show wide fluctuations year over year as they are dependent on availability and submission of successful grant applications. Notable grants expected in FY 2022-23 include a \$2.2M ATP grant for street improvements, a \$1.6M grant from the State of California Recreation Trails Program (RTP) for an “Urban Greening” project at Lincoln Cunningham Park and \$1.5M in ARPA grant funds proposed to be used for the planning and design work related to a new potable water well.

Additionally, the City expects \$375k in Community Development Block Grants from the federal government.

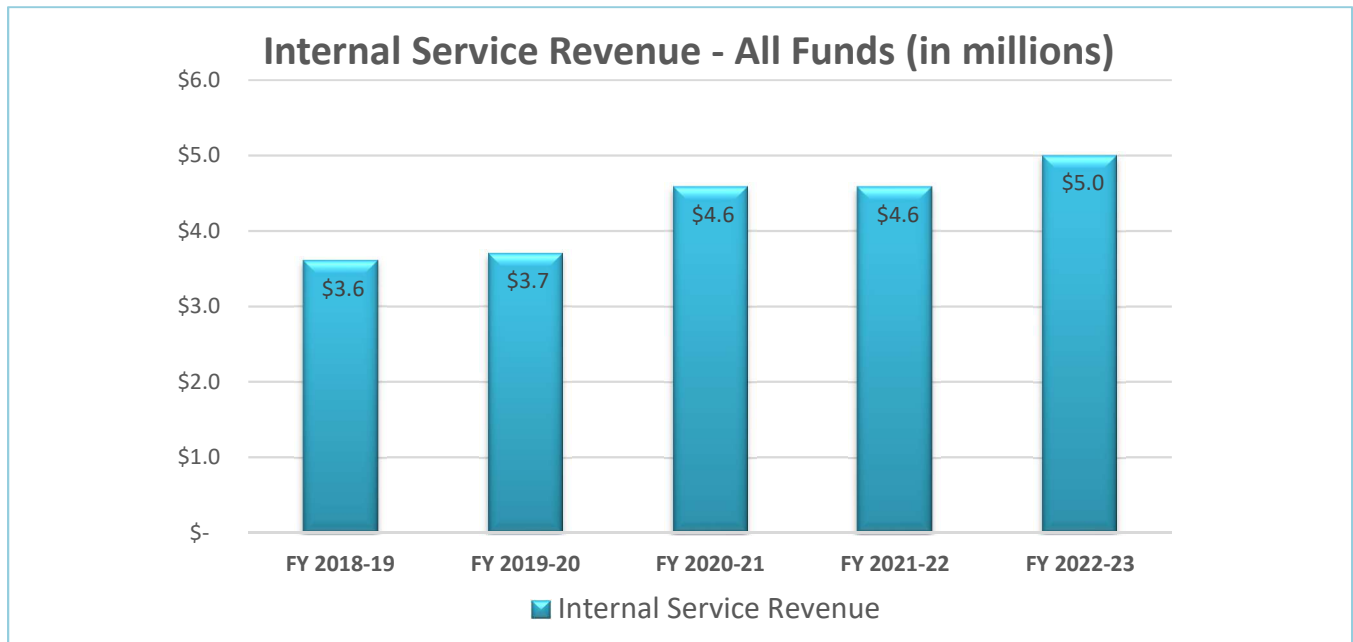
Income from Investments



Historically the Income from Investments category has shown wide fluctuations from year to year. This has been mainly due to the sale of properties owned by the City's previous Redevelopment Agency. Sales occurred in FY 2019-20 and again in FY 2020-21. In FY 2022-23 the City expects to sell former FORA (Fort Ord Redevelopment Agency) property in the amount of approximately \$9M. The land was left to the City upon the dissolution of FORA.

Besides land sales, the City's primary investment vehicle is the California Local Agency Investment Fund (LAIF). The City expects small investment returns in the coming year although LAIF rates are likely to begin climbing once broader lending rates start to increase.

Internal Service Revenue



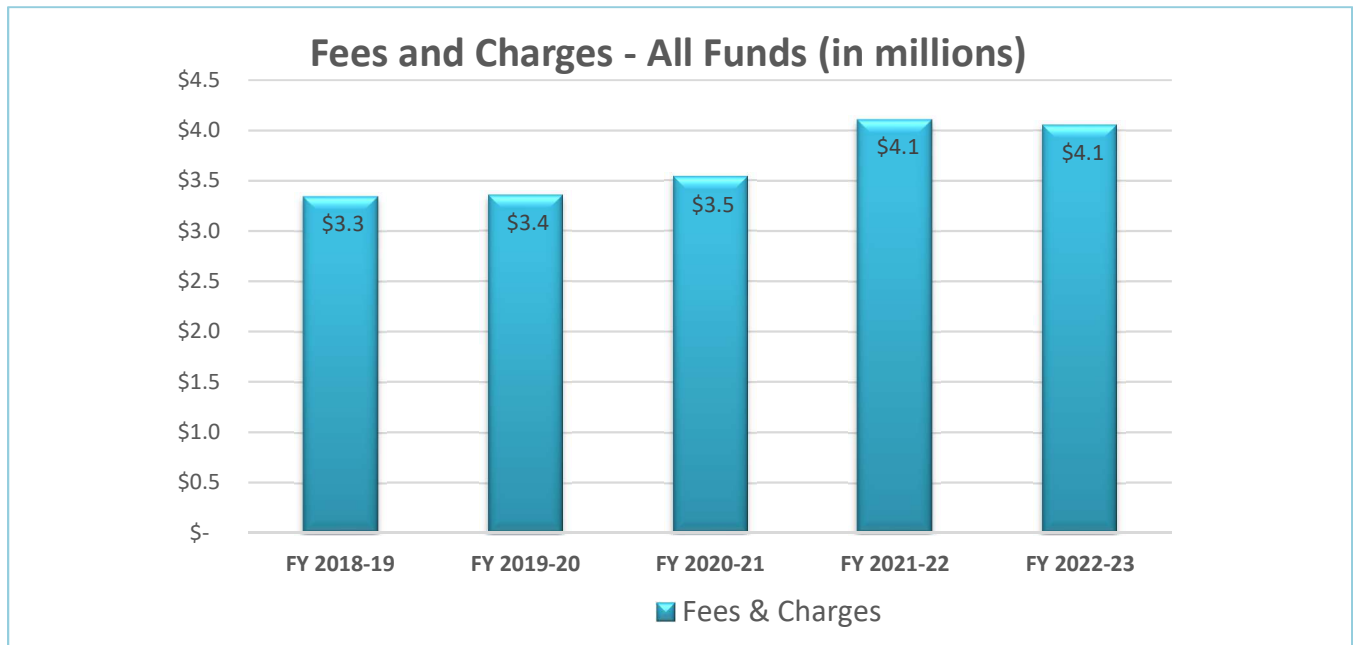
The revenue to the Internal Service Funds has a direct correlation to budgeted expenditures in the City's other funds. This is because the City's other funds must pay for the services provided by the Internal Service Funds on a cost recovery basis. Internal Service revenue shows a steady increase over the years demonstrating the steady increase in the cost to provide services. Revenue across the three internal services funds is expected to grow as a whole by 9% or roughly \$450k.

The City's Vehicle & Equipment Maintenance fund is budgeted to decrease \$178k because an analysis of the fund balance indicated resources sufficient to decrease participating fund contributions for the year while still maintaining a reserve equal to approximately 25% of budgeted expenditures.

The Insurance fund, including liability insurance and worker's compensation insurance is budgeted to increase \$547k due largely to increases in worker's compensation insurance. With rising costs, the fund must charge the participating funds and departments accordingly. Worker's compensation insurance is budgeted to increase 30% from \$1.6M to \$2.1M.

The Management Information Systems fund revenue is budgeted to increase by \$81k largely due to budgeted server upgrades.

Fees and Charges



During the COVID-19 pandemic, the City experienced revenue losses in the Fees and Charges category. This was largely due to restrictions on gatherings. Programs that usually generate revenue such as the community center, swim center and recreational day camps generated almost no revenue. Losses for this category as a whole however were offset at the all funds level by increases in Water utility rates. With the expected recovery of revenues that were lost due to health and safety restrictions coupled with implemented increases in Water Utility rates, the City expects to realize \$4.1M in fiscal year 2021-22. Fiscal year 2022-23 is expected to be flat at \$4.1M with no water rate increases scheduled.

Interfund Transfers In

At the All Funds level, all transfers in have an equal and corresponding transfer out which is shown as an expenditure. Therefore, at the All Funds level, all transfers net to zero. A majority of the City's interfund transfers involve funding of capital projects, whether from grant funds, special revenue funds, capital reserves or operating funds. A detailed schedule of interfund transfers is provided in a later section of the budget.

ALL FUNDS – EXPENDITURE DISCUSSION

The FY 2022-23 Budget proposes expenditures totaling \$102.4M when Internal Service Funds, Fiduciary Funds, Interfund Transfers and Component Units are included in the total and \$76.4M when these items are excluded. The budget includes a robust capital improvement budget (\$25.6M) with much of the financing coming from grants and special revenue funds (\$19.6M).

Budget Comparison by Budget Year

ALL FUNDS

Expenditures by Function/Program

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Projected Budget	FY 2022-23 Proposed Budget	Proposed vs. FY 22 +/- (%)
Expenditures	Expenditures	Expenditures	Expenditures	Budget	Budget	
Legislative Body	\$ 218,656	\$ (229,830)	\$ (130,223)	\$ 163,958	\$ 521,737	218%
City Manager	(58,661)	11,401	(28,865)	304,295	774,339	154%
City Clerk	211,417	200,807	236,416	150,142	153,969	3%
City Attorney	193,737	247,425	92,015	432,700	707,780	64%
Human Resources & Risk Management	1,138,157	2,527,947	2,610,243	3,363,609	4,583,843	36%
Finance Department	3,641,413	4,049,492	3,726,593	3,353,101	3,897,222	16%
Community, Housing & Economic Development						
Community Development	458,210	498,098	1,262,613	915,712	1,796,537	96%
Economic Development	684,890	777,492	1,030,643	3,270,217	799,654	-76%
Planning	889,366	810,165	552,925	835,245	1,013,022	21%
Building and Code Enforcement	882,499	854,798	875,053	1,158,200	1,354,818	17%
Police Department	13,703,593	14,526,271	13,834,591	16,112,680	16,541,430	3%
Fire Department	7,844,398	9,116,302	8,217,122	10,052,376	10,218,650	2%
Public Works/Engineering	12,809,273	12,132,698	16,871,616	17,515,620	36,933,085	111%
Recreation	3,372,465	3,052,124	2,746,135	4,597,830	5,295,795	15%
Total Expenditures- All Funds	\$ 45,989,413	\$ 48,575,190	\$ 51,896,877	\$ 62,225,685	\$ 84,591,880	36%

Discussion of Significant Variances - Expenditures by Function/Program

Overall, many departments/functions will continue to see steep increases on a year over year basis in fiscal year 2022-23 as compared to fiscal year 2021-22. This is due to the fact that the City cut its workforce in fiscal year 2020-21 in response to the COVID-19 pandemic. The reduction comprised twenty positions through elimination or budgetary freeze. Additionally all labor groups agreed to temporary pay reductions. Fiscal year 2021-22 saw the City begin to reverse those cuts as the City again ramped up its workforce and concessions were returned to the labor groups. In fiscal year 2022-23, the City will again look to increase its workforce.

It is important to keep in mind that at the “all funds” level, the various departments may manage expenditures in other funds in addition to the general fund. To avoid repetition, variances for departments that only manage general funds are discussed later in the general fund section of the budget document. Discussion of the variances for the **Legislative Body, City Manager’s Office, Building Department, City Attorney’s Office, Police Department, and Fire Department** may be found in the **General Fund Expenditures by Function/Program** section of the budget.

Community, Housing & Economic Development is expected to decrease 28% or \$1.4M in FY 2022-23. The year over year decrease is largely due to the purchase of the parking lot at 490 Broadway Avenue in fiscal year 2021-22 (\$1.2M). There is no similar purchase planned in fiscal year 2022-23 and therefore the year over year variance.

Human Resources & Risk Management is slated to increase by \$1.2M or 36% on a year over year basis. The variance is caused by a few factors: Personnel costs will increase \$310k with the department budgeted to increase from three full time positions in FY2021 to five full time positions in FY 2022-23. New positions include a Risk Management Technician and a Senior Administrative Assistant. Additionally, a portion of the variance is may be attributed increases in the cost of worker's compensation insurance (\$482k). The remainder of the variance may be attributed to cost allocation plan fluctuations (\$428k).

The **Finance Department** is budgeted to increase 16% or \$544k in FY 2022-23. Increases are due to cost allocation plan fluctuations (\$154k) and personnel cost increases (\$154k) due to the addition of a financial analyst position at the mid-year budget review. Additionally, the IT department (which is managed by the Finance Department at the all funds level) will increase by \$82k largely due to implementation of new servers. Lastly the City's Pension Obligation Bond payment will increase by \$65k according to the predetermined amortization schedule.

Public Works/Engineering expenditures are budgeted to increase by 111% or \$19.4M in FY 2022-23 due to several factors. Capital spending can be irregular due to project timing and funding availability. Overall, capital outlay will increase \$13.3M on a year over year basis. Capital spending is budgeted to increase in the following categories; Streets (\$4.7M), Storm water (\$1.4M), Parks (\$2.8M), Government Facilities (\$3.4M) and Sanitation District (\$914k). Personnel costs are expected to increase \$1.5M as the department ramps back up. Personnel increases approved at the mid-year budget review include an additional four maintenance workers demonstrating the Council's commitment to maintaining the City's assets. The maintenance division will also add an additional administrative assistant, while the Engineering division will add an administrative assistant and an administrative analyst. Lastly, Public Works/Engineering expects to complete \$5M of blight removal on the land acquired from the former Fort Ord Redevelopment Agency.

Recreation expenditures are budgeted to increase by \$697k or 15% in FY 2022-23. Personnel costs are projected to increase \$570k on a year over year basis with three new positions added at the mid-year budget review; Custodian, Administrative Assistant and Youth Center Supervisor. Additionally several other recreation positions that remain vacant in the current year are expected to be filled in the FY 2022-23.

Budget Comparison by Budget Year

ALL FUNDS

Expenditures by Category

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Projected	FY 2022-23 Proposed	Proposed vs. FY 22
	Expenditures	Expenditures	Expenditures	Budget	Budget	+/- (%)
Expenditures						
Personnel Services	\$ 25,720,188	\$ 27,452,174	\$ 26,494,183	\$ 32,490,327	\$ 37,123,703	14%
Capital Outlay-Projects	6,464,790	4,903,018	7,486,112	9,268,593	19,104,934	106%
Services & Supplies	7,961,124	9,938,178	11,485,632	14,669,963	22,218,892	51%
Internal Service Charge	2,843,503	2,505,179	2,965,727	2,751,737	3,012,013	9%
Debt Service	2,676,812	3,493,444	2,936,792	3,042,827	3,183,320	5%
Other	238,979	268,278	344,126	2,204	2,108	-4%
Administrative Allocation	(141,118)	(164,522)	(48)	33	(53,091)	-160983%
Depreciation	225,135	179,441	184,354	-	-	
Total Expenditures- All Funds	\$ 45,989,413	\$ 48,575,190	\$ 51,896,877	\$ 62,225,685	\$ 84,591,880	36%

Discussion of Significant Variances - Expenditures by Category

The **Personnel Services** category is budgeted to increase 14% or \$4.6M in FY 2022-23. This is because the City cut its workforce in fiscal year 2020-21 in response to the COVID-19 pandemic. The reduction comprised twenty positions through elimination or budgetary freeze. Additionally all labor groups agreed to temporary pay reductions. The fiscal year 2021-22 budget began reversing those cuts as the City looked to ramp up its workforce and concessions were returned to the labor groups. At the fiscal year 2021-22 mid-year budget review, The City Council approved another slate of new positions;

Positions Approved At Mid-Year Budget Review	
Building - Administrative Assistant	PW Maintenance - Building Maintenance Specialist
Finance Dept - Financial Analyst (grants management)	PW Maintenance - Maintenance Supervisor
HR Dept - Admin Assistant	PW Maintenance - Maintenance Worker II
HR Dept - Risk Management Technician	PW Maintenance - Maintenance Worker II
HR Dept - Senior Administrative Assistant	PW Maintenance - Maintenance Worker II
Police Dept - part-time Records Technician	Recreation - Custodian
PW Maintenance - Admin Assistant	Recreation - Administrative Assistant
PW Engineering - Administrative Analyst II	Recreation - Youth Center Supervisor

The **Capital Outlay-Projects** category is budgeted to increase 106% from \$9.3M in FY 2021-22 to \$19.1M in FY 2022-23. Capital spending can be irregular due to project timing and funding availability. Capital spending is budgeted to increase in the following categories; Streets (\$4.7M), Storm water (\$1.4M), Parks (\$2.8M), Government Facilities (\$3.4M) and Sanitation District (\$914k). For a complete list of capital improvement projects see the Capital Improvement (CIP) section of the budget.

The **Services & Supplies** category is budgeted to increase 51% or \$7.5M in FY 2022-23. \$5M of the variance is due to the FORA Blight Removal work scheduled. Also related to FORA is the scheduled Eucalyptus repair (\$675k). The Community Development department has budgeted

\$120k for a Sustainability & Climate Action Plan as well as \$30k to support small business in their efforts to comply with a City Plastics Ordinance. Lastly, the City's Municipal Water System has budgeted \$1.5M for the planning and design work related to a new potable water well.

Fund Summaries

General Fund:

A detailed summary of the general fund is provided in a later section of the budget.

Other Funds:

This year the City's budget document contains several new sections that provide fund summaries for funds other than the general fund. Please refer to the Enterprise Funds section, the Special Revenue Funds section, and the Internal Service Funds section for summaries of other funds.

Fee Schedule:

Presented in the budget is an updated annual fee schedule for Council approval. Several years back the City hired a consultant to conduct an in depth fee study. The study set fees at a level to allow the City to recover its cost of providing each specific service. In the years since the study was conducted, fees have been increased annually at amount equal to the change in the consumer price index (CPI). This year the change in CPI is 6.5%. It is the Council's prerogative to set fees lower than the amount required for cost recovery.

Because it has been several years since the last study was conducted, staff recommends that the City again undertake an in depth fee study at some point in the next few years.



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BUDGET SUMMARY - GENERAL FUND

OVERVIEW

The City of Seaside's fiscal year (FY) 2022-23 General Fund operating appropriations budget (including transfers) is proposed at \$43.6M. Core city services such as police, fire, community development, park maintenance, and recreation are budgeted in the General Fund. General Fund resources are closely linked to economic and development activity in the City and expenditures fund essential front line and “quality of life” services that our citizens expect.

The FY 2022-23 budget is showing a \$109k operating surplus:

	FY 2022/23 Proposed
Operating Revenue	\$ 43,746,127
Operating Expenditures	43,636,912
Operating Surplus(Deficit)	<u>\$ 109,215</u>

In addition, the City's general fund will fund \$3.9M of capital projects using existing fund balance.

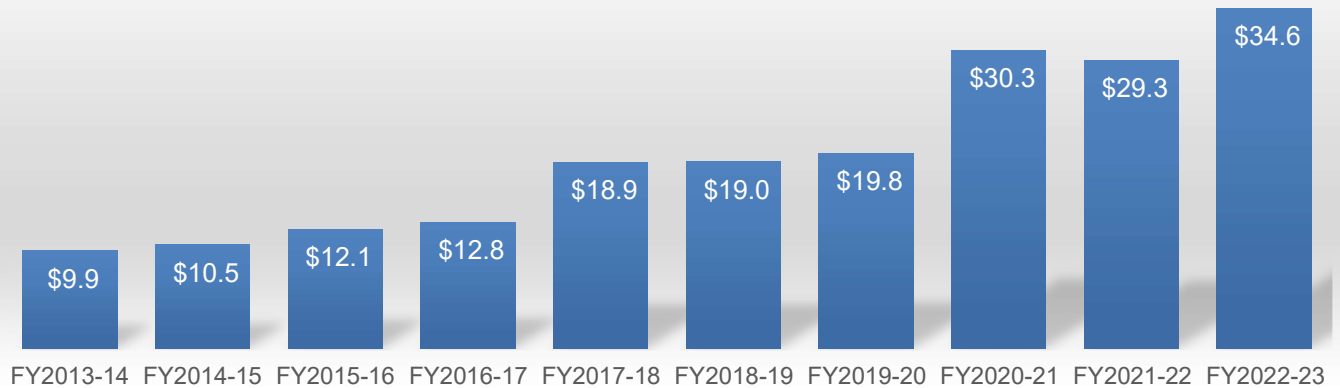
	FY 2022/23 Proposed
Non-Operating Revenue	\$ 9,000,000
Non-Operating Expenditures	3,789,013
Non-Operating Operating Surplus(Deficit)	<u>\$ 5,210,987</u>

Although staff is pleased to propose a balanced General Fund budget for FY 2022-23, it is always important that the City continue enhancing General Fund revenue streams and containing costs. Cost pressure will continue on the City's General Fund due to substantial pension cost increases, which are expected to continue beyond FY 2022-23 as a result of CalPERS lowering the actuarial discount rate for their investment portfolio and changing actuarial assumptions regarding mortality. Additional cost pressure is likely due to persistent inflation in the national economy. A five-year forecast is presented in a later section of the budget.

GENERAL FUND - FUND BALANCE

The year-end General Fund balance for FY 2013-14 through FY 2022-23 is shown below. General Fund balance has been steadily increasing as shown in the graph. The balance is expected to increase by over \$5.3M in FY 2022-23. As noted previously, the City expects \$9M in one-time land sales in FY 2022-23. Those funds are very likely to be used in FY 2023-24 in connection with further blight removal on the former Fort Ord property.

General Fund Balance - Ten Year Trend (in millions)

**GENERAL FUND RESERVES**

The City's General Fund reserves are established in accordance with the "Fiscal Policies" which are intended to ensure the continued financial well-being of the City by planning for unanticipated emergency and contingency needs. The City Council annually reviews and updates the reserve policies and budgeted reserve funds to ensure that the City has sufficient resources to adequately address emergencies, economic uncertainties, unforeseen operating or capital needs, economic development opportunities, and cash flow requirements. The FY 2022-23 budget commits fund balance in the General Fund to the following reserves:

- \$2.2M to the Capital Reserve
- \$4.4M to the Special Reserve
- \$6.6M to the Emergency Reserve

As shown below, the General Fund's "unassigned fund balance" in FY 2022-23 is estimated at about \$18.9M.

	FY 2022/23 Proposed
Total General Fund Balance	<u>\$ 34,644,083</u>
Less Nonspendable (interagency receivables etc.)	2,655,428
Less Committed Reserves (Set by Council Resolution)	
Capital Reserve	2,181,846
Special Reserve	4,363,691
Emergency Reserve	6,545,537
Unassigned Balance	<u>\$ 18,897,582</u>

GENERAL FUND REVENUE

Budget Comparison by Budget Year

GENERAL FUND

100 - Revenues

	FY 2018-19 Actual Revenues	FY 2019-20 Actual Revenues	FY 2020-21 Actual Revenues	FY 2021-22 Projected Revenues	FY 2022-23 Proposed Budget	Proposed vs. FY 22 +/- (%)
Revenues						
Property Tax	\$ 7,118,845	\$ 8,493,623	\$ 9,407,980	\$ 9,873,432	\$ 10,485,110	6%
Sales and Use Tax	8,354,999	7,544,612	9,700,113	10,038,688	10,429,640	4%
Income from Investments	149,437	3,244,712	1,450,347	450,711	9,154,490	1931%
Transaction Tax	6,479,786	6,206,631	8,094,864	8,658,060	8,841,864	2%
Transient Occupancy Tax	3,424,302	3,038,525	2,662,172	3,966,323	4,164,639	5%
Utility User Tax	2,415,132	2,405,125	2,803,550	2,750,639	2,832,815	3%
Franchise Fees	1,725,050	1,288,511	1,764,355	1,443,374	1,493,892	4%
Marijuana Receipts Tax	514,565	1,209,596	1,416,668	1,446,000	1,444,300	0%
Miscellaneous-Other Revenue	549,064	760,915	812,516	799,857	852,326	7%
Business License & Permits	820,067	843,833	630,058	759,374	820,000	8%
Fees & Charges	746,003	592,904	414,590	677,714	721,095	6%
Licenses & Permits	484,697	545,334	517,163	663,950	717,042	8%
Reimbursements	274,053	625,019	262,000	304,140	490,325	61%
Grant Revenue	86,419	193,524	2,442,171	1,436,711	215,625	-85%
Fines & Forfeitures	85,306	72,272	89,791	86,631	82,964	-4%
Subtotal Revenues	33,227,725	37,065,136	42,468,338	43,355,604	52,746,127	22%
Transfer In	135	-	-	1,643,148	-	n/a
Total Revenues - General Fund	\$ 33,227,860	\$ 37,065,136	\$ 42,468,338	\$ 44,998,752	\$ 52,746,127	17%

Seaside's General Fund is reliant on sales tax, transaction tax, Transient Occupancy Tax (TOT), property tax, utility user's tax, marijuana receipts tax and fees charged for services rendered to fund operations. As discussed in detail below, General Fund revenues are expected to increase in FY 2022-23 with the total annual revenue projected at \$52.8M, a 22% year over year increase. When one-time revenues are deducted from the total, the year over year increase is forecast at \$391k or 1%.

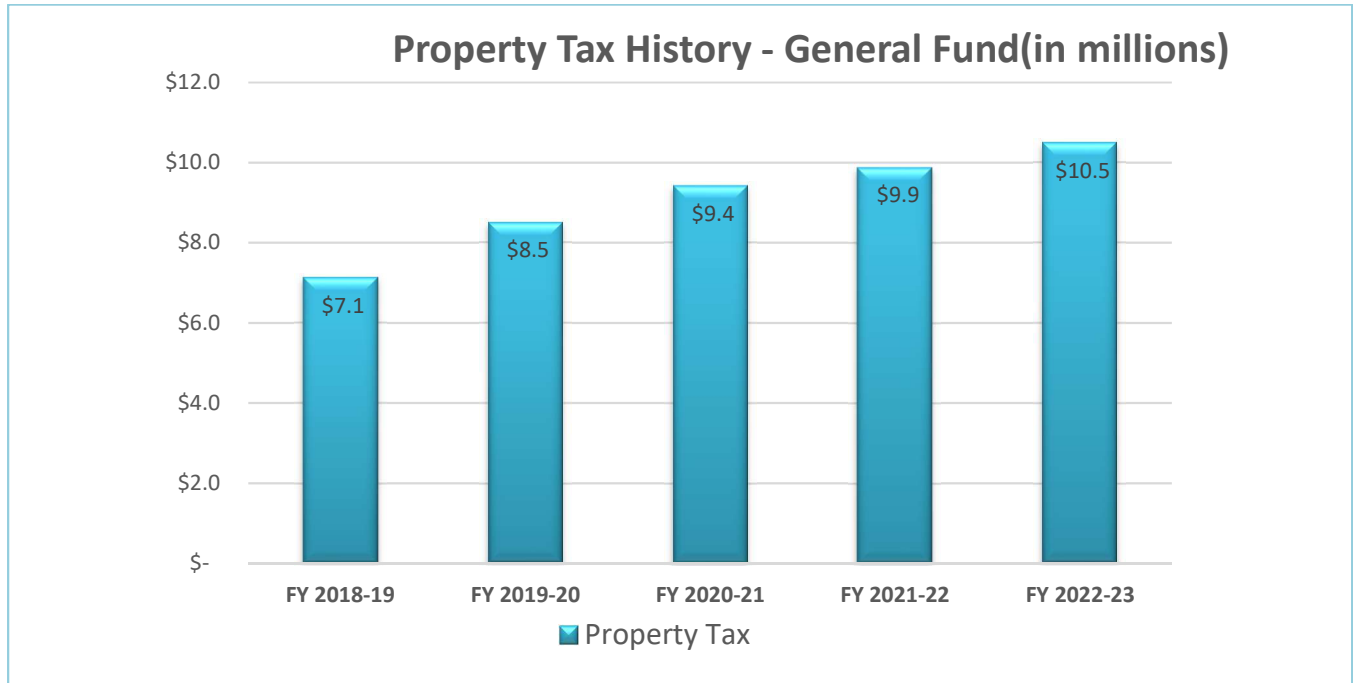
Taxes remain the largest resource supporting General Fund operations in the FY 2022-23 Operating Budget. Taxes represent 72% of all General Fund revenues with the primary taxes comprised of sales and use tax, transaction tax, and property tax.

Other revenue sources include franchise fees, licenses and permits, fees and charges, fines and forfeitures, grant revenue, reimbursements, income from investments (including one-time land sales).

There are no funds budgeted to be transferred in to the general fund from other funds for fiscal year 2022-23.

Discussion of Significant General Fund Revenue Sources

Property Tax

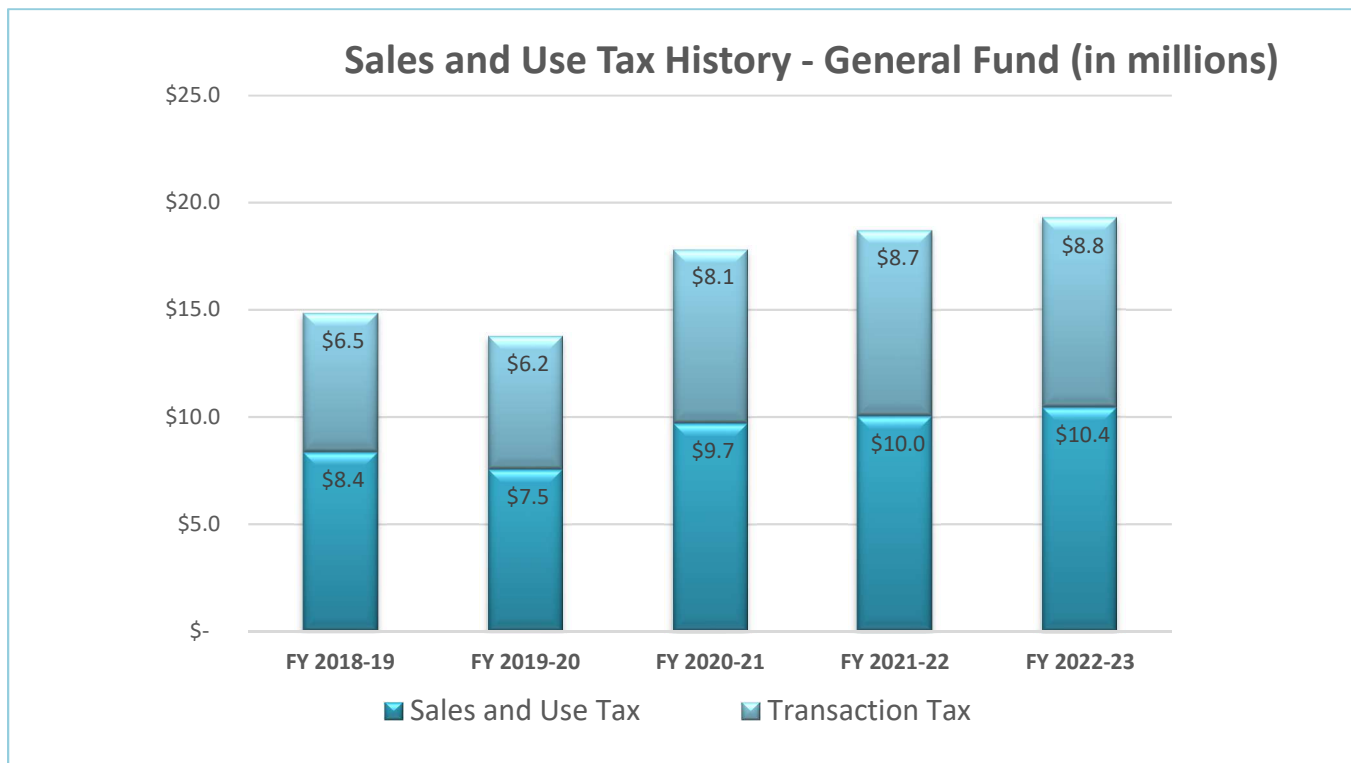


Over the last few years, the City of Seaside has seen a steady increase in property tax receipts. In recent years, sales prices and number of sales have increased. FY 2021-22 is showing an increase in this revenue source of \$465k or 5% over the previous fiscal year.

The combination of very low interest rates and a short supply of housing inventory has led to sharply increasing home values. In turn when homes are sold at a higher value, the taxable valuation increases. Additionally, as the recognized obligations of the previous Redevelopment Agency are paid down or settled, more property tax becomes available for excess distribution. Property taxes are projected to end the year \$187k more than budget.

Increasing mortgage interest rates may slow the pace of real estate sales in the year to come, but while home prices remain high and inventory low, tax collections are likely to stay strong. Overall, property tax revenues are expected to increase 6% in FY 2022-23 to \$10.5M (including the Vehicle License in Lieu Fee). With home prices continuing to increase however, affordable housing remains problematic in the community.

Sales, Use & Transaction Tax

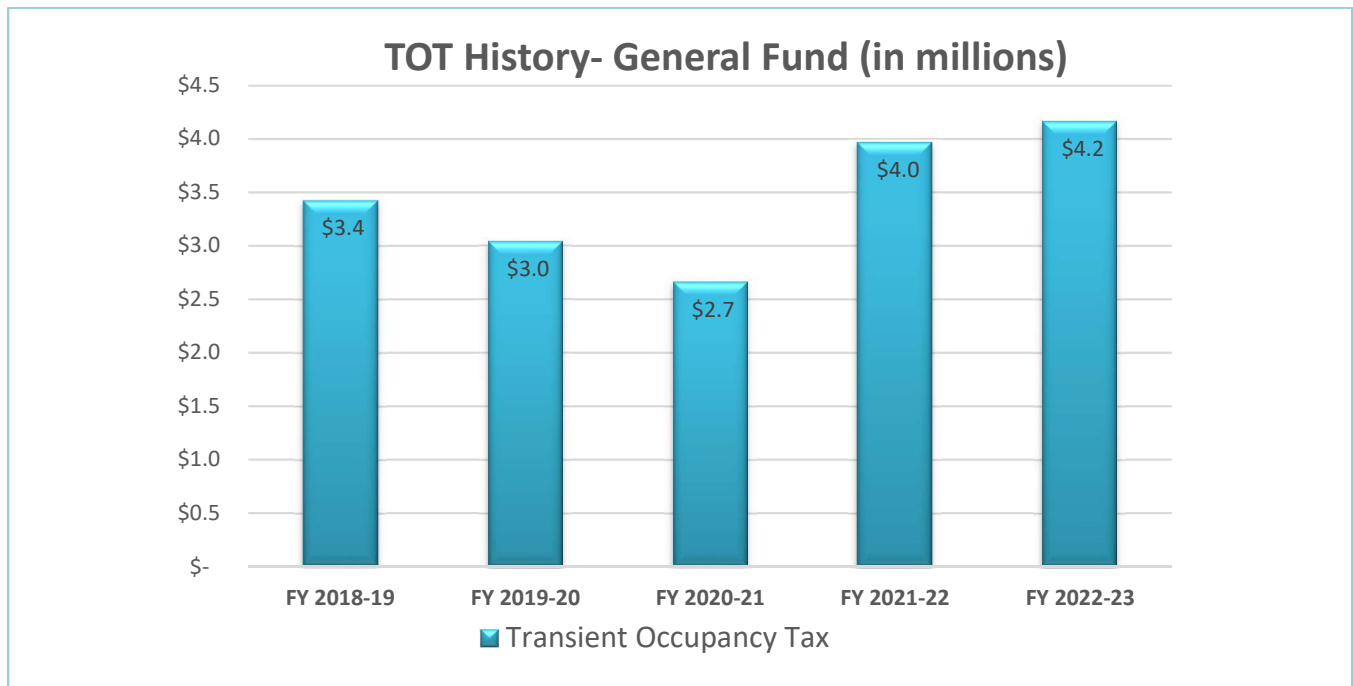


Sales tax revenues include the City's 1 cent general sales tax as well as a 1 cent transaction tax approved by the voters in 2008 (Measure R) and a ½ cent transaction tax approved by the voters in 2017 (Measure L). Based on an analysis of trends in year-to-date tax receipts, macroeconomic conditions and an examination of local business data, it is anticipated that the City will receive sales tax revenue of \$18.7M in FY 2021-22 and \$19.3M in FY 2022-23.

Sales and Use Tax projections are provided to the City by HdI, which is a revenue enhancement consultant used widely by Cities throughout California.

The City's sales and use tax has outperformed budget in FY 2021-22 predominantly in the areas of auto sales, cannabis retail and online sales. The City also saw strong results in the areas of Building and Construction and Food and Drugs and in its share of County aggregated online sales tax. As consumers stayed home, they increased their online purchases. This fiscal year also saw gas prices recover and then increase to pre-pandemic levels so that this sector of sales tax increased significantly. Although the City saw nearly two years for very strong sales tax growth, it is anticipated that the rate of growth will begin to flatten out in FY 2022-23. With persistent inflation driving prices up, it could be presumed that sales tax revenue will increase. On the other hand, if persistent inflation leads to lower spending by consumers, those gains may be offset.

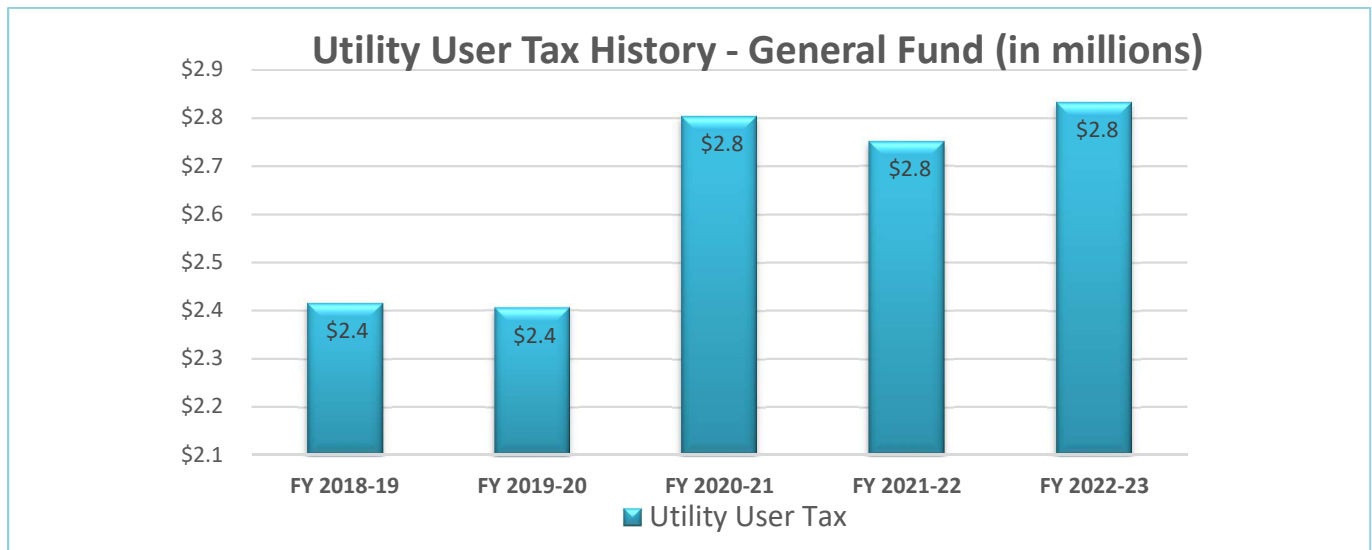
Transient Occupancy Tax



Transient Occupancy Tax (TOT) is a local tax that is applied to the cost of hotel or other lodging stays of less than 30 days. The City's TOT rate is 12% and is a revenue source solely for the General Fund. TOT is collected by the City's 13 lodging establishments and remitted to the City on a monthly basis. Factors influencing TOT revenues include vacancy rates, changes in business and leisure travel, new hotels, hotel expansion, and room rate increases. The effects of the COVID-19 pandemic can be plainly seen in the historical chart presented above with revenues dropping steeply in FY 2019-20 and FY 2020-21. With the vaccination campaign on track, however and reduced restrictions on travel and gatherings, the outlook for the hospitality sector improved significantly in FY 2021-22. The City expects TOT receipts to grow again in FY 2022-23 although at a slower rate.

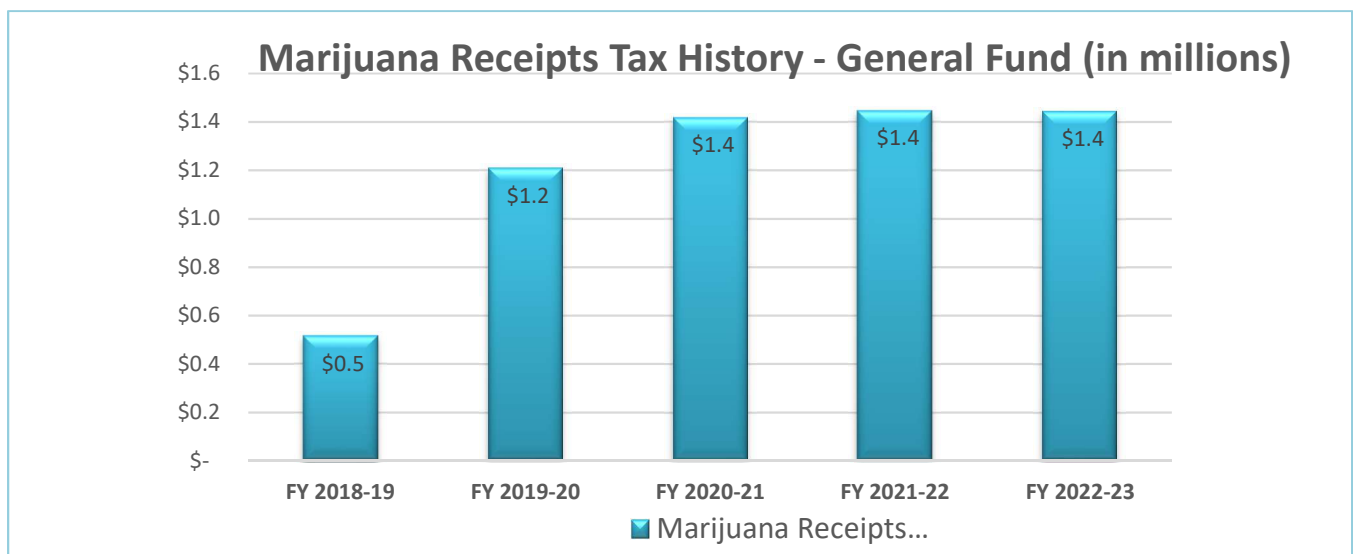
Based on year-to-date receipts, FY 2021-22 year-end TOT revenues are projected to be approximately \$4M. Staff is projecting a 5% increase to \$4.2M in TOT revenue for FY 2022-23.

Utility User Tax



Over the years, the City's Utility User's Tax has been a stable source of revenue. FY 2021-22 may see a small decrease of \$50k or 3% on a year over year basis. The decrease is in comparison to a very strong year in which many people were spending more time at home due to restrictions imposed by the County and State health officers therefore using more utilities. The City is forecasting a 3% increase in FY 2022-23.

Marijuana Receipts Tax



The Marijuana Receipts Tax was a new tax revenue for the City beginning in FY 2019-20. The first two years were clearly growth years as the local operators first got under way. The City is forecasting this revenue source flattening out in FY 2021-22 with a projection of \$1.4M. Similarly the City is projecting steady but flat receipts in FY 2022-23 with another \$1.4M forecast.

General Fund Revenue Detail

Budget Comparison by Budget Year

GENERAL FUND

100 - Revenues Summary

	FY 2018-19 Actual Revenues	FY 2019-20 Actual Revenues	FY 2020-21 Actual Revenues	FY 2021-22 Projected Revenues	FY 2022-23 Proposed Budget	Proposed vs. FY 22 +/- (%)
Revenues						
3101 PROPERTY TAX SECURED	\$ 1,770,386	\$ 1,832,771	\$ 1,982,751	\$ 2,063,094	\$ 2,237,608	8%
3104 PROPERTY TRANSFER TAX	101,750	111,308	99,361	100,606	108,654	8%
3105 VEHICLE LICENSE FEE IN-	3,559,256	3,787,457	3,991,924	4,178,077	4,439,207	6%
3108 SUPPLEMENTAL ROLL	116,324	90,387	122,347	115,715	108,505	-6%
3109 PROPERTY TAX UNSECURED	64,457	73,274	73,991	89,648	91,224	2%
3110 RESIDUAL CO RPTTF	1,020,389	1,703,454	2,174,133	2,274,577	2,379,662	5%
3111 TRANSACTION TAX -	4,341,215	4,629,453	5,162,732	5,772,040	5,894,576	2%
3112 PENALTIES AND INTEREST	(30)	-	-	60	-	n/a
3113 SA PASS THROUGH	477,858	886,620	955,155	999,938	1,059,934	6%
3114 TRANSACTION TAX -	2,138,572	1,577,178	2,932,132	2,886,020	2,947,288	2%
3116 SAND CITY SETTLEMENT	182,261	364,522	364,522	364,522	364,522	0%
3117 CARES ACT	-	-	630,178	216,092	-	-100%
3119 ROPS FORA SURPLUS H&S	-	-	-	49,277	52,234	6%
3118 GREAT PLATES ACCRUAL	-	-	1,391,086	-	-	n/a
3120 STR TRANSIENT OCCUPANCY	44,646	376,453	526,170	514,194	539,903	5%
3121 SALES & USE TAX	8,354,999	7,544,612	9,700,113	10,038,688	10,429,640	4%
3122 TRANSIENT OCCUPANCY TAX	3,379,656	2,662,072	2,136,002	3,452,129	3,624,736	5%
3123 FRANCHISE-PG&E	223,308	231,150	239,829	236,579	244,859	3%
3124 FRANCHISE-TELEVISION	273,161	222,411	229,324	235,268	243,502	4%
3125 FRANCHISE-TRASH	776,224	623,682	1,088,740	737,797	763,620	3%
3126 FRANCHISE-WATER	102,294	91,739	103,929	80,950	83,783	3%
3127 FRANCHISE-SANITATION	350,063	119,530	102,531	152,781	158,128	3%
3128 BUSINESS LICENSE TAX	820,067	843,833	630,058	759,374	820,000	8%
3130 MARJUANA RECEIPTS TAX	514,565	1,209,596	1,416,668	1,430,000	1,444,300	1%
3131 UTILITY USER - ELECTRIC &	1,242,750	1,278,240	1,452,001	1,385,174	1,440,581	4%
3132 UTILITY USER TELEPHONE	365,574	320,064	273,752	346,181	332,334	-4%
3133 UTILITY USER CAL AM WATER	496,949	481,884	669,519	617,360	654,402	6%
3134 UTILITY USER-CITY WATER	30,593	36,083	48,137	61,179	61,179	0%
3135 UTILITY USER-CABLE	224,759	232,402	263,659	251,366	251,366	0%
3136 UTILITY USERS - MARINA	54,507	56,453	96,483	89,379	92,954	4%
3140 FINANCE ADMIN RECOVERY	2,516	1,918	1,730	1,516	2,000	32%
3202 ANIMAL LICENSE	6,379	4,433	3,686	3,853	4,161	8%
3210 PLAN CHECK FEES	109,386	122,111	128,656	134,858	142,949	6%
3211 BUILDING PERMIT	309,151	382,315	298,006	447,742	483,561	8%
3212 ELECTRICAL PERMIT	36,599	47,268	67,018	66,495	71,815	8%
3213 PLUMBING PERMIT	7,882	16,490	31,689	17,286	18,669	8%
3214 CERTIFICATE OF	6,207	4,494	4,410	4,990	5,366	8%
3215 SEWER PERMIT	(273)	(1,236)	(797)	-	-	n/a
3216 ABANDONED RESIDENTIAL	507	-	289	598	369	n/a
3221 SIGN PERMIT	2,379	3,248	1,623	1,851	2,000	8%
3222 WATER RELEASE PERMIT	-	-	151,000	145,250	150,000	3%
3223 HOME OCCUPATION/GARAGE	4,363	3,649	4,183	4,164	4,497	8%
3225 USE PERMIT	15,480	8,450	5,963	13,678	14,772	8%
3231 STREET OPENING/ENCR	82,305	68,002	97,212	84,298	91,042	8%
3232 TREE PERMITS	6,734	4,429	11,298	11,233	12,132	8%
3233 WATER ALLOCATION PERMIT	-	-	(8,000)	-	-	n/a
3242 OTHER LICENSES & PERMITS	512	112	308	174	188	8%
3246 AB 717 ADMINISTRATIVE 4%	16,096	16,970	16,611	29,652	29,000	-2%
3301 REVENUE/RECOVERY	23,329	12,939	19,528	10,104	16,823	67%

Budget Comparison by Budget Year

GENERAL FUND

100 - Revenues Summary

	FY 2018-19 Actual Revenues	FY 2019-20 Actual Revenues	FY 2020-21 Actual Revenues	FY 2021-22 Projected Revenues	FY 2022-23 Proposed Budget	Proposed vs. FY 22 +/- (%)
Revenues (continued)						
3302 PARKING FINES	21,307	15,575	12,094	14,841	19,389	31%
3303 OTHER COURT FINES	51,490	46,725	75,553	30,869	48,901	58%
3304 PROPERTY MAINTENANCE	952	-	-	3,446	1,201	-65%
3350 ADMINISTRATIVE CITATION	11,557	9,972	2,144	37,475	13,473	-64%
3401 INTEREST INCOME	38,093	137,396	41,735	20,207	21,218	5%
3405 LAND/CHAMBERS/EQUIP	52,163	59,993	62,062	72,786	72,786	0%
3406 PROPERTY RENT	5,500	4,000	7,500	6,750	-	-100%
3408 GOLF COURSE RENTAL	100,000	100,000	100,000	121,000	127,050	5%
3409 STARBUCKS RENTAL INCOME	5,844	7,778	4,667	6,287	6,222	-1%
3502 HOMEOWNER PROPERTY TAX	8,426	8,351	8,318	2,500	8,082	223%
3504 POLICE OFFICER TRAINING	11,699	44,866	9,335	6,235	14,427	131%
3505 LAND/CHAMBERS/EQUIP	-	-	15,003	-	-	n/a
3506 SB90 REIMBURSEMENT	1,471	31,025	281	15,155	13,873	-8%
3509 TRAFFIC SAFETY FINES	1,839	1,083	588	1,447	2,500	73%
3510 CSA 74 EMS - MONTEREY	28,215	28,043	27,792	28,617	28,240	-1%
3541 GRANT REVENUE	86,419	193,524	173,968	220,619	215,625	-2%
3545 GRANT REVENUE - RENTAL	-	-	246,939	1,000,000	-	-100%
3551 MISCELLANEOUS INCOME	-	-	329	-	-	n/a
3602 VEHICLE ABATEMENT FEE	20,020	19,006	22,979	10,079	15,000	49%
3603 FIXIT TICKET FEE	4,123	2,381	1,602	1,974	2,500	27%
3606 ANIMAL SHELTER FEE	5,382	3,547	2,579	2,454	4,000	63%
3608 POLICE FALSE ALARM	3,732	(2,435)	-	11,393	5,000	-56%
3613 FIRE-FIREWORKS FEE	17,717	15,621	17,588	10,104	17,000	68%
3614 FIRE CONTRACTS	237,168	200,850	156,413	196,873	215,912	10%
3623 FIRE INSPECTION-BUSINESS	26,827	19,366	3,982	8,298	22,540	172%
3628 PLAN CHECK-BLDG/FIRE	16,248	14,095	15,667	18,186	17,894	-2%
3652 REAL PROPERTY	28,755	26,490	32,325	42,360	33,869	-20%
3653 BAR REVIEW	4,993	6,550	7,275	3,000	6,638	121%
3654 SALE OF MAPS,PUBS,RPTS	761	1,024	1,174	1,562	1,196	-23%
3657 VARIANCE APPLI. FILING FEE	2,773	500	4,237	9,202	3,861	-58%
3659 PLAN CHECK INSPECTION	1,030	6,009	7,039	5,284	4,281	-19%
3660 APPEALS/PLANNING/BAR	1,916	2,959	1,500	1,400	1,871	34%
3662 MARIJUANA PERMIT	-	-	-	16,000	-	n/a
3664 PLANNING APPLICATION	25,311	1,516	500	5,052	10,625	110%
3665 TRAFFIC ADVISORY	165	415	122	384	265	-31%
3666 ENGINEERING PLAN CHECK	1,465	25,819	25,710	4,492	30,275	574%
3667 SITE PLAN REVIEW	-	4,338	-	4,041	1,776	-56%
3668 ZONING/PLAN AMENDMENTS	-	8,574	1,091	10,104	8,054	-20%
3670 JAZZ ART SHOW	423	-	-	425	450	n/a
3672 CENTER RENTALS/DEPOSITS	53,794	29,779	(3,051)	18,388	30,276	65%
3673 PRE-SCHOOL FEE	33,449	14,749	2,743	9,705	20,180	108%
3674 OTHER COMMUNITY CLASSES	52,753	20,568	5,209	5,891	28,211	379%
3675 ART COMMISSION	12	-	-	718	267	n/a
3676 SWIMMING POOL REVENUE	133,030	92,491	15,069	191,837	117,749	-39%
3677 SWIMMING POOL RENT	13,822	3,194	-	5,051	8,679	72%
3679 RECREATION DAY CAMP	69,628	20,329	24,468	13,407	46,894	250%
3683 SUMMER CONCERTS	3,627	-	-	2,355	2,783	n/a
3685 PROGRAM DONATIONS-	12,760	10,242	100	9,104	7,268	-20%
3691 PARK RENTAL FEES	12,498	22,414	9,082	31,833	18,837	-41%
3694 NSF FEE	159	125	-	124	110	-11%
3695 SPECIAL EVENT APPLICATION	6,779	3,680	564	8,185	8,840	8%
3699 POLICE SERVICE CHARGES	35,424	35,351	24,293	30,415	34,510	13%
3709 SALE OF REAL PROPERTY	-	-	700,000	-	-	n/a

Budget Comparison by Budget Year

GENERAL FUND

100 - Revenues Summary

	FY 2018-19 Actual Revenues	FY 2019-20 Actual Revenues	FY 2020-21 Actual Revenues	FY 2021-22 Projected Revenues	FY 2022-23 Proposed Budget	Proposed vs. FY 22 +/- (%)
Revenues (continued)						
3720 MISCELLANEOUS REVENUE	37,853	95,559	57,964	32,864	46,014	40%
3721 ONE TIME REVENUE	-	-	379,167	296,467	9,000,000	2936%
3722 PROCEEDS - LRPMP	-	2,995,538	217,279	-	-	n/a
3759 CAL RECYCLE	18,898	-	8,564	8,588	9,000	5%
3764 REIMBURSEMENTS - ADMIN	1,139	225	55,348	505	5,000	890%
3765 REIMBURSEMENTS - POLICE	(2,073)	12,445	3,396	34,338	20,000	-42%
3766 REIMBURSEMENTS - FIRE	178,862	286,428	161,762	119,105	189,452	59%
3767 REIMBURSEMENTS - PUBLIC	47,905	125,869	11,329	88,713	100,000	13%
3768 REIMBURSEMENTS - OTHER	3,556	-	6,000	1,263	2,500	98%
3769 REIMBURSEMENTS-	-	42,058	4,975	15,155	30,000	98%
3770 REIMBURSEMENTS-CITY	2,904	-	2,298	253	500	98%
3773 REIMBURSEMENTS-BUILDING	-	-	-	-	100,000	n/a
3790 DONATIONS	6,600	12,250	-	4,631	5,000	8%
3799 CASH OVER/SHORT	48	(31)	48	-	18	n/a
Total	\$ 33,227,725	\$ 37,065,136	\$ 42,468,338	\$ 43,355,604	\$ 52,746,127	22%

GENERAL FUND EXPENDITURES

Budget Comparison by Budget Year

GENERAL FUND

Expenditures by Function/Program

	FY 2018-19 Actual Expenditures	FY 2019-20 Actual Expenditures	FY 2020-21 Actual Expenditures	FY 2021-22 Projected Budget	FY 2022-23 Proposed Budget	Proposed vs. FY 22 +/- (%)
Expenditures						
Legislative Body	\$ 218,656	\$ (229,830)	\$ (130,223)	\$ 163,958	\$ 521,737	218%
City Manager	(58,661)	11,401	(28,865)	304,295	774,339	154%
City Clerk	211,417	200,807	236,416	150,142	153,969	3%
City Attorney	193,737	247,425	92,015	432,700	707,780	64%
Human Resources & Risk Management	134,123	(52,782)	(175,940)	144,764	955,881	560%
Finance Department	215,460	237,693	(14,497)	(21,159)	375,881	-1876%
Community, Housing & Economic Development						
Community Development	(38,305)	(85,705)	(41,754)	63,925	(125,465)	-296%
Economic Development	684,890	777,492	1,030,643	3,270,217	799,654	-76%
Planning	889,366	810,165	552,925	835,245	1,013,022	21%
Building and Code Enforcement	882,499	854,798	875,053	1,158,200	1,354,818	17%
Police Department	13,579,569	14,256,683	13,525,957	15,765,092	16,199,682	3%
Fire Department	7,832,038	9,064,899	8,178,640	9,991,815	10,113,089	1%
Public Works/Engineering	2,264,640	3,155,706	3,569,737	3,403,824	4,224,849	24%
Recreation	3,311,205	3,022,072	2,732,549	4,558,863	5,236,189	15%
Subtotal Expenditures	30,320,634	32,270,826	30,402,657	40,221,880	42,305,424	5%
Transfer Out	2,657,803	3,448,922	1,657,365	5,735,969	5,120,501	-11%
Total Expenditures- General Fund	<u>\$ 32,978,437</u>	<u>\$ 35,719,748</u>	<u>\$ 32,060,022</u>	<u>\$ 45,957,849</u>	<u>\$ 47,425,925</u>	3%

General Fund expenditures (excluding transfers-out) in FY 2021-22 are projected at \$40.2M. Expenditures are proposed to increase to \$42.3M in FY 2022-23. Overall, the General Fund appropriations budget is proposed to increase \$2.1M or 5% over the previous fiscal year. When transfers-out are included, the City budget is approximately \$47.4M. Transfers out are comprised of \$3.8M in Capital Improvement Program funding and \$1.3M in operating transfers. Specific details of expenditures are presented in the Department Details sections of the Budget.

Discussion of Significant Variances - Expenditures by Function/Program

The **Legislative Body** is budgeted to increase 218% or \$358k in FY 2022-23. The increase is largely due to a decrease in the amount of administrative costs allocated out to other departments and funds (\$203k). The City's cost allocation plan (CAP) uses costs from the previous fiscal year as the basis for the amount to be allocated. Additionally, a project to improve the technology in the City Council chambers has been budgeted at \$73k. Lastly the Neighborhood Improvement Committee budget is forecast to be \$257k, which is \$77k higher than the previous year. The NIC budget is estimated at 50% of the City's short term rental transient occupancy tax.

The **City Manager's** office is expected to increase 154% or \$470k in FY 2022-23. The increase is largely due to plans to fill both the vacant City Manager position as well as a newly proposed Executive Assistant position.

Community, Housing & Economic Development is expected to decrease 60% or \$2.5M in FY 2022-23. The year over year decrease is largely due to the purchase of the parking lot at 490 Broadway Avenue in fiscal year 2021-22 (\$1.2M). There is no similar purchase planned in fiscal year 2022-23 and therefore the year over year variance. Additionally, the rental assistance program that was funded by a grant from the United Way, will wrap up in FY2021-22 and not continue into FY2022-23 (\$1M).

The **Building Department** is budgeted to increase 17% or \$197k in FY 2022-23. \$100k of the increase is related to the Seaside Resort Development. These costs will be reimbursed by the developer. The remainder of the variance is related to administrative assistant position that was added at the mid-year budget review.

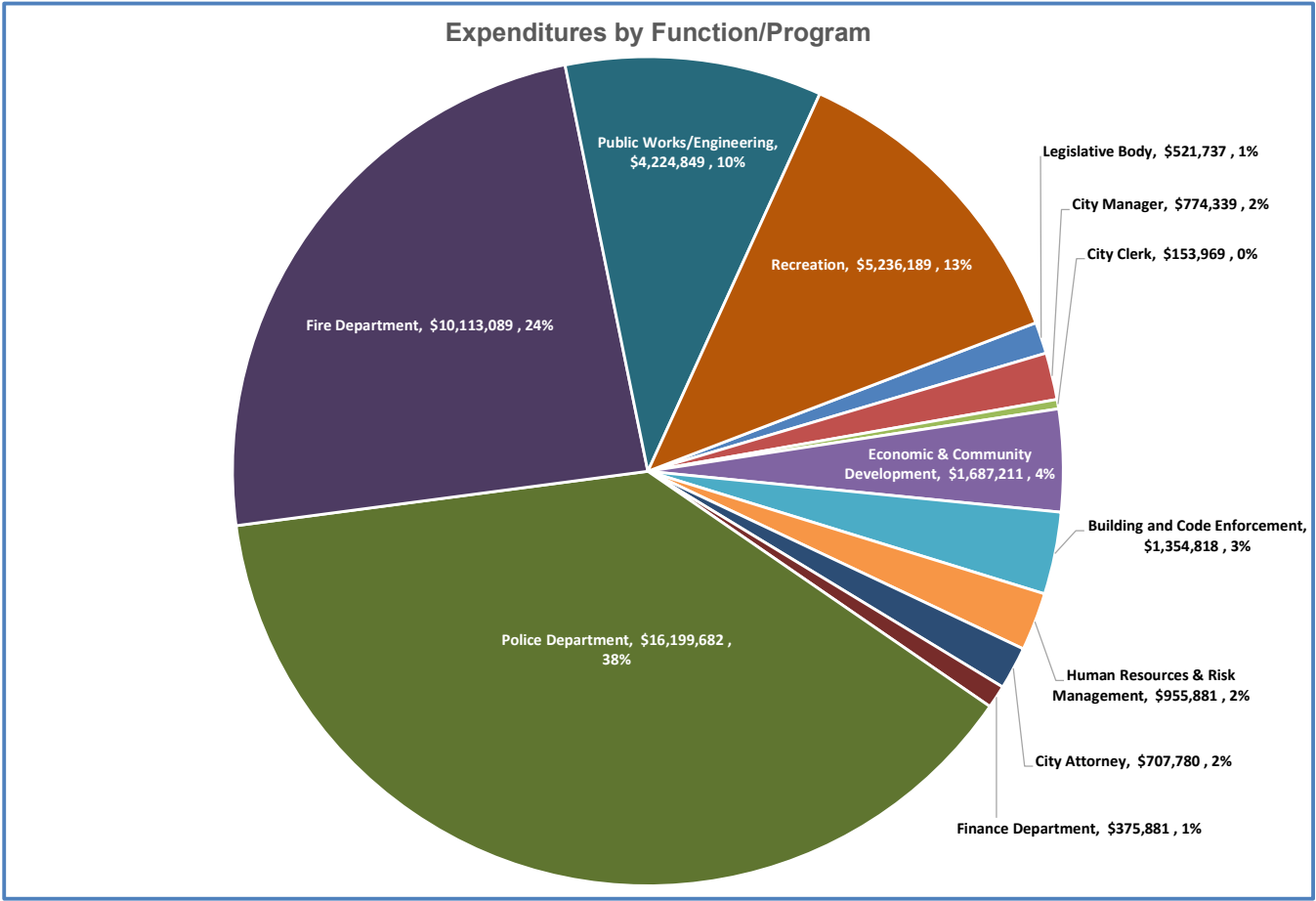
Human Resources is slated to increase by \$811k or 560% on a year over year basis. The variance is caused by a few factors: Personnel costs will increase \$310k with the department budgeted to increase from three full time positions in FY2021 to five full time positions in FY 2022-23. New positions include Risk Management Technician and a Senior Administrative Assistant. The remainder of the variance is may be attributed to cost allocation plan fluctuations (\$428k).

The **City Attorney's** office is budgeted to increase 64% or \$275k in FY 2022-23. Increases are due to cost allocation plan fluctuations (\$114k) and personnel cost increases (\$38k). On a year over year basis, outside legal services are budgeted \$78k higher than projected at fiscal year-end 2021-22.

The **Police Department** is budgeted to increase \$434k or 3%. Personnel costs are expected to increase by \$798k as the department continues to rebuild its police force. These cost are offset by a reduction in capital outlay. In FY 2021-2022 the Police Department replaced their outdated radio system at a cost of \$400k. No such capital outlay is budgeted to be funded by the general fund in FY 2022-23. The department does plan to replace the dash cams in patrol cars at a cost of \$250k, but that cost is budgeted to be funded by Supplemental Law Enforcement Fund (SLEF) special revenue.

The **Fire Department** is budgeted to increase \$121k or 1%. Personnel costs are expected to increase by \$235k as the department continues to rebuild its force of firefighters. These cost are offset by a reduction in capital outlay (\$182k). In FY 2021-22 the department purchased a type 3 engine which was financed on a pay as you go basis. In FY 2022-23 the department will purchase a type 1 engine but plans to lease this apparatus at an approximate cost of \$120k per year for 10 years. While the capital outlay category is showing a reduction on a year over year basis a couple of planned capital purchases are noteworthy; eDRAULIC rescue equipment for all apparatus at a cost of \$60k and an upgrade to the fire station alert system at a cost of \$100k.

Recreation expenditures are budgeted to increase by \$677k or 15% in FY 2022-23. Personnel costs are projected to increase \$570k on a year over year basis with three new positions added at the mid-year budget review; Custodian, Administrative Assistant and Youth Center Supervisor. Additionally several other recreation positions that remain vacant in the current year are expected to be filled in the FY 2022-23.



Budget Comparison by Budget Year

GENERAL FUND

Expenditures by Category

	FY 2018-19 Actual Expenditures	FY 2019-20 Actual Expenditures	FY 2020-21 Actual Expenditures	FY 2021-22 Projected Budget	FY 2022-23 Proposed Budget	Proposed vs. FY 22 +/- (%)
Expenditures						
Personnel Services	\$ 23,145,254	\$ 25,194,146	\$ 23,233,852	\$ 29,273,200	\$ 33,062,321	13%
Services & Supplies	4,475,614	4,446,417	5,553,931	8,551,459	6,985,461	-18%
Capital Outlay-Projects	1,002,529	1,201,043	357,059	1,242,550	649,400	-48%
Internal Service Charge	2,382,616	2,022,632	2,411,946	2,125,252	2,526,484	19%
Administrative Allocation	(1,004,152)	(1,304,327)	(1,344,047)	(1,331,505)	(1,422,090)	7%
Debt Service	318,773	710,915	189,914	360,925	503,848	40%
Subtotal Expenditures	30,320,634	32,270,826	30,402,657	40,221,880	42,305,424	5%
Transfer Out	2,657,803	3,448,922	1,657,365	5,735,969	5,120,501	-11%
Total Expenditures- General Fund	\$ 32,978,437	\$ 35,719,748	\$ 32,060,022	\$ 45,957,849	\$ 47,425,925	3%

Discussion of Significant Variances - Expenditures by Category

Personnel Services costs are the largest category of expenditures in the General Fund, representing 78% of the expenses for FY 2022-23. Overall, personnel costs will increase \$3.8M on a year over year basis or 13%. The adopted fiscal year 2021-22 budget began reversing cuts made in FY 2020-21 as the City looked to ramp up its workforce and concessions were returned to the labor groups. At the fiscal year 2021-22 mid-year budget review, The City Council approved another slate of 16 new positions. The majority of the positions approved are funded by the general fund:

Positions Approved At Mid-Year Budget Review	
Building - Administrative Assistant	PW Maintenance - Building Maintenance Specialist
Finance Dept - Financial Analyst (grants management)	PW Maintenance - Maintenance Supervisor
HR Dept - Admin Assistant	PW Maintenance - Maintenance Worker II
HR Dept - Risk Management Technician	PW Maintenance - Maintenance Worker II
HR Dept - Senior Administrative Assistant	PW Maintenance - Maintenance Worker II
Police Dept - part-time Records Technician	Recreation - Custodian
PW Maintenance - Admin Assistant	Recreation - Administrative Assistant
PW Engineering - Administrative Analyst II	Recreation - Youth Center Supervisor

In addition to the 16 positions approved at mid-year, staff is also requesting a second Deputy Fire Chief to in lieu of the part time Fire Marshall position previously approved and an Executive Assistant in the City Manager's office.

The **Services & Supplies** category is budgeted to decrease 18% or \$1.6M in FY 2022-23. Some of the reasons for the year over year decrease include; The purchase of the parking lot at 490 Broadway Avenue in fiscal year 2021-22 (\$1.2M). There is no similar purchase planned in fiscal year 2022-23 and therefore the year over year variance. The rental assistance program that was funded by a grant from the United Way, will wrap up in FY2021-22 and not continue into FY2022-23 (\$1M). These decreases were offset by a few increases including a \$149k increase in the Neighborhood Improvement Commission budget, a \$100k increase in the Building department

plan check budget related to the Seaside Resort Development, and a \$98k increase in the City Manager's consulting budget; For strategic planning (\$30k), a Diversity Program (\$50k) and costs related to SB1383 (\$27k).

The **Capital Outlay-Projects** category is budgeted to decrease 48% or \$593k in FY 2022-23. Capital spending can be irregular due to project timing and funding availability. Notable capital purchases include; eDRAULIC rescue equipment for all fire department apparatus at a cost of \$60k, an upgrade to the fire station alert system at a cost of \$100k, and AV upgrade for the Council chambers at a cost of \$73k.

Transfers-Out are budgeted at \$5.1M. Transfers out are comprised of \$3.8M in Capital Improvement Program funding and \$1.3M in operating transfers. The proposed funding source for the general fund CIP costs in FY 2022-23 is from fund balance. For a complete list of capital improvement projects see the Capital Improvement (CIP) section of the budget.

Long Term Forecast

On the following page may be found the City's five year long-term forecast (LTF). The forecast provides 5 years of historical data as context, the projected results for FY 2021-22 and five years of forward looking projections. The LTF was developed at a high level (low level of detail). The City's major sources of revenue were grouped into categories and projected. Likewise, the City's major expenditures were grouped into categories and projected. The majority of the assumptions used in the report were based on a five-year historical trend or provided by outside consultants. Some projections however are based on known payment or increase percentages. Pension costs for example are expected to increase 14% each year for the next four years. This is due to the decreased discount rate adopted by CalPERS. Likewise, the City's capital costs were input according to the five-year CIP.

The following updates were made to the LTF since the Q2 FY 2022 report was presented:

- FY2021-22 budget amendments were added
- FY2021-22 projected results were updated
- Assumptions were added to FY 2026-27 for staffing costs of the second Fire Station
- Assumptions were added to FY 2026-27 for additional TOT revenue expected from the Seaside Resort Development

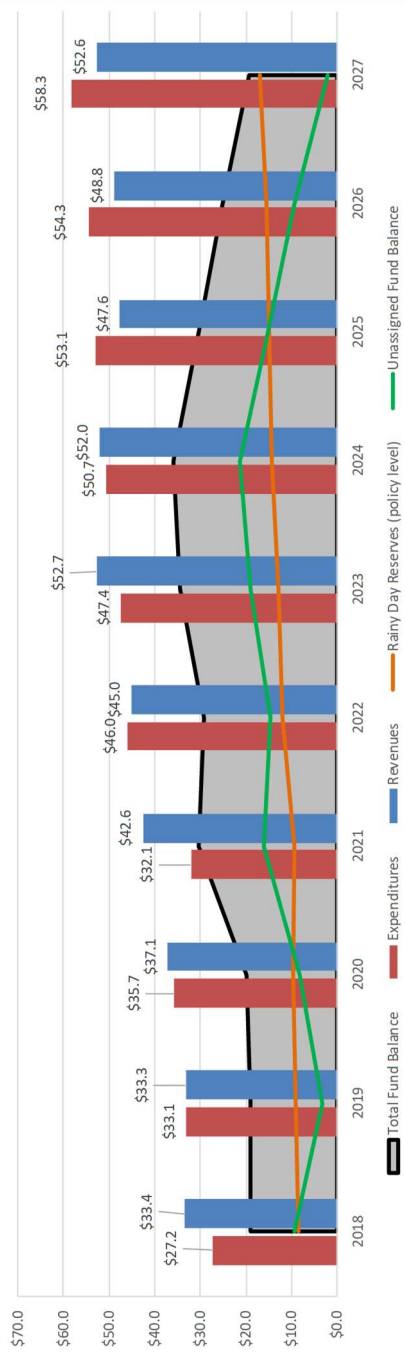
The LTF indicates that the City is in a good financial position for the next five years and will be able to accomplish much of the capital needs detailed in the City's five year Capital Improvement Plan. Due to the exceptionally strong results for FY2020-21, the long term forecast has improved since it was first presented to the City Council in the spring of 2021. This is true even with the \$1.2M appropriation in FY2021-22 for the downtown parking lot and increases to two parks capital projects.

The following capital items that are included in the City's five year Capital Improvement Plan were not included in the long term forecast:

Project	Possible Funding Source	CIP
Fire Station #2	CFD/Debt	\$ 16,950,000
Stormwater Capital	Grants	13,510,000
Connection fee to MCWD Water System	Debt/Grants	8,000,000
New Water Well	Grants	15,500,000
Total		<u>\$ 62,960,000</u>

The LTF has helped to bring into focus which capital projects will require other financing sources in the years to come. As these projects progress and the financing mechanisms become clear, corresponding assumptions will be added to the LTF.

Long Term Forecast



	Actual	Actual	Actual	Actual	Projected Results as of Q3 2022	Proposed Budget	Projected	Projected	Projected	Projected	Projected	Projected
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	
REVENUES												
Sales and Use Tax	7,249,770	8,354,999	7,544,612	9,700,113	10,038,688	10,429,640	11,024,129	11,321,781	11,548,217	11,779,181	12,014,765	
Transaction Tax	5,425,678	6,479,786	6,206,631	8,094,864	8,658,060	8,841,864	9,345,850	9,598,188	9,790,152	9,985,955	10,185,674	
Property Tax	7,397,805	7,118,845	8,493,623	9,407,980	9,873,432	10,485,110	11,084,911	11,613,510	12,155,625	12,716,979	13,295,368	
Transient Occupancy Tax	2,922,110	3,424,302	3,038,525	2,662,172	3,966,323	4,164,639	4,247,932	4,332,890	4,419,548	7,007,939	7,148,098	
Sales of Real/Personal Property	-	-	-	-	-	-	-	-	-	-	-	
Utility User Tax	2,512,175	2,415,132	2,405,125	2,803,550	2,750,639	2,832,815	2,946,128	3,063,973	3,125,252	3,187,757	3,251,513	
Franchise Fees	1,428,149	1,725,050	1,288,511	1,764,355	1,443,374	1,493,892	1,520,035	1,550,436	1,581,445	1,613,074	1,645,335	
Miscellaneous-Other Revenue	615,928	549,064	760,915	797,513	799,857	852,326	722,594	733,336	740,712	748,236	755,911	
Business License & Permits	733,301	820,067	843,833	630,058	759,374	820,000	869,200	895,276	913,182	931,445	950,074	
Fees & Charges	840,846	746,003	592,904	414,590	677,714	721,095	764,360	787,291	803,037	819,098	835,480	
Marijuana Receipts Tax	171,800	514,565	1,209,596	1,416,668	1,446,000	1,444,300	1,530,958	1,576,887	1,608,424	1,640,593	1,673,405	
Grant Revenue	568,720	86,554	193,524	2,561,154	3,079,859	215,625	6,091,008	215,625	215,625	215,625	215,625	
Reimbursements	494,219	298,245	625,019	262,000	304,140	490,325	519,744	535,336	546,043	556,964	568,103	
Fines & Forfeitures	57,340	85,306	72,272	89,791	86,631	82,964	87,942	90,437	92,246	94,091	95,973	
Income from Investments	2,473,656	149,437	3,244,712	1,450,347	450,711	9,154,490	499,541	500,215	500,679	501,151	501,633	
Licenses & Permits	487,116	484,697	545,334	532,166	663,950	717,042	760,065	782,867	798,524	814,495	830,784	
Total Revenues	33,378,810	33,252,052	37,065,136	42,587,321	44,998,752	52,746,127	52,014,398	47,598,050	48,838,712	52,612,584	53,967,740	

BUDGET SUMMARY – GENERAL FUND

EXPENDITURES BY DEPARTMENT											
Administration	2,513	44,232	-	24,799	12,500	75,000	81,885	83,523	85,193	86,897	88,635
Police	11,365,190	11,962,698	12,737,744	12,288,972	14,591,664	15,024,950	16,963,130	17,881,446	18,216,271	18,882,210	19,429,362
Fire	6,084,032	7,194,656	8,413,815	7,522,040	9,278,804	9,529,702	10,911,152	11,574,973	11,711,791	14,409,215	14,778,426
Recreation Services Department	2,253,903	2,719,792	2,410,444	2,144,831	4,010,500	4,952,215	4,967,975	5,142,290	5,300,922	5,461,773	5,622,248
Economic and Community Development	844,996	929,773	942,457	1,268,222	3,484,214	1,311,336	1,242,357	1,295,423	1,338,781	1,382,236	1,424,051
Building and Code Enforcement	1,130,279	1,608,299	1,498,578	1,227,360	1,859,266	2,158,972	2,396,087	2,501,289	2,587,037	2,673,361	2,755,374
Finance Department	1,052,869	1,138,000	1,168,791	1,017,516	1,099,530	1,342,983	1,482,954	1,535,261	1,582,280	1,629,353	1,677,637
Human Resources/Risk Management	754,165	745,451	648,498	550,317	750,913	1,133,293	1,273,780	1,333,793	1,379,430	1,425,332	1,464,691
Public Works	3,300,030	6,427,060	7,411,691	4,727,092	9,830,603	10,263,152	9,515,881	9,805,141	10,044,858	10,276,629	11,890,799
Legislative Body	851,352	562,260	455,133	284,898	502,102	737,843	808,777	828,367	847,331	866,232	886,249
City Manager	476,758	445,630	488,631	400,275	778,252	1,185,006	1,342,943	1,415,147	1,466,750	1,519,486	1,561,994
Public Affairs and City Clerk	290,377	292,608	360,789	367,491	314,855	285,890	316,417	327,801	337,710	347,642	357,485
City Attorney	367,138	460,336	584,184	456,201	973,061	1,133,652	1,260,497	1,306,877	1,343,781	1,381,684	1,414,627
Other - Coronavirus Response	-	-	234,038	1,481,862	81,453	-	-	-	-	-	-
Administrative Allocation	(1,533,284)	(1,385,565)	(1,623,441)	(1,642,367)	(1,609,867)	(1,708,068)	(1,442,003)	(1,486,370)	(1,532,089)	(1,579,203)	(1,627,753)
EXPENDITURES BY TYPE											
Personnel Services	12,037,951	13,732,613	14,623,636	12,591,115	15,861,281	18,121,444	19,783,683	20,377,193	20,988,509	23,329,450	24,029,333
Salaries	1,746,123	1,405,858	1,325,957	1,068,154	1,847,258	1,561,199	1,704,517	1,755,553	1,808,322	2,212,845	2,279,230
Overtime	1,550,323	1,779,257	1,976,415	1,961,685	2,417,527	2,899,473	3,288,583	3,485,898	3,660,193	3,806,600	4,034,996
Health Insurance	141,676	138,065	136,821	130,140	146,685	172,496	188,331	192,097	195,939	199,858	203,855
Dental/Vision Insurance	1,155,567	1,229,210	1,604,042	1,835,900	2,266,229	2,435,287	2,656,405	2,734,908	2,815,753	3,109,799	3,201,865
Other Benefits	3,925,787	4,486,506	5,098,131	5,113,279	6,053,563	7,255,071	9,172,951	10,376,722	10,336,818	10,957,027	11,176,167
Retirement	395,115	359,431	376,718	533,489	675,974	613,030	695,299	737,017	773,867	804,822	853,111
Retiree Health Insurance	20,952,541	23,130,940	25,141,720	23,233,762	29,268,517	33,058,001	37,489,768	39,659,487	40,579,402	44,420,401	45,778,559
Services & Supplies	4,859,055	4,506,135	4,532,224	5,591,424	8,556,385	6,989,781	6,912,536	7,050,787	7,191,803	7,335,639	7,482,352
Internal Service Charge	1,942,776	2,387,516	2,024,982	2,408,513	2,037,957	2,425,151	2,647,780	2,700,736	2,754,750	2,809,845	2,866,042
Operating Transfer Out	73,333	1,281,860	2,517,092	810,540	1,509,909	1,331,488	1,500,757	1,525,527	1,556,032	1,584,939	2,548,778
Debt Service	246,390	318,773	710,915	189,914	360,925	503,848	673,963	716,461	741,634	731,628	704,247
Capital Outlay	625,197	2,524,156	2,108,745	1,223,053	5,468,366	4,438,413	2,916,163	2,943,887	2,972,164	3,001,008	3,500,428
Administrative Allocation	(1,458,975)	(1,004,152)	(1,304,327)	(1,337,697)	(1,244,210)	(1,320,758)	(1,442,003)	(1,486,370)	(1,532,089)	(1,579,203)	(1,627,753)
Total Expenditures	27,240,317	33,145,229	35,731,352	32,119,510	45,957,849	47,425,925	50,698,965	53,110,515	54,263,696	58,304,257	61,252,652
Net Change in Fund Balance	6,138,493	106,824	1,333,784	10,467,811	(959,097)	5,320,200	1,315,433	(5,512,465)	(5,424,985)	(5,691,674)	(7,284,912)
End of Year Fund Balance	18,889,035	18,974,801	19,815,169	30,282,980	29,323,883	34,644,083	35,959,516	30,447,051	25,022,066	19,330,392	12,045,480
Less Rainy Day Reserves	6,120,075	12,340,000	9,045,764	11,459,000	12,067,135	13,091,073	14,317,214	15,038,241	15,380,277	17,049,360	17,049,360
Less Restricted Balances	3,490,235	3,221,633	2,425,725	2,655,428	2,655,428	2,655,428	322,095	322,095	322,095	322,095	322,095
Unassigned Fund Balance	9,278,725	3,413,168	8,343,680	16,168,552	14,601,319	18,897,582	21,320,206	15,086,714	9,319,694	1,958,938	(5,325,975)



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INTERFUND TRANSFERS

Summary Schedule of Transfers:

Fund #	Fund Name	Net Transfers
100	General Fund	(5,120,501)
103	Laguna Grande project	5,293
200	CDBG	(625,177)
210	Streets Fund	(4,145,867)
211	Measure X non-bond	(2,786,706)
212	Transportation Capital Projects	7,596,213
225	State of California Grants	(1,600,000)
233	American Rescue Plan	(1,500,000)
246	City Affordable Housing	257,097
251	Senior Programs	50,000
256	Swimming Pool Fund	(25,000)
261	Impact Fees	(680,000)
271	Stormwater	1,275,575
342	Parks Improvements	3,425,177
344	Government Facilities Capital	1,975,800
348	Cutino Park Project	718,658
356	Cutino Bond Fund	(342,135)
357	Measure X Debt Service	71,573
401	Water Fund	1,500,000
602	Recreation Endowment	(50,000)

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SCHEDULE OF INTERFUND TRANSFERS

Detail Schedule of Transfers

Purpose	Class	Fund #	Fund Name	Transfer Out	Fund #	Fund Name	Transfer In
Close out Fund	Operating	100	General Fund	(5,293)	103	Laguna Grande project	5,293
CIP - Streets (City MOE)	Capital	100	General Fund	(735,213)	212	Transportation Capital Projects	735,213
Short Term Rental Revenue	Operating	100	General Fund	(257,097)	246	City Affordable Housing	257,097
Stormwater Funding	Operating	100	General Fund	(692,575)	271	Stormwater	692,575
CIP - Stormwater Funding	Capital	100	General Fund	(583,000)	271	Stormwater	583,000
CIP -Parks Improvements	Capital	100	General Fund	(1,200,000)	342	Parks Improvements	1,200,000
CIP Funding - various projects	Capital	100	General Fund	(1,270,800)	344	Government Facilities Capital	1,270,800
Bond payment	Operating	100	General Fund	(376,523)	356	Cutino Park Bond Fund	376,523
CIP -Parks Improvements	Capital	200	CDBG	(625,177)	342	Parks Improvements	625,177
Streets Capital Projects - RSTP	Capital	210	Streets Fund	(790,000)	212	Transportation Capital Projects	790,000
Streets Capital Projects - SB1	Capital	210	Streets Fund	(1,779,867)	212	Transportation Capital Projects	1,779,867
Streets Capital Projects - ATP grant	Capital	210	Streets Fund	(1,576,000)	212	Transportation Capital Projects	1,576,000
Streets Capital Projects - Measure X	Capital	211	Measure X non-bond	(2,145,133)	212	Transportation Capital Projects	2,145,133
Measure X bond payment	Operating	211	Measure X non-bond	(641,573)	357	Measure X Debt Service	641,573
CIP -Parks Improvements	Operating	225	State of California Grants	(1,600,000)	342	Parks Improvements	1,600,000
Lost revenue backfill	Capital	233	American Rescue Plan	(1,500,000)	401	Water Fund	1,500,000
Pool Repairs	Capital	256	Swimming Pool Fund	(25,000)	344	Government Facilities Capital	25,000
Fire Station #2 Design	Capital	261	Impact Fees	(680,000)	344	Government Facilities Capital	680,000
Measure X bond proceeds	Capital	357	Measure X bond	(570,000)	212	Transportation Capital Projects	570,000
Cutino Park bond proceeds	Capital	356	Cutino Park bond	(718,658)	348	Cutino Park Improvements	718,658
Funding for Senior Programs	Operating	602	Recreation Endowment	(50,000)	251	Senior Programs	50,000
				<u>\$ (17,821,909)</u>			
							<u>\$ 17,821,909</u>



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APPROPRIATIONS LIMIT

CITY OF SEASIDE
APPROPRIATION LIMIT
FOR FISCAL YEAR 2022-23

2021-22 Appropriation Limit		\$ 37,425,309
2022-23 Appropriations Limit Adjustment Factors		
Increase in per Capita Personal Income	1.0755	
Population Change (City Factor)	1.0264	
Combined Factor		1.1038932
2022-23 Appropriation Limit		<u>\$ 41,313,544</u>
2022-23 Appropriations Subject to Limit		<u>\$ 39,466,408</u>
2022-23 Limit in Excess of Appropriations		<u>\$ 1,847,136</u>



THE MAYOR & CITY COUNCIL

Mayor & City Council

Divisions

City Council | Council Commissions

THE CITY COUNCIL, BOARD AND COMMISSION ADVISORY BODIES WORK TOWARDS THE BETTERMENT OF THE CITY TO IMPROVE THE LIVES OF OUR CITIZENS.

Summary of Services: The City of Seaside is a General Law City with a Council / Manager form of government. The five member City Council is a legislative and policy-making body that is elected (nonpartisan) to represent the residents of Seaside. Policy decisions are made at City Council meetings, which are held the first and third Thursday of each month at 5:00 p.m. At these public meetings, the City Council makes policy determinations, approves agreements and contracts, adopts ordinances (local laws) and regulations, and authorized the expenditure of city funds.

Members of the City Council also develop and maintain significant intergovernmental relations with local, state, and federal agencies in order to enhance economic vitality of Seaside. The City Council serves as the Board of Directors for the Successor Agency of the Redevelopment Agency of the City of Seaside.

Boards and Commissions are advisory bodies made up of Seaside Citizens appointed by the City Council that serve as an important link between the city and community by providing direct involvement in policy-making and communication of vital information.

Outputs for 2021-2022

- Achieve fiscal strength & improve Community Quality of Life.
- Repair and Re-build Roads.
- Fort Ord Blight Removal and Re-development
- High Value/Low Cost Economic Development & Place Making
- Improve Parks
- Develop Affordable Housing
- Begin Golf Course Hotel Construction
- Support Community Education opportunities.

Objectives for 2022-2023



City of Seaside, Incorporated October 13, 1954

Budget Summary Mayor & Council

AUTHORIZED POSITIONS	FY2021 Actual	FY2022 Projected	FY2023 Proposed
Number of Full-Time Employees	5	5	5
DEPARTMENTAL EXPENDITURES			
Personnel Services	\$73,344.92	\$69,383.96	\$89,880.40
Services & Supplies	\$166,758.50	\$414,127.70	\$542,533.95
Capital Outlay and Debt	\$778.60	\$500.00	\$73,500.00
Internal Services & Central Support Charges	(\$371,105.15)	(\$320,053.85)	(\$184,177.77)
Total Expenditures	\$ (130,223.13)	\$ 163,957.81	\$ 521,736.58
DEPARTMENTAL REVENUES			
General Taxes	\$ (130,223.13)	\$ 163,957.81	\$ 521,736.58
Total Revenues	\$ (130,223.13)	\$ 163,957.81	\$ 521,736.58

MANAGING DEPARTMENT: Legislative Body
The Mayor & City Council

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-1010-0001	SALARIES	\$ 24,133	\$ 33,430	\$ 19,615	\$ 34,330	\$ 36,956
	BENEFITS	49,212	10,774	32,086	35,009	52,924
100-1010-1033	FITNESS PROGRAM	-	90	-	45	-
100-1010-1036	LAFCO ANNUAL CHARGES	24,887	29,864	30,048	29,864	31,851
100-1010-3095	DEPARTMENT CONSUMABLES	1,896	6,500	464	3,714	7,000
100-1010-4114	TRAVEL - CM KISPERSKY	747	-	-	-	-
100-1010-4115	TRAVEL - MAYOR OGLESBY	323	1,500	1,199	1,500	3,000
100-1010-4116	TRAVEL - CM WIZARD	40	1,500	-	1,500	1,500
100-1010-4117	TRAVEL - MPT PACHECO	-	1,500	111	1,500	1,500
100-1010-4118	TRAVEL - CM Garcia-Arrazola	50	1,500	1,384	1,500	1,500
100-1010-4120	TRAVEL - CM CAMPBELL	-	1,500	-	1,500	1,500
100-1010-4121	MEETINGS & TRAVEL	180	-	-	-	-
100-1010-4122	DUES & MEMBERSHIP	2,400	2,125	-	1,063	2,500
100-1010-7151	MNTRY BAY AIR RESOURCES DIST	15,762	16,000	15,418	16,000	16,189
100-1010-7161	LEAGUE OF CALIFORNIA CITIES	13,149	13,500	13,543	6,750	14,220
100-1010-7164	ASSOC. OF MNTRY BAY AREA GOVT	5,688	5,800	5,746	8,646	5,800
100-1010-7165	COMMUNITY EVENT SUPPORT	-	7,000	-	3,500	7,000
100-1010-7166	MCCVB	54,000	78,000	58,500	78,000	100,662
100-1010-7167	COMMUNITY FIREWORKS EVENT	2,503	55,000	4,630	55,000	-
100-1010-7170	COMMUNITY SUPPORT	33,390	64,415	33,390	65,598	66,715
100-1010-7176	FAMILY CARE - COUNCIL MEMBERS	-	5,000	-	2,500	-
100-1010-8127	CITY HALL IMPROVEMENTS	779	-	-	-	73,000
	CENTRAL SERVICES AND INTERNAL CHARGES	(376,118)	(328,497)	8,493	(328,497)	(184,857)
Total		(\$ 146,980)	\$ 6,501	\$ 224,629	\$ 19,022	\$ 238,961

MANAGING DEPARTMENT: City Manager**Art & History Commission**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-1320-3095	DEPARTMENT CONSUMABLES	\$ 13	\$ -	\$ -	\$ -	\$ 3,500
100-1320-7300	HISTORICAL MARKERS	-	1,200	-	1,200	-
100-1320-7301	ART INSTALLATION/MURAL	-	3,800	-	3,800	-
	CENTRAL SERVICES AND INTERNAL CHARGES	903	730	-	730	-
Total		\$ 916	\$ 5,730	\$ -	\$ 5,730	\$ 3,500

MANAGING DEPARTMENT: Recreation**Recreation & Parks Commission**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-1330-3095	DEPARTMENT CONSUMABLES	\$ -	\$ 3,500	\$ 1,636	\$ 3,500	\$ 3,500
Total		\$ -	\$ 3,500	\$ 1,636	\$ 3,500	\$ 3,500

MANAGING DEPARTMENT: Fire**Homeless Committee**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-1340-1024	COMMUNITY SUPPORT	\$ -	\$ 5,000	\$ 2,831	\$ 5,000	\$ 3,000
100-1340-3095	DEPARTMENT CONSUMABLES	-	500	-	500	500
	CENTRAL SERVICES AND INTERNAL CHARGES	-	1,104	-	1,104	-
Total		\$ -	\$ 6,604	\$ 2,831	\$ 6,604	\$ 3,500

MANAGING DEPARTMENT: Building and Code Enforcement**Neighborhood Improvement Commission**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-1350-2053	OUTSIDE PRINTING SERVICE	\$ 305	\$ -	\$ -	\$ -	\$ -
100-1350-3095	DEPARTMENT CONSUMABLES	156	500	-	500	500
100-1350-7169	NEIGHBORHOOD IMPROVEMENTS	10,969	277,024	42,982	107,993	257,097
	CENTRAL SERVICES AND INTERNAL CHARGES	4,110	6,609	-	6,609	679
Total		\$ 15,541	\$ 284,133	\$ 42,982	\$ 115,102	\$ 258,276

**MANAGING DEPARTMENT: Community Development
Environmental Committee**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-1360-3095	DEPARTMENT CONSUMABLES	\$ 300	\$ 3,500	\$ -	\$ 3,500	\$ 3,500
Total		\$ 300	\$ 3,500	\$ -	\$ 3,500	\$ 3,500

**MANAGING DEPARTMENT: Planning
Planning Commission**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-1370-1029	TRAINING & EDUCATION	\$ -	\$ 2,500	\$ -	\$ 2,500	\$ 2,500
100-1370-3095	CONSUMABLES	-	500	-	500	500
100-1370-8187	DEPARTMENT EQUIPMENT	-	500	-	500	500
Total		\$ -	\$ 3,500	\$ -	\$ 3,500	\$ 3,500

**MANAGING DEPARTMENT: Economic Development
Commission on Jobs Opportunities & Business (C-Jobs)**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-1385-3095	DEPARTMENT CONSUMABLES	\$ -	\$ 3,500	\$ -	\$ 3,500	\$ 3,500
Total		\$ -	\$ 3,500	\$ -	\$ 3,500	\$ 3,500

**MANAGING DEPARTMENT: Police
Citizen / Police Committee**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-1390-3095	DEPARTMENT CONSUMABLES	\$ -	\$ 3,500	\$ -	\$ 3,500	\$ 3,500
Total		\$ -	\$ 3,500	\$ -	\$ 3,500	\$ 3,500



CITY MANAGER

City Manager

Divisions City Manager

INCLUDE

Summary of Services: The City Manager acts as the policy principal advisor to the City Council, making recommendations on items placed before the City Council for action. In addition, the City Manager follows up on City Council decisions and implements policy. It directs the operations of the City and Supervises Department Heads. For every fiscal year, it presents a recommended budget. To finalize, it serves as the Executive Director of the Successor Agency and Seaside County Sanitation District.

Current Year Services:

In Fiscal Year 2021-22 the City Manager's department increased efficiency with hiring two Assistant City Managers, an Assistant to the City Manager and a Community Engagement Specialist to manage the day-to-day operations of the CM's office, Community Development, Economic Development and Citywide communications. Staff also completed the Seaside East Charrette and round two of the Community Social Service grant program. The City Manager's department also facilitated and completed the conceptual design for Fire Station 2.

FY23 Work Plan Overview:

In Fiscal Year 2022-23 the City Manager's department plans to continue building efficiencies by continuing to staff for the City's future growth, complete the general plan update, work to secure new water sources, complete capital amenities and undertake programmatic enhancements to downtown.



Seaside is diverse and inclusive, stop by and say hello.

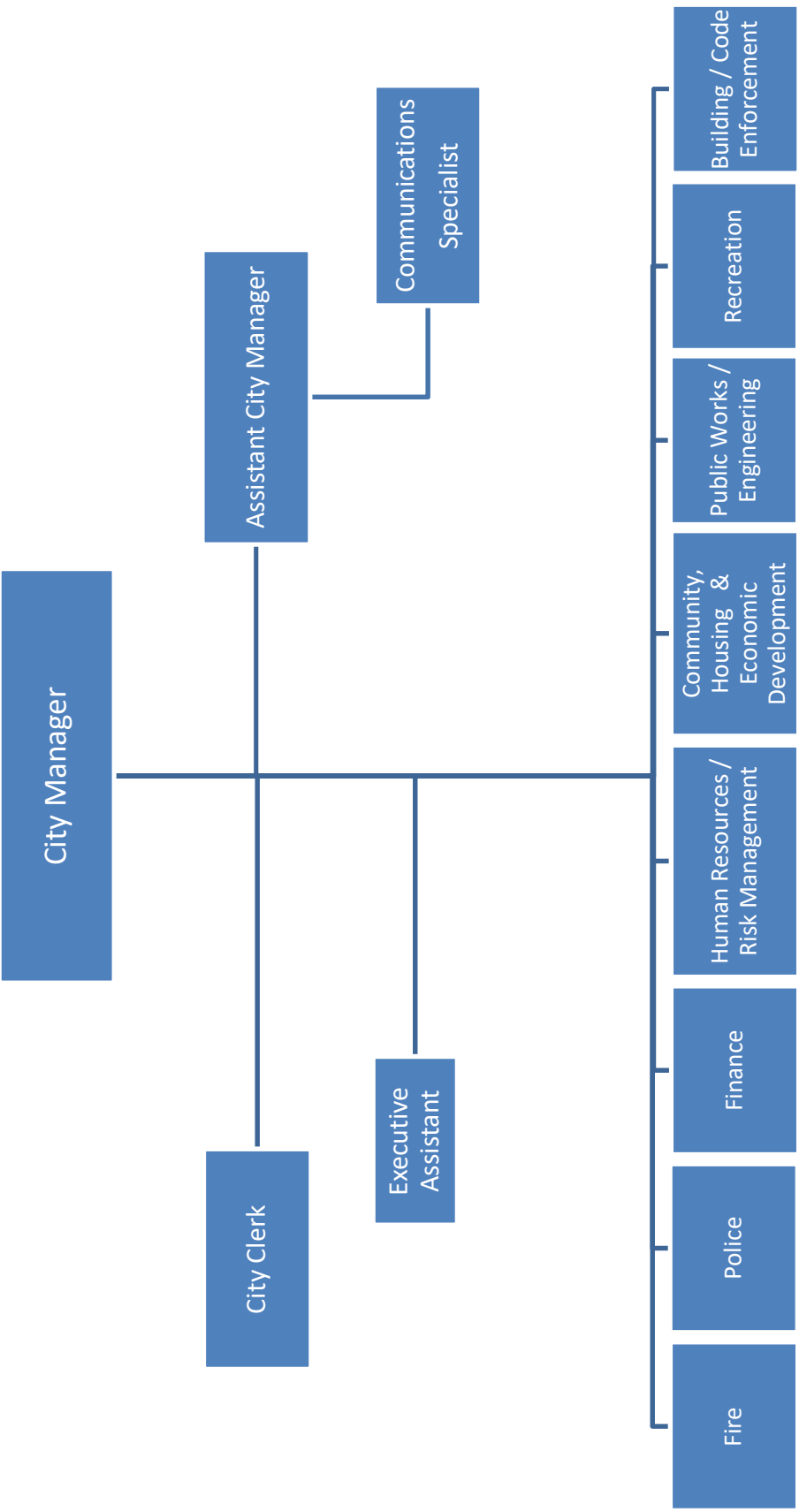
Outputs for 2021-2022

- Seaside East Charrette.
- Improved community communication and engagement
- Created and resourced the City aligned nonprofit to plan, entitle and construct Affordable Housing.
- Continued strong partnership with MPUSD & CSUMB.
- Staffed City for future growth and continued progress.
- Leveraged American Rescue Act funds.
- Completed conceptual design for Fire Station 2.

Objectives for 2022-2023

- Complete removal of former Fort Ord buildings on phase 1 of campus town, sell phase 1 property to KB Bakewell, and begin construction.
- Begin construction of Ascent project.
- Secure new water sources and complete an analysis of the utility and feasibility of expanding the Seaside municipal water system.
- Complete capital amenities and undertake programmatic enhancements to downtown.
- Complete the General Plan update, positioning Seaside at the forefront of environmentally responsible planning within the region.
- Create a Community Facilities District for former Fort Ord property.
- Continue the largest capital improvement effort in the City's history, including completion of Cutino Park.
- Plan for Corp Yard move and complete conceptual review of community facility space needs.

City Manager's Office



Budget Summary City Manager

AUTHORIZED POSITIONS	FY2021 Actual	FY2022 Projected	FY2023 Proposed
Number of Full-Time Employees	2	4	4
DEPARTMENTAL EXPENDITURES			
Personnel Services	\$344,020.67	\$702,792.42	\$923,560.42
Services & Supplies	\$16,182.39	\$57,193.69	\$202,500.00
Capital Outlay and Debt	\$0.00	\$2,532.76	\$8,000.00
Internal Services & Central Support Charges	(\$389,068.24)	(\$458,223.91)	(\$359,721.54)
Total Expenditures	\$ (28,865.18)	\$ 304,294.96	\$ 774,338.88
DEPARTMENTAL REVENUES			
General Taxes	\$ (28,865.18)	\$ 304,294.96	\$ 774,338.88
Total Revenues	\$ (28,865.18)	\$ 304,294.96	\$ 774,338.88

MANAGING DEPARTMENT: City Manager
City Manager Administration

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-2010-0001	SALARIES	\$ 200,884	\$ 422,783	\$ 280,341	\$ 462,264	\$ 575,578
100-2010-0002	OVERTIME	-	-	24	24	-
	BENEFITS	143,092	176,189	162,811	239,850	345,957
100-2010-1024	COMMUNITY RELATIONS	15,000	25,000	3,260	15,760	40,000
100-2010-1029	TRAINING & EDUCATION	-	7,500	2,222	5,972	7,500
100-2010-1030	CONSULTANT	-	35,000	6,318	23,818	117,500
100-2010-1033	FITNESS PROGRAM	45	500	450	655	2,025
100-2010-2044	COPIER SERVICES	-	800	95	495	2,000
100-2010-2053	OUTSIDE PRINTING SERVICE	-	200	-	100	1,000
100-2010-3095	DEPARTMENT CONSUMABLES	282	1,200	1,819	2,419	5,000
100-2010-4121	MEETINGS & TRAVEL	-	7,500	756	4,506	7,500
100-2010-4122	DUES & MEMBERSHIP	900	5,000	499	2,999	3,000
100-2010-4123	BOOKS & PERIODICALS	-	250	-	125	500
100-2010-4124	MAIL SERVICES	-	2,000	-	1,000	1,000
100-2010-7171	COMMISSION ACTIVITIES	-	-	-	-	17,500
100-2010-8187	DEPARTMENT EQUIPMENT	-	5,000	33	2,533	8,000
	CENTRAL SERVICES AND INTERNAL CHARGES	(389,068)	(458,224)	7,867	(458,224)	(359,722)
Total		(\$ 28,865)	\$ 230,699	\$ 466,494	\$ 304,295	\$ 774,339



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***PUBLIC AFFAIRS &
CITY CLERK***

City Clerk

Divisions City Clerk | Elections

Summary of Services: The City Clerk is the information liaison between the public and the City. Our mission is to build trust and confidence through the promotion of transparency, community engagement and accessibility to the work of local government while ensuring regulatory compliance. This office manages the City records, distributes information about the City to the public, and makes all efforts to inform, engage and serve our citizens. The City Clerk's office also facilitates the democratic process by conducting City elections, processing all legislative actions and is the compliance officer for federal, state, and local statutes including the Political Reform Act, the Brown Act, and the Public Records Act.

Our Service Delivery Framework:

Transparency • Accountability • Simplicity • Consistency

Current Year Services: The City Clerk's Office facilitated the completion of 100 Public Records Requests. In addition, the City Clerk attended over 200 public meetings for six different City Boards. Lastly, the City Clerk's Office finalized the Boards, Commissions and Committee's Handbook.

FY23 Work Plan Overview: Expand the use of electronic signatures for all City documents, online repository for all public City contracts, agreements, agendas, minutes, etc.; implement a citywide CPRA submission and tracking portal; engage and develop the next generation of voters and promote civic engagement.



Outputs for 2021-2022

- Transitioned Communications to Specialist
- Updated Board, Commissions & Committees Handbook
- Facilitated Citywide Training on Systems & Processes
- Completed 50% of Certified Municipal Clerk designation
- Established Hybrid Meetings Protocol
- Facilitated language accessibility in print and live meeting translation in local Spanish

Objectives for 2022-2023

- Continue to Facilitate and Support City Legislative Processes and Meetings.
- Continue to Record and Provide Access to the City's Official Records.
- Continue To Establish a High Level Of Service Excellence Through Innovation and Cooperative Partnerships.
- Continue to Utilize Technology and Best Business Practices In Effective Service Delivery

Budget Summary City Clerk

AUTHORIZED POSITIONS	FY2021 Actual	FY2022 Projected	FY2023 Proposed
Number of Full-Time Employees	1	1	1
DEPARTMENTAL EXPENDITURES			
Personnel Services	\$252,819.21	\$202,581.46	\$176,073.64
Services & Supplies	\$109,852.81	\$103,307.44	\$168,000.00
Capital Outlay and Debt	\$752.24	\$1,000.00	\$1,000.00
Internal Services & Central Support Charges	(\$127,008.21)	(\$156,746.81)	(\$191,104.99)
Total Expenditures	\$ 236,416.05	\$ 150,142.09	\$ 153,968.65
DEPARTMENTAL REVENUES			
Fees, Fines and Reimbursements	\$2,298.00	\$252.59	\$500.00
General Taxes	\$ 234,118.05	\$ 149,889.50	\$ 153,468.65
Total Revenues	\$ 236,416.05	\$ 150,142.09	\$ 153,968.65

MANAGING DEPARTMENT: City Clerk
City Clerk Administration

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-2021-0001	SALARIES	\$ 135,183	\$ 121,406	\$ 78,607	\$ 122,173	\$ 128,948
	BENEFITS	117,636	89,932	40,386	80,138	46,585
100-2021-1029	TRAINING AND EDUCATION	2,800	5,000	2,990	5,490	5,000
100-2021-1033	FITNESS PROGRAM	-	540	-	270	540
100-2021-2044	COPIER SERVICES	-	500	-	250	500
100-2021-2053	OUTSIDE PRINTING SERVICE	68	1,000	-	500	1,000
100-2021-2063	PUBLISHING & LEGAL ADVERTISING	7,007	10,000	6,775	11,775	15,000
100-2021-2067	CITY CODE UPDATE	6,270	4,000	-	2,000	4,000
100-2021-2075	CONTRACT SERVICES	58,794	56,500	35,255	56,500	56,500
100-2021-3095	DEPARTMENT CONSUMABLES	5,803	8,000	6,946	8,000	4,000
100-2021-3102	COMPUTER SUPPLIES	874	500	-	250	-
100-2021-4121	MEETINGS AND TRAVEL	50	5,000	85	2,585	3,000
100-2021-4122	DUES AND MEMBERSHIPS	3,368	2,500	1,708	2,958	3,000
100-2021-4123	BOOKS & PERIODICALS	20	1,000	-	500	1,000
100-2021-8187	DEPARTMENT EQUIPMENT	752	1,000	642	1,000	1,000
	CENTRAL SERVICES AND INTERNAL CHARGES	(129,969)	(156,747)	10,233	(156,747)	(192,579)
Total		\$ 208,656	\$ 150,131	\$ 183,626	\$ 137,642	\$ 77,495

MANAGING DEPARTMENT: City Clerk
Elections

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-2022-2043	TEMPORARY CONTRACT SERVICES	\$ 24,799	\$ 25,000	\$ -	\$ 12,500	\$ 75,000
	CENTRAL SERVICES AND INTERNAL CHARGES	2,961	-	-	-	1,474
Total		\$ 27,760	\$ 25,000	\$ -	\$ 12,500	\$ 76,474



CITY ATTORNEY

City Attorney

Divisions

City Attorney | Legal Assistant

Overview of Services: The City Attorney supports the City's daily operations and critical public services and provides additional legal work as directed by Council or requested by staff. Provides advice to the City Council and staff on: procedural and substantive legal issues; legal risks and consequences; and conduct of City Council business. Drafts and/or reviews a large

variety of legal documents necessary for the daily operation of the City, including contracts, leases, deeds, resolutions, ordinances, agreements, and reports.

Current Year Services: In Fiscal Year 2021-22, the City Attorney Office received recovery costs for administrative record preparation for Campus Town. The department set up Nuisance and Drug House Abatement Training for staff. Lastly, department reviewed documents as well as assisted with the closing of multiple real estate transactions (Ongoing – Campus Town/SRD Hotel Project/SRD Phase 3 Shea Housing/SRD timeshare/housing projects; Senior Assisted Living).

FY23 Work Plan Overview: In Fiscal Year 2022-23 the City Attorney's Office will ensure the City is in compliance with laws and uses legally acceptable means to accomplish the City's overall goals, policies, and objectives. Additionally the department will continue to provide excellent and ethical legal advice, zealous legal representation for the City Council, City officers and City employees to help a growing city succeed. Lastly, the department is committed to serving the City and communicating with the public in a manner that is transparent and straightforward. The City Attorney's Office strives to explain the law in a way that the public understands both the applicable rules and the legal reasons for the City's decisions.



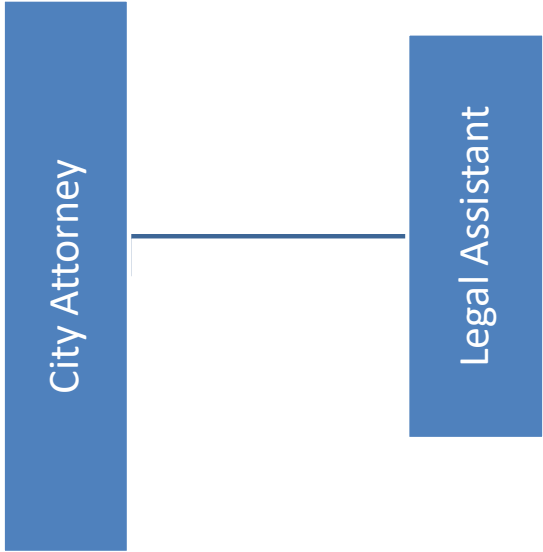
Outputs for 2021-2022

- The office of the City Attorney is created in the Government Code and appointed by the Mayor and City Council
- The City Attorney attended 89 Closed Sessions
- The City Attorney drafted or reviewed: 128 Resolutions
8 Ordinances
- City attorney drafted and reviewed 115 contracts
- Order of drug house abatement; sets ground work for recovery of costs (Legal and Administrative)

Objectives for 2022-2023

- Complete drug house abatement litigation
- Establish a more aggressive public nuisance abatement program
- Continue vigorous defense and attempt to resolve ENA litigation.
- Continue to provide leadership on those matters as assigned by the City Council
- Establish trainings for Boards, Commission and staff as appropriate

City Attorney's Office



Budget Summary City Attorney

AUTHORIZED POSITIONS	FY2021 Actual	FY2022 Projected	FY2023 Proposed
Number of Full-Time Employees	1	2	2
DEPARTMENTAL EXPENDITURES			
Personnel Services	\$311,328.59	\$406,940.90	\$446,245.77
Services & Supplies	\$107,141.87	\$545,993.42	\$642,200.00
Internal Services & Central Support Charges	(\$326,455.47)	(\$520,233.84)	(\$380,665.89)
Total Expenditures	\$ 92,014.99	\$ 432,700.48	\$ 707,779.88
DEPARTMENTAL REVENUES			
General Taxes	\$ 92,014.99	\$ 432,700.48	\$ 707,779.88
Total Revenues	\$ 92,014.99	\$ 432,700.48	\$ 707,779.88

MANAGING DEPARTMENT: City Attorney
City Attorney

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-3010-0001	SALARIES	\$ 176,451	\$ 261,478	\$ 166,741	\$ 275,838	\$ 293,077
	BENEFITS	134,878	124,408	74,549	131,103	152,089
100-3010-1022	LEGAL SERVICES	16,822	500,000	164,290	421,990	500,000
100-3010-1023	LEGAL SERVICES - SPECIAL	85,332	75,000	74,431	97,541	100,000
100-3010-1029	TRAINING	-	-	-	-	3,200
100-3010-1030	CONSULTANT	-	25,000	-	12,500	25,000
100-3010-1033	FITNESS PROGRAM	-	-	-	-	1,080
100-3010-3095	DEPARTMENT CONSUMABLES	593	5,000	2,493	4,823	5,000
100-3010-4121	MEETINGS & TRAVEL	-	2,000	-	1,000	2,000
100-3010-4122	DUES & MEMBERSHIPS	4,395	5,000	5,400	7,900	6,000
100-3010-4123	BOOKS & PERIODICALS	-	-	240	240	1,000
	CENTRAL SERVICES AND INTERNAL CHARGES	(326,455)	(520,628)	10,261	(520,234)	(380,666)
Total		\$ 92,015	\$ 477,259	\$ 498,404	\$ 432,700	\$ 707,780



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HUMAN RESOURCES & RISK MANAGEMENT

Human Resources

Divisions

Human Resources | Risk Management

Summary of Services: The Human Resource Department administers a centralized, merit personnel system, that includes: recruitment, testing, selection and placement of employees; classification of positions; employee relations, which includes: negotiations, grievances, discipline and complaints; employee engagement, recognition, development and training; employee benefits administration; and workers' compensation and safety. The HR Director also serves as the City's Risk Manager, and as such, manages general liability claims and the City's insurance programs.

Current Year Services: In Fiscal Year 2021-22 the HR Department received over 1800 applications, administrated over 80 in-house and outside recruitments, processed over 100 new employees including volunteers and student interns, and managed over 50 workers' compensation claims

Outputs for 2020-2021

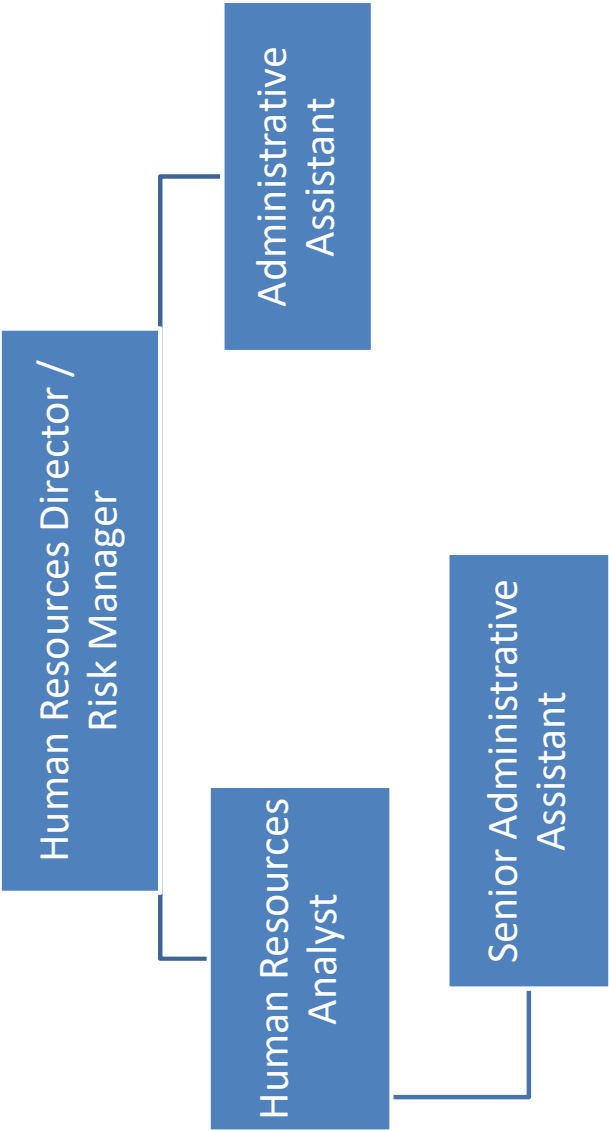
- Served as the central hub for all COVID-19 related matters including ensuring the workplace was safe for staff, monitoring changes to legislation implementing an online health screening process, and developing related policies, procedures, and forms.
- Implemented minimum training standards for all City employees.
- HR Director obtained Risk Management Practitioner Certification.
- Negotiated MOUs / side letters for concessions related to COVID-19 budget reductions.
- Ensured all staff were compliant on mandatory training requirements.



Objectives for 2022-2023

- Implement new Human Resources information system.
- Update the Remaining Personal Rules.
- Expand volunteer, intern, and employment opportunities for youth.
- Update the CJPIA loss CAP Action plan.
- Negotiate new MOUs with all labor associations.
- Evaluate electronic personnel filing systems.
- Fill mission critical positions in an expeditious fashion.

Human Resources / Risk Management Department



Budget Summary Human Resources & Risk Management

AUTHORIZED POSITIONS	FY2021 Actual	FY2022 Projected	FY2023 Proposed
Number of Full-Time Employees	3	4	4
DEPARTMENTAL EXPENDITURES			
Personnel Services	\$414,478.66	\$453,048.51	\$763,677.36
Services & Supplies	\$2,729,498.29	\$3,142,547.08	\$3,588,667.00
Internal Services & Central Support Charges	(\$533,733.77)	(\$231,986.99)	\$225,498.22
Total Expenditures	<u>\$ 2,610,243.18</u>	<u>\$ 3,363,608.60</u>	<u>\$ 4,583,842.58</u>
DEPARTMENTAL REVENUES			
Internal Service Fund	\$3,437,123.34	\$3,166,631.62	\$3,713,790.00
General Taxes	<u>\$ (826,880.16)</u>	<u>\$ 196,976.98</u>	<u>\$ 870,052.58</u>
Total Revenues	<u>\$ 2,610,243.18</u>	<u>\$ 3,363,608.60</u>	<u>\$ 4,583,842.58</u>

MANAGING DEPARTMENT: Human Resources & Risk Management

Human Resources

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-2031-0001	SALARIES	\$ 253,526	\$ 335,647	\$ 159,618	\$ 243,682	\$ 457,784
100-2031-0002	OVERTIME	-	-	38	38	500
	BENEFITS	160,512	206,555	122,059	208,593	304,718
100-2031-1028	TRAINING (CITYWIDE)	9,925	30,000	14,883	29,883	50,000
100-2031-1029	TRAINING AND EDUCATION	345	4,500	1,404	3,654	6,000
100-2031-1030	CONSULTANT	40,357	103,500	51,323	83,401	105,000
100-2031-1033	FITNESS PROGRAM	441	1,080	195	735	675
100-2031-1037	EMPLOYEE RECOGNITION	4,296	7,000	1,282	4,782	5,000
100-2031-1038	EMPLOYEE ASSISTANCE PROGRAM	8,300	8,360	6,080	9,466	10,000
100-2031-2064	PERSONNEL RECRUITMENT	17,190	120,000	65,291	124,220	120,000
100-2031-2065	POLICE & FIRE EXAMS	470	3,500	2,739	4,489	3,500
100-2031-3092	STATIONARY SUPPLIES	1,646	-	271	271	-
100-2031-3095	DEPARTMENT CONSUMABLES	777	1,600	2,249	2,949	3,500
100-2031-3102	COMPUTER SUPPLIES	-	-	621	566	3,500
100-2031-4121	MEETINGS AND TRAVEL	-	-	-	-	1,000
100-2031-4122	DUES AND MEMBERSHIPS	926	770	375	760	1,000
100-2031-4123	BOOKS AND PERIODICALS	-	2,000	1,104	1,000	1,500
100-2031-4124	MAIL SERVICES	26	300	27	177	150
100-2031-7207	VOLUNTEER PROGRAM	-	1,500	-	750	1,500
100-2031-7208	SAFETY COMMITTEE	-	-	-	-	2,000
100-2031-8187	DEPARTMENT EQUIPMENT	-	-	-	-	6,000
	CENTRAL SERVICES AND INTERNAL CHARGES	(674,676)	(576,016)	16,431	(574,652)	(127,447)
Total		(\$ 175,940)	\$ 250,296	\$ 445,990	\$ 144,764	\$ 955,881

MANAGING DEPARTMENT: Human Resources & Risk Management

Insurance

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
502-5120-1022	LEGAL SERVICES	\$ 291	\$ 1,000	\$ -	\$ 330	\$ 1,000
502-5120-1029	TRAINING AND EDUCATION	299	2,000	923	1,583	2,500
502-5120-1030	CONSULTANT	-	1,000	-	330	1,000
502-5120-2086	TAIL CLAIMS RESERVE	(20,315)	-	-	-	-
502-5120-2088	JUDGEMENTS/DAMAGES	176,053	10,000	1,389	4,689	10,000
502-5120-2090	INSURANCE	1,009,086	1,065,825	1,196,784	1,196,784	1,093,243
502-5120-2091	WORKERS COMPENSATION DEPOSIT	1,430,978	1,774,477	1,609,797	1,609,797	2,092,274
502-5120-2097	TAIL CLAIMS	44,965	125,000	21,417	62,667	75,000
502-5120-8126	PERFORMANCE IMPROVEMENT	3,884	-	-	-	-
	CENTRAL SERVICES AND INTERNAL CHARGES	140,942	342,665	-	342,665	352,945
Total		\$ 2,786,183	\$ 3,321,967	\$ 2,830,310	\$ 3,218,845	\$ 3,627,962



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FINANCE DEPARTMENT

Finance

Divisions

Finance | Information Services

Summary of Services: The Finance department provides a variety of support services to the residents of Seaside, city employees, and departments. We are responsible for the financial management, reporting, budgeting, accounting, grant management, debt management, payroll, purchasing, and auditing services for all the City funds. Our responsibility is to ensure fiscal resources are accounted for in accordance with established procedures to make informed decisions in a precise and prompt manner.

Current Year Services: In Fiscal Year 2021-22 the Finance department increased efficiency by partnering with a new bank and outsourcing processing of Utility User Taxes. The department again received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) and for the first time received the Distinguished Budget Presentation Award from the GFOA.

FY23 Work Plan Overview: In Fiscal Year 2022-23 the Finance department plans to continue building efficiencies by implementing budgeting software. Additionally the department will issue an RFP and transition to a new external audit firm. Lastly, the department will work with our municipal advisors to provide an in depth analysis of the City's pension liabilities and present mitigation options to the City Council for the ballooning cost to provide pensions. The department will add one Financial Analyst position in the coming year, primarily responsible for grants management.



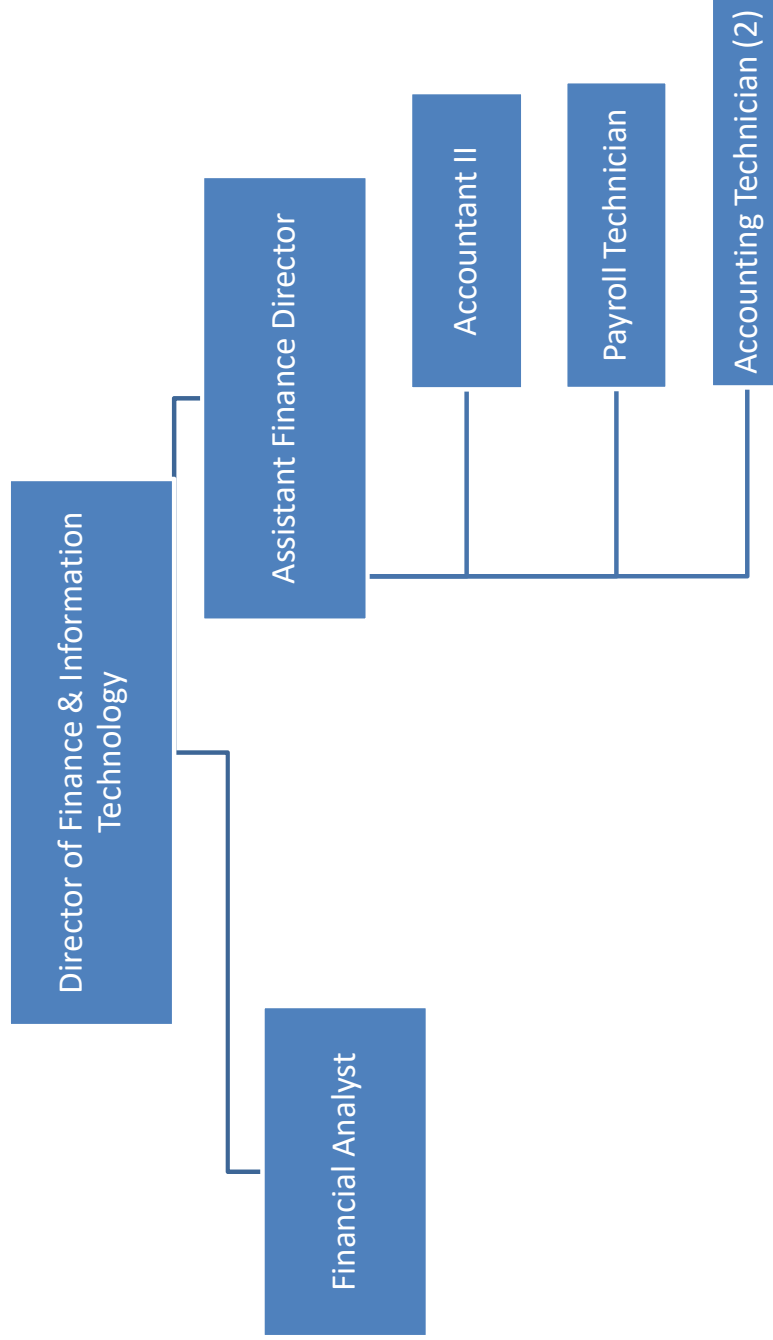
Outputs for 2021-2022

- Received the Government Finance Officers Award (GFOA) Certificate of Achievement for Excellence in Financial Reporting for our Fiscal Year 2020-2021 and Comprehensive Annual Financial Report (CAFR).
- Migrated to new banking partner.
- Outsourced Utility User Tax program.
- Issued approximately 3,800 vendor checks.
- Processed approximately 5,200 direct deposit payroll payments.
- Served 792 water customers.

Objectives for 2022-2023

- Complete recruitment for new Financial Analyst.
- Move into modular building.
- Issue RFP and transition to new external Audit Firm
- Issue RFP and transition to new budgeting software.
- Lead effort for multiple debt financing issues.
- In partnership with NHA advisors, provide in depth analysis of the City's pension liability and options to mitigate.

Finance Department



Budget Summary Finance Department

AUTHORIZED POSITIONS	FY2021 Actual	FY2022 Projected	FY2023 Proposed
Number of Full-Time Employees	8	8	9
DEPARTMENTAL EXPENDITURES			
Personnel Services	\$992,179.23	\$1,098,208.42	\$1,292,018.24
Services & Supplies	\$500,334.62	\$632,979.98	\$824,900.00
Capital Outlay and Debt	\$2,735,401.70	\$2,538,311.88	\$2,532,904.36
Depreciation Expense	\$174,353.58	\$0.00	\$0.00
Internal Services & Central Support Charges	(\$776,585.01)	(\$916,399.21)	(\$752,600.25)
Total Expenditures	<u>\$ 3,451,330.54</u>	<u>\$ 3,353,101.07</u>	<u>\$ 3,897,222.35</u>
DEPARTMENTAL REVENUES			
Fees, Fines and Reimbursements	\$909,250.15	\$154,749.20	\$159,489.56
Special Revenue Fund	\$33,639.68	\$50,000.00	\$50,000.00
Debt Service Fund	\$3,013.21	\$780,484.61	\$811,126.61
Enterprise Fund	\$335,034.53	\$337,349.78	\$338,800.00
Internal Service Fund	\$839,198.18	\$750,813.00	\$831,427.00
Successor Agency Funds	\$416,186.02	\$456,287.00	\$278,938.00
Grants and Other Revenue	\$79,598.62	\$44,483.14	\$64,855.40
General Taxes	<u>\$ 835,410.15</u>	<u>\$ 778,934.34</u>	<u>\$ 1,362,585.78</u>
Total Revenues	<u>\$ 3,451,330.54</u>	<u>\$ 3,353,101.07</u>	<u>\$ 3,897,222.35</u>

MANAGING DEPARTMENT: Finance

Finance Administration

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-5110-0001	SALARIES	\$ 437,657	\$ 584,532	\$ 353,960	\$ 600,159	\$ 710,373
100-5110-0002	OVERTIME	279	1,500	431	816	1,500
	BENEFITS	268,924	173,238	115,450	189,291	232,198
100-5110-1010	BUSINESS LICENSE OUTSOURCING	-	20,000	-	-	-
100-5110-1015	BENEFITS ADMINISTRATION	21,816	21,355	15,155	21,713	22,000
100-5110-1025	CITY AUDIT	39,180	45,000	33,858	45,000	44,500
100-5110-1029	TRAINING & EDUCATION	1,240	6,000	-	6,000	8,800
100-5110-1030	CONSULTANT	64,997	75,000	40,609	75,000	110,000
100-5110-1033	FITNESS PROGRAM	452	1,880	270	1,210	3,240
100-5110-1040	PROPERTY TAX ADMIN FEES	23,235	-	-	-	-
100-5110-2043	TEMPORARY CONTRACT SERVICES	-	-	13,914	13,914	22,000
100-5110-2044	COPIER SERVICES	8,340	8,500	4,603	8,260	8,500
100-5110-2053	OUTSIDE PRINTING SERVICE	1,473	1,100	2,011	2,561	3,000
100-5110-2074	BANK FEES & MISC CHARGES	41,794	12,000	15,736	16,808	12,000
100-5110-2078	OTHER EXPENSE	1,647	4,000	552	2,552	2,500
100-5110-3092	STATIONARY SUPPLIES	2,410	-	-	-	-
100-5110-3095	DEPARTMENT CONSUMABLES	4,597	8,000	6,456	9,589	10,000
100-5110-3102	COMPUTER SUPPLIES	-	56,000	-	28,000	68,000
100-5110-4121	MEETINGS & TRAVEL	75	2,500	470	1,720	2,000
100-5110-4122	DUES & MEMBERSHIP	870	1,500	470	1,220	1,400
100-5110-4123	BOOKS & PERIODICALS	-	100	-	50	500
100-5110-4124	MAIL SERVICES	12,286	15,000	9,714	14,585	15,000
	CENTRAL SERVICES AND INTERNAL CHARGES	(945,770)	(1,059,607)	30,541	(1,059,607)	(901,631)
Total		(\$ 14,497)	(\$ 22,403)	\$ 644,199	(\$ 21,159)	\$ 375,881

MANAGING DEPARTMENT: Finance Department**AMP PEG Fees**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
291-2010-1047	AMP - PRODUCTION & BROADCAST	\$ 42,954	\$ 50,000	\$ 10,862	\$ 27,362	\$ 50,000
Total		\$ 42,954	\$ 50,000	\$ 10,862	\$ 27,362	\$ 50,000

MANAGING DEPARTMENT: Finance Department**POB**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
	CENTRAL SERVICES AND INTERNAL CHARGES	\$ -	\$ 200	\$ -	\$ 200	\$ 206
355-5110-9602	PRINCIPAL PAYMENTS	570,000	625,000	-	625,000	690,000
355-5110-9605	INTEREST PAYMENTS	180,871	150,261	-	150,261	115,987
355-5110-9606	OTHER DEBT SERVICE EXPENSES	2,997	3,074	411	3,074	3,074
Total		\$ 753,867	\$ 778,535	\$ 411	\$ 778,535	\$ 809,267

MANAGING DEPARTMENT: Finance Department**Cutino Bond**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
	CENTRAL SERVICES AND INTERNAL CHARGES	\$ 152	\$ 392	\$ -	\$ 392	\$ 404
356-5110-9602	PRINCIPAL PAYMENTS	190,000	195,000	-	195,000	200,000
356-5110-9605	INTEREST PAYMENTS	187,869	182,169	-	182,169	174,369
356-5110-9606	OTHER DEBT SERVICE EXPENSES	1,750	1,750	1,750	1,750	1,750
Total		\$ 379,771	\$ 379,311	\$ 1,750	\$ 379,311	\$ 376,523

MANAGING DEPARTMENT: Finance Department**Measure X Bond**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
	CENTRAL SERVICES AND INTERNAL CHARGES	\$ 150	\$ 119	\$ -	\$ 119	\$ 123
357-5110-9602	PRINCIPAL PAYMENTS	230,000	235,000	-	235,000	245,000
357-5110-9605	INTEREST PAYMENTS	411,000	404,100	-	404,100	394,700
357-5110-9606	OTHER DEBT SERVICE EXPENSES	1,750	1,750	1,750	1,750	1,750
357-5110-9999	INTER-FUND TRANSFER OUT	7,547,451	-	-	-	-
Total		\$ 8,190,351	\$ 640,969	\$ 1,750	\$ 640,969	\$ 641,573

MANAGING DEPARTMENT: Finance Department

Golf Course

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
405-5110-9398	CENTRAL SERVICE CHARGES	\$ 11,289	\$ 11,525	\$ -	\$ 11,525	\$ 11,871
405-5110-9602	PRINCIPAL PAYMENTS	(10,000)	120,000	110,000	120,000	130,000
405-5110-9603	DEPRECIATION EXPENSE	145,089	-	-	-	-
405-5110-9605	INTEREST PAYMENTS	225,625	221,163	112,506	221,163	213,038
405-5110-9606	OTHER EXPENSES	2,100	2,100	2,100	2,100	2,100
Total		\$ 374,103	\$ 354,788	\$ 224,606	\$ 354,788	\$ 357,008

MANAGING DEPARTMENT: Finance Department

IT

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
503-4010-0001	SALARIES	\$ 178,882	\$ 209,334	\$ 140,171	\$ 214,380	\$ 224,725
503-4010-0002	OVERTIME	72	-	123	189	-
	BENEFITS	105,648	109,254	62,124	95,013	121,901
503-4010-1029	TRAINING & EDUCATION	-	-	-	-	3,200
503-4010-1030	CONSULTANT	6,000	7,000	3,500	5,810	27,000
503-4010-1033	FITNESS PROGRAM	-	504	-	-	1,080
503-4010-2078	OTHER EXPENSE	(138)	-	-	-	-
503-4010-3095	DEPARTMENT CONSUMABLES	149	500	8	173	500
503-4010-3102	COMPUTER SUPPLIES	183,318	220,000	137,823	210,423	225,000
503-4010-5132	TELEPHONE	33,696	35,000	23,655	35,205	35,000
503-4010-5135	MOBILE COMMUNICATIONS	18,123	15,000	8,375	13,325	12,000
503-4010-5138	DATA COMMUNICATION	67,269	62,000	47,358	67,818	70,000
503-4010-6143	VEHICLE MAINTENANCE	545	-	-	-	-
503-4010-8182	COMPUTER EQUIPMENT	88,338	100,000	99,165	100,000	50,000
503-4010-8187	DEPARTMENT EQUIPMENT	(83,564)	15,000	4,402	9,352	60,000
	CENTRAL SERVICES AND INTERNAL CHARGES	101,718	89,908	15,233	89,908	94,131
503-4010-9603	DEPRECIATION EXPENSE	29,264	-	-	-	-
Total		\$ 729,321	\$ 863,501	\$ 541,938	\$ 841,595	\$ 924,538

MANAGING DEPARTMENT: Finance Department**SA Capital**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
	BENEFITS	\$ 290	\$ -	\$ -	\$ -	\$ -
961-9610-1022	LEGAL SERVICES	1,458	-	-	-	5,000
961-9610-1030	CONSULTANT	2,905	25,000	-	6,250	-
961-9610-1041	PROPERTY TAXES/ASSESSMENTS	3,155	5,000	2,023	3,673	4,000
	CENTRAL SERVICES AND INTERNAL CHARGES	5,006	1,167	-	1,167	1,202
Total		\$ 12,814	\$ 31,167	\$ 2,023	\$ 11,090	\$ 10,202

MANAGING DEPARTMENT: Finance Department**LMIHF**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
	CENTRAL SERVICES AND INTERNAL CHARGES	19	38	-	38	39
Total		\$ 19	\$ 38	\$ -	\$ 38	\$ 39

MANAGING DEPARTMENT: Finance Department**SA Merged Capital Project**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
	BENEFITS	\$ 211	\$ -	\$ 52	\$ 79	\$ -
971-9710-1022	LEGAL SERVICES	-	-	3,575	3,575	-
971-9710-1041	PROPERTY TAXES/ASSESSMENTS	46	-	42	42	-
	CENTRAL SERVICES AND INTERNAL CHARGES	9,878	1,104	-	1,104	1,137
971-9710-9599	RENTAL PROPERTY EXP & MAINT	782	-	182	182	-
971-9710-9604	AMORTIZATION EXPENSE	108,830	-	-	-	-
Total		\$ 119,745	\$ 1,104	\$ 3,852	\$ 4,983	\$ 1,137

MANAGING DEPARTMENT: Finance Department**SA Merged Debt Service**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
	CENTRAL SERVICES AND INTERNAL CHARGES	\$ 40,802	\$ 38,732	\$ -	\$ 38,732	\$ 39,894
972-9710-9603	DEPRECIATION EXPENSE	518,765	-	-	-	-
972-9710-9604	FEES & EXPENSES	1,700	-	1,700	-	-
972-9710-9807	2014 BOND PRINCIPAL PAYMENT	(61,619)	225,000	110,000	225,000	245,000
972-9710-9809	2014 BOND INTEREST EXPENSE	81,479	69,013	35,881	69,013	63,388
Total		\$ 581,127	\$ 332,745	\$ 147,581	\$ 332,745	\$ 348,281

MANAGING DEPARTMENT: Finance Department**SA Merged LMIHF**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
	BENEFITS	\$ 223	\$ -	\$ 47	\$ 72	\$ -
	CENTRAL SERVICES AND INTERNAL CHARGES	170	23	-	23	24
973-9710-9526	AFFORDABLE HOUSING	2,661	2,500	1,341	2,500	2,500
973-9710-9599	RENTAL PROPERTY EXP & MAINT	506	250	100	250	250
Total		\$ 3,560	\$ 2,773	\$ 1,488	\$ 2,845	\$ 2,774



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***COMMUNITY, HOUSING, &
ECONOMIC DEVELOPMENT***

Economic Development & Community Planning

Divisions

Economic Development | Community Development | Housing

Summary of Services: The Economic Development stimulates business and development activity, to provide employment and tax revenue opportunities for Seaside. Community Development Block Grant (CDBG) federal grant funds are utilized for public service and eligible capital projects to help the community respond to COVID. Housing works with developers on affordable housing issues, promotes Accessory Dwelling Units (ADU) and other affordable housing options, as well as rental assistance programs.

Community Development aligns land use policies to meet the needs of the community by providing the following services: apply zoning code to maintain appropriate usage, lead applicants towards development choices that suite them and the needs of the community, use the General Plan as a guiding document to inform our decision making. Our mission is to provide comprehensive planning services to create a balanced and sustainable city that contributes to a high quality of life for our diverse community.

Current Year Services: In Fiscal Year 2021-22 the Economic Development and Community Planning was able to further grown partnerships with MCVB, MBEP, MCBC, and the Chamber of Commerce. We also purchased 490 Broadway/1590 Del Monte for parking and future redevelopment along with a parking study for the Broadway Business District. An application for the Battery Energy Storage System 3CE grant was submitted and is pending approval. The purchase of 962 Hilby Ave was made to develop affordable housing, and 1380 Canyon Del Rey was rehabbed to be used for transitional housing.

FY23 Work Plan Overview: In the Fiscal Year 2022-23 the Economic Development and Community Planning departments plan to complete the General Plan Update and complete and certify the 6th Cycle Housing Element. In addition, the department will be adding one Planning Services Manager position. Campus Town, Golf Course Homes by Towne, Golf Course Shea Homes, The Ascent, Seaside Youth Hostel, Nurses Barracks Parker Flats apartments, and Form Based Code are all projects currently in progress that will continue into FY 22-23.



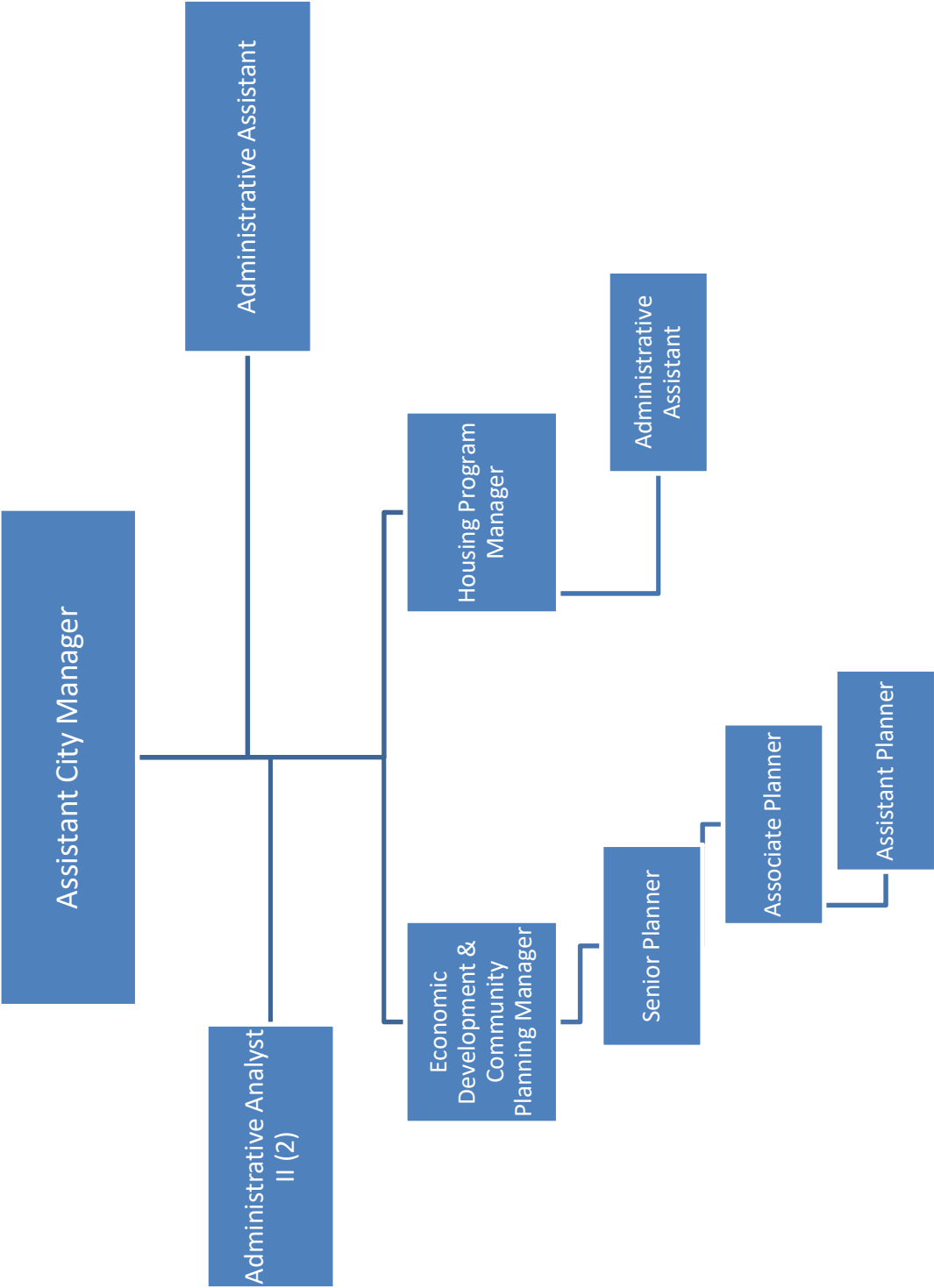
Outputs for 2021-2022

- Held 20 Planning Commission Hearings and approved 22 discretionary permits
- Amended ordinances: Food Trucks, Cannabis, and Plastic Pollution Reduction
- Approved Seaside local ADU ordinance
- ADU Loan Program guidelines approved by HCD
- Over 74 ADU Water Allocations provided
- Approved FLIP Seaside (Façade improvement grants) Program
- Over \$1.4M in COVID-19 Rental Assistance Provided
- Completed public charrette for Seaside East
- Created City Property and Loan Asset Inventory

Objectives for 2022-2023

- Provide staff with training opportunities
- Complete the General Plan Update
- Complete and certify the 6th Cycle Housing Element
- Develop affordable housing on City-owned properties
- Get back to public outreach & community meetings
- Continue COVID relief with rental assistance
- Continue to promote Seaside's multiculturalism, especially its restaurants via the Dining Guide
- Continue business walks and assist Seaside businesses, while recruiting new business

Economic Development & Community Planning Department



Budget Summary Economic & Community Development

AUTHORIZED POSITIONS	FY2021 Actual	FY2022 Projected	FY2023 Proposed
Number of Full-Time Employees	5	7	10
DEPARTMENTAL EXPENDITURES			
Personnel Services	\$1,115,849.64	\$1,073,830.28	\$1,746,521.12
Services & Supplies	\$854,268.62	\$3,376,127.20	\$786,659.33
Capital Outlay and Debt	\$829,917.42	\$505,875.68	\$1,412,000.00
Internal Services & Central Support Charges	<u>\$46,145.27</u>	<u>\$65,340.55</u>	<u>(\$335,967.39)</u>
Total Expenditures	<u>\$ 2,846,180.95</u>	<u>\$ 5,021,173.71</u>	<u>\$ 3,609,213.06</u>
DEPARTMENTAL REVENUES			
Fees, Fines and Reimbursements	\$60,237.56	\$93,502.69	\$100,660.35
Special Revenue Fund	\$770,147.89	\$961,692.13	\$1,284,391.80
Grants and Other Revenue	\$429,471.28	\$1,229,207.06	\$224,625.00
General Taxes	<u>\$ 1,586,324.22</u>	<u>\$ 2,736,771.83</u>	<u>\$ 1,999,535.91</u>
Total Revenues	<u>\$ 2,846,180.95</u>	<u>\$ 5,021,173.71</u>	<u>\$ 3,609,213.06</u>

MANAGING DEPARTMENT: Community, Housing, & Economic Development
Community development Administration

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-7110-0001	SALARIES	\$ 105,441	\$ -	\$ 51,750	\$ 42,722	\$ 115,829
100-7110-0002	OVERTIME	-	-	68	68	-
	BENEFITS	113,679	40,044	22,402	35,212	203,489
100-7110-1029	TRAINING & EDUCATION	-	800	-	400	2,600
100-7110-1030	CONSULTANT	-	-	-	-	25,000
100-7110-1033	FITNESS PROGRAM	-	540	-	270	1,080
100-7110-2073	SUBCONTRACTED WORK	-	-	-	-	30,000
100-7110-3095	DEPARTMENT CONSUMABLES	1,803	1,850	1,730	2,655	2,000
100-7110-3102	COMPUTER SUPPLIES	2,161	4,400	1,041	3,241	3,500
100-7110-4121	MEETINGS & TRAVEL	250	-	20	20	250
100-7110-4122	DUES & MEMBERSHIP	50	-	-	-	-
100-7110-8184	SUSTAINABILITY & CLIMATE ACTION PLAN	-	120,000	-	120,000	-
100-7110-8185	PLASTICS ORDINANCE SMALL BUSINESS SUPPORT	-	30,000	8,500	30,000	-
100-7110-8187	DEPARTMENT EQUIPMENT	375	32,500	30,300	32,500	-
	CENTRAL SERVICES AND INTERNAL CHARGES	(265,512)	(203,163)	4,000	(203,163)	(509,213)
Total		(\$ 41,754)	\$ 26,971	\$ 119,811	\$ 63,925	(\$ 125,465)

MANAGING DEPARTMENT: Community, Housing, & Economic Development

Planning & Zoning

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-7310-0001	SALARIES	\$ 173,492	\$ 238,725	\$ 86,105	\$ 192,399	\$ 439,226
	BENEFITS	122,154	149,544	88,966	155,587	285,717
100-7310-1029	TRAINING & EDUCATION	-	5,000	2,000	2,500	7,500
100-7310-1033	FITNESS PROGRAM	-	2,700	315	1,620	1,620
100-7310-1035	CONSULTANT - GENERAL PLAN	8,128	148,744	-	148,744	60,000
100-7310-1046	CONSULTANT - HOUSING ELEMENT	-	-	-	180,000	-
100-7310-2040	MARKETING MATERIALS	3,204	4,000	3,430	5,430	5,430
100-7310-2044	COPIER SERVICES	395	-	197	197	500
100-7310-2053	OUTSIDE PRINTING SERVICE	-	1,000	-	500	500
100-7310-2063	PUBLISHING & LEGAL ADVERTISING	103	2,000	903	1,903	1,903
100-7310-3092	STATIONARY SUPPLIES	204	-	58	58	300
100-7310-3095	DEPARTMENT CONSUMABLES	589	2,500	943	1,929	1,929
100-7310-3102	COMPUTER SUPPLIES	-	2,500	1,026	1,250	1,250
100-7310-4121	MEETINGS & TRAVEL	-	2,500	-	1,250	500
100-7310-4122	DUES & MEMBERSHIP	-	3,450	-	1,725	1,725
100-7310-4123	BOOKS AND PERIODICALS	-	500	-	250	250
100-7310-4207	SATELLITE OFFICE	7,043	-	-	-	-
100-7310-8184	SUSTAINABILITY & CLIMATE ACTION PLAN	-	-	-	-	120,000
100-7310-8185	PLASTICS ORDINANCE SMALL BUSINESS SUPPORT	-	-	-	-	30,000
	CENTRAL SERVICES AND INTERNAL CHARGES	237,614	139,902	13,866	139,902	54,671
Total		\$ 552,925	\$ 703,066	\$ 197,808	\$ 835,245	\$ 1,013,022

MANAGING DEPARTMENT: Community, Housing, & Economic Development

Economic Development

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-7410-0001	SALARIES	\$ 233,319	\$ 284,605	\$ 183,276	\$ 308,896	\$ 316,584
100-7410-0002	OVERTIME	41	-	-	-	-
	BENEFITS	161,236	125,370	79,245	134,122	204,317
100-7410-1029	TRAINING AND EDUCATION	237	500	-	250	2,500
100-7410-1030	CONSULTANT	-	145,000	16,738	107,000	50,000
100-7410-1033	FITNESS PROGRAM	(88)	540	135	405	1,215
100-7410-2040	MARKETING MATERIALS	6,929	5,000	3,574	6,074	8,000
100-7410-2044	COPIER SERVICES	1,501	2,700	2,049	2,857	3,000
100-7410-2085	PROPERTY EXPENSE	-	1,245,000	38,690	1,245,000	27,300
100-7410-3095	DEPARTMENT CONSUMABLES	4,448	2,000	2,548	3,452	4,000
100-7410-3102	COMPUTER SUPPLIES	-	-	514	514	1,000
100-7410-4121	MEETINGS AND TRAVEL	-	-	269	269	1,500
100-7410-4122	DUES & MEMBERSHIPS	570	5,000	8,070	3,070	9,000
100-7410-4123	BOOKS & PERIODICALS	-	-	6	6	300
100-7410-4201	UTILITY ASSISTANCE PRGM	83,317	71,342	38,033	71,342	-
100-7410-4202	RENTAL ASSISTANCE PGRM	427,150	1,082,344	734,233	1,082,344	-
100-7410-4203	BUSINESS DEV PRGM	27,500	-	-	-	-
100-7410-4204	LANDMARK SIGNAGE	-	25,000	-	12,500	15,000
100-7410-4207	SATELLITE OFFICE	33,828	33,750	27,683	41,828	42,000
100-7410-4208	FACADE IMPROVEMENT PRGM	-	150,000	12,392	130,000	20,000
100-7410-7185	BROADWAY EVENTS	-	20,000	-	20,000	-
	CENTRAL SERVICES AND INTERNAL CHARGES	50,655	100,287	18,973	100,287	93,939
Total		\$ 1,030,643	\$ 3,298,437	\$ 1,166,428	\$ 3,270,217	\$ 799,654

MANAGING DEPARTMENT: Community, Housing, & Economic Development

Community Development Block Grant

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
200-5410-0001	SALARIES	\$ 28,704	\$ 42,434	\$ 17,420	\$ 40,959	\$ -
	BENEFITS	27,841	16,274	6,670	10,196	22,945
200-5410-1025	CITY AUDIT	-	4,350	-	4,350	4,350
200-5410-1030	CONSULTANT	14,733	20,000	11,275	20,000	20,000
200-5410-2063	PUBLISHING & LEGAL ADVERTISING	1,288	2,000	1,266	2,000	2,000
200-5410-7167	COMMUNITY PARTNERSHIP FOR YOUTH	10,486	10,518	10,518	10,518	-
200-5410-7180	CV3 - All programs	128,954	-	82,046	-	110,000
200-5410-7192	LEGAL SERVICES FOR SENIORS	10,486	10,518	5,259	10,518	13,152
200-5410-7194	VILLAGE PROJECT	10,136	10,167	5,084	10,167	-
200-5410-7197	GIRLS, INC.	5,593	5,609	4,140	5,609	13,152
200-5410-7400	GREATER VICTORY TEMPLE - COMMUNITY PROJECT	10,486	10,518	5,597	10,518	13,152
200-5410-7401	ACTION COUNCIL (PALENKE)	10,486	10,518	10,518	10,518	-
200-5410-7402	ECHO	6,332	6,640	2,507	6,640	9,390
200-5410-7403	MEALS ON WHEELS OF THE MONT PENIN	6,991	7,012	3,096	7,012	13,152
200-5410-7600	VETERANS TRANSITION RENOVATION	-	-	-	-	83,974
	CENTRAL SERVICES AND INTERNAL CHARGES	21,415	8,253	4,127	8,253	7,401
200-5410-9819	BOYS & GIRLS CLUB FAC IMPROV	70,000	20,000	12,538	20,000	50,000
200-5410-9820	COMMUNITY HUMAN SVCS FAC IMPRO	32,146	30,000	56,913	30,000	40,000
200-5410-9824	MPUSD-GARDEN CLASSROOM	19,925	-	-	-	-
200-5410-9825	MPUSD-PORTABLE CLASSROOM REHAB	42,786	-	-	-	-
200-5410-9826	CDBG-CV FOOD DISTRIBUTION PROJECT	197,874	-	-	-	-
200-5410-9827	GATHERING FOR WOMEN - MONTEREY	-	-	-	-	10,000
Total		\$ 656,661	\$ 214,811	\$ 238,975	\$ 207,258	\$ 412,669

MANAGING DEPARTMENT: Community, Housing, & Economic Development

Affordable Housing

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
246-2010-0001	SALARIES	\$ 76,585	\$ 145,228	\$ 78,428	\$ 119,949	\$ 125,879
	BENEFITS	73,446	43,994	20,547	31,426	28,081
246-2010-1033	FITNESS PROGRAM	-	-	-	-	540
246-2010-4208	PROGRAM COSTS	10,969	-	10,969	10,969	20,000
	CENTRAL SERVICES AND INTERNAL CHARGES	-	13,866	4,133	13,866	10,853
Total		\$ 161,000	\$ 203,088	\$ 114,077	\$ 176,209	\$ 185,353

MANAGING DEPARTMENT: Community, Housing, & Economic Development

Merged Housing

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
297-7993-1030	CONSULTANT	\$ 17,427	\$ 100,000	\$ -	\$ 33,000	\$ -
297-7993-1041	PROPERTY TAXES/ASSESSMENT	46	-	42	42	100
297-7993-2078	OTHER EXPENSE	449	500	244	409	500
297-7993-3102	COMPUTER SUPPLIES	-	9,670	2,107	5,298	5,000
297-7993-7603	AFF HSNQ LOW INTEREST LOAN	-	1,000,000	-	250,000	750,000
297-7993-7604	COMMUNITY PARTNERSHIP	49	2,000	-	2,000	-
297-7993-8187	DEPARTMENT EQUIPMENT	972	1,000	725	1,000	2,000
297-7993-8202	HOUSING NON-PROFIT	-	500,000	2,565	125,000	500,000
297-7993-8203	ADU PROJECTS	455,464	-	-	-	-
	CENTRAL SERVICES AND INTERNAL CHARGES	1,973	6,195	-	6,195	6,381
297-7993-9599	RENTAL PROPERTY EXP & MAINT	10,326	35,000	45,376	45,376	60,000
Total		\$ 486,706	\$ 1,654,365	\$ 51,058	\$ 468,320	\$ 1,323,981

MANAGING DEPARTMENT: Community, Housing, & Economic Development

Housing Settlement

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
997-9970-9520	HOUSING PROJECTS	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -
Total		\$ -	\$ 1,000,000	\$ -	\$ -	\$ -



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BUILDING & CODE ENFORCEMENT

Building & Code Enforcement

Divisions Building | Code Enforcement

Summary of Services: The Building & Code Enforcement department provides a multitude of vital services with the primary focus of protecting the health, safety and general welfare of all Seaside residents and visitors. In addition to permits and building projects, our front counter staff processes transactions for city-issued licenses, water payments, and countless other transactions and services.

Through the permitting, plan review and inspection process, our Building & Code Enforcement department oversees adherence to all applicable building codes and regulations that ensure the safe occupancy of all residential and commercial structures in Seaside. As unabated code violations can pose serious threats to public safety, our code enforcement team is proactive and responsive. Our approach reflects a fundamental respect for individuals and property rights.

FY23 Work Plan Overview: In Fiscal Year 2022-23 the Building & Code Enforcement department plans to improve efficiencies in various processes, including front counter operations, record retention, plan reviews and permit approvals. The department will add one additional Administrative Assistant and Building Inspector to better accommodate the current workloads and large construction projects anticipated to begin FY23.

New homes under construction in Seaside 2022



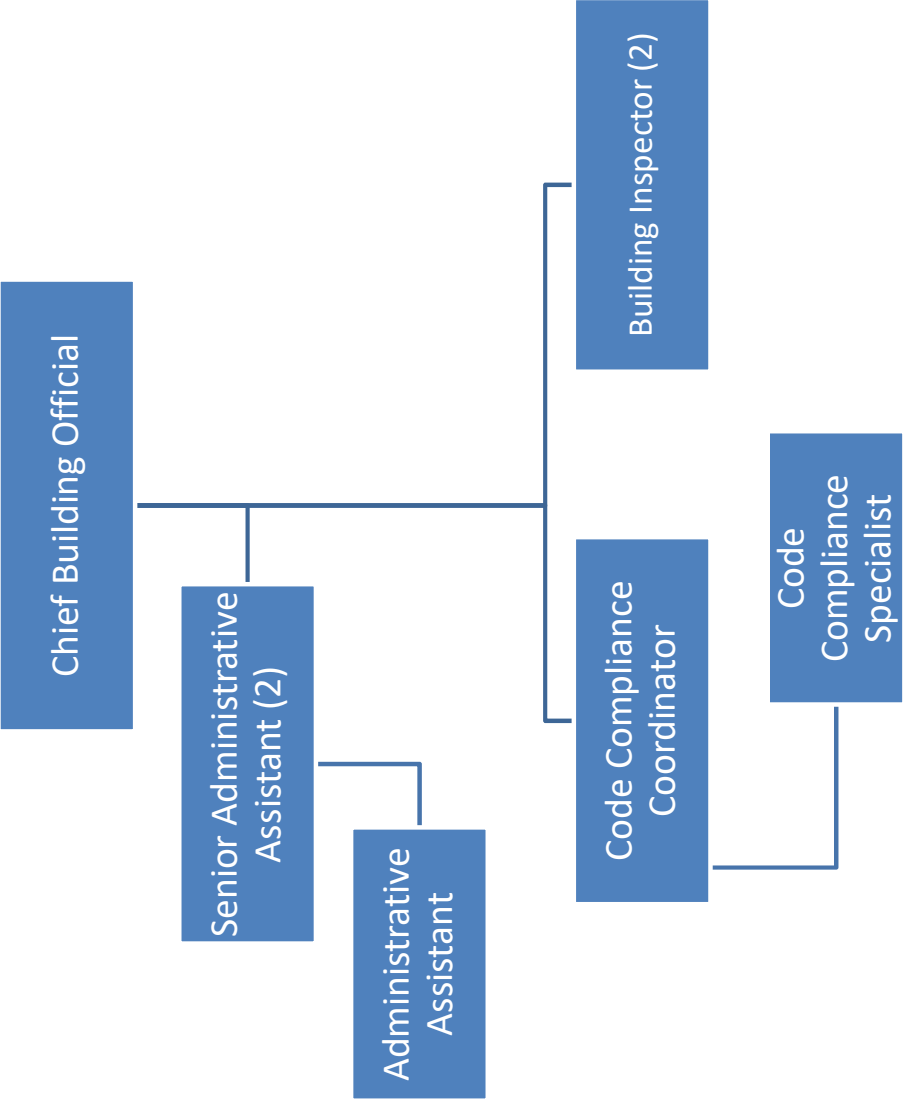
Outputs for 2021-2022

- **590** Permits Issued
- **148** Plan Reviews Completed
- **1641** Building Inspections Performed
- **13** Certificates of Occupancy for New Businesses
- **114** Real Property Reports Prepared
- **429** Code Enforcement Actions
- **222** Code Enforcement Cases Resolved

Objectives for 2022-2023

- Continually strive to provide a superior level of service including prompt responses to phone and email inquiries
- Encourage greater use of online services and resources; minimize paper files and increase use of digital records and applications.
- Obtain ongoing feedback to ensure various efficiencies; simplify processes by eliminating steps where possible; consistently provide comprehensive and accurate information; and minimize wait times.
- Ensure applicants have an understanding of the process and what to expect prior to submitting applications, thereby increasing applications deemed complete.
- Provide staff with a greater level of training and certification opportunities; prepare department for several large upcoming construction projects.

Building Department



Budget Summary Building & Code Enforcement

AUTHORIZED POSITIONS	FY2021 Actual	FY2022 Projected	FY2023 Proposed
Number of Full-Time Employees	6	8	8
DEPARTMENTAL EXPENDITURES			
Personnel Services	\$499,647.42	\$845,748.70	\$1,032,072.03
Services & Supplies	\$3,854.12	\$12,207.87	\$133,990.00
Capital Outlay and Debt	\$323.00	\$8,588.37	\$15,828.24
Internal Services & Central Support Charges	<u>\$371,227.99</u>	<u>\$291,654.93</u>	<u>\$172,928.19</u>
Total Expenditures	<u>\$ 875,052.53</u>	<u>\$ 1,158,199.87</u>	<u>\$ 1,354,818.46</u>
DEPARTMENTAL REVENUES			
Fees, Fines and Reimbursements	\$512,555.79	\$681,600.30	\$806,583.39
Grants and Other Revenue	\$289.00	\$598.00	\$368.80
General Taxes	<u>\$ 362,207.74</u>	<u>\$ 476,001.57</u>	<u>\$ 547,866.27</u>
Total Revenues	<u>\$ 875,052.53</u>	<u>\$ 1,158,199.87</u>	<u>\$ 1,354,818.46</u>

MANAGING DEPARTMENT: Building and Code Enforcement**Building**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-7210-0001	SALARIES	\$ 231,559	\$ 384,988	\$ 200,783	\$ 372,018	\$ 504,687
	BENEFITS	148,996	229,625	106,566	214,037	269,190
100-7210-1029	TRAINING & EDUCATION	285	1,500	95	845	6,000
100-7210-1033	FITNESS PROGRAM	225	540	315	585	1,485
100-7210-2043	TEMPORARY CONTRACT SERVICES	1,418	6,000	-	3,000	-
100-7210-2073	SUBCONTRACTED WORK	-	-	1,661	1,661	100,000
100-7210-3092	STATIONARY SUPPLIES	14	-	-	-	-
100-7210-3095	DEPARTMENT CONSUMABLES	1,144	3,500	2,917	4,532	5,200
100-7210-3102	COMPUTER SUPPLIES	-	-	-	-	10,000
100-7210-4121	MEETINGS & TRAVEL	-	500	-	250	500
100-7210-4122	DUES & MEMBERSHIP	315	695	344	692	1,200
100-7210-4123	BOOKS & PERIODICALS	-	120	-	60	3,330
100-7210-8187	DEPARTMENT EQUIPMENT	323	400	448	400	-
	CENTRAL SERVICES AND INTERNAL CHARGES	339,843	266,763	25,779	266,763	122,410
100-7210-9602	PRINCIPAL PAYMENTS	-	7,118	2,037	4,975	15,828
Total		\$ 724,122	\$ 901,749	\$ 340,945	\$ 869,817	\$ 1,039,831

MANAGING DEPARTMENT: Building and Code Enforcement**Code Enforcement**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-7220-0001	SALARIES	\$ 74,866	\$ 210,481	\$ 83,531	\$ 175,752	\$ 174,711
100-7220-0002	OVERTIME	-	-	66	66	-
	BENEFITS	43,933	94,909	41,703	83,171	80,918
100-7220-1029	TRAINING AND EDUCATION	313	250	320	445	3,200
100-7220-1033	FITNESS PROGRAM	68	240	-	120	1,080
100-7220-2073	SUBCONTRACTED WORK	-	-	-	-	1,800
100-7220-3095	DEPARTMENT CONSUMABLES	271	450	446	581	500
100-7220-4121	MEETINGS AND TRAVEL	-	-	-	-	500
100-7220-4122	DUES AND MEMBERSHIP	95	95	95	143	200
100-7220-8187	DEPARTMENT EQUIPMENT	-	-	-	-	1,560
	CENTRAL SERVICES AND INTERNAL CHARGES	31,385	24,892	2,067	24,892	50,518
100-7220-9602	PRINCIPAL PAYMENTS	-	6,426	-	3,213	-
Total		\$ 150,930	\$ 337,743	\$ 128,227	\$ 288,382	\$ 314,988



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POLICE DEPARTMENT

Police

Divisions

Police | Patrol, Investigations, Parking, Animal Control, Police Services, Records

Summary of Services: The Police department provides a variety of public safety services to the residents of Seaside. We are responsible for the public safety and well-being of our community through preventing and solving crimes. Community partnership is one of our most powerful tools in accomplishing our goals.

Current Year Services: In Fiscal Year 2021-22 the Police Department implemented a variety of new programs to help strengthen our relationship with our community. We have also established a Parking Compliance Division to address parking related matters and we have filled the Animal Control position to address animal needs.

FY23 Work Plan Overview: In Fiscal Year 2022-23 the Police Department will focus on filling vacant positions, increasing enforcement and public education, strengthening our relationship and partnership with our community and reduce crime.

Outputs for 2021-2022

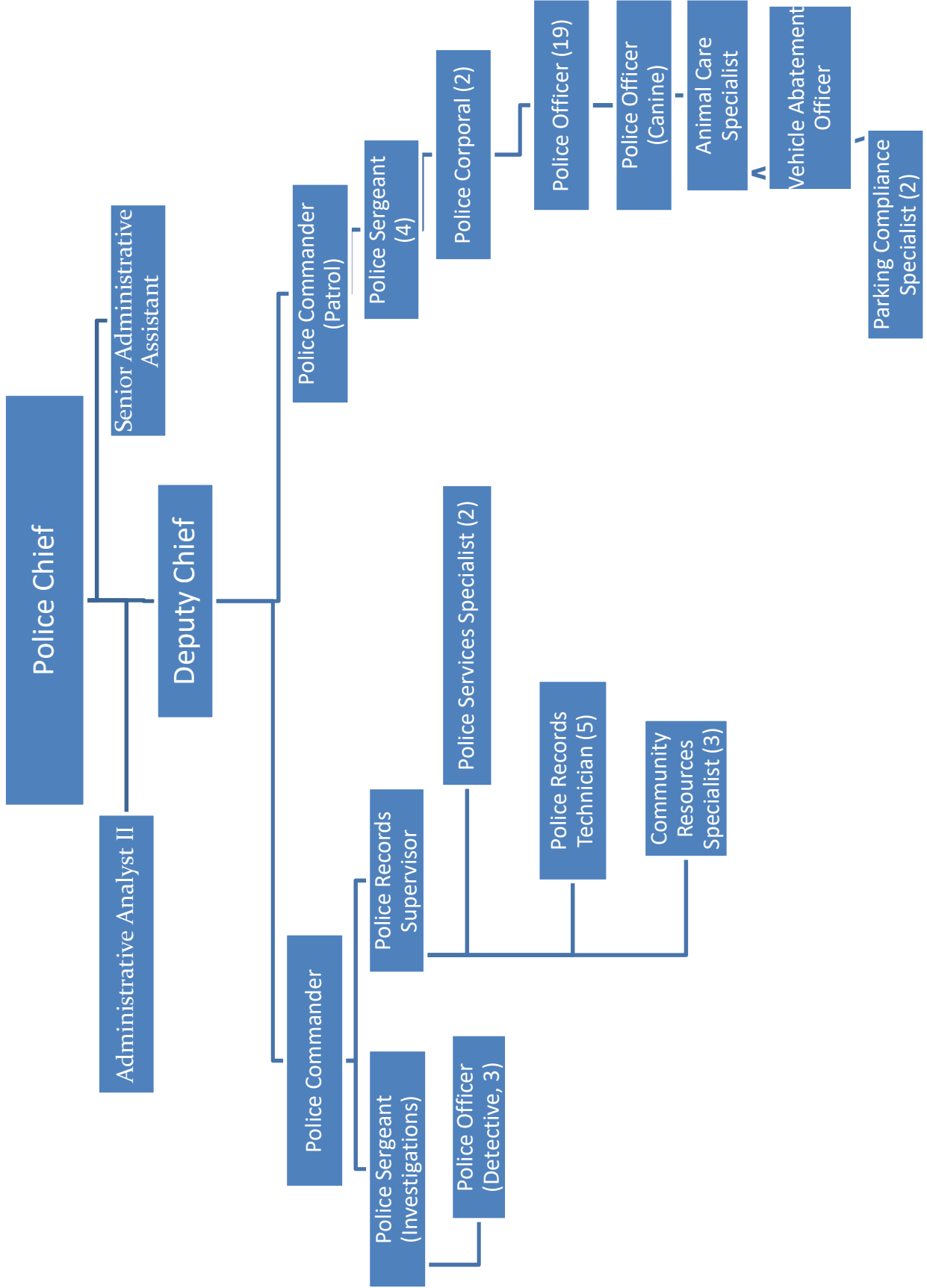
- Community Engagement: Coffee w/ a Cop, Shop w/ a Cop, Ball w/ a Cop
- Reduced Property Crimes
- Updated Motto to TRUST (Transparency, Respect, Unity, Service, Training)
- Implemented a Leadership Orientation Program
- Reestablished a Regional Peninsula Collaboration
- Implemented Interaction of the Month Awards
- Updated Policies to Minimize Unneeded Confrontations
- Implemented Peer Support
- Reopened Cold Case Homicides
- Implemented Shift Projects

Objectives for 2022-2023

- Fill Vacant Positions (Police, Parking, Commanders, Chief)
- Launch Parking Compliance Division
- Upgrade PD Parking Lot
- Increase Traffic Enforcement & reduce Collisions
- Resolve Cold Case Homicides
- Increase Positive Youth Engagement
- Return to 10-Hour Patrol Shifts



Police Department



Budget Summary Police Department

AUTHORIZED POSITIONS	FY2021 Actual	FY2022 Projected	FY2023 Proposed
Number of Full-Time Employees	44	51	51
DEPARTMENTAL EXPENDITURES			
Personnel Services	\$10,075,275.89	\$11,811,220.65	\$12,619,143.32
Services & Supplies	\$1,290,848.63	\$1,575,039.81	\$1,638,684.00
Capital Outlay and Debt	\$182,246.72	\$649,994.38	\$220,165.98
Internal Services & Central Support Charges	<u>\$2,281,115.91</u>	<u>\$2,062,531.16</u>	<u>\$2,063,436.62</u>
Total Expenditures	<u>\$ 13,829,487.15</u>	<u>\$ 16,098,786.00</u>	<u>\$ 16,541,429.92</u>
DEPARTMENTAL REVENUES			
Fees, Fines and Reimbursements	\$163,660.94	\$186,471.10	\$198,834.16
Special Revenue Fund	\$391,529.63	\$318,645.24	\$299,617.25
Grants and Other Revenue	\$9,335.44	\$6,234.93	\$14,427.13
General Taxes	<u>\$ 13,264,961.14</u>	<u>\$ 15,587,434.73</u>	<u>\$ 16,028,551.38</u>
Total Revenues	<u>\$ 13,829,487.15</u>	<u>\$ 16,098,786.00</u>	<u>\$ 16,541,429.92</u>

MANAGING DEPARTMENT: Police Department

Police Administration

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-6110-0001	SALARIES	\$ 865,548	\$ 1,060,842	\$ 530,736	\$ 1,002,370	\$ 1,133,800
100-6110-0002	OVERTIME	10,607	7,000	28,512	30,149	32,000
100-6110-0003	HOLIDAY OVERTIME	16,955	23,415	14,693	26,400	51,516
	BENEFITS	554,041	670,143	334,457	645,930	827,971
100-6110-1024	COMMUNITY RELATIONS	4,166	15,000	7,757	15,257	15,000
100-6110-1026	MEDICAL EXAMS	6,448	12,182	8,015	11,914	12,000
100-6110-1027	BACKGROUND INVESTIGATION	15,240	45,000	22,944	45,380	60,000
100-6110-1029	TRAINING & EDUCATION	1,910	75,000	12,014	49,074	75,000
100-6110-1030	CONSULTANT	-	-	-	-	30,000
100-6110-1033	FITNESS PROGRAM	1,063	1,562	1,234	1,835	5,400
100-6110-1037	EMPLOYEE RECOGNITION	561	1,000	117	617	1,000
100-6110-2041	COUNTY COMMUNICATIONS	568,331	596,748	402,699	596,748	541,838
100-6110-2042	AUTOMATED CRIMINAL JUSTICE	108,771	110,000	49,594	78,815	110,000
100-6110-2043	TEMPORARY CONTRACT SERVICES	1,552	-	-	-	-
100-6110-2044	COPIER SERVICES	6,365	7,800	4,215	8,115	8,000
100-6110-2049	UNIFORM SERVICE/LAUNDRY	287	-	2,334	1,637	3,200
100-6110-2053	OUTSIDE PRINTING SERVICE	1,984	2,700	1,083	2,433	3,000
100-6110-2054	EQUIPMENT REPAIR	2,630	2,000	583	1,583	2,000
100-6110-2057	PEST CONTROL	1,800	1,800	1,200	1,800	1,800
100-6110-2064	PERSONNEL RECRUITMENT	-	20,000	1,446	11,446	20,000
100-6110-2066	COMPUTER MAINTENANCE	37,990	38,000	39,130	58,130	-
100-6110-2078	OTHER EXPENSE	13,989	10,000	4,695	9,463	-
100-6110-3092	STATIONARY SUPPLIES	1,018	4,000	311	2,311	-
100-6110-3095	DEPARTMENT CONSUMABLES	39,983	12,000	10,079	15,610	25,000
100-6110-3102	COMPUTER SUPPLIES	53,004	40,000	34,986	49,030	89,000
100-6110-4121	MEETINGS & TRAVEL	293	2,000	586	1,586	2,000
100-6110-4122	DUES & MEMBERSHIP	4,095	4,500	2,312	4,387	4,500
100-6110-4123	BOOKS & PERIODICALS	908	-	232	-	500
100-6110-4124	MAIL SERVICES	646	1,000	399	851	1,200
100-6110-4201	SRU ANNUAL CONTRIBUTION	-	5,000	5,000	7,500	5,000
100-6110-4202	CALEA PROGRAM	3,128	10,000	-	5,000	10,000
100-6110-5132	TELEPHONE	18,456	25,000	12,594	23,411	25,000
100-6110-8187	DEPARTMENT EQUIPMENT	1,975	5,000	3,325	5,000	30,000
	CENTRAL SERVICES AND INTERNAL CHARGES	1,255,250	981,536	286,574	981,536	1,158,104
100-6110-9602	PRINCIPAL PAYMENTS	4,577	4,314	-	2,157	6,265
100-6110-9605	INTEREST-COPIER LEASE	85	1,662	-	831	1,662
Total		\$ 3,603,656	\$ 3,796,204	\$ 1,823,855	\$ 3,698,307	\$ 4,291,755

MANAGING DEPARTMENT: Police Department

Police Field Operations

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-6120-0001	SALARIES	\$ 2,967,360	\$ 3,833,396	\$ 1,941,132	\$ 3,633,477	\$ 3,443,220
100-6120-0002	OVERTIME	286,676	350,000	231,637	387,671	350,000
100-6120-0003	HOLIDAY OVERTIME	7,311	141,070	64,005	134,540	157,851
	BENEFITS	3,103,294	4,026,591	1,978,427	3,905,678	3,442,805
100-6120-0092	MEDICARE TAX	45,704	55,947	31,074	55,645	49,927
100-6120-1029	TRAINING & EDUCATION	22,527	40,000	30,254	47,921	50,000
100-6120-1033	FITNESS PROGRAM	1,155	7,328	854	4,473	11,340
100-6120-2049	UNIFORM SERVICE/LANUDRY	256	5,000	694	3,194	5,000
100-6120-2052	RADIO REPAIR	24,433	5,000	839	3,339	5,000
100-6120-2060	BLOOD ALCOHOL	1,338	2,000	216	1,081	2,000
100-6120-2061	PRISONER MEALS	264	2,000	47	1,047	2,000
100-6120-3091	CANINE MAINTENANCE	14,958	9,000	9,417	13,267	12,000
100-6120-3096	CSA74 APPROVED MEDICAL SUPP	3,998	5,000	2,106	4,350	5,000
100-6120-3097	SAFETY EQUIPMENT	9,635	10,000	3,119	6,704	10,000
100-6120-3103	AMMUNITION	9,792	17,500	12,144	20,894	17,500
100-6120-5135	MOBILE COMMUNICATION	9,225	10,000	6,197	10,399	11,000
100-6120-7191	CSA-74 REGIONAL EOC FACILITY	190	-	-	-	-
100-6120-8134	BODY CAMERAS	59,116	59,707	-	59,707	-
100-6120-8187	DEPARTMENT EQUIPMENT	43,773	57,000	25,674	57,000	65,000
100-6120-9101	CAPITAL ASSET	-	400,000	-	400,000	-
	CENTRAL SERVICES AND INTERNAL CHARGES	846,780	836,940	130,685	836,940	726,143
100-6120-9602	PRINCIPAL PAYMENTS	-	11,589	-	5,795	53,375
Total		\$ 7,457,785	\$ 9,885,067	\$ 4,468,521	\$ 9,593,121	\$ 8,419,161

MANAGING DEPARTMENT: Police Department

Police Support

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-6130-0001	SALARIES	\$ 865,699	\$ 404,647	\$ 559,984	\$ 692,829	\$ 1,042,769
100-6130-0002	OVERTIME	101,436	90,000	94,709	132,773	90,000
100-6130-0003	HOLIDAY OVERTIME	1,052	18,201	23,058	32,158	45,218
	BENEFITS	984,366	639,747	466,026	756,394	1,369,351
100-6130-1029	TRAINING & EDUCATION	-	35,000	1,862	19,362	25,000
100-6130-1033	FITNESS PROGRAM	90	984	315	762	4,320
100-6130-2070	ALARM SERVICE	132	-	404	265	550
100-6130-4125	INVESTIGATION EXPENSE	21,148	25,000	9,423	19,058	25,000
100-6130-8187	EQUIPMENT	612	2,000	1,713	2,000	2,000
	CENTRAL SERVICES AND INTERNAL CHARGES	140,850	196,919	25,069	196,919	148,803
100-6130-9602	PRINCIPAL PAYMENTS	-	59,210	2,028	31,039	26,864
Total		\$ 2,115,386	\$ 1,471,707	\$ 1,184,591	\$ 1,883,559	\$ 2,779,874

MANAGING DEPARTMENT: Police Department

Police Vehicle Abatement

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-6150-0001	SALARIES	\$ 83,670	\$ 218,539	\$ 64,524	\$ 165,973	\$ 261,526
100-6150-0002	OVERTIME	114	200	592	692	5,000
	BENEFITS	90,793	140,443	48,448	114,900	174,219
100-6150-1029	TRAINING	644	2,000	885	1,731	5,000
100-6150-1033	FITNESS PROGRAM	612	1,080	-	540	540
100-6150-3095	CONSUMABLES	781	1,000	266	766	-
100-6150-8187	DEPARTMENT EQUIPMENT	-	80,526	-	80,526	30,000
	CENTRAL SERVICES AND INTERNAL CHARGES	14,695	15,634	1,680	15,634	12,589
Total		\$ 191,310	\$ 459,422	\$ 116,395	\$ 380,760	\$ 488,875

MANAGING DEPARTMENT: Police Department

Police Animal Control

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-6160-0001	SALARIES	\$ 49,774	\$ 76,133	\$ -	\$ 38,066	\$ 64,422
100-6160-0002	OVERTIME	13	200	-	100	200
	BENEFITS	41,687	58,804	19,069	48,471	55,749
100-6160-1029	TRAINING & EDUCATION	-	-	-	-	5,000
100-6160-1033	FITNESS PROGRAM	405	1,080	-	540	-
100-6160-2051	VETERINARY SERVICES	1,388	3,000	250	1,750	5,000
100-6160-2073	SUBCONTRACTED WORK	41,795	97,500	40,754	83,860	75,000
100-6160-3095	DEPARTMENT CONSUMABLES	16	400	178	378	400
100-6160-8187	DEPARTMENT EQUIPMENT	-	1,500	-	1,500	5,000
	CENTRAL SERVICES AND INTERNAL CHARGES	17,639	20,786	3,487	20,786	9,246
Total		\$ 152,717	\$ 259,403	\$ 63,737	\$ 195,452	\$ 220,017

MANAGING DEPARTMENT: Police Department
BJA Grant

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
203-6120-3097	SAFETY EQUIPMENT-B.P. VESTS	\$ 5,659	\$ 4,800	\$ 1,415	\$ 2,999	\$ 4,800
Total		\$ 5,659	\$ 4,800	\$ 1,415	\$ 2,999	\$ 4,800

MANAGING DEPARTMENT: Police Department
County Grant Domestic Violence

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
207-6180-2073	SUBCONTRACTED WORK	\$ 15,937	\$ -	\$ 4,000	\$ 4,000	\$ -
Total		\$ 15,937	\$ -	\$ 4,000	\$ 4,000	\$ -

MANAGING DEPARTMENT: Police Department
Prop 172 Sales Tax

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
220-6110-2041	COUNTY COMMUNICATIONS	\$ 90,114	\$ 75,000	\$ 58,797	\$ 75,000	\$ 78,396
	CENTRAL SERVICES AND INTERNAL CHARGES	7,179	8,303	-	8,303	8,552
Total		\$ 97,293	\$ 83,303	\$ 58,797	\$ 83,303	\$ 86,948

MANAGING DEPARTMENT: Police Department
CA Supplemental Law Enforcement

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
221-6120-8181	VEHICLE PURCHASE	\$ 8,782	\$ -	\$ 142,499	\$ 142,499	\$ -
221-6120-8184	POLICE EQUIPMENT	93,999	50,000	81,138	97,638	250,000
	CENTRAL SERVICES AND INTERNAL CHARGES	48	-	-	-	-
Total		\$ 102,829	\$ 50,000	\$ 223,637	\$ 240,137	\$ 250,000

MANAGING DEPARTMENT: Police Department**Asset Forfeiture**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
241-6130-8181	VEHICLE PURCHASE	\$ 100	\$ -	\$ -	\$ -	\$ -
241-6130-8184	POLICE EQUIPMENT	56,619	-	-	-	-
Total		\$ 56,719	\$ -	\$ -	\$ -	\$ -

MANAGING DEPARTMENT: Police Department**PRVNT**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
243-6110-2066	COMPUTER MAINTENANCE	\$ 3,556	\$ 7,500	\$ -	\$ -	\$ -
243-6110-3095	DEPARTMENT CONSUMABLES	3,580	3,800	1,200	2,454	-
243-6110-4125	INVESTIGATION EXPENDITURE	8,948	10,000	4,543	7,843	-
243-6110-8184	PRVNT EQUIPMENT	12,473	-	4,440	4,440	-
	CENTRAL SERVICES AND INTERNAL CHARGES	1,639	2,413	-	2,413	-
Total		\$ 30,196	\$ 23,713	\$ 10,183	\$ 17,150	\$ -



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FIRE DEPARTMENT

Fire

Divisions

Administration / Operations/ Training and EMS / Prevention

Summary of Services: Seaside Fire is an “All Hazards” Fire Department serving the communities’ of Seaside, Del Rey Oaks, and the greater Monterey Peninsula through Auto Aid & Mutual Aid.

Current Year Services: The Fire Department had a busy year running close to 3,000 calls from a single fire station, balancing the needs of the community during a pandemic. The fire department did not hesitate when called upon to expand their scope of emergency medical training through the State of California so they could draw up medication and administer live saving Covid 19 vaccine to the community. The Fire Department responded to both the Northern CA Caldor and Dixie Fires when the State was in need of additional resources. The Dixie Fire is the largest fire in California history to date. The department continues to ensure the State OES Hazmat apparatus is deployable to assist Monterey County, and the Drone Team is always ready deploy for critical missions which include search and rescue. The department responded an Engine, HazMat and Drone to Team to the Salinas Taylor Farms 4 alarm Fire.

FY23 Work Plan Overview: The fire department will be at full staffing in the new fiscal year with 25 uniformed personnel. The staffing will allow the organization to expand services and programs to the community. A major focus will be on training 5 new entry level firefighters and 6 new volunteer reserve firefighters. The department is looking forward to working with city staff and outside contractors to bring to reality a second fire station to better serve the community of Seaside and surrounding communities.

	2019	2020	2021
Fires	73	68	78
EMS	1,642	1,406	1,485
Hazmat	133	145	163
Service Calls	386	341	300
Good Intent	710	764	778
False Alarms	188	131	148
Miscellaneous	14	2	13
TOTAL ALL INCIDENTS	3,146	2,857	2,965
Mutual Aid Received	135	67	62
Mutual Aid Provided	52	28	35
Del Rey Oaks Calls	216	136	129
Drone Deployments		7	7



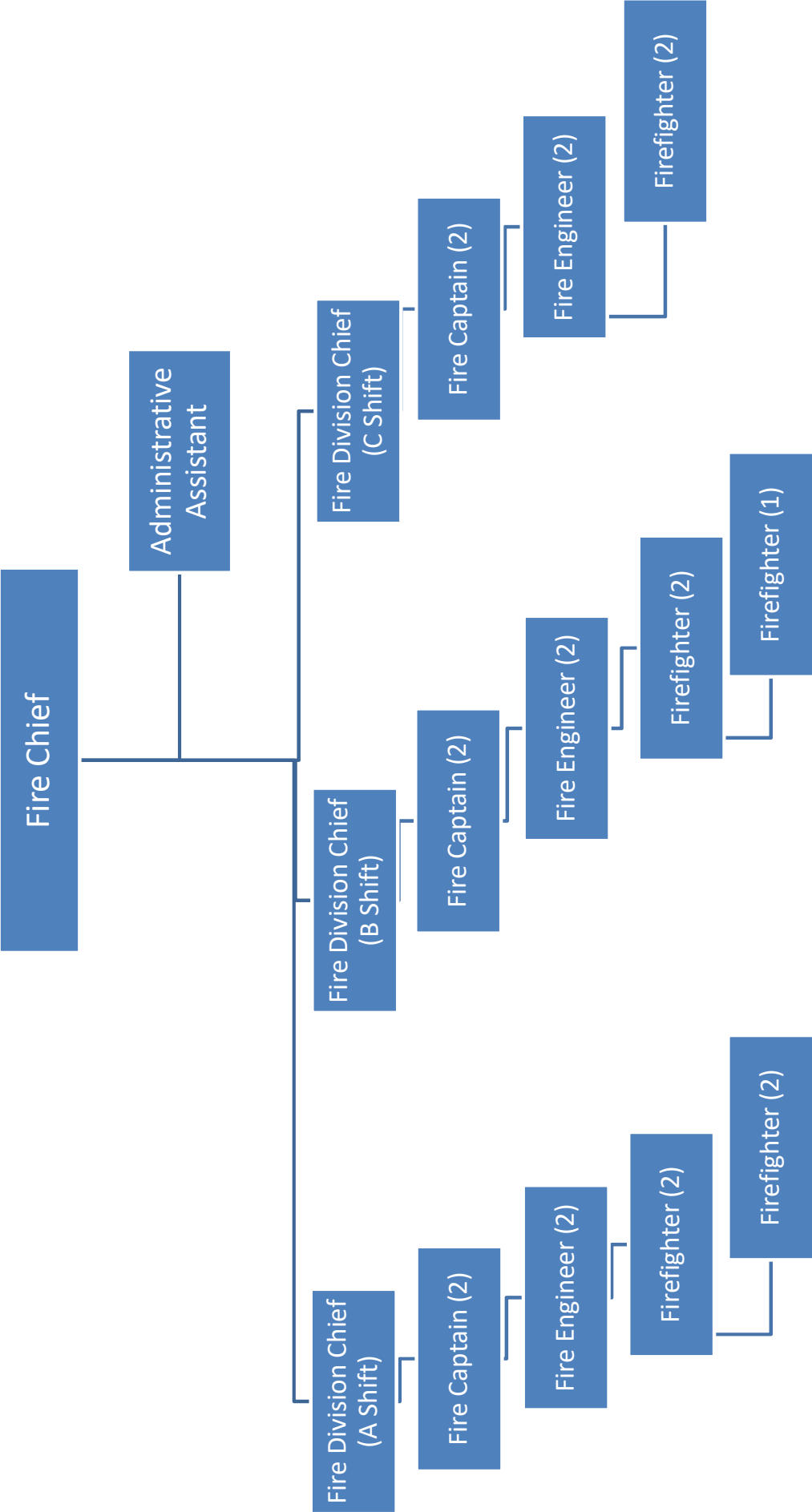
Outputs for 2021-2022

- Coordinated and Hosted 57 Covid 19 Vaccine Clinics
- Completed Station Location Study with CityGate Assoc.
- Hired 6 new Volunteer Reserve Firefighters through a FEMA Safer Grant
- New exterior paint and apparatus doors for the Fire Station
- Completed conceptual design of Fire Station 2 with RRM
- City Council approval - architectural design of Fire Station 2
- Hired 5 new Firefighters
- Promoted 1 DC, 2 Captains & 2 Fire Engineers
- Coordinated & Hosted the Cities 1st - 911 - 20th Anniversary Remembrance

Objectives for 2022-2023

- Environmental review of Gigling and 1st Ave
- Architectural design of Fire Station 2 @ Gigling and 1st Street
- Renovation of Fire Station 1 Kitchen & Restroom
- Train 6 new Reserve Firefighters
- Train 5 new probationary firefighters
- Hire a Deputy Fire Chief
- Receive New Type 3 Engine
- Purchase New Type 1 Engine

Fire Department



Budget Summary Fire Department

AUTHORIZED POSITIONS	FY2021 Actual	FY2022 Projected	FY2023 Proposed
Number of Full-Time Employees	26	27	27
DEPARTMENTAL EXPENDITURES			
Personnel Services	\$6,649,101.10	\$7,876,301.10	\$8,111,285.27
Services & Supplies	\$255,305.56	\$354,490.46	\$508,862.00
Capital Outlay and Debt	\$132,322.62	\$607,825.24	\$504,252.80
Internal Services & Central Support Charges	<u>\$1,184,237.04</u>	<u>\$1,213,759.45</u>	<u>\$1,094,249.90</u>
Total Expenditures	<u>\$ 8,220,966.32</u>	<u>\$ 10,052,376.25</u>	<u>\$ 10,218,649.97</u>
DEPARTMENTAL REVENUES			
Fees, Fines and Reimbursements	\$198,999.62	\$155,817.31	\$246,996.00
Grants and Other Revenue	\$184,204.29	\$225,489.52	\$244,152.42
General Taxes	<u>\$ 7,837,762.41</u>	<u>\$ 9,671,069.42</u>	<u>\$ 9,727,501.55</u>
Total Revenues	<u>\$ 8,220,966.32</u>	<u>\$ 10,052,376.25</u>	<u>\$ 10,218,649.97</u>

MANAGING DEPARTMENT: Fire

Fire Administration

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-6610-0001	SALARIES	\$ 108,697	\$ 297,188	\$ 144,533	\$ 230,406	\$ 447,514
100-6610-0002	OVERTIME	-	-	-	-	2,000
	BENEFITS	163,367	162,153	65,278	142,503	323,533
100-6610-1029	TRAINING & EDUCATION	-	-	-	-	4,800
100-6610-1033	FITNESS PROGRAM	72	22	15	26	1,080
100-6610-2041	COUNTY COMMUNICATIONS	88,287	91,793	72,771	91,793	107,000
100-6610-2043	TEMPORARY CONTRACT SERVICES	28,065	22,000	28,793	37,688	17,000
100-6610-2044	COPIER SERVICES	1,109	1,200	686	1,286	1,200
100-6610-2045	ACCREDITATION	8,674	12,000	8,980	14,980	12,000
100-6610-2053	OUTSIDE PRINTING SERVICE	-	300	294	444	450
100-6610-3095	DEPARTMENT CONSUMABLES	3,323	6,000	3,987	6,840	8,000
100-6610-4121	MEETINGS & TRAVEL	-	1,000	-	500	500
100-6610-4122	DUES & MEMBERSHIP	1,683	1,600	25	825	1,000
100-6610-4123	BOOKS & PERIODICALS	-	-	-	-	200
100-6610-5132	TELEPHONE	-	1,600	-	800	-
100-6610-5133	WATER	5,451	4,000	2,634	3,867	4,000
100-6610-8187	DEPARTMENT EQUIPMENT	-	-	-	-	1,000
100-6610-8197	GENERATOR	-	150	-	75	-
	CENTRAL SERVICES AND INTERNAL CHARGES	492,094	481,952	163,871	481,952	537,114
100-6610-9602	PRINCIPAL PAYMENTS	4,386	-	3,225	2,141	4,458
100-6610-9605	INTEREST EXPENSE	1,593	-	1,260	848	1,521
Total		\$ 906,801	\$ 1,082,958	\$ 496,352	\$ 1,016,974	\$ 1,474,369

MANAGING DEPARTMENT: Fire

Fire Prevention

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-6620-1029	TRAINING & EDUCATION	\$ -	\$ 2,000	\$ -	\$ 1,000	\$ 4,000
100-6620-2043	TEMPORARY CONTRACT SERVICES	-	-	-	-	25,000
100-6620-2053	OUTSIDE PRINTING SERVICE	325	350	-	175	350
100-6620-4121	MEETINGS & TRAVEL	-	2,000	-	1,000	500
100-6620-4122	DUES & MEMBERSHIP	-	350	-	175	350
100-6620-4123	BOOKS & PERIODICALS	135	1,500	-	750	1,500
100-6620-8187	DEPARTMENT EQUIPMENT	-	2,000	-	2,000	2,000
Total		\$ 460	\$ 8,200	\$ -	\$ 5,100	\$ 33,700

MANAGING DEPARTMENT: Fire Fire Training

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-6630-1029	TRAINING & EDUCATION	\$ 4,043	\$ 8,600	\$ 4,589	\$ 8,889	\$ 30,000
100-6630-3095	DEPARTMENT CONSUMABLES	508	9,000	-	4,500	13,000
100-6630-4121	MEETINGS & TRAVEL	-	2,000	-	1,000	500
100-6630-4122	DUES & MEMBERSHIP	71	100	-	50	100
100-6630-4123	BOOKS & PERIODICALS	-	200	75	175	500
Total		\$ 4,623	\$ 19,900	\$ 4,664	\$ 14,614	\$ 44,100

MANAGING DEPARTMENT: Fire Fire Operations

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-6640-0001	SALARIES	\$ 2,994,885	\$ 3,155,117	\$ 1,953,218	\$ 3,201,153	\$ 3,063,070
100-6640-0002	OVERTIME	548,625	600,000	537,347	754,461	500,000
100-6640-0003	HOLIDAY OVERTIME	16,663	145,621	97,808	170,618	143,414
	BENEFITS	2,724,780	3,485,896	1,784,273	3,213,512	3,435,945
100-6640-1026	MEDICAL EXAMS	11,697	-	16,455	16,055	37,500
100-6640-1027	BACKGROUND INVESTIGATION	-	6,000	-	3,000	14,000
100-6640-1033	FITNESS PROGRAM	237	4,500	3,905	6,020	11,340
100-6640-2043	TEMPORARY CONTRACT SERVICES	15,349	12,000	13,868	13,068	-
100-6640-2049	UNIFORM SERVICE/LAUNDRY	6,479	7,000	4,900	7,754	3,500
100-6640-2055	FIRE EQUIPMENT REPAIR	131	5,000	55	2,555	27,000
100-6640-3093	JANITORIAL SUPPLIES	2,452	4,000	1,470	3,268	4,000
100-6640-3095	DEPARTMENT CONSUMABLES	10,659	13,300	4,357	11,007	15,000
100-6640-3096	CSA 74 PURCHASES	10,629	-	15,810	15,785	20,600
100-6640-3097	SAFETY EQUIPMENT	10,275	18,600	4,145	13,445	40,000
100-6640-5135	MOBILE COMMUNICATIONS	10,128	13,000	7,762	14,262	14,262
100-6640-8187	DEPARTMENT EQUIPMENT	13,684	428,114	111,871	428,114	245,700
	CENTRAL SERVICES AND INTERNAL CHARGES	692,143	731,807	86,503	731,807	557,136
100-6640-9602	PRINCIPAL PAYMENTS	-	27,082	2,021	14,946	136,915
100-6640-9605	INTEREST ON LEASE	20,850	94,083	18,471	65,512	-
100-6640-9609	LEASE PRINCIPAL-PNC	91,809	-	94,188	94,188	96,629
100-6640-9610	LEASE PRINCIPAL	-	-	-	-	16,031
Total		\$ 7,181,475	\$ 8,751,119	\$ 4,758,426	\$ 8,780,530	\$ 8,382,041

**MANAGING DEPARTMENT: Fire
Fire Public Education & Relations**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-6650-3095	DEPARTMENT CONSUMABLES	\$ 2,015	\$ 7,500	\$ 7,395	\$ 11,051	\$ 12,500
Total		\$ 2,015	\$ 7,500	\$ 7,395	\$ 11,051	\$ 12,500

**MANAGING DEPARTMENT: Fire
Fire Reserves**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
	BENEFITS	\$ 628	\$ 2,376	(\$ 652)	\$ 1,416	\$ 2,929
100-6660-1026	MEDICAL EXAMS	-	-	4,636	4,636	3,800
100-6660-1027	BACKGROUND INVESTIGATION	-	-	-	-	5,100
100-6660-1029	TRAINING & EDUCATION	-	-	-	-	20,000
100-6660-3097	SAFETY EQUIPMENT	-	-	-	-	5,000
Total		\$ 628	\$ 2,376	\$ 3,984	\$ 6,052	\$ 36,829

**MANAGING DEPARTMENT: Fire
Fire Hazardous Materials**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-6670-3095	DEPARTMENT CONSUMABLES	\$ 521	\$ 500	\$ 311	\$ 561	\$ 550
Total		\$ 521	\$ 500	\$ 311	\$ 561	\$ 550

**MANAGING DEPARTMENT: Fire
Fire Emergency Services**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-6680-1029	TRAINING & EDUCATION	\$ -	\$ -	\$ -	\$ -	\$ 500
100-6680-2043	TEMPORARY CONTRACT SERVICES	-	5,000	5,000	2,500	5,000
100-6680-3095	DEPARTMENT CONSUMABLES	1,719	2,500	-	1,250	1,000
Total		\$ 1,719	\$ 7,500	\$ 5,000	\$ 3,750	\$ 6,500

**MANAGING DEPARTMENT: Fire
Fire - OES**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-6690-0001	SALARIES - OES	\$ 10,506	\$ -	\$ 13,773	\$ 13,773	\$ -
100-6690-0002	OVERTIME - OES	50,704	89,000	76,021	119,127	120,000
	BENEFITS	19,188	-	18,098	17,718	-
100-6690-3095	STRIKE TEAM CONSUMABLES	-	2,500	1,317	2,567	2,500
Total		\$ 80,398	\$ 91,500	\$ 109,208	\$ 153,184	\$ 122,500

MANAGING DEPARTMENT: Fire Department

Haz Mat Grants

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
218-6670-0002	OVERTIME - CSTI BACKFILL	\$ 8,604	\$ 34,132	\$ 3,355	\$ 5,131	\$ 60,000
	BENEFITS	2,123	-	634	969	-
218-6670-1026	MEDICAL EXAMS	-	9,700	-	-	3,600
218-6670-1029	TRAINING (CSTI)	20,972	67,900	-	-	-
218-6670-2073	SUBCONTRACTED WORK	-	43,646	-	-	5,000
218-6670-4121	MEETING AND TRAVEL (CSTI)	-	19,400	2,177	8,579	12,000
Total		\$ 31,699	\$ 174,778	\$ 6,165	\$ 14,679	\$ 80,600

MANAGING DEPARTMENT: Fire Department

Prop 172 Sales Tax

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
220-6610-2041	COUNTY COMMUNICATION	\$ 9,900	\$ 12,000	\$ 6,453	\$ 10,413	\$ 12,000
Total		\$ 9,900	\$ 12,000	\$ 6,453	\$ 10,413	\$ 12,000

MANAGING DEPARTMENT: Fire Department

SAFER

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
	BENEFITS	\$ 728	\$ 1,320	\$ 960	\$ 1,469	\$ 1,461
231-6660-2043	TEMPORARY CONTRACT SERVICES	-	14,400	3,734	8,486	1,500
231-6660-3097	SAFETY EQUIPMENT	-	36,000	13,634	25,514	10,000
Total		\$ 728	\$ 51,720	\$ 18,329	\$ 35,469	\$ 12,961



PUBLIC WORKS

Public Works

Divisions

Engineering | Maintenance and Utilities

Summary of Services: Public Works provides a vast array of municipal services to the citizens of Seaside. Public Works Services consists of Engineering & Administration, Streets & Storm Drain, Water, Government Buildings, and Sanitation Divisions. Listed below are services the divisions provide:

Current Year Services: In Fiscal Year 2021-22, Public Works Engineering issued 185 encroachment permits and performed 112 plan reviews. Public Works Maintenance and Utilities maintained 22 parks & 135 acres of open space, 92 miles of roadway, 71 miles of sewer, 19 traffic signals, 652 street lights, 119 fleet vehicles and 13 city owned facilities, as well as providing potable water to 780 service connection water meters.

FY23 Work Plan Overview: In Fiscal Year 2022-23, the Public Works department plans to continue moving forward with projects approved in the Capital Improvement Plan and well as expanding maintenance programs.



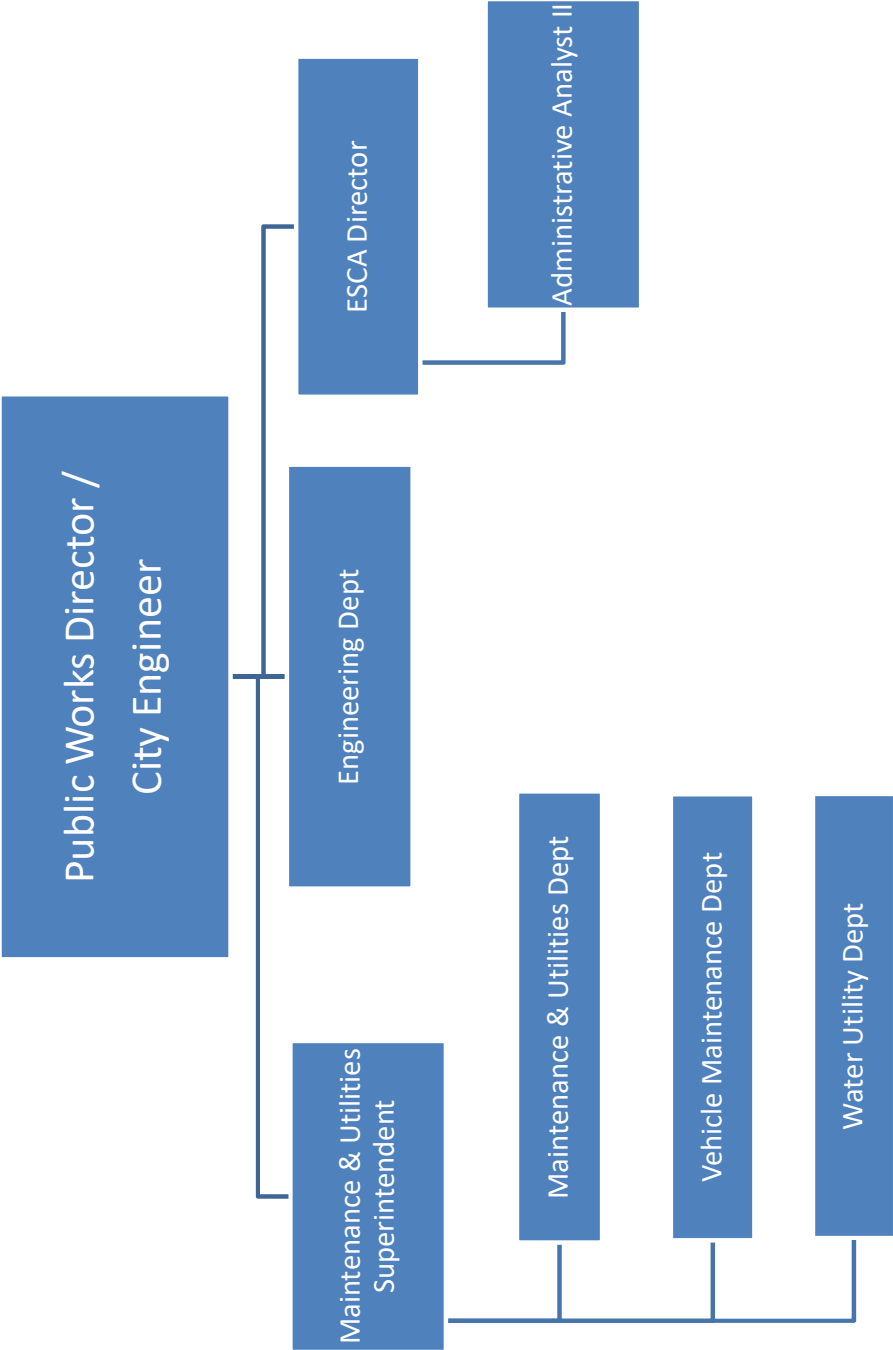
Outputs for 2021-2022

- Parks: Parks Sign Replacements; Highland Otis Park; and Laguna Grande Park
- City Facilities: Oldemeyer Generator and Termite Abatement; Corp. Yard and Vehicle Maint. Bldg. Reroof; and Fire Station No. 1 Exterior and Doors; Broadway Ave. Lights; and Campus Town Ph. 1A Bldg Removal and Abatement
- Sanitary Sewer: Fremont, Broadway, and Ortiz Sewer Rehab. Project.
- Water: Campus Town Water Feasibility Study and Groundwater Recharge Study; and Scada System Upgrade
- Streets: Street Name Sign Replacement; Speed Survey; Slower Speeds in School Zones Study; Broadway Ave Parking Signs, and Traffic Calming Program Update
- Sidewalk: City Zones 1-5 Shaving

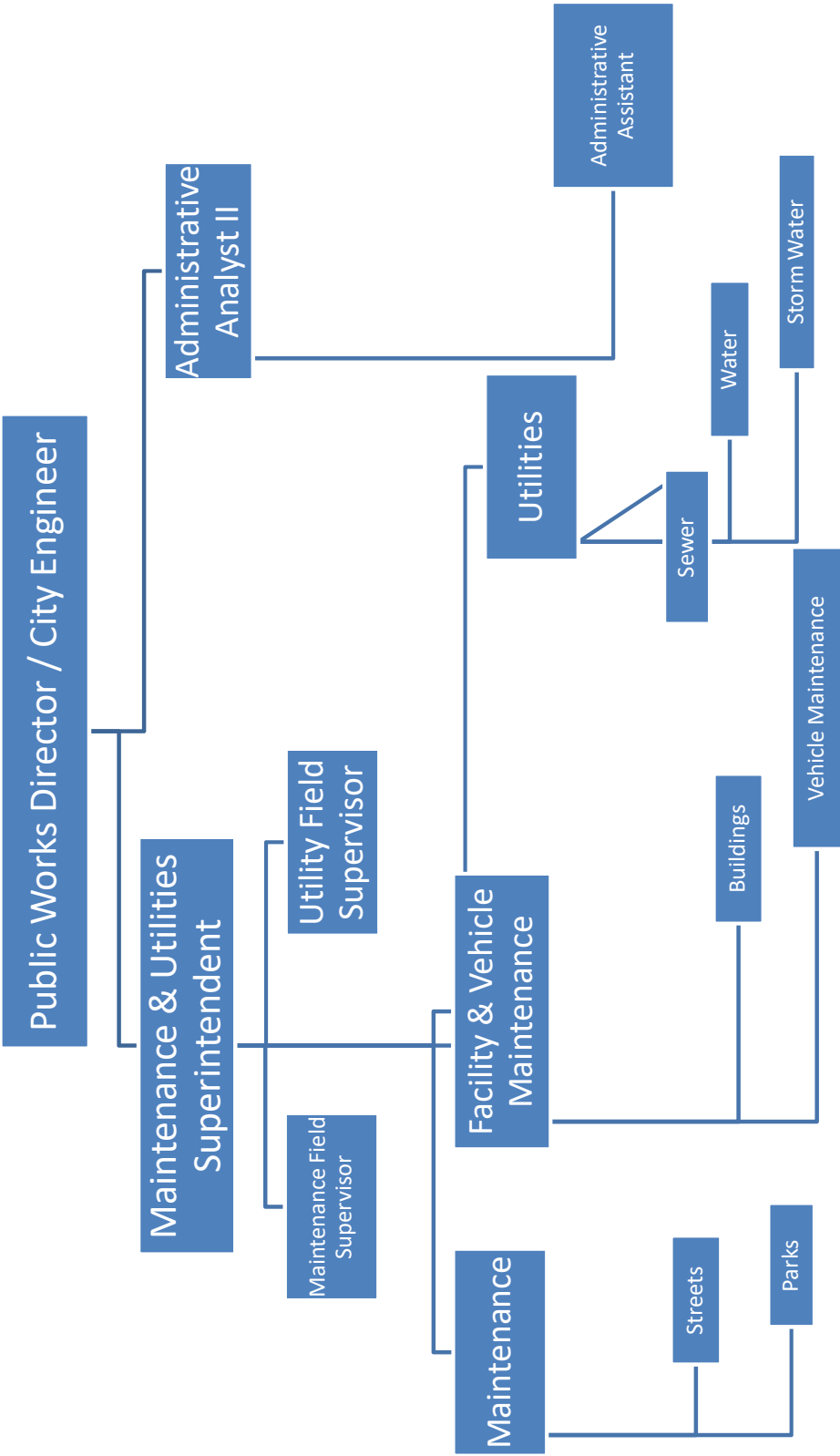
Objectives for 2022-2023

- Parks: Cutino Park, Ellis Park, and Park Revitalization; Lincoln Cunningham Basketball Court; Pump Track; and Blue Zones Project; and Park Master Plan
- City Facilities: PD Parking Lot Repaving; Campus Town Ph. 1B and 2 Bldg. Removal and Abatement; Fire Station 2 Design; and New Trailer for City Hall
- Sanitary Sewer: Sewer Master Plan and Rate Study
- Water: Water Well and Supply Projects; Water Master Plan; and Rate Study
- Streets: Broadway Ave. Corridor Improvements; FY 22-23 Pavement Rehabilitation and Intersection Planning
- Sidewalk: Remove and Replace Sidewalk Hazards
- Storm Drain: Del Monte Manor LID Improvement; Eucalyptus Road Infiltrator; 90 in. Storm Drain Outfall Repair; and Stormwater Master Plan Infiltration, Laguna Grande Trash Capture

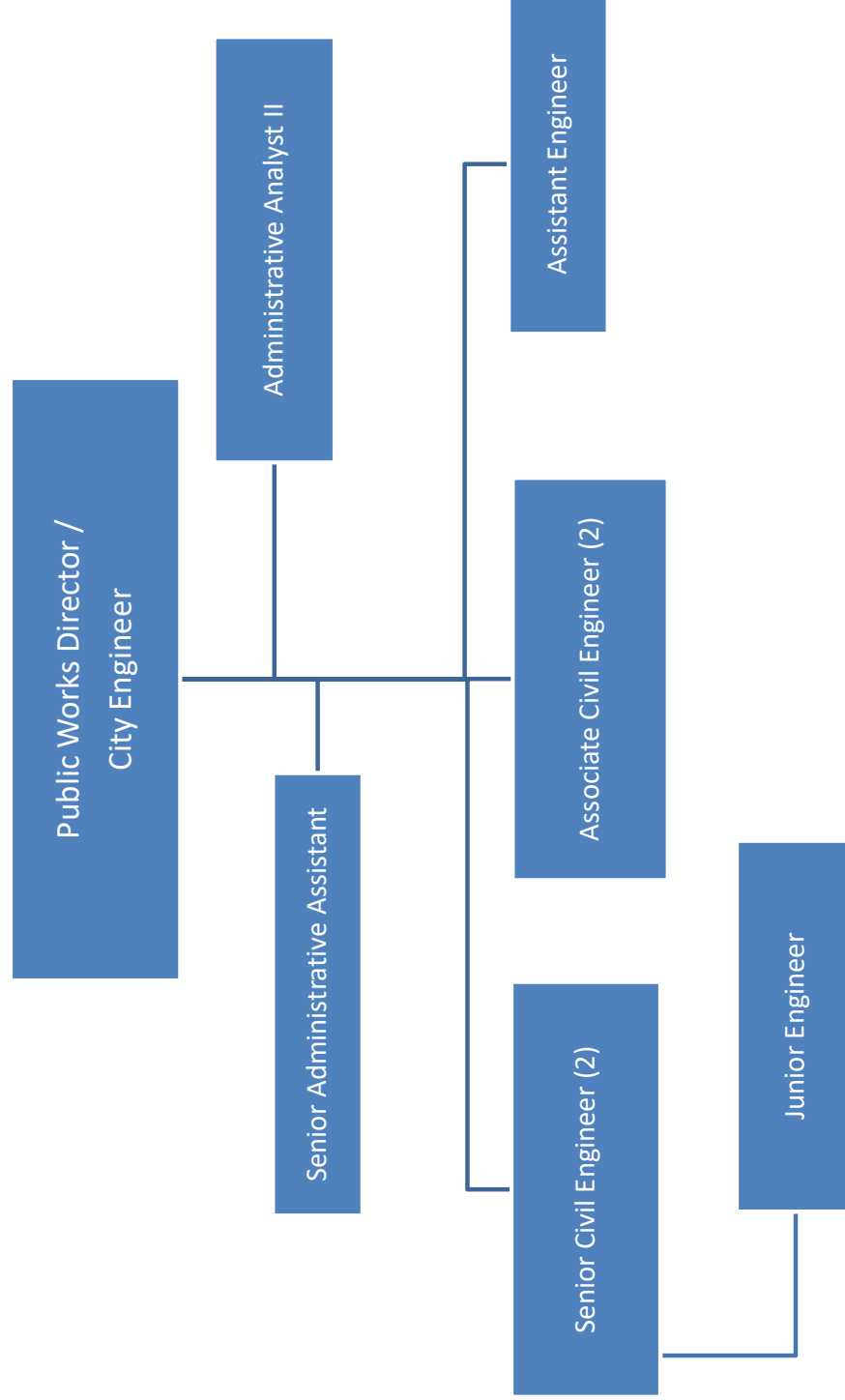
Public Works Department



Maintenance & Utilities Department



Engineering Department



Budget Summary Public Works & Engineering

AUTHORIZED POSITIONS	FY2021 Actual	FY2022 Projected	FY2023 Proposed
Number of Full-Time Employees	32	39	48
DEPARTMENTAL EXPENDITURES			
Personnel Services	\$3,631,906.19	\$4,556,775.87	\$5,795,263.33
Services & Supplies	\$3,298,888.43	\$3,381,262.58	\$11,841,646.00
Capital Outlay and Debt	\$7,560,073.95	\$5,972,226.53	\$16,538,128.90
Internal Services & Central Support Charges	<u>\$496,096.66</u>	<u>\$502,887.07</u>	<u>\$396,548.65</u>
Total Expenditures	<u>\$ 14,986,965.23</u>	<u>\$ 14,413,152.05</u>	<u>\$ 34,571,586.88</u>
DEPARTMENTAL REVENUES			
Fees, Fines and Reimbursements	\$1,933,950.33	\$1,686,712.31	\$1,781,024.89
Special Revenue Fund	\$5,816,500.99	\$3,656,975.81	\$8,060,503.00
Enterprise Fund	\$1,035,253.36	\$1,312,574.74	\$1,312,574.74
Internal Service Fund	\$608,335.55	\$830,157.62	\$652,633.00
Grants and Other Revenue	\$1,145,699.98	\$725,864.00	\$601,658.25
General Taxes	<u>\$ 4,447,225.02</u>	<u>\$ 6,200,867.57</u>	<u>\$ 22,163,193.00</u>
Total Revenues	<u>\$ 14,986,965.23</u>	<u>\$ 14,413,152.05</u>	<u>\$ 34,571,586.88</u>

MANAGING DEPARTMENT: Public Works/Engineering

Government Buildings

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-8310-0001	SALARIES	\$ 100,839	\$ 94,194	\$ 64,499	\$ 103,859	\$ 133,005
100-8310-0002	OVERTIME	12,025	3,716	21,557	21,644	20,000
	BENEFITS	130,320	118,081	76,365	130,145	152,546
100-8310-0097	UNALLOCATED PAGER	-	-	8,205	3,921	-
100-8310-1029	TRAINING & EDUCATION	-	-	-	-	2,000
100-8310-1033	FITNESS PROGRAM	-	45	13	36	594
100-8310-2044	COPIER SERVICES	1,958	2,100	1,150	2,200	2,200
100-8310-2049	UNIFORM SERVICE / LAUNDRY	3,176	3,000	2,093	3,336	4,000
100-8310-2057	PEST CONTROL	6,112	6,000	4,309	6,990	7,000
100-8310-2070	ALARM SERVICE	9,022	9,000	5,576	10,076	13,000
100-8310-2073	SUBCONTRACTED WORK	116,019	150,000	76,530	145,601	161,000
100-8310-2078	OTHER EXPENSE	-	-	-	-	1,100
100-8310-2087	EQUIPMENT RENTAL	228	2,000	78	1,078	1,000
100-8310-3092	STATIONARY SUPPLIES	144	150	13	88	-
100-8310-3093	JANITORIAL SUPPLIES	52	5,000	361	2,861	3,000
100-8310-3095	DEPARTMENT CONSUMABLES	36,979	50,000	16,516	40,259	60,000
100-8310-3097	SAFETY EQUIPMENT	765	1,500	51	801	1,500
100-8310-3099	CHEMICALS	5,111	26,000	6,332	19,332	26,000
100-8310-5131	GAS & ELECTRIC	259,839	270,000	160,075	266,331	270,000
100-8310-5133	WATER	71,322	80,000	46,240	83,154	83,000
100-8310-5136	SEWER SERVICE CHARGE	17,501	17,000	12,985	18,140	18,000
100-8310-8137	FACILITIES REPAIR/MAINTENANCE	-	-	-	-	85,000
100-8310-8187	DEPARTMENT EQUIPMENT	122,590	35,027	-	35,027	-
	CENTRAL SERVICES AND INTERNAL CHARGES	(902,118)	(894,544)	30,108	(894,544)	(833,620)
100-8310-9602	PRINCIPAL PAYMENTS	26,945	38,726	19,810	32,516	27,387
100-8310-9605	INTEREST EXPENSE	9,784	10,209	7,737	10,316	9,342
100-8310-9616	LOAN PAYMENT	21,954	21,954	10,977	20,124	21,954
Total		\$ 50,568	\$ 49,159	\$ 571,583	\$ 63,293	\$ 269,007

**MANAGING DEPARTMENT: Public Works/Engineering
Parks - Administration**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-8410-0001	SALARIES	\$ 31,465	\$ 25,631	\$ 24,917	\$ 35,132	\$ 32,572
100-8410-0002	OVERTIME	-	100	-	50	-
	BENEFITS	24,067	21,742	15,528	25,237	27,915
100-8410-1029	TRAINING & EDUCATION	240	200	275	375	-
100-8410-1033	FITNESS PROGRAM	-	87	27	70	-
100-8410-2049	UNIFORM SERVICE/LAUNDRY	965	1,100	661	1,117	-
100-8410-3092	STATIONARY SUPPLIES	154	500	42	292	-
100-8410-3095	DEPARTMENT CONSUMABLES	343	500	771	758	-
100-8410-3097	SAFETY EQUIPMENT	534	-	138	138	-
100-8410-4121	MEETINGS & TRAVEL	-	-	411	411	-
100-8410-4122	DUES & MEMBERSHIP	-	500	-	250	-
100-8410-4123	BOOKS & PERIODICALS	-	500	-	250	-
100-8410-7185	FOSPA MATCH	-	25,000	6,201	15,060	-
100-8410-7186	LAGUNA GRANDE TRAIL MAINTENANCE	-	24,983	24,983	24,983	-
	CENTRAL SERVICES AND INTERNAL CHARGES	(152,916)	(120,325)	18,994	(120,325)	(71,115)
100-8410-9602	PRINCIPAL PAYMENTS	-	30,977	29,857	42,943	56,634
100-8410-9999	INTERFUND TRANSFER OUT	93,932	-	-	-	-
Total		(\$ 1,216)	\$ 11,495	\$ 122,804	\$ 26,741	\$ 46,006

**MANAGING DEPARTMENT: Public Works/Engineering
Parks - Operations**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-8420-0001	SALARIES	\$ 140,768	\$ 411,150	\$ 171,079	\$ 360,151	\$ 527,702
100-8420-0002	OVERTIME	5,851	3,716	7,734	9,473	17,000
	BENEFITS	154,345	363,511	132,688	306,881	329,166
100-8420-1029	TRAINING & EDUCATION	595	-	60	60	1,000
100-8420-1033	FITNESS PROGRAM	-	540	99	336	4,077
100-8420-2041	COUNTY COMMUNICATIONS	6,660	10,000	2,151	7,151	7,000
100-8420-2049	UNIFORM SERVICE/LAUNDRY	3,321	4,000	3,430	5,056	11,100
100-8420-2068	REFUSE DISPOSAL	915	2,500	-	1,250	1,500
100-8420-2073	SUBCONTRACTED WORK	80,841	140,000	39,550	109,550	151,500
100-8420-2087	EQUIPMENT RENTAL	2,020	2,500	1,104	1,975	3,000
100-8420-3093	JANITORIAL SUPPLIES	-	3,000	-	1,500	-
100-8420-3095	DEPARTMENT CONSUMABLES	35,475	35,000	13,510	28,067	65,000
100-8420-3097	SAFETY EQUIPMENT	1,136	2,000	2,138	3,138	5,250
100-8420-3106	ROCK/SAND/GRAVEL	97	1,000	161	661	1,000
100-8420-3107	TOOLS	1,541	1,500	556	1,250	2,500
100-8420-4121	MEETINGS & TRAVEL	-	-	-	-	1,000
100-8420-4122	DUES & MEMBERSHIPS	25	-	120	120	750
100-8420-4123	BOOKS & PERIODICALS	-	-	-	-	500
100-8420-5131	GAS & ELECTRIC	7,492	7,000	11,998	13,745	14,000
100-8420-5133	WATER	-	-	-	-	160,000
100-8420-8187	DEPARTMENT EQUIPMENT	30,650	48,000	-	48,000	35,000
	CENTRAL SERVICES AND INTERNAL CHARGES	251,916	353,530	16,955	353,530	126,177
100-8420-9602	PRINCIPAL PAYMENTS	6,772	14,054	5,176	10,464	1,760
100-8420-9605	LEASE INTEREST	311	147	136	178	11
100-8420-9616	LOAN PAYMENT	847	847	424	777	847
Total		\$ 731,579	\$ 1,403,996	\$ 409,068	\$ 1,263,313	\$ 1,466,840

MANAGING DEPARTMENT: Public Works/Engineering

Community Projects

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-8430-0001	SALARIES	\$ 34,285	\$ 19,746	\$ 25,985	\$ 34,449	\$ 93,470
100-8430-0002	OVERTIME	5,179	10,000	8,034	13,034	13,000
	BENEFITS	31,535	27,796	24,804	37,989	96,823
100-8430-1033	FITNESS PROGRAM	-	22	7	18	648
100-8430-2073	SUBCONTRACTED WORK	26,863	70,000	38,385	73,385	175,000
100-8430-2087	EQUIPMENT RENTAL	290	2,000	2,693	3,693	4,000
100-8430-3095	DEPARTMENT CONSUMABLES	1,466	15,000	1,403	8,903	10,000
100-8430-7168	CHRISTMAS DECORATIONS	-	9,000	-	4,500	9,000
100-8430-7175	SUMMER PARK CONCERTS	1,729	4,500	-	2,250	3,000
100-8430-7185	BROADWAY EVENTS	-	20,000	-	10,000	-
100-8430-7186	COMMUNITY CLEANUP	-	15,000	-	7,500	-
100-8430-7187	INTERNATIONAL DAY	-	4,500	-	2,250	-
100-8430-7188	GUELAGUETZA DAY	-	4,500	-	2,250	-
	CENTRAL SERVICES AND INTERNAL CHARGES	67,185	61,618	-	61,618	161,725
Total		\$ 168,534	\$ 263,682	\$ 101,311	\$ 261,838	\$ 566,665

MANAGING DEPARTMENT: Public Works/Engineering

Irrigation

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-8440-0001	SALARIES	\$ 66,321	\$ 129,868	\$ 67,838	\$ 124,563	\$ 126,535
100-8440-0002	OVERTIME	60	5,000	573	3,073	-
	BENEFITS	63,724	110,672	52,531	104,637	119,789
100-8440-2049	UNIFORM SERVICE / LAUNDRY	1,864	2,000	1,230	2,059	-
100-8440-2073	SUBCONTRACTED WORK	114	1,000	930	1,430	-
100-8440-2087	EQUIPMENT RENTAL	-	500	-	250	-
100-8440-3095	DEPARTMENT CONSUMABLES	8,995	20,000	4,816	14,568	-
100-8440-3097	SAFETY EQUIPMENT	250	1,000	-	500	-
100-8440-3107	TOOLS	-	1,000	-	500	-
100-8440-5133	WATER	160,447	161,000	82,982	158,945	-
	CENTRAL SERVICES AND INTERNAL CHARGES	49,579	51,110	-	51,110	38,272
Total		\$ 351,354	\$ 483,150	\$ 210,900	\$ 461,634	\$ 284,595

MANAGING DEPARTMENT: Public Works/Engineering Trees

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-8450-0001	SALARIES	\$ 29,869	\$ 66,878	\$ 38,497	\$ 71,011	\$ 64,968
100-8450-0002	OVERTIME	795	2,500	606	1,856	2,500
	BENEFITS	39,120	70,052	36,106	67,747	74,467
100-8450-2049	UNIFORM SERVICE / LAUNDRY	983	1,000	653	1,067	1,000
100-8450-2073	SUBCONTRACTED WORK	42,389	60,000	32,050	60,000	60,000
100-8450-3095	DEPARTMENT CONSUMABLES	-	3,000	-	1,500	2,000
100-8450-3097	SAFETY EQUIPMENT	-	500	-	250	500
100-8450-3107	TOOLS	-	500	-	250	500
	CENTRAL SERVICES AND INTERNAL CHARGES	22,715	22,204	-	22,204	62,043
Total		\$ 135,871	\$ 226,634	\$ 107,911	\$ 225,884	\$ 267,978

MANAGING DEPARTMENT: Public Works/Engineering

Engineering

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-8910-0001	SALARIES	\$ 396,186	\$ 672,203	\$ 251,433	\$ 559,226	\$ 783,612
100-8910-0002	OVERTIME	71	1,000	548	1,048	3,500
	BENEFITS	289,456	471,813	177,355	411,835	447,797
100-8910-0099	TUITION REIMBURSEMENT	-	-	-	-	3,000
100-8910-1029	TRAINING & EDUCATION	-	1,000	-	500	5,000
100-8910-1030	CONSULTANT	30,833	75,000	12,796	75,000	120,000
100-8910-1033	FITNESS PROGRAM	108	1,620	551	1,283	2,376
100-8910-2044	COPIER SERVICES	6,412	6,500	3,791	6,000	7,000
100-8910-2053	OUTSIDE PRINTING SERVICE	68	300	390	540	600
100-8910-2054	EQUIPMENT REPAIR	-	200	-	100	-
100-8910-3092	STATIONARY SUPPLIES	374	450	383	608	-
100-8910-3095	DEPARTMENT CONSUMABLES	6,482	10,000	2,078	6,923	11,000
100-8910-3097	SAFETY EQUIPMENT	288	500	176	426	1,000
100-8910-3102	COMPUTER SUPPLIES	-	500	-	250	500
100-8910-3104	COMPUTER SOFTWARE	4,369	4,500	127	2,377	4,500
100-8910-4121	MEETINGS & TRAVEL	-	200	36	136	500
100-8910-4122	DUES & MEMBERSHIP	1,220	2,500	1,110	1,250	3,000
100-8910-4123	BOOKS & PERIODICALS	-	600	-	300	1,000
100-8910-4124	MAIL SERVICES	1,331	2,000	-	1,000	-
100-8910-8187	DEPARTMENT EQUIPMENT	1,188	8,000	305	8,000	12,700
	CENTRAL SERVICES AND INTERNAL CHARGES	(27,904)	(62,977)	25,383	(62,977)	(93,177)
100-8910-9602	PRINCIPAL PAYMENTS	-	7,731	2,799	5,844	9,849
Total		\$ 710,482	\$ 1,203,640	\$ 479,261	\$ 1,019,668	\$ 1,323,757

MANAGING DEPARTMENT: Public Works/Engineering

POMA

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
113-8730-0001	SALARIES	\$ 290,785	\$ 340,994	\$ 226,903	\$ 347,028	\$ 386,996
113-8730-0002	OVERTIME	8,475	7,267	4,348	6,650	6,600
	BENEFITS	186,439	166,698	106,619	163,064	168,017
113-8730-1025	CITY AUDIT	-	1,550	-	-	-
113-8730-1029	TRAINING AND EDUCATION	-	1,500	1,921	2,416	2,200
113-8730-1033	FITNESS PROGRAM	9	185	43	66	2,214
113-8730-2049	UNIFORM SERVICE / LAUNDRY	7,204	5,000	3,591	5,241	5,500
113-8730-2068	REFUSE DISPOSAL	187	250	-	83	250
113-8730-2071	POMA SPECIAL PROJECTS	-	25,000	-	8,250	25,000
113-8730-2073	SUBCONTRACTED WORK	112,816	64,000	52,234	73,354	76,000
113-8730-2075	CONTRACT SERVICES - NOT BILLED	-	1,500	-	495	1,500
113-8730-2087	EQUIPMENT RENTAL	157	4,000	-	-	4,000
113-8730-3094	CONSUMABLES-NOT BILLED	16	750	-	-	750
113-8730-3095	DEPARTMENT CONSUMABLES	45,966	52,125	36,914	54,115	68,000
113-8730-3097	SAFETY EQUIPMENT	749	1,500	630	1,125	1,500
113-8730-3102	COMPUTER SUPPLIES	638	25,000	-	8,250	25,000
113-8730-3107	TOOLS & EQUIP - NOT BILLED	340	1,000	-	330	1,000
113-8730-4121	MEETINGS & TRAVEL	-	-	252	252	2,000
113-8730-8186	PUBLIC WORKS EQUIPMENT	-	1,500	-	750	1,500
113-8730-8187	DEPARTMENT EQUIPMENT	26,170	20,000	-	10,000	20,000
	CENTRAL SERVICES AND INTERNAL CHARGES	227,448	223,978	51,167	223,978	178,678
Total		\$ 907,399	\$ 943,797	\$ 484,622	\$ 905,447	\$ 976,705

MANAGING DEPARTMENT: Public Works/Engineering
Streets Fund - Operations

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
210-8110-0001	SALARIES	\$ 223,551	\$ 332,811	\$ 152,803	\$ 233,699	\$ 440,192
210-8110-0002	OVERTIME	12,440	3,716	8,876	13,576	13,000
	BENEFITS	166,181	231,303	111,659	170,772	275,066
210-8110-1029	TRAINING & EDUCATION	-	1,000	-	330	1,000
210-8110-1030	CONSULTANT	-	25,000	-	8,250	50,000
210-8110-1033	FITNESS PROGRAM	7	567	58	89	2,430
210-8110-2044	COPIER SERVICES	-	500	-	-	-
210-8110-2049	UNIFORM SERVICE/LAUNDRY	3,017	2,500	2,043	2,868	4,000
210-8110-2068	REFUSE DISPOSAL	4,524	5,000	6,498	8,148	8,000
210-8110-2073	SUBCONTRACTED WORK	12,421	190,000	203,206	203,206	40,000
210-8110-2078	OTHER EXPENSE	(421)	-	-	-	-
210-8110-3092	STATIONARY SUPPLIES	81	100	8	41	-
210-8110-3095	DEPARTMENT CONSUMABLES	42,319	80,000	14,680	41,080	80,000
210-8110-3097	SAFETY EQUIPMENT	750	1,500	592	1,087	2,000
210-8110-4121	MEETINGS & TRAVEL	-	2,000	-	660	1,500
210-8110-4122	DUES & MEMBERSHIP	-	150	72	122	1,350
210-8110-5131	GAS & ELECTRIC	285	4,400	161	1,613	1,700
210-8110-8187	DEPARTMENT EQUIPMENT	22,395	15,000	1,032	5,982	35,000
	CENTRAL SERVICES AND INTERNAL CHARGES	344,427	319,376	87,716	319,376	267,926
210-8110-9602	PRINCIPAL PAYMENTS	27,730	35,785	21,678	35,785	23,819
210-8110-9605	INTEREST EXPENSE	2,495	1,788	991	1,788	1,094
210-8110-9616	LOAN PAYMENT	6,185	6,184	3,092	6,184	6,184
Total		\$ 868,386	\$ 1,258,680	\$ 615,167	\$ 1,054,657	\$ 1,254,262

MANAGING DEPARTMENT: Public Works/Engineering
Streets Fund - Maintenance

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
210-8210-2059	STREET LIGHTINGS	\$ 232,135	\$ 280,000	\$ 156,072	\$ 248,472	\$ 250,000
210-8210-2073	SUBCONTRACTED WORK	-	-	-	-	60,000
210-8210-2077	TRAFFIC SIGNAL MAINTENANCE	103,675	100,000	38,734	71,734	100,000
210-8210-2080	CONGESTION MANAGEMENT PROGRAM	11,174	11,500	10,958	10,958	11,500
210-8210-2083	INTERSECTION PLANNING	33,954	-	-	-	-
210-8210-9571	PAVEMENT MANAGEMENT PROJECT	2,000	-	-	-	-
210-8210-9576	BICYCLE SAFE STORM GRATE	90,401	-	3	3	-
210-8210-9577	SB1 CAPITAL PROJECTS	249,599	-	38,734	-	-
210-8210-9602	PRINCIPAL PAYMENTS	-	-	-	-	50,000
Total		\$ 722,938	\$ 391,500	\$ 244,501	\$ 331,167	\$ 471,500

MANAGING DEPARTMENT: Public Works/Engineering
Streets Fund - Parks Operations

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
210-8420-0001	SALARIES	\$ 31,647	\$ 42,672	\$ 21,456	\$ 32,816	\$ 41,546
210-8420-0002	OVERTIME	29	1,500	847	1,295	1,500
	BENEFITS	35,250	39,594	18,538	28,352	42,805
210-8420-1033	FITNESS PROGRAM	-	-	-	-	270
210-8420-2049	UNIFORM SERVICE/LAUNDRY	604	700	415	646	700
210-8420-2093	SUBCONTRACTED WORK	14,700	15,000	8,100	13,050	15,000
210-8420-3095	DEPARTMENT CONSUMABLES	38	250	474	556	250
210-8420-3107	TOOLS	-	1,000	-	330	1,000
210-8420-5131	GAS & ELECTRIC	2,835	3,600	1,587	2,775	3,600
210-8420-5133	WATER	98,190	98,000	44,630	76,970	98,000
Total		\$ 183,292	\$ 202,316	\$ 96,046	\$ 156,789	\$ 204,671

MANAGING DEPARTMENT: Public Works/Engineering
Transportation Improvement - Operations

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
211-8110-1025	AUDIT	\$ 5,000	\$ 5,000	\$ 4,553	\$ 6,203	\$ -
211-8110-1030	CONSULTANT	-	-	-	-	5,000
211-8110-9999	INTERFUND TRANSFER OUT	1,050,812	-	-	-	-
Total		\$ 1,055,812	\$ 5,000	\$ 4,553	\$ 6,203	\$ 5,000

MANAGING DEPARTMENT: Public Works/Engineering
Transportation Improvement - Engineering

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
	CENTRAL SERVICES AND INTERNAL CHARGES	335	339	-	339	349
Total		\$ 335	\$ 339	\$ -	\$ 339	\$ 349

MANAGING DEPARTMENT: Public Works/Engineering
Capital Projects - CIP

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
212-8920-9600	CONSTRUCTION IN PROGRESS-RESURFACING	\$ 6,544,473	\$ 4,528,152	\$ 2,367,995	\$ 2,848,749	\$ 4,555,000
212-8930-9600	CONSTRUCTION IN PROGRESS-SAFE GRATES	94,898	500,000	-	-	500,000
212-8950-9600	BROADWAY AVE CORRIDOR IMPROVEMENTS	-	2,176,000	-	-	2,176,000
212-8960-9578	SIDEWALK IMPROVEMENTS	-	-	-	-	150,000
212-8960-9579	INTERSECTION PLANNING	-	-	-	-	50,000
212-8960-9600	STREET SIGN UPGRADES	-	115,000	83,035	115,000	122,000
212-8970-9600	STREET STRIPING	-	175,000	-	-	175,000
Total		\$ 6,639,371	\$ 7,494,152	\$ 2,451,030	\$ 2,963,749	\$ 7,728,000

MANAGING DEPARTMENT: Public Works/Engineering

Storm Water - Operations

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
271-8110-0001	SALARIES	\$ 213,612	\$ 170,810	\$ 112,142	\$ 171,511	\$ 165,396
271-8110-0002	OVERTIME	4,080	4,716	3,109	4,755	5,000
	BENEFITS	214,516	183,746	96,447	147,507	145,563
271-8110-1030	CONSULTANT	-	2,000	-	660	10,000
271-8110-1033	FITNESS PROGRAM	12	186	61	93	1,215
271-8110-1044	MRWPCA NPDES FEE	66,022	88,000	71,935	71,935	90,000
271-8110-1045	STATE WASTE DISCHARGE FEE	14,984	16,000	20,992	20,992	22,000
271-8110-2044	COPIER SERVICES	-	500	-	-	-
271-8110-2049	UNIFORM SERVICE/LAUNDRY	2,482	2,000	1,589	2,249	2,300
271-8110-2053	OUTSIDE PRINTING SERVICES	-	2,500	-	825	1,000
271-8110-2068	REFUSE DISPOSAL	3,671	4,000	-	-	4,000
271-8110-2073	SUBCONTRACTED WORK	1,417	10,000	1,288	4,588	-
271-8110-2078	OTHER EXPENSE	1,750	-	-	-	-
271-8110-3095	CONSUMABLES	10,350	6,000	5,736	7,716	8,000
271-8110-3102	COMPUTER SUPPLIES	1,200	-	-	-	3,600
271-8110-5133	WATER	-	2,500	-	825	2,500
271-8110-8187	DEPARTMENT EQUIPMENT	2,833	25,000	12,182	20,432	35,000
	CENTRAL SERVICES AND INTERNAL CHARGES	137,526	109,886	4,681	109,886	112,172
271-8110-9602	PRINCIPAL PAYMENTS	59,200	75,428	45,402	75,428	61,415
271-8110-9605	INTEREST EXPENSE	6,103	4,571	3,576	4,571	3,004
Total		\$ 739,757	\$ 707,843	\$ 379,138	\$ 643,973	\$ 672,164

MANAGING DEPARTMENT: Public Works/Engineering

Storm Water - Engineering

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
	BENEFITS	\$ 146	\$ -	\$ 1,431	\$ 2,188	\$ -
271-8910-8000	STORM WATER TRASH AMENDMENT	95	-	197	197	1,000
271-8910-9961	DEL MONTE MANOR STORM DRN IMPR	1,694	564,464	30,425	45,000	766,575
271-8910-9963	90-INCH STORM DRAIN IMPROVEMENTS	-	250,000	-	-	250,000
271-8910-9964	LAGUNA GRANDE TRASH CAPTURE	-	35,000	-	-	35,000
271-8910-9965	CMP REPLACEMENT PROGRAM	-	100,000	-	-	-
271-8910-9966	TRASH CAPTURE PROJECTS	-	300,000	-	-	-
271-8910-9967	STORMWATER MASTER PLAN	-	-	-	-	350,000
Total		\$ 1,935	\$ 1,249,464	\$ 32,052	\$ 47,384	\$ 1,402,575

MANAGING DEPARTMENT: Public Works/Engineering
FORA Blight Removal - Administration

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
329-8110-1030	CONSULTANT	\$ 97,375	\$ 832,000	\$ 155,274	\$ 155,274	\$ 900,000
329-8110-2073	SUBCONTRACTED WORK	132,759	4,660,088	71,008	71,008	4,365,806
Total		\$ 230,134	\$ 5,492,088	\$ 226,282	\$ 226,282	\$ 5,265,806

MANAGING DEPARTMENT: Public Works/Engineering
FORA Habitat - Administration

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
332-8110-1030	CONSULTANT	\$ -	\$ 230,000	\$ 186,223	\$ 186,223	\$ 200,000
Total		\$ -	\$ 230,000	\$ 186,223	\$ 186,223	\$ 200,000

MANAGING DEPARTMENT: Public Works/Engineering
FORA LRA - Administration

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
333-8910-1022	LEGAL SERVICES	\$ 30,990	\$ 11,150	\$ 6,510	\$ 6,510	\$ 30,000
333-8910-2073	SUBCONTRACTED WORK	2,944	80,000	732	732	25,000
Total		\$ 33,934	\$ 91,150	\$ 7,242	\$ 7,242	\$ 55,000

MANAGING DEPARTMENT: Public Works/Engineering
ESCA - Administration

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
335-2010-0001	SALARIES	\$ 186,403	\$ 191,297	\$ 84,952	\$ 129,926	\$ 235,893
	BENEFITS	78,455	43,340	29,492	45,105	67,374
335-2010-1022	LEGAL SERVICES	39,600	138,556	9,482	9,482	138,556
335-2010-1029	TRAINING & EDUCATION	-	-	-	-	4,000
335-2010-1033	FITNESS PROGRAM	45	54	-	-	1,080
335-2010-2073	SUBCONTRACTED WORK	130,649	45,301	31,352	31,352	119,064
335-2010-2087	EQUIPMENT RENTAL	-	555	-	-	7,500
335-2010-3095	DEPARTMENT CONSUMABLES	2,819	18,831	18,464	18,464	20,464
335-2010-3102	COMPUTER SUPPLIES	908	5,000	-	-	8,000
335-2010-4121	MEETINGS & TRAVEL	-	3,045	-	-	3,000
335-2010-4207	DESIGN CENTER	-	2,000	471	471	33,050
335-2010-8187	DEPARTMENT EQUIPMENT	256	1,000	243	243	1,000
	CENTRAL SERVICES AND INTERNAL CHARGES	2,524	41,682	20,216	41,682	25,694
Total		\$ 441,659	\$ 490,661	\$ 194,671	\$ 276,725	\$ 664,675

MANAGING DEPARTMENT: Public Works/Engineering
FORA Eucalyptus Road Repairs - Administration

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
336-8110-1030	CONSULTANT	\$ 8,845	\$ 150,000	\$ 6,384	\$ 6,384	\$ 143,606
336-8110-2073	SUBCONTRACTED WORK	-	675,000	-	-	675,000
Total		\$ 8,845	\$ 825,000	\$ 6,384	\$ 6,384	\$ 818,606

MANAGING DEPARTMENT: Public Works/Engineering
Capital Projects - Parks

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
342-8910-9544	HIGHLAND OTIS PARK IMPROVEMENT	\$ 1,664	\$ 176,669	\$ 14,726	\$ 176,669	\$ -
342-8910-9569	LAGUNA GRANDE PARK IMPROV	3,118	175,100	3,632	175,100	-
342-8910-9570	PARKS IMPROVEMENTS - HAVANA SOLIZ	101,403	100,000	-	-	100,000
342-8910-9572	CAPRA PARK	2,255	-	-	-	-
342-8910-9574	ELLIS PARK	50	1,012,818	98,872	812,818	200,000
342-8910-9576	PARK MASTER PLAN	-	-	-	-	200,000
342-8910-9577	BLUE ZONES PARK PROJECT	-	-	-	-	1,800,000
342-8910-9578	LINCOLN CUNNINGHAM IMPROVEMENTS	-	-	-	-	250,000
342-8910-9579	FREMONT CENTER MEDIANS	-	-	-	-	200,000
342-8910-9580	PUMP TRACK	-	-	-	-	250,000
Total		\$ 108,490	\$ 1,464,587	\$ 117,230	\$ 1,164,587	\$ 3,000,000

MANAGING DEPARTMENT: Public Works/Engineering
Cutino Park - Capital Project

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
348-8910-9570	PARKS IMPROVEMENTS	\$ 37,393	\$ 718,658	\$ -	\$ -	\$ 968,658
Total		\$ 37,393	\$ 718,658	\$ -	\$ -	\$ 968,658

MANAGING DEPARTMENT: Public Works/Engineering
MPWMD - Local Water Project

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
325-8910-9573	MPWMD LOCAL WATER PROJECT	\$ 12,011	\$ -	\$ 2,908	\$ 2,908	\$ 3,000
Total		\$ 12,011	\$ -	\$ 2,908	\$ 2,908	\$ 3,000

MANAGING DEPARTMENT: Public Works/Engineering
Capital Projects - Special Projects

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
343-8910-9550	NEW WELL PROJECT STUDY	\$ -	\$ 1,075,000	\$ 27,740	\$ 41,000	\$ -
Total		\$ -	\$ 1,075,000	\$ 27,740	\$ 41,000	\$ -

MANAGING DEPARTMENT: Public Works/Engineering
Capital Projects - Government Facilities

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
344-8910-9550	OLDEMEYER CENTER	\$ -	\$ 373,892	\$ 297,280	\$ 303,892	\$ 70,000
344-8910-9551	PATTULLO SWIM CENTER	-	25,000	-	-	25,000
344-8910-9552	CITY HALL/LIBRARY PARKING LOT	-	555,000	-	-	555,000
344-8910-9553	CORP YARD RELOCATION	-	200,000	-	-	-
344-8910-9554	CITY HALL SOLAR ARRAY EXPANSION	-	100,000	-	-	-
344-8910-9555	POLICE DEPARTMENT	-	357,500	8,000	8,000	350,000
344-8910-9556	FIRE STATION 1	-	795,761	24,589	845,988	280,000
344-8910-9557	FIRE STATION 2	-	150,000	23,150	150,000	1,100,000
344-8910-9558	COMMUNITY CENTER SPACE NEEDS SURVEY	-	275,000	-	-	-
344-8910-9559	BROADWAY WALK OF FAME	-	40,000	-	-	40,000
344-8910-9560	BROADWAY LIGHTS	-	35,000	23,526	35,000	-
344-8910-9562	CITY HALL ADDITION	-	-	-	-	382,800
344-8910-9563	CITY FACILITIES PLAN	-	-	-	-	150,000
Total		\$ -	\$ 2,907,153	\$ 376,545	\$ 1,342,880	\$ 2,952,800

MANAGING DEPARTMENT: Public Works/Engineering
Water - Administration

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
401-8610-0001	SALARIES	\$ 9,389	\$ 6,408	\$ 10,937	\$ 16,727	\$ 9,412
401-8610-0002	OVERTIME	10	5,600	1,565	2,394	-
	BENEFITS	(205,453)	8,779	7,056	10,792	11,441
401-8610-1022	LEGAL COSTS	1,829	50,000	-	-	-
401-8610-1029	TRAINING & EDUCATION	-	3,500	-	-	-
401-8610-1033	FITNESS PROGRAM	-	55	7	10	-
401-8610-1045	STATE AND AGENCY FEES	119	-	-	-	-
401-8610-2053	OUTSIDE PRINTING SERVICES	2,182	-	-	-	-
401-8610-2072	CONTRACT SERVICES	2,951	7,500	-	-	-
401-8610-2074	BANK FEES & MISC CHARGES	84	-	545	545	-
401-8610-2078	OTHER EXPENSE	(148)	-	-	-	-
401-8610-3092	STATIONARY SUPPLIES	173	500	42	207	-
401-8610-3095	DEPARTMENT CONSUMABLES	139	500	230	395	-
401-8610-3097	SAFETY EQUIPMENT	255	-	-	-	-
401-8610-3104	COMPUTER SOFTWARE	985	-	-	-	-
401-8610-4122	DUES & MEMBERSHIP	5,770	-	-	-	-
401-8610-4124	POSTAGE	3,851	-	-	-	-
	CENTRAL SERVICES AND INTERNAL CHARGES	332,227	278,498	19,785	278,498	280,821
401-8610-9603	DEPRECIATION EXPENSE	62,367	-	-	-	-
Total		\$ 216,729	\$ 361,340	\$ 40,167	\$ 309,567	\$ 301,674

MANAGING DEPARTMENT: Public Works/Engineering

Water - Operations

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
401-8620-0001	SALARIES	\$ 201,190	\$ 206,298	\$ 129,162	\$ 197,542	\$ 222,065
401-8620-0002	OVERTIME	9,187	3,716	4,700	7,188	7,000
	BENEFITS	153,150	178,450	84,488	129,218	150,935
401-8620-1029	TRAINING & EDUCATION	-	-	-	-	3,500
401-8620-1030	CONSULTANT	643	4,200	-	-	55,000
401-8620-1033	FITNESS PROGRAM	57	284	221	337	972
401-8620-1045	STATE AND AGENCY FEES	-	5,000	-	-	500
401-8620-2049	UNIFORM SERVICE/LAUNDRY	2,527	2,500	1,830	2,655	3,000
401-8620-2053	OUTSIDE PRINTING SERVICE	-	6,000	1,250	3,230	6,000
401-8620-2056	LOCKBOX SERVICE	-	2,500	-	825	2,500
401-8620-2072	WATER SAMPLING	6,568	12,000	3,802	7,762	11,000
401-8620-2073	SUBCONTRACTED WORK	9,196	15,000	17,410	17,410	22,500
401-8620-2078	OTHER EXPENSE	732	1,000	200	530	1,000
401-8620-3095	DEPARTMENT CONSUMABLES	12,512	15,000	8,973	13,923	16,000
401-8620-3097	SAFETY EQUIPMENT	-	1,000	385	715	1,000
401-8620-3104	COMPUTER SOFTWARE	-	1,000	379	709	2,100
401-8620-3107	TOOLS	951	1,000	-	330	1,000
401-8620-4121	MEETINGS & TRAVEL	-	1,500	-	495	1,500
401-8620-4122	DUES & MEMBERSHIP	-	7,500	7,922	10,397	10,300
401-8620-4123	BOOKS & PERIODICALS	-	200	-	-	200
401-8620-4124	POSTAGE	-	4,000	2,396	3,716	4,000
401-8620-5131	GAS & ELECTRIC	52,351	39,000	28,239	41,109	50,000
401-8620-5610	WATER REBATES	-	2,000	-	660	1,000
401-8620-8187	DEPARTMENT EQUIPMENT	52	25,000	-	8,250	61,000
	CENTRAL SERVICES AND INTERNAL CHARGES	-	7,980	3,990	7,980	14,825
401-8620-9602	PRINCIPAL PAYMENTS	(0)	49,896	3,964	49,896	39,460
401-8620-9603	DEPRECIATION EXPENSE	7,402	-	-	-	-
401-8620-9605	INTEREST EXPENSE	327	-	104	104	8
Total		\$ 456,844	\$ 592,023	\$ 299,415	\$ 504,980	\$ 688,365

MANAGING DEPARTMENT: Public Works/Engineering
Water - Engineering

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
401-8910-9125	WATERMASTER ASSESSMENT	\$ 24,328	\$ -	\$ -	\$ -	\$ -
401-8910-9556	WATER TANK RECOATING	456,666	-	123,358	123,358	-
401-8910-9558	CAPITAL IMPROVEMENT	-	-	225	225	35,000
401-8910-9566	WATER MASTER PLAN	-	-	-	-	170,000
401-8910-9567	WATER SECURITY UPDATES	-	-	-	-	90,000
401-8910-9568	ARC FLASH HAZARD MITIGATION	-	-	-	-	30,000
401-8910-9569	WELL REPLACEMENT	-	-	-	-	1,500,000
Total		\$ 480,994	\$ -	\$ 123,583	\$ 123,583	\$ 1,825,000

**MANAGING DEPARTMENT: Public Works/Engineering
Maintenance - Administration**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
501-8510-0001	SALARIES	\$ 11,572	\$ 12,816	\$ 9,144	\$ 13,985	\$ 18,824
	BENEFITS	9,253	10,496	5,974	9,137	15,228
501-8510-1033	FITNESS PROGRAM	-	44	13	21	-
501-8510-2078	OTHER EXPENSE	848	1,000	1,001	1,331	-
501-8510-3092	STATIONARY SUPPLIES	264	300	-	-	-
501-8510-3095	DEPARTMENT CONSUMABLES	186	200	-	-	-
501-8510-3097	SAFETY EQUIPMENT	228	500	-	-	-
501-8510-4122	DUES & MEMBERSHIP	382	-	-	-	-
501-8510-4123	BOOKS & PERIODICALS	2,049	-	-	-	-
501-8510-5131	GAS & ELECTRIC	2,594	-	-	-	-
	CENTRAL SERVICES AND INTERNAL CHARGES	142,986	102,265	14,179	102,265	117,335
501-8510-9602	PRINCIPAL PAYMENTS	-	13,207	12,838	13,207	16,127
Total		\$ 170,361	\$ 140,827	\$ 43,148	\$ 139,944	\$ 167,514

**MANAGING DEPARTMENT: Public Works/Engineering
Maintenance - Operations**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
501-8520-0001	SALARIES	\$ 132,076	\$ 152,362	\$ 98,081	\$ 150,006	\$ 160,626
501-8520-0002	OVERTIME	189	-	227	348	-
	BENEFITS	102,814	109,617	60,076	91,880	121,409
501-8520-1029	TRAINING & EDUCATION	-	500	-	-	1,000
501-8520-1033	FITNESS PROGRAM	-	-	-	-	1,134
501-8520-2049	UNIFORM SERVICE/LAUNDRY	2,413	2,500	1,672	2,497	2,500
501-8520-2068	REFUSE DISPOSAL	3,555	5,200	572	2,288	4,000
501-8520-2078	OTHER EXPENSE	-	-	-	-	1,300
501-8520-3095	DEPARTMENT CONSUMABLES	1,202	4,000	1,069	2,389	4,500
501-8520-3097	SAFETY EQUIPMENT	-	-	478	478	500
501-8520-3107	TOOLS	3,437	2,000	1,125	1,785	2,000
501-8520-4121	MEETINGS & TRAVEL	-	500	-	-	1,000
501-8520-4122	DUES & MEMBERSHIP	-	500	100	265	500
501-8520-4123	BOOKS & PERIODICALS	-	1,500	1,224	1,719	2,000
501-8520-5131	GAS & ELECTRIC	-	3,000	1,387	2,377	2,500
501-8520-6144	VEHICLE PARTS	86,579	75,000	67,760	75,000	75,000
501-8520-6145	VEHICLE FUEL	165,663	150,000	105,581	150,000	150,000
501-8520-6146	OIL & LUBRICANTS	2,065	2,200	-	-	2,000
501-8520-6147	TIRES	21,374	25,000	17,555	25,805	20,000
501-8520-6148	OUTSIDE REPAIRS	122,411	150,000	66,295	115,795	140,000
501-8520-6149	BODY REPAIR & PAINTING	23,975	20,000	11,270	17,870	20,000
	CENTRAL SERVICES AND INTERNAL CHARGES	167	8,266	4,133	8,266	8,444
Total		\$ 667,920	\$ 712,145	\$ 438,606	\$ 648,769	\$ 720,414

Budget Summary Public Works & Engineering

AUTHORIZED POSITIONS	FY2021 Actual	FY2022 Projected	FY2023 Proposed
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The employees for the Sanitation District are included in the Public Works & Engineering Summary Table

DEPARTMENTAL EXPENDITURES

Personnel Services	\$648,361.53	\$569,220.26	\$753,566.05
Services & Supplies	\$144,030.14	\$177,004.07	\$382,350.00
Capital Outlay and Debt	(\$1,405,226.03)	\$1,784,948.13	\$914,565.47
Depreciation Expense	\$0.00	\$0.00	\$0.00
Internal Services & Central Support Charges	<u>\$346,463.50</u>	<u>\$338,804.68</u>	<u>\$311,016.24</u>
Total Expenditures	<u>\$ (266,370.86)</u>	<u>\$ 2,869,977.14</u>	<u>\$ 2,361,497.76</u>

DEPARTMENTAL REVENUES

Sanitation District	\$2,678,115.32	\$2,642,513.53	\$2,563,863.28
Expenditure of Fund Balance	<u>\$ (2,944,486.18)</u>	<u>\$ 227,463.61</u>	<u>\$ (202,365.52)</u>
Total Revenues	<u>\$ (266,370.86)</u>	<u>\$ 2,869,977.14</u>	<u>\$ 2,361,497.76</u>

MANAGING DEPARTMENT: Public Works/Engineering
Sanitation District Gen. Fund - Administration

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
951-8810-0001	SALARIES	\$ 24,373	\$ 19,318	\$ 38,585	\$ 59,012	\$ 101,892
951-8810-0002	OVERTIME	52	500	-	-	500
	BENEFITS	21,936	17,295	27,667	42,315	59,096
951-8810-1022	LEGAL SERVICES	7,304	20,000	557	7,157	25,000
951-8810-1025	CITY AUDIT	7,500	7,500	2,329	4,804	-
951-8810-1029	TRAINING AND EDUCATION	159	1,500	2,010	2,505	3,000
951-8810-1030	CONSULTANT	-	120,000	-	-	100,000
951-8810-1033	FITNESS PROGRAM	-	100	13	21	54
951-8810-1040	PROPERTY TAX ADMIN FEES	2,949	2,600	-	-	2,600
951-8810-1045	WASTE DISCHARGE FEE	2,848	3,200	-	-	3,200
951-8810-2053	OUTSIDE PRINTING SERVICE	-	100	-	-	-
951-8810-2063	PUBLISHING & LEGAL ADVERTISING	-	250	709	791	800
951-8810-2078	OTHER EXPENSE	(899)	-	-	-	-
951-8810-3092	STATIONARY SUPPLIES	107	150	13	62	150
951-8810-3095	DEPARTMENT CONSUMABLES	446	500	204	369	500
951-8810-4121	MEETINGS AND TRAVEL	-	1,000	-	330	1,000
951-8810-4122	DUES AND MEMBERSHIPS	1,886	2,000	468	1,128	2,000
951-8810-5132	TELEPHONE	1,847	2,050	1,239	1,915	2,000
951-8810-9196	IMPACT FEES	132,342	215,777	-	-	264,251
	CENTRAL SERVICES AND INTERNAL CHARGES	277,425	255,034	39,197	255,034	224,524
Total		\$ 480,274	\$ 668,874	\$ 112,991	\$ 375,443	\$ 790,567

MANAGING DEPARTMENT: Public Works/Engineering
Sanitation District Gen. Fund - Operations

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
951-8820-0001	SALARIES	\$ 304,392	\$ 317,844	\$ 171,773	\$ 262,712	\$ 334,380
951-8820-0002	OVERTIME	36,297	29,726	17,748	27,144	30,000
	BENEFITS	257,913	232,674	116,092	177,552	225,268
951-8820-1029	TRAINING AND EDUCATION	158	500	599	764	1,000
951-8820-1033	FITNESS PROGRAM	32	61	140	213	2,376
951-8820-2049	UNIFORM SERVICE / LAUNDRY	2,813	3,200	2,229	3,285	3,300
951-8820-2054	EQUIPMENT REPAIR	2,308	5,000	4,318	5,968	5,000
951-8820-2068	REFUSE DISPOSAL	1,615	15,000	145	5,095	8,000
951-8820-2073	SUBCONTRACTED WORK	54,370	70,000	16,862	39,962	70,000
951-8820-2087	EQUIPMENT RENTAL	-	1,500	-	495	1,500
951-8820-3092	STATIONARY SUPPLIES	105	150	-	-	100
951-8820-3095	DEPARTMENT CONSUMABLES	22,111	35,000	4,088	15,638	35,000
951-8820-3097	SAFETY EQUIPMENT	1,284	3,200	1,232	2,288	3,200
951-8820-3102	COMPUTER SUPPLIES	1,750	2,400	-	-	3,500
951-8820-4121	MEETINGS AND TRAVEL	2,605	4,000	1,000	2,320	4,000
951-8820-4122	DUES AND MEMBERSHIPS	5,162	5,000	4,729	6,379	7,000
951-8820-5131	GAS AND ELECTRIC	8,652	12,500	6,497	10,622	12,500
951-8820-5133	WATER	-	3,000	-	-	3,000
951-8820-8187	DEPARTMENT EQUIPMENT	5,067	65,000	61,830	61,830	80,000
951-8820-8198	FOG PROGRAM	1,613	5,000	1,645	3,295	5,000
	CENTRAL SERVICES AND INTERNAL CHARGES	880	15,830	7,915	15,830	16,513
951-8820-9602	PRINCIPAL PAYMENTS	(0)	60,328	919	60,328	313
951-8820-9605	INTEREST EXPENSE	51	1,435	24	1,435	2
Total		\$ 709,176	\$ 888,348	\$ 419,786	\$ 703,157	\$ 850,952

MANAGING DEPARTMENT: Public Works/Engineering
Sanitation District Cap. Outlay - Operations

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
952-8820-8194	SEWER SYSTEM MNGT PLAN UPDATE	\$ 10,273	\$ -	\$ -	\$ -	\$ -
952-8820-9603	DEPRECIATION EXPENSE	91,542	-	-	-	-
952-8820-9605	INTEREST EXPENSE	2,859	-	-	-	-
Total		\$ 104,674	\$ -	\$ -	\$ -	\$ -

MANAGING DEPARTMENT: Public Works/Engineering
Sanitation District Cap. Improvement - Operations

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
	BENEFITS	\$ 3,366	\$ -	\$ 164	\$ 251	\$ -
953-8820-2054	EQUIPMENT REPAIR	-	500	-	-	-
953-8820-9202	ROSITA LIFT STATION UPGRADE	107	-	-	-	-
953-8820-9203	ANGELUS WAY SEWER MAIN UPGRADE	2,889	-	-	-	-
953-8820-9204	LIFT STATION UPGRADES	(1,724,019)	-	175,866	175,866	-
953-8820-9207	FREMONT BL SEWR MAIN UPGRADE	1,785	2,900,000	129,895	1,450,000	-
953-8820-9208	SEWER MAIN UPGRADE	598	-	-	-	-
953-8820-9214	DEL MONTE SWR MAIN REPLACEMENT	-	-	97,319	97,319	-
953-8820-9215	ROOT INTRUSION SWR MAIN RPLC	-	150,000	-	-	150,000
953-8820-9216	SEWER MASTER PLAN	-	15,000	-	-	500,000
953-8820-9603	DEPRECIATION EXPENSE	86,620	-	-	-	-
Total		(\$ 1,628,655)	\$ 3,065,500	\$ 403,244	\$ 1,723,436	\$ 650,000

MANAGING DEPARTMENT: Public Works/Engineering
Sanitation District Insurance Reserve - Administration

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
	CENTRAL SERVICES AND INTERNAL CHARGES	68,159	67,941	61,806	67,941	69,979
Total		\$ 68,159	\$ 67,941	\$ 61,806	\$ 67,941	\$ 69,979



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RECREATION DEPARTMENT

Recreation

Divisions

Youth & Education Center | Youth Resource Center | Pattullo Swim Center | Oldemeyer Center
Soper Community Center | Family and Community Support

The Recreation Department provides a wide range of recreation and leisure programs for City residents. The Department is responsible for the management of four major recreation facilities and the provision of recreation programs for families, youth, and senior citizens.

Accomplishments 2020-2021

- Held 8 major community events: Fourth of July, Oaxaca by the Sea, Halloween Bonanza, Tree Lighting Ceremony, Black History Week, Sunday Blues, Cereal with Santa and Eggspress Delivery.
- Launched STEM Programs and Camps for pre-school students, elementary students, teen and older adults.
- Hired over 30 youth for our Seaside Youth Employment Program.
- Partnered with MPUSD to provide transportation to our Teen Center Program.
- Re-opened Police Activities League (PAL) Basketball Program.
- Launched Family and Community Support Program.

Objectives 2022-2023

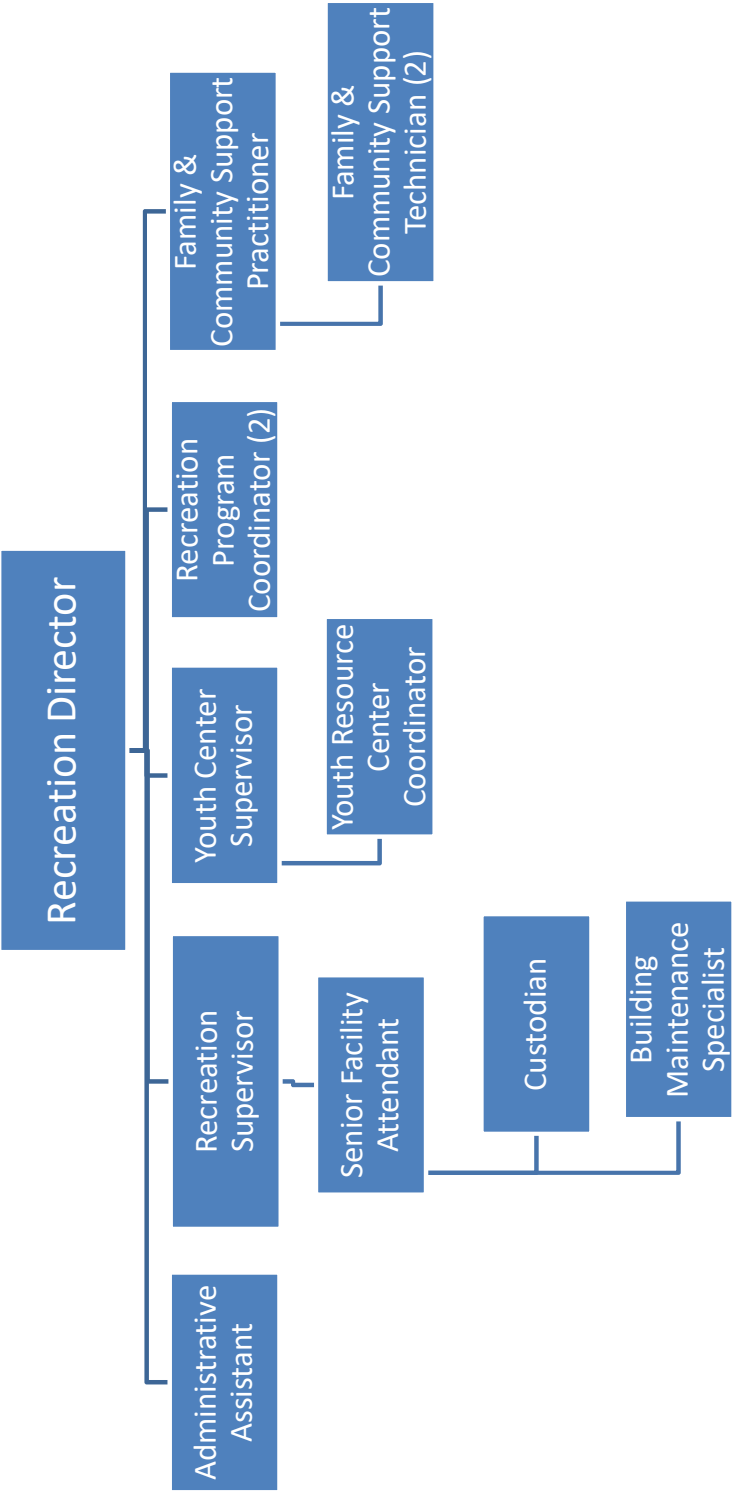
- Continue to re-open Recreation programs, activities and events, and get back to pre-pandemic numbers.
- Add new programs to Seaside Police Activities League (Jr. Giants).
- Research becoming CAPRA (Commission for Accreditation of Park and Recreation Agencies) certified through the National Recreation and Park Association (NRPA).

Outputs for 2021-2022

- Processed 8 Mayor Youth Fund, 7 Fee Waiver Requests and 14 Special Event Applications
- Served over 1,500 Senior meals
- Provided at least one external or internal rental at Cutino Park every day since July 1st, 2021.
- Incorporated virtual programming for Tiny Tot University, Day Camps, and Seniors.
- Partnered with Fire Department & VNA to host over 20 COVID-19 Vaccination Clinics at Oldemeyer Center
- Over 100 kids participated in Seaside's Largest Free swim lesson on 7/3/21.



Recreation Department



Budget Summary Recreation Department

AUTHORIZED POSITIONS	FY2021 Actual	FY2022 Projected	FY2023 Proposed
Number of Full-Time Employees	5	8	12
DEPARTMENTAL EXPENDITURES			
Personnel Services	\$1,452,771.44	\$2,815,161.67	\$3,374,396.49
Services & Supplies	\$546,236.30	\$816,397.20	\$957,900.00
Capital Outlay and Debt	\$6,479.45	\$90,615.63	\$64,016.60
Internal Services & Central Support Charges	<u>\$740,648.21</u>	<u>\$875,655.84</u>	<u>\$899,481.99</u>
Total Expenditures	<u>\$ 2,746,135.40</u>	<u>\$ 4,597,830.34</u>	<u>\$ 5,295,795.08</u>
DEPARTMENTAL REVENUES			
Fees, Fines and Reimbursements	\$55,042.02	\$296,974.08	\$290,508.04
Special Revenue Fund	\$4,975.50	\$18,757.97	\$1,624,268.75
Grants and Other Revenue	\$1,391,086.10	\$0.00	\$0.00
General Taxes	<u>\$ 1,295,031.78</u>	<u>\$ 4,282,098.29</u>	<u>\$ 3,381,018.29</u>
Total Revenues	<u>\$ 2,746,135.40</u>	<u>\$ 4,597,830.34</u>	<u>\$ 5,295,795.08</u>

MANAGING DEPARTMENT: Recreation

Administration

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-9100-0001	SALARIES	\$ 142,405	\$ 211,382	\$ 149,014	\$ 236,079	\$ 428,425
100-9100-0002	OVERTIME	-	-	17	17	-
	BENEFITS	140,786	171,311	100,568	175,864	244,114
100-9100-1029	TRAINING & EDUCATION	-	-	-	-	4,500
100-9100-1033	FITNESS PROGRAM	-	-	-	-	1,080
100-9100-2043	TEMPORARY CONTRACT SERVICES	4,508	6,000	5,200	7,747	-
100-9100-2049	UNIFORM SERVICE/LAUNDRY	-	600	-	300	500
100-9100-2053	OUTSIDE PRINTING SERVICE	-	10,000	4,917	9,917	10,000
100-9100-2054	EQUIPMENT REPAIR	-	100	-	50	1,000
100-9100-2073	SUBCONTRACTED WORK	2,589	4,000	3,075	4,372	4,000
100-9100-2074	BANK FEES & MISC CHARGES	6,337	5,500	5,165	7,399	7,500
100-9100-2087	EQUIPMENT RENTAL	-	2,000	-	1,000	2,000
	CENTRAL SERVICES AND INTERNAL CHARGES	14,316	24,500	5,536	17,754	23,000
100-9100-3104	COMPUTER SOFTWARE	1,670	1,500	579	1,299	2,500
100-9100-3107	TOOLS	-	500	240	490	500
100-9100-4121	MEETINGS & TRAVEL	-	5,000	-	2,500	500
100-9100-4122	DUES & MEMBERSHIP	555	1,500	145	895	2,000
100-9100-4124	MAIL SERVICES	55	300	-	150	1,000
100-9100-5135	MOBILE COMMUNICATIONS	-	-	-	-	10,000
100-9100-8192	EQUIPMENT	-	5,000	-	5,000	5,000
100-9100-9395	VEHICLE MAINTENANCE	12,534	17,517	8,758	17,517	66,270
100-9100-9396	LIABILITY INSURANCE	38,499	89,700	44,850	89,700	138,100
100-9100-9397	COMPUTER SERVICE	59,145	50,097	25,049	50,097	75,061
100-9100-9398	CENTRAL SERVICE CHARGES	238,470	247,117	-	247,117	22,923
100-9100-9602	PRINCIPAL PAYMENTS	-	6,471	1,644	4,384	16,517
Total		\$ 661,869	\$ 860,094	\$ 354,757	\$ 879,648	\$ 1,066,490

MANAGING DEPARTMENT: Recreation**Janitorial Services**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-9105-0001	SALARIES	\$ 54,827	\$ 61,552	\$ 39,159	\$ 65,137	\$ 105,332
100-9105-0002	OVERTIME	216	-	882	882	-
	BENEFITS	154,084	168,842	134,845	201,874	262,149
100-9105-1029	TRAINING & EDUCATION	-	2,000	-	1,000	2,000
100-9105-1033	FITNESS PROGRAM	-	-	-	-	540
100-9105-2049	UNIFORM SERVICE/LAUNDRY	8,020	13,000	4,150	10,138	15,000
100-9105-3093	JANITORIAL SUPPLIES	25,688	25,000	25,521	25,052	35,000
100-9105-3097	SAFETY EQUIPMENT	-	5,000	214	2,714	5,000
	CENTRAL SERVICES AND INTERNAL CHARGES	-	25,519	-	25,519	225,825
100-9105-9602	PRINCIPAL PAYMENTS	-	15,463	-	7,732	-
Total		\$ 242,834	\$ 316,376	\$ 204,770	\$ 340,046	\$ 650,846

MANAGING DEPARTMENT: Recreation**Community Center**

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
252-9200-8187	DEPARTMENT EQUIPMENT	\$ -	\$ 2,500	\$ -	\$ 825	\$ 2,500
Total		\$ -	\$ 2,500	\$ -	\$ 825	\$ 2,500

MANAGING DEPARTMENT: Recreation

Community Center

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-9200-0001	SALARIES	\$ -	\$ 87,178	\$ 43,278	\$ 80,972	\$ -
100-9200-0002	OVERTIME	-	-	247	247	-
	BENEFITS	59,855	177,114	119,766	193,757	210,193
100-9200-1029	TRAINING & EDUCATION	-	7,500	362	3,981	7,500
100-9200-1033	FITNESS PROGRAM	-	-	-	-	540
100-9200-2043	TEMPORARY CONTRACT SERVICES	1,461	2,500	967	2,159	4,000
100-9200-2044	COPIER SERVICES	5,636	8,000	2,551	6,155	6,200
100-9200-2053	OUTSIDE PRINTING SERVICE	-	1,500	-	750	1,500
100-9200-2063	PUBLISHING & LEGAL ADVERTISIN	-	2,500	342	1,592	10,000
100-9200-2070	ALARM SERVICE	2,793	5,000	3,294	5,794	8,000
100-9200-2075	CONTRACT INSTRUCTORS	-	-	-	-	20,000
100-9200-3092	STATIONARY SUPPLIES	1,161	-	-	-	-
100-9200-3095	DEPARTMENT CONSUMABLES	8,321	11,500	8,289	13,700	14,000
100-9200-4121	MEETINGS & TRAVEL	-	2,500	262	1,250	500
100-9200-7132	SENIOR EXCURSIONS	-	-	-	-	14,000
100-9200-7190	ART PROGRAM	521	2,500	2,625	2,500	4,000
100-9200-8192	EQUIPMENT PURCHASE	-	72,500	34,943	72,500	40,000
	CENTRAL SERVICES AND INTERNAL CHARGES	28,499	40,877	2,171	40,877	6,813
Total		\$ 108,247	\$ 421,169	\$ 219,096	\$ 426,233	\$ 347,246

MANAGING DEPARTMENT: Recreation

Community Events

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-9220-7130	MOVIES IN THE PARK	\$ -	\$ 3,000	\$ -	\$ 1,500	\$ 3,000
100-9220-7131	FATHER DAUGHTER DANCE	-	1,600	-	800	1,600
100-9220-7172	CITY BIRTHDAY	99	10,000	9,997	10,000	15,000
100-9220-7174	BLACK HISTORY/ETHNIC MONTH	-	500	-	500	500
100-9220-7175	SUMMER PARK CONCERTS	-	25,000	26,236	25,000	30,000
100-9220-7181	HALLOWEEN PARTY	3,942	5,500	5,374	5,500	7,000
100-9220-7182	HOLIDAY SNOW FESTIVAL	2,048	12,000	12,967	12,000	16,000
100-9220-7185	BROADWAY EVENTS	32	20,000	15	20,000	20,000
100-9220-7186	EASTER EGG HUNT	3,387	5,000	1,976	5,000	7,000
100-9220-7187	INTERNATIONAL DAY	-	8,000	-	8,000	8,000
100-9220-7188	GUELAGUETZA DAY	-	8,000	14,398	8,000	20,000
Total		\$ 9,508	\$ 98,600	\$ 70,963	\$ 96,300	\$ 128,100

MANAGING DEPARTMENT: Recreation
Family & Community Support

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-9250-0001	SALARIES	\$ 32,091	\$ 168,891	\$ 100,811	\$ 169,228	\$ 221,164
100-9250-0002	OVERTIME	-	-	349	349	-
	BENEFITS	32,677	123,451	45,002	100,759	77,234
100-9250-1029	TRAINING & EDUCATION	-	4,000	-	2,000	5,000
100-9250-1033	FITNESS PROGRAM	-	-	-	-	1,620
100-9250-2054	EQUIPMENT REPAIR	542	2,000	-	1,000	-
100-9250-3092	STATIONARY SUPPLIES	-	250	-	125	-
100-9250-3095	DEPARTMENT CONSUMABLES	-	3,000	520	2,020	48,500
100-9250-4203	COMM SOCIAL SRV GRT	319,382	425,459	25,378	425,459	320,000
100-9250-4207	SATELLITE OFFICE	16,830	20,000	10,323	10,323	-
	CENTRAL SERVICES AND INTERNAL CHARGES	36,879	126,713	43,648	126,713	161,384
Total		\$ 438,400	\$ 873,764	\$ 226,030	\$ 837,976	\$ 834,902

MANAGING DEPARTMENT: Recreation
Youth Education & Resource Center

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-9310-0001	SALARIES	\$ 140,547	\$ 75,659	\$ 48,836	\$ 108,223	\$ 153,539
100-9310-0002	OVERTIME	218	1,500	303	1,053	1,500
	BENEFITS	251,242	705,657	264,476	557,237	707,436
100-9310-1027	BACKGROUND INVESTIGATION	4,724	5,200	1,711	4,147	-
100-9310-1029	TRAINING & EDUCATION	75	1,500	23	773	-
100-9310-1033	FITNESS PROGRAM	45	540	-	270	540
100-9310-2049	UNIFORM SERVICE/LAUNDRY	969	1,000	-	500	2,000
100-9310-2054	EQUIPMENT REPAIR	-	500	-	250	500
100-9310-2073	SUBCONTRACTED WORK	275	4,000	510	2,510	4,000
100-9310-3095	DEPARTMENT CONSUMABLES	4,577	6,000	4,498	7,498	10,000
100-9310-3102	COMPUTER SUPPLIES	330	1,000	1,637	2,137	9,100
100-9310-7132	EXCURSIONS	-	2,000	-	1,000	2,000
100-9310-7133	TEEN EVENTS	-	2,000	202	2,000	4,000
100-9310-7135	MUSIC & ART	-	500	-	500	500
100-9310-7170	COMMUNITY SUPPORT	-	-	-	-	4,000
100-9310-8187	DEPARTMENT EQUIPMENT	-	1,000	-	1,000	2,500
	CENTRAL SERVICES AND INTERNAL CHARGES	59,697	75,023	7,122	75,023	60,535
Total		\$ 462,698	\$ 883,079	\$ 329,319	\$ 764,122	\$ 962,150

MANAGING DEPARTMENT: Recreation
After School & Intercession Services

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-9320-0002	OVERTIME	\$ 1,272	\$ -	\$ 931	\$ 931	\$ -
	BENEFITS	39,270	70,981	36,055	67,356	266,231
100-9320-1029	TRAINING & EDUCATION	-	1,000	-	500	5,000
100-9320-2043	TEMPORARY CONTRACT SERVICES	-	2,000	1,025	2,025	2,500
100-9320-2049	UNIFORM SERVICE/LAUNDRY	931	1,500	1,768	2,518	8,500
100-9320-2063	PUBLISHING & LEGAL ADVERTISING	-	-	-	-	2,000
100-9320-2073	SUBCONTRACTED WORK	-	-	-	-	6,000
100-9320-3092	STEAM PROGRAM SUPPLIES	-	-	-	-	7,500
100-9320-3095	DEPARTMENT CONSUMABLES	1,227	6,000	5,656	8,656	24,000
100-9320-3102	COMPUTER SUPPLIES	-	3,000	-	1,500	1,500
100-9320-7136	CAMP EVENTS	-	-	-	-	2,000
	CENTRAL SERVICES AND INTERNAL CHARGES	7,259	6,216	-	6,216	3,064
Total		\$ 49,959	\$ 90,697	\$ 45,435	\$ 89,702	\$ 328,295

MANAGING DEPARTMENT: Recreation
School Intersessional Services

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-9330-0002	OVERTIME	\$ 1,135	\$ 3,000	\$ 1,191	\$ 2,691	\$ 3,000
	BENEFITS	33,533	144,650	100,359	165,275	6,173
100-9330-1029	TRAINING & EDUCATION	-	2,500	-	1,250	-
100-9330-2049	UNIFORM SERVICE/LAUNDRY	-	2,000	1,428	2,428	-
100-9330-2073	SUBCONTRACTED WORK	-	6,000	760	3,000	-
100-9330-3095	DEPARTMENT CONSUMABLES	4,890	10,000	4,621	9,621	-
100-9330-7136	CAMP EVENTS	-	2,000	-	2,000	-
	CENTRAL SERVICES AND INTERNAL CHARGES	15,131	10,080	-	10,080	4,113
Total		\$ 54,688	\$ 180,230	\$ 108,359	\$ 196,345	\$ 13,286

MANAGING DEPARTMENT: Recreation
Athletics Services

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-9340-0002	OVERTIME	\$ 562	\$ 1,500	\$ 357	\$ 1,107	\$ 1,500
	BENEFITS	65,015	124,949	99,012	153,668	120,029
100-9340-1029	TRAINING & EDUCATION	-	1,500	-	750	1,500
100-9340-2049	UNIFORM SERVICE/LAUNDRY	294	1,000	-	500	2,500
100-9340-2063	PUBLISHING & LEGAL ADVERTISING	-	-	-	-	1,000
100-9340-2073	SUBCONTRACTED WORK	-	2,500	1,485	2,500	7,500
100-9340-3095	DEPARTMENT CONSUMABLES	403	3,000	2,812	3,832	7,000
100-9340-7136	SUPPORT SEASIDE RAIDERS	-	7,500	7,500	7,500	7,500
100-9340-7137	RENTAL - INDOOR FACILITIES	-	6,000	3,915	6,000	6,000
	CENTRAL SERVICES AND INTERNAL CHARGES	5,875	7,732	-	7,732	5,665
Total		\$ 72,149	\$ 155,681	\$ 115,081	\$ 183,589	\$ 160,194

MANAGING DEPARTMENT: Recreation
Pre School Services

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-9350-0002	OVERTIME	\$ -	\$ -	\$ 45	\$ 45	\$ -
	BENEFITS	27,750	86,482	58,550	93,075	137,339
100-9350-1029	TRAINING & EDUCATION	-	2,000	-	1,000	2,500
100-9350-2049	UNIFORM SERVICE/LAUNDRY	159	500	72	322	1,000
100-9350-2073	SUBCONTRACTED WORK	-	1,000	-	1,000	1,000
100-9350-3095	DEPARTMENT CONSUMABLES	2,516	4,000	1,113	3,113	7,500
	CENTRAL SERVICES AND INTERNAL CHARGES	19,804	5,844	-	5,844	2,169
Total		\$ 50,229	\$ 99,826	\$ 59,780	\$ 104,398	\$ 151,508

MANAGING DEPARTMENT: Recreation

Swim Center

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-9400-0002	OVERTIME	\$ -	\$ -	\$ 56	\$ 56	\$ -
	BENEFITS	118,983	392,954	175,645	353,585	421,489
100-9400-1029	TRAINING & EDUCATION	2,563	6,000	574	3,899	10,000
100-9400-2049	UNIFORM/LAUNDRY SERVICE	1,263	2,500	1,037	2,500	3,500
100-9400-2054	EQUIPMENT REPAIR	372	700	269	827	1,000
100-9400-2063	PUBLISHING & LEGAL ADVERTISIN	-	-	-	-	1,000
100-9400-2073	SUBCONTRACTED WORK	-	2,000	35	1,035	2,000
100-9400-3095	DEPARTMENT CONSUMABLES	757	5,500	4,206	6,923	10,000
100-9400-3097	SAFETY EQUIPMENT	1,531	3,000	1,449	3,000	5,000
100-9400-7138	LIFEGUARD	-	1,000	83	583	1,000
100-9400-7140	SHARKS	-	1,000	679	994	1,000
100-9400-7141	SWIM LESSONS	144	1,000	-	500	8,500
	CENTRAL SERVICES AND INTERNAL CHARGES	167,234	164,609	33	164,642	121,706
Total		\$ 292,848	\$ 580,263	\$ 184,065	\$ 538,544	\$ 586,195

MANAGING DEPARTMENT: Recreation

Swim Center

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
256-9400-2078	OTHER EXPENSE	(\$ 449)	\$ -	\$ -	\$ -	\$ 5,000
256-9400-8187	DEPARTMENT EQUIPMENT	-	5,000	-	-	-
Total		(\$ 449)	\$ 5,000	\$ -	\$ -	\$ 5,000

MANAGING DEPARTMENT: Recreation
Senior/Human Services

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-9500-0002	OVERTIME	\$ 69	\$ -	\$ 351	\$ 351	\$ -
	BENEFITS	39,419	56,357	56,309	74,482	3,231
100-9500-7132	EXCURSIONS	-	10,000	547	10,000	-
	CENTRAL SERVICES AND INTERNAL CHARGES	28,732	5,744	-	5,744	3,737
Total		\$ 68,219	\$ 72,101	\$ 57,208	\$ 90,577	\$ 6,968

MANAGING DEPARTMENT: Recreation
Senior/Human Services

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
251-9500-2078	OTHER EXPENSE	(\$ 104)	\$ -	\$ -	\$ -	\$ -
251-9500-7125	SENIOR ACTIVITIES	11,391	50,000	19,386	35,886	50,000
251-9500-7187	SENIOR TRIPS	-	-	192	192	-
251-9500-8187	EQUIPMENT	-	-	19	19	-
	CENTRAL SERVICES AND INTERNAL CHARGES	2,748	2,045	-	2,045	2,106
Total		\$ 14,035	\$ 52,045	\$ 19,597	\$ 38,142	\$ 52,106

MANAGING DEPARTMENT: Recreation
Contract Classes

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-9603-2075	RECREATION CONTRACT CLASSES	\$ 191	\$ -	\$ -	\$ -	\$ -
	CENTRAL SERVICES AND INTERNAL CHARGES	1,085	790	-	790	10
Total		\$ 1,276	\$ 790	\$ -	\$ 790	\$ 10

MANAGING DEPARTMENT: Recreation

CalVIP Grant

Account	Account Name	FY2021 Actual	FY2022 Adjusted Budget	Activity thru 03/10/2022	FY 2022 Projected	FY 2023 Request
100-2042-0002	OVERTIME	\$ 224	\$ -	\$ -	\$ -	\$ -
	BENEFITS	116,548	-	5,873	10,591	-
100-2042-1039	JAN ROEHL CONSULTING	24,900	-	-	-	-
100-2042-2092	VILLAGE PROJECT	11,580	-	-	-	-
100-2042-3095	CONSUMABLES	1,775	-	-	-	-
100-2042-7201	COMM PARTNERSHIP FOR YOUTH	5,646	-	-	-	-
100-2042-7204	LADIES FIRST	3,399	-	-	-	-
100-2042-7205	RESTORATIVE JUSTICE PARTNERS	10,428	-	-	-	-
100-2042-7206	PARTNERS FOR PEACE	19,778	-	-	-	-
100-2042-8187	EQUIPMENT	6,479	-	-	-	-
	CENTRAL SERVICES AND INTERNAL CHARGES	19,057	-	-	-	-
Total		\$ 219,815	\$ -	\$ 5,873	\$ 10,591	\$ -



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ENTERPRISE FUNDS

ENTERPRISE FUNDS OVERVIEW

Enterprise Funds are used to account for operations that are supported by a fee charged to external users for services, similar to a private business. The accrual basis of accounting is utilized by all Enterprise funds and therefore ending balances are referred to as “Net Position” rather than “Fund Balance”.

The City has two Enterprise Funds: the Water fund and the Golf fund.

Seaside Municipal Water System

The City of Seaside's Municipal Water System (SMWS) provides water service to approximately 800 accounts within a portion of Seaside, California. The SMWS is one of three water providers to Seaside residents, including California American Water Company and Marina Coast Water District.

The SMWS is a self-sustaining enterprise, meaning revenues (mostly sourced from water rates) aim to recover the cost to operate and maintain the water system. The water fund receives revenues from user charges based on water usage. All expenditures for the operation of the water system including maintenance, capital outlay, debt service, and depreciation are charged to this fund.

Rates were last increased in 2019. Primary cost factors impacting water rates include the increasing cost of operations and maintenance as well as over \$3 million of capital improvement projects needed to repair aging infrastructure. Although the rate increases between 2019 and 2022 increased revenues as planned, debt financing for capital needs was not pursued as outlined in the plan.

The Seaside Municipal Water System is managed by the City's Public Works and Engineering department.



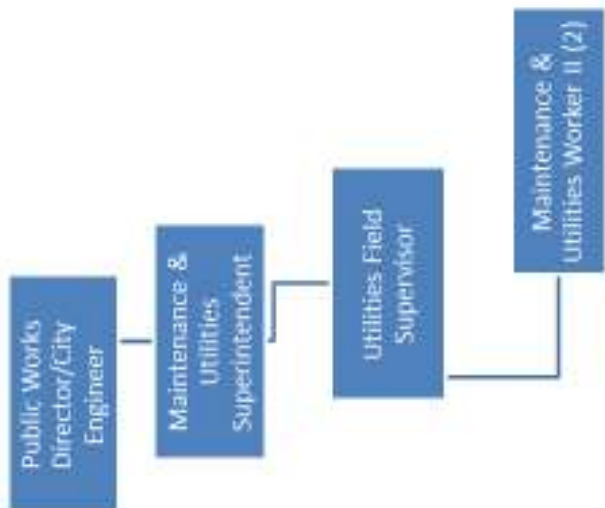
Outputs for 2021-2022

- Completed the water tank recoating project
- Final rate increase from the 2019 rate study went into effect on 1/1/2022

Objectives for 2022-2023

- Conduct new rate study
- Initial planning and design for a new potable water well
- Apply for planning grants related to the initial planning and design for a new potable water well

Water Utility



WATER RATES:

**Monthly Meter Charges
(Fixed Rates)**

Meter Size	Effective 1/1/2022
3/4" or less	\$39.67
1 Inch Meter	\$66.12
1.5 Inch Meter	\$132.24
2 Inch Meter	\$211.59
3 Inch Meter	\$396.73
4 Inch Meter	\$661.21
6 Inch Meter	\$1,322.42

**Monthly
Consumption Charges
(ccf)**

Allocations per Month	(\$/ccf)	Tier 1 \$10.60 per unit	Tier 2 \$17.60 per unit
Single Family Residential (per dwelling)	(ccf)	0 to 4.9 units	4.9 + units
Multifamily #1 (per meter) – Del Monte Manor	(ccf)	0 to 816.5 units	816.5 + units
Multifamily #2 (per meter) – Villa Del Monte	(ccf)	0 to 206.7 units	206.7 + units
School #1 (per student) – Martin Luther King	(ccf)	0 to 571.4 units	571.4 + units
School #2 (per student) – Highland Elementary	(ccf)	0 to 586.4 units	586.4 + units
School #3 (per student) – International School of Monterey	(ccf)	0 to 535.7 units	535.7 + units
Church #1 (per meter) – Greater Victory Temple	(ccf)	0 to 26.2 units	26.2 + units
Church #2 (per meter) – Seventh Day Adventist	(ccf)	0 to 4.9 units	4.9 + units
Seaside Fire Department	(ccf)	0 to 4.9 units	4.9 + units

Budget Outlook: As will be seen on the following pages the Seaside Municipal Water System expects revenues of \$2.8M in FY 2022-23 as compared with expenditures of \$2.8M. A small decrease in net position (\$2.5k) is budgeted. The fund has sufficient resources projected at FY 2021-22 year end, in the form of net position, available to absorb the decrease.

As was mentioned previously, revenues are trending up due to approved and scheduled rate increases. Most of the System's operating expenditure categories are trending similar to prior years.

One significant increase in both revenue and expenditures in the following year is related to the planning phase of a capital project for a new well. The overall cost of the project has a preliminary estimate of \$15.5M including planning, design and construction. The planning and design phase alone, which will be undertaken in the coming year, is estimated at \$1.5M. The City has budgeted ARPA grant funds for this cost in the coming year. Simultaneously, the City will apply for other infrastructure grant funds that are available from the Federal Government. Should other funding be awarded, it will take precedence over use of the ARPA funds. The City feels that once the design phase is complete and the project is "shovel ready" many more grant dollars will become obtainable for the construction phase of the project.

Budget Comparison by Budget Year

SEASIDE MUNICIPAL WATER

	FY 2017-18		FY 2018-19		FY 2019-20		FY 2020-21		FY 2021-22		FY 2022-23	
	Actual	Results	Actual	Results	Actual	Results	Actual	Results	Projected	Budget	Projected	Budget
Beginning Balance	\$1,527,588	\$1,355,153	\$896,757	\$968,562	\$849,249	\$1,223,693						
Revenues												
Fees & Charges	668,476	656,970	761,556	1,029,925	1,275,805	1,307,625						
Grant Revenue	-	-	-	-	31,820	1,500,000						
Reimbursements	1,218	-	-	-	-	-						
Miscellaneous-Other Revenue	347	1,437	26,993	3,487	3,700	3,700						
Income from Investments	-	13,625	4,885	1,842	1,250	1,250						
Sub-Total Revenue	670,041	672,033	793,434	1,035,253	1,312,575	2,812,575						
Expenses												
Personnel Services	288,480	575,201	231,475	167,529	364,208	401,825						
Services & Supplies	230,778	244,750	157,574	584,715	237,445	2,078,100						
Other	58,971	71,996	63,548	70,096	104	8						
Internal Service Charge	34,400	34,900	42,561	46,841	47,551	49,550						
Administrative Allocation	229,847	203,581	226,470	285,386	238,927	246,095						
Debt Service	-	-	-	(0)	49,896	39,460						
Sub-Total Expenses	842,476	1,130,429	721,629	1,154,567	938,130	2,815,039						
Change in Net Position	(172,435)	(458,396)	71,805	(119,313)	374,445	(2,464)						
Ending Net Position - Seaside Municipal Water	\$1,355,153	\$896,757	\$968,562	\$849,249	\$1,223,693	\$1,221,229						



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Golf Course Enterprise

The City of Seaside is home to the Bayonet and Black Horse golf courses, once part of the Fort Ord military base. These courses are now open to the public and host PGA Tour events, including the 2012 PGA Professional National Championship. This fund is used to account for the operations of the golf courses.

The Golf courses are operated according to a Ground Lease by and between the City of Seaside and Seaside Golf Acquisition Group, LLC. The operator pays an annual percentage rent to the City's general fund based on a calculation of Gross Revenue. The minimum annual rent payment is \$100,000 and increases when certain gross revenue thresholds are met. The City is required to provide up to four hundred acre feet of water per lease year.

Further, an annual payment is received from the operator, and is used by the City's Golf Enterprise fund to retire debt. The outstanding capital as of June 30, 2022 will be \$3,160,000. Retirement of debt is the only operational activity conducted by the City.



Outputs for 2021-2022

- Made debt payments in the amount of \$341,163

Objectives for 2022-2023

- Make debt service payment in the amount of \$343,038

Golf Courses Fund

Finance Director



SPECIAL REVENUE & GRANTS

Special Revenue & Grants

Special Revenue Funds account for revenues received that have restrictions placed on their use or are committed for specified purposes either through statute or by City Council policy. The City has a number of different special revenue funds.

The City of Seaside actively seeks grants to augment ongoing revenue sources. Over the years, the City has been very successful in obtaining grant funding for a wide variety of projects, ranging from planning activities to community services and capital projects. Historically, all City departments have been involved in seeking and administering grants. More recently, the City has hired an outside consultant to assist with this effort. Additionally, the City has approved a financial analyst position to act as a centralized grant manager, tasked with meeting fiscal monitoring and reporting requirements. Grants are typically a type of Special Revenue Fund.

The City expects to apply for additional grants for which awards have not yet been announced, and any awards could provide additional funding for activities in the FY 2022-23 budget year. If additional funds are awarded, budget amendments will be processed, as needed, to reflect grant revenues and expenditures.



Current Year Highlights

- CDBG grant; \$375k
- Gas Tax receipts: \$1.5M
- Measure X funds; \$1M
- American Rescue Plan Act; second tranche due; \$4.5M
- POMA maintenance funds; \$911k

Note: Current year highlights are year-end projections, unaudited and subject to change.

Grants staff are pursuing

- Fire Station #2 infrastructure grants
- Water infrastructure grants related to a new well and delivery system needed for Campus Town development
- Urban Greening grant for trail and other improvements at Lincoln Cunningham park - \$1.6 million
- Recreational Trails Program (RTP) for trail improvements at Laguna Grande park

Special Revenue Fund Descriptions

Fund No.	Fund Name/Managing Dept.	Description
246;297	<u>Housing</u> Managing Dept: Community, Housing & Economic Development	This fund accounts for City Housing activities and was created as a result of the Dissolution of the Redevelopment Agency.
271	<u>Stormwater</u> Managing Dept: Public Works & Engineering	This fund was established to account for revenues and expenditures related to the operation and maintenance of the City's storm drain and stormwater management system. Currently the only funding source for this fund is the City's general fund.
329	<u>FORA Bond</u> Managing Dept: Public Works & Engineering	Grant funds for the removal of blight and remediation activity on former Ft. Ord properties within Seaside.
103	<u>Laguna Grande Project</u> Managing Dept: Public Works & Engineering	This fund captures the costs for maintenance of the Laguna Grande Parking lot. Expenses are reimbursed by the five main businesses located on the lot. The parking lot was sold in FY2020-21.
113	<u>POMA</u> Managing Dept: Public Works & Engineering	Presidio of Monterey Authority fund is used to account for the revenues and expenditures associated with the maintenance of facilities and infrastructure at the Presidio of Monterey Annex.
200	<u>CDBG</u> Managing Dept: Community, Housing & Economic Development	This fund is used to account for any grants from the Federal Community Development Act.
210	<u>Streets; Gas Tax Fund</u> Managing Dept: Public Works & Engineering	The City's Gas Tax allocations are recorded in this fund. The use of these funds is restricted to the maintenance, repair, and design of streets by State and Federal legislation.
211	<u>Transportation Safety & Investment</u> Managing Dept: Public Works & Engineering	This fund accounts for revenues and expenditures related to the Measure X sales tax measure.
212	<u>Transportation Capital Project</u> Managing Dept: Public Works & Engineering	This fund accounts for all of the City's Transportation capital projects. All costs are accounted for in this fund and revenue is received in the form of inter-fund transfers from various other special revenue funds as well as the general fund.

Special Revenue Fund Descriptions (continued)

Fund No.	Fund Name/Managing Dept.	Description
220	<u>Proposition 172</u> Managing Dept: Police/Fire	This fund is used to account for the sales tax designated to be spent by cities only for public safety services.
2xx	<u>Public Safety</u> Managing Dept: Police/Fire	This fund accounts for various grants related to Public Safety, including; DOJ safety equipment, Public Safety courses taught by City of Seaside personnel, Asset Forfeiture funds and Peninsula Regional Violence and Narcotics Task Force funds.
221	<u>Supplemental Law Enforcement</u> Managing Dept: Police	The California Supplemental Law Enforcement fund is used to track State revenues distributed through the County of Monterey. The funds are restricted to specific uses in the Police Department.
225	<u>State of California Grants</u> Managing Dept: Recreation	This fund accounts for various grants received from the State of California. Fiscal Year 2022-23 includes a grant from the Recreation Trails Program (RTP).
106;231	<u>SAFER FEMA Grant</u> Managing Dept: Police/Fire	This fund is used to account for any grants received by the City for emergency preparedness as well as the revenue and expenditures related to a FEMA grant for additional staffing of firefighters.
233	<u>ARPA</u> Managing Dept: Finance	This fund is used to account for American Rescue Plan Act stimulus funds received from the Federal Government.
251- 257	<u>Community Services</u> Managing Dept: Recreation	This fund accounts for various grants related to Community Services, including; Found Property, Senior Programs, Oldemeyer Center Maintenance, Youth Center Maintenance, Soper Field Community Center Maintenance, Swimming Pool Maintenance and Parks Maintenance. Funding is largely provided by Recreation activity fees.
261	<u>Impact Fees</u> Managing Dept: Finance	This fund accounts for funds provided to the City from the Seaside Highlands developer in accordance with the developer agreement.

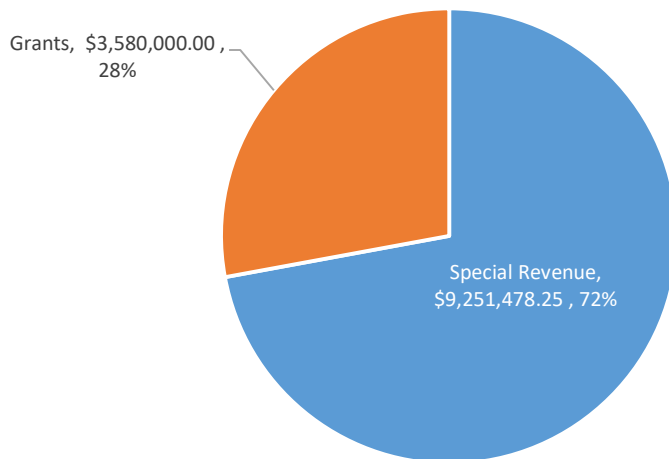
Special Revenue Fund Descriptions (continued)

Fund No.	Fund Name/Managing Dept.	Description
262	<u>Disability Access</u> Managing Dept: Finance	This fund accounts for a \$4 collected from each business license, as required by SB1186. A portion of the amount collected is retained for restricted use by the Building Division and a portion is remitted to the State on an annual basis.
291	<u>PEG Access</u> Managing Dept: Finance	This fund accounts for <u>Public Education & Government Access</u> fees collected on resident's cable bills. The expenditures are restricted to use for televising public meetings.
332-335	<u>FORA Non-Bond</u> Managing Dept: Public Works & Engineering	Funds for the preservation and maintenance of natural habitat within designated areas of the former Ft. Ord. and activities related to the Environmental Services Cooperative Agreement with the US Army for activity related to property within the former Ft. Ord.
602	<u>Recreation Endowment</u> Community Services Managing Dept:	This fund is used to account for the funds received from the Gardner Trust which are restricted to use for Senior Programs
997	<u>Recreation</u> Managing Dept: Community, Housing & Economic Development	This fund is used to account for funds set aside for affordable housing and the RDA low and moderate income housing fund.

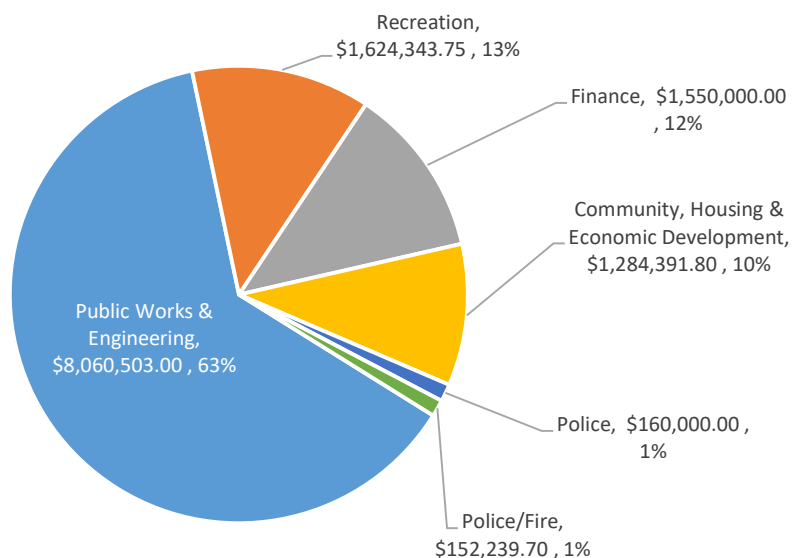
Budget Outlook: As will be seen on the following pages, the City expects to receive \$12.8M in special revenue and grants for fiscal year 2022-23. This is a significant portion of the City's projected revenue, at 17% of total revenue. When excluding Internal Service Funds, Enterprise Funds, the City's Component Unit and Trust Funds, the percentage increases to 19%.

Grants are expected at \$3.6M or 28%, while special revenue will contribute \$9.3M or 72%. The City's Public Works & Engineering department receives the highest amount of grants and special revenue at \$8M or 63% of total.

FY 2022-23 Budgeted Revenue by Type



FY 2022-23 Budgeted Revenue by Managing Department



SPECIAL REVENUE & GRANTS

Fund #	Fund Name	Fund Type	Managing Department	Beginning Balance July 1, 2021	Estimated June 30, 2022	2022/23 Budgeted Revenues	2022/23 Net Transfers	2022/23 Budgeted Expenditures	Estimated June 30, 2023 Fund Balance
Special Revenue & Grants									
246;297	Housing	Special Revenue	Community, Housing & Economic Development	7,518,733	7,422,783	800,820	257,097	1,509,333	6,971,367
271	Stormwater	Special Revenue	Public Works & Engineering	(2,764)	316,556	542,464	1,275,575	2,074,739	59,855
329	FORA Bond	Special Revenue	Public Works & Engineering	6,486,909	6,260,627	-	-	5,265,806	994,821
103	Laguna Grande Project	Special Revenue	Public Works & Engineering	(5,293)	(5,293)	-	5,293	-	-
113	POMA	Special Revenue	Public Works & Engineering	407,029	413,082	947,900	-	976,705	384,276
200	CDBG	Grants	Community, Housing & Economic Development	297,863	569,800	480,000	(625,177)	412,669	11,954
210	Streets; Gas Tax Fund	Special Revenue	Public Works & Engineering	1,193,997	1,179,845	5,520,586	(4,145,867)	1,930,433	624,131
211	Transportation Safety & Investment	Special Revenue	Public Works & Engineering	2,070,812	2,440,064	1,049,553	(2,786,706)	5,349	697,562
212	Transportation Capital Projects	Special Revenue	Public Works & Engineering	(22,712)	648,569	-	7,596,213	7,728,000	516,782
220	Proposition 172	Special Revenue	Police/Fire	(24,566)	25,902	139,592	-	98,948	66,546
2xx	Public Safety	Special Revenue	Police/Fire	280,781	255,252	12,647	-	85,400	182,500
221	Supplemental Law Enforcement	Special Revenue	Police	361,716	295,364	160,000	-	250,000	205,364
225	State of California Grants	Grants	Recreation	-	-	1,600,000	(1,600,000)	-	-
106;231	SAFER FEMA Grant	Grants	Police/Fire	(170,104)	(205,573)	-	-	12,961	(218,534)
233	ARPA	Grants	Finance	-	-	1,500,000	(1,500,000)	-	-
251- 257	Community Services	Special Revenue	Recreation	(12,244)	19,592	24,269	25,000	59,606	9,255
261	Impact Fees	Special Revenue	Finance	680,140	680,140	-	(680,000)	-	140
262	Disability Access	Special Revenue	Finance	3,415	3,415	-	-	-	3,415
291	PEG Access	Special Revenue	Finance	(1,115)	21,523	50,000	-	50,000	21,523
332-335	FORA Non-Bond	Special Revenue	Public Works & Engineering	3,378,490	3,042,090	-	-	1,738,281	1,303,809
602	Recreation Endowment	Special Revenue	Recreation	280,450	228,480	75	(50,000)	-	178,555
997	Housing Settlement	Special Revenue	Community, Housing & Economic Development	1,168,502	1,172,074	3,572	-	-	1,175,646
Special Revenue & Grants				\$ 23,890,039	\$ 24,784,291	\$ 12,831,478	\$ (2,228,572)	\$ 22,198,231	\$ 13,188,966



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INTERNAL SERVICES FUNDS

INTERNAL SERVICE FUNDS OVERVIEW

Internal Service Funds are used by the City to account for the financing of goods and services provided by one department to other departments within a government organization on a cost-reimbursement basis. They are set up to take advantage of economies of scale, to avoid duplication of effort, and to accurately identify costs of specific governmental services.

The City utilizes three Internal Service Funds:

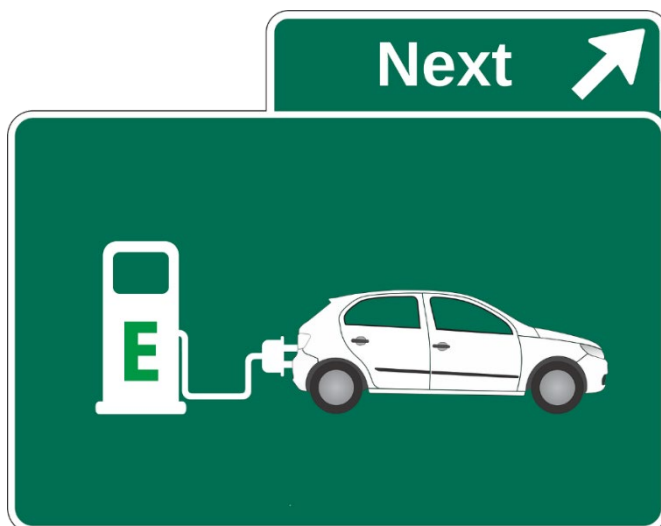
- Equipment Maintenance
- Self-Insurance
- Management Information Systems.

Equipment Maintenance

The Equipment Maintenance division is responsible for ensuring functional, reliable and economical vehicles and equipment necessary for the conduct of City operations; providing vehicle and equipment specifications for bidding purposes, assisting with vehicle and equipment auctions, and preparing and administering the annual fleet budget. In addition, Fleet & Equipment Services coordinates the following external services: paint and body repair, engine and transmission repair/rebuild, heavy-duty suspension service, air conditioning service, providing fuel and glass replacement.

The Vehicle Maintenance division also works with the Department of Consumer Affairs, Bureau of Automotive Repair on the smog program for the city's fleet of 75 Vehicles required to be smog tested. The new program continues monitoring of the vehicle electronically which allows the Vehicle Maintenance staff to not have to physically take the vehicles in for bi-annual smog checks, thus saving time for other repairs on emergency vehicles.

The State of California requires mechanics be certified to work on fire apparatus vehicles. The department currently has one certified mechanic and the second mechanic attended training in March of 2022 to work on obtaining certification. This program saves the city money on allowing staff to work on the apparatus vehicles and not have to send out of county to the nearest dealer/s.



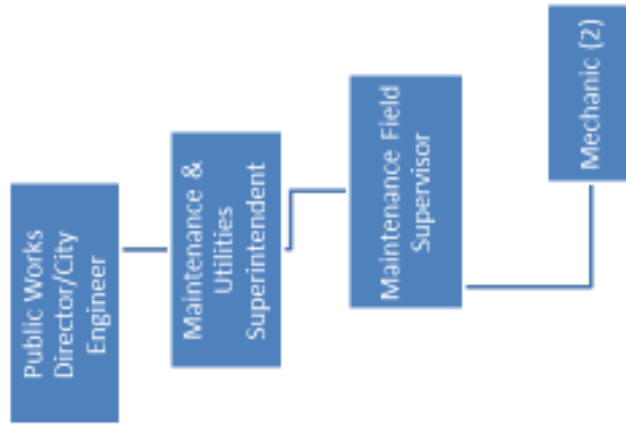
Outputs for 2021-2022

- The Vehicle Maintenance Shop services 115 vehicles and pieces of equipment.
- Performed 270 vehicle repair work orders.
- Upgraded the citywide vehicle fuel system.
- Installed two EV Chargers at PD Parking Lot for new Teslas
- Major repair to the FD's ladder truck (\$40K)
- Supplied roughly 12,000 Gallons of Diesel and 35,000 Gallons of Unleaded fuel for the city fleet.
- Replaced 11 of the aging fleet vehicles, with an additional 13 vehicles on order.

Objectives for 2022-2023

- Upgrade antiquated shop equipment/tools.
- Replace heavy equipment and vehicles for the Fire Dept. (fire apparatus) and Public Works (sweeper and backhoe).
- Replace an additional 17 vehicles of the aging fleet with more cost effective vehicles where possible.
- Continue training of staff to become certified to work on fire apparatus vehicles.

Equipment Maintenance



Self-Insurance

Risk management activities of a governmental entity can be accounted for in either the General Fund or an Internal Service Fund, if one fund is used. The City uses the Insurance Internal Service Fund for budgeting such costs. Under this model, operating departments in the various City funds receive a charge from the Risk Management fund, and all costs (premiums, claims, and related) are reflected in a single fund. This allows for better accounting and monitoring of the City's risk management costs. Costs accounted for in this fund include premiums and claims costs for:

- General Liability insurance
- Excess Liability insurance
- Property/casualty insurance
- Auto Physical Damage insurance
- Employment Practices Liability insurance
- Worker's Compensation insurance



Outputs for 2021-2022

- Maintain membership in the California Joint Powers Insurance Authority (CalJPIA)
- Serve as board member on the Municipalities, Colleges, Schools Insurance Group (MICSIG) board
- Completed Cyber Security risk assessment

Objectives for 2022-2023

- Maintain membership in the California Joint Powers Insurance Authority (CalJPIA)
- Serve as board member on the Municipalities, Colleges, Schools Insurance Group (MICSIG) board.
- Keep abreast of current issues effecting risk management
- Pursue mitigation techniques designed to reduce the number of Workers' Compensation claims.

Insurance

Human Resources Director /
Risk Manager

Risk Management
Technician

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graph TD; A[Human Resources Director / Risk Manager] --- B[Risk Management Technician]
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Management Information Services

The Technology Maintenance & Replacement Internal Service Fund's costs include hardware, software and service contracts associated with the City's computers and information technology infrastructure as well as personnel costs for the City's Information Technology division which resides in the Administrative Services Department. The Management Information Systems division is responsible for the following:

- Workstation administration
- Server administration
- Network infrastructure administration
- Telecommunication administration and installations
- Cloud services support
- Software and database maintenance and backup
- Asset tracking for IT equipment
- Live streaming and AV production of City meetings
- Technical support for City/PD users and presenters at public meetings
- Public Wi-Fi administration and support
- Digital file archiving and distribution



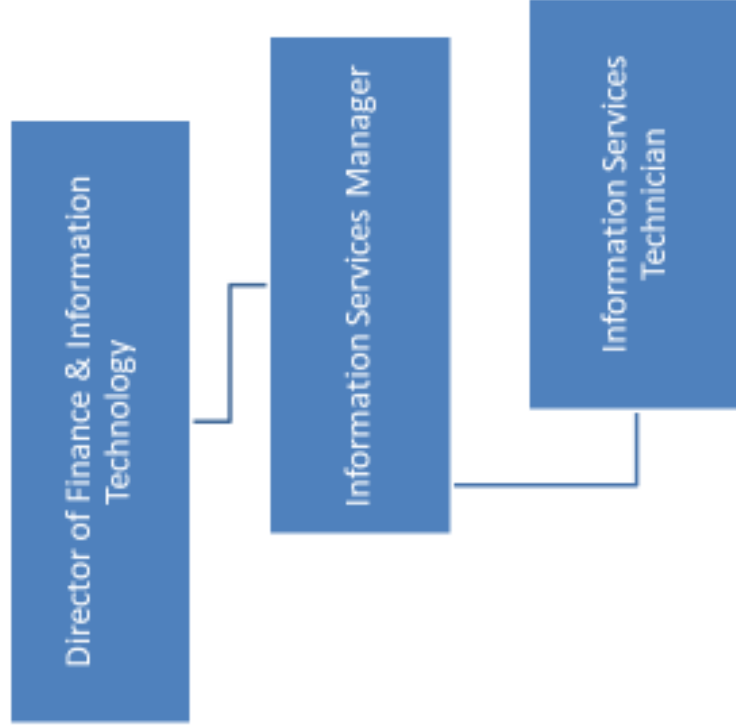
Outputs for 2021-2022

- 544 IT helpdesk tickets processed as of April FY21-22.
- 443 helpdesk (x6888) calls received as of April FY21-22.
- Upgraded virtual desktop servers.
- Installed new enterprise storage system for citywide data.
- Deployed laptops to staff for remote work.
- Installed new projectors in Council Chamber.
- Setup new remote offices for FCS staff.

Objectives for 2022-2023

- GroupWise email system upgrade.
- Virtual server host hardware upgrades.
- PD mobile computer upgrades.
- Council Chamber upgrades.
- Virtual desktop infrastructure updates.

Management Information Services



Budget Outlook: As may be seen on the following page the City's Internal Service Funds have budgeted user charges sufficient to fund the coming year's operations as well as maintain fund balances equal to approximately 25% of the fiscal year 2022-23 operating expenditures.

As was mentioned previously, revenues for the internal service funds are paid by the departments that participate in the services provided.

Equipment Maintenance: With the fiscal year 2021-22 budget, the equipment maintenance department began a vehicle leasing program with. The first year encountered some setbacks as vehicle availability remained strained due to supply chain issues and demand for vehicles in the market place remained high. Despite the setbacks, the City was able to bring in 20 new leased vehicles and plans to lease 8 more in the coming year. Ultimately, replacing the City's aging fleet with new lease vehicles will reduce vehicle maintenance costs. The leasing program also allows the City to remain flexible so that when new electric vehicles come to market, staff can act quickly to procure them, without being locked into long term assets. Equipment maintenance costs are allocated to participating departments based on the number of vehicles owned with extra weight given based on the age and type of vehicle.

Self-Insurance: Projected increases in health care costs remain high and are forecast for fiscal year 2022-23 to increase by 7.4%. This represents a slightly lower increase from the previous year's 8%. Dental and Vision rates are projected to remain flat. Worker's compensation insurance has more than doubled over the past few years from \$1M in fiscal year 2018-2019 to \$2.1M projected for fiscal year 2022-23. While this presents a financial strain on the City, finding ways to decrease workers compensations claims is an opportunity for the Self-Insurance fund. Liability insurance is allocated to participating departments based on relative operating budgets. Worker's compensation insurance is allocated to the participating departments based on the number of employees with extra weight given based on position type and recent departmental trends.

Management Information Systems: The Management Information Systems (IT) fiscal year 2022-23 budget is set to increase \$81k or 10% over the previous fiscal year's projected expenditures. The increase is being driven by a couple of projects including a bulk replacement of police department vehicle computers and technology upgrades to the Council Chambers. Included in the budget is \$225k for IT equipment such as servers and other network equipment. IT costs are allocated to participating departments based on the number of network user accounts.

INTERNAL SERVICE FUNDS

Fund #	Fund Name	Fund Type	Managing Department	Beginning Balance July 1, 2021	Estimated June 30, 2022 Fund Balance	2022/23 Budgeted Revenues	2022/23 Net Transfers	2022/23 Budgeted Expenditures	Estimated June 30, 2023 Fund Balance
*Internal Service Funds:									
501	Equipment Maintenance	Internal Service	Public Works & Engineering	\$ 400,887	\$ 442,332	\$ 652,633	\$ -	\$ 887,928	\$ 207,037
502	Self Insurance	Internal Service	Human Resources & Risk Management	873,286	821,073	3,713,790	-	3,627,962	906,901
503	Management Information Systems	Internal Service	Finance	412,188	321,406	831,427	-	924,538	228,295
Subtotal Internal Service Funds:				\$ 1,686,361	\$ 1,584,810	\$ 5,197,850	\$ -	\$ 5,440,427	\$ 1,342,233



<i>DEBT SERVICE</i>

Debt Service & Debt Service Funds

Summary of Services: The City uses Debt Service Funds to account for the payment and accumulation of resources related to general long-term debt principal and interest. The City currently maintains three Debt Service Funds. Additionally, the City has long-term debt that is accounted for within the fund that issued the debt.

In accordance with SB 1029, the City has adopted a Debt Policy. The policy states the purposes for which debt proceeds may be used, the types of debt that may be issued, the relationship of the debt to, and integration with, the capital improvement program or budget, the policy goals related to the City's planning goals and objectives, and the internal control procedures implemented to ensure the proceeds of a proposed debt issuance will be directed to the intended use.

Current Long-Term Debt:

- Pension Obligation Bonds
- Measure X Bonds
- Cutino Park Improvement Bond
- Golf Course Lease Revenue Bonds
- Capital Leases

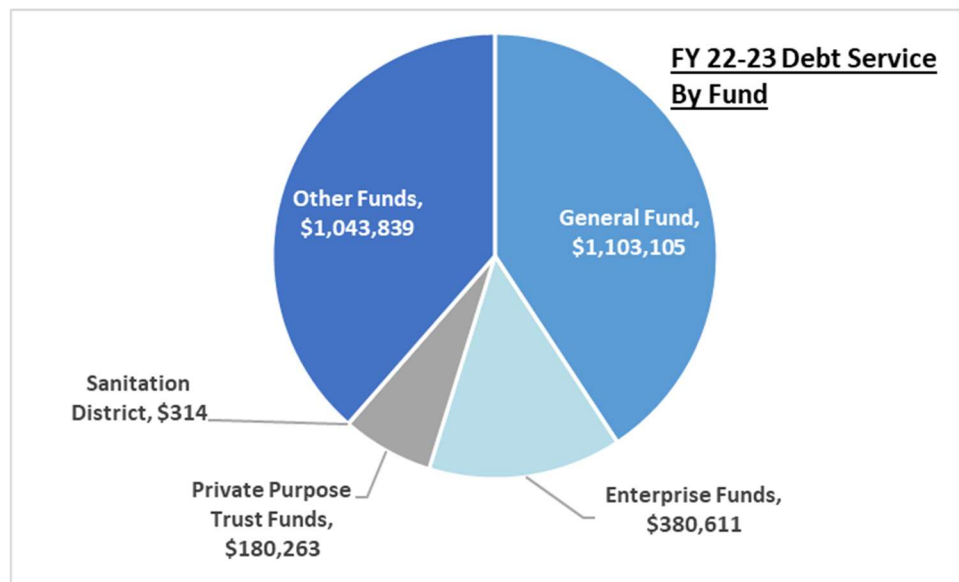
Anticipated Long-Term Debt for 2022-2023:

- Fire Engine capital lease



Debt Service Summary

Funding Source	Issue Date	Maturity Date	Interest Rate	Balance 6/30/2022	Principal Payment FY 22/23	Interest Expense FY 22/23	Est. Fees FY 22/23	Total Due FY 22/23	Balance 6/30/2023
<u>GENERAL FUND</u>									
Tax Pension Obligation Bond	12/1/2007	6/1/2025	5.06 - 5.50%	\$2,115,000	\$ 690,000.00	\$ 115,986.60	\$ 2,900.00	\$ 808,886.60	\$ 1,425,000.00
PGE On Bill Financing	7/1/2019	4/1/2030	0	\$117,756	\$ 22,801.08	\$ -	\$ -	\$ 22,801.08	\$ 94,954.52
Capital Lease - Energy Project	12/14/2016	12/14/2031	3.23%	\$355,990	\$ 31,589.92	\$ 11,118.40	\$ -	\$ 42,708.32	\$ 324,400.03
Capital Lease - Ladder Truck	12/27/2017	12/27/2027	2.591%	\$522,025	\$ 99,132.60	\$ 63,387.50	\$ -	\$ 162,520.10	\$ 422,891.98
Capital Lease - 2017 Vactor & Patch Truck	8/8/2017	8/8/2024	2.567%	\$139,754.38	\$ 61,120.83	\$ 3,002.26	\$ -	\$ 64,123.09	\$ 78,633.56
Capital Lease - 2017 Pick-up Trucks	8/8/2017	8/8/2022	2.402%	\$ 2,053.38	\$ 2,053.38	\$ 12.31	\$ -	\$ 2,065.69	\$ -
Total General Fund Debt				\$3,252,578	\$906,698	\$193,507		\$1,103,105	\$2,345,880
<u>WATER ENTERPRISE FUND</u>									
Interfund loan from General Fund	4/15/2021	6/30/2024	0.38%	\$38,000	\$ 38,000.00	\$ 142.50		\$ 38,142.50	\$ -
Capital Lease - 2017 Pick-up Trucks	8/8/2017	8/8/2022	2.402%	\$ 1,348.30	\$ 1,348.30	\$ 8.09	\$ -	\$ 1,356.38	\$ -
<u>GOLF COURSE FUND</u>									
Golf Lease Revenue Bond	12/14/2006	8/1/2037	6.70 - 7.125%	\$2,930,000	\$ 130,000.00	\$ 208,762.50	\$ 2,350.00	\$ 341,112.50	\$ 2,800,000.00
Total Enterprise Fund Debt				\$2,969,348	\$169,348	\$208,913		\$380,611	\$2,800,000
<u>PRIVATE PURPOSE TRUST FUNDS</u>									
2014 Tax Allocation Bond	12/23/2014	8/1/2033	3.25 - 5.00%	\$1,740,000	\$ 115,000.00	\$ 63,387.50	\$ 1,875.00	\$ 180,262.50	\$ 1,625,000.00
Total Private Purpose Trust Fund Debt				\$1,740,000	\$115,000	\$63,388		\$180,263	\$1,625,000
<u>SANITATION DISTRICT</u>									
Capital Lease - 2017 Pick-up Trucks	8/8/2017	8/8/2022	2.402%	\$ 312.58	\$ 312.58	\$ 1.87	\$ -	\$ 314.45	\$ -
Total Sanitation District Debt				\$313	\$313	\$2		\$314	\$0
<u>OTHER FUNDS</u>									
Measure X Bond	10/10/2018	5/1/2047	3.00 - 5.00%	\$10,330,000	\$ 245,000.00	\$ 394,700.00	\$ 1,750.00	\$ 641,450.00	\$ 1,085,000.00
Cutino Park Improvement Bond	10/10/2018	5/1/2038	3.00 - 5.00%	\$4,490,000	\$ 200,000.00	\$ 174,368.76	\$ 1,750.00	\$ 376,118.76	\$ 4,290,000.00
Capital Lease - 2017 Vactor & Patch Truck	8/8/2017	8/8/2024	2.567%	\$50,439	\$22,059	\$1,084	\$ -	\$ 23,142.95	\$ 28,379.99
Capital Lease - 2017 Pick-up Trucks	8/8/2017	8/8/2022	2.402%	\$ 3,108.80	\$ 3,108.80	\$ 18.64	\$ -	\$ 3,127.45	\$ -
Total Other Fund Debt				\$14,873,548	\$470,168	\$570,171		\$1,043,839	\$5,403,380
Total Debt				\$22,835,787	\$1,661,527	\$1,035,980		\$2,708,132	\$12,174,260



GENERAL FUND: 2007 TAX PENSION OBLIGATION BOND**\$6,880,000.00****City of Seaside 2007 A****Taxable Pension Obligation Bonds****SEAS407ATPO**

Date: December 1, 2007

Interest: Semiannual each December and June, commencing December 1, 2007. Interest accrues at 5.06 – 5.50%.

Maturity: June 1, 2025

Rating: Moody's Investors Service, Inc. and Standard & Poor's Rating Services have assigned the ratings of "Aaa" and "AAA", respectively, to the Bonds

Purpose: To fund the City's unfunded pension obligation to the California Public Employee's Retirement System.

Security: The obligation is secured and payable primarily from the City's General Fund and is taxable.

Covenants*: Optional Redemption: The Series A-1 Current Interest Bonds maturing on or before June 1, 2017, will not be subject to optional redemption. The bonds maturing on June 1, 2022 are subject to optional redemption prior to maturity at the option of the Authority, or in part on any date at a redemption price equal to the greater of (1) 100% of principal to be redeemed or (2) present value of the remaining debt service discounted at Treasury Rate plus 12.5 basis points, plus accrued and unpaid interest on the redeemable Term Bonds being redeemed to the date fixed for redemption.

Debt Service:

	Principal	Interest	Total	Est. Fees	Total Payment
FY 2022/23 Payments	\$ 690,000.00	\$ 115,986.60	\$ 805,986.60	\$ 2,900.00	\$ 808,886.60

Fiscal Year	Principal	Sinking Fund	Interest	Total
FY 07-08	\$ 55,000.00		\$ 414,453.61	\$ 469,453.61
FY 08-09	\$ 120,000.00		\$ 366,449.60	\$ 486,449.60
FY 09-10	\$ 140,000.00		\$ 360,377.60	\$ 500,377.60
FY 10-11	\$ 170,000.00		\$ 353,279.60	\$ 523,279.60
FY 11-12	\$ 195,000.00		\$ 344,626.60	\$ 539,626.60
FY 12-13	\$ 225,000.00		\$ 334,623.10	\$ 559,623.10
FY 13-14	\$ 260,000.00		\$ 323,013.10	\$ 583,013.10
FY 14-15	\$ 295,000.00		\$ 309,519.10	\$ 604,519.10
FY 15-16	\$ 335,000.00		\$ 293,943.10	\$ 628,943.10
FY 16-17	\$ -	\$ 375,000.00	\$ 276,188.10	\$ 651,188.10
FY 17-18	\$ -	\$ 420,000.00	\$ 256,050.60	\$ 676,050.60
FY 18-19	\$ -	\$ 465,000.00	\$ 233,496.60	\$ 698,496.60
FY 19-20	\$ -	\$ 515,000.00	\$ 208,526.10	\$ 723,526.10
FY 20-21	\$ 570,000.00		\$ 180,870.60	\$ 750,870.60
FY 21-22	\$ -	\$ 625,000.00	\$ 150,261.60	\$ 775,261.60
FY 22-23	\$ -	\$ 690,000.00	\$ 115,986.60	\$ 805,986.60
FY 23-24		\$ 680,000.00	\$ 78,147.00	\$ 758,147.00
FY 24-25	\$ 745,000.00		\$ 40,855.80	\$ 785,855.80
	\$ 3,110,000.00	\$ 3,770,000.00	\$ 4,640,668.41	\$ 11,520,668.41

*Additional Covenants may apply. Please contact the City Finance Department for more information.

STREETS FUND: 2018 MEASURE X BOND**\$11,050,000****City of Seaside****2018 Lease Revenue Bond****Measure X Road Improvements**

Date: October 10, 2018

Interest: Semiannual each April and December, commencing April 15, 2019. Interest accrues at 3.00% - 5.00%.

Maturity: May 1, 2047

Rating: Standard & Poor's Rating Services have assigned the ratings of "AA-" to the Bonds.

Purpose: Proceeds from the bond will be used to (1) finance the costs of rehabilitation, reconstruction, preservation, and improvement of public streets and roadways within the corporate limits of the City and (2) pay costs of issuance of Measure X Bonds. The final phase of projects using bond proceeds was fiscal year 2021-2022.

Security: The funding source for debt service payments is Measure X tax revenue received by the City.

Covenants*: N/A

Debt Service:

	Principal	Interest	Total	Est. Fees	Total Payment
FY 2022/23 Payments	\$ 245,000.00	\$ 394,700.00	\$ 639,700.00	\$ 1,750.00	\$ 641,450.00

Fiscal Year	Principal	Interest	Total
FY 18-19	\$ 30,000.00	\$ 233,746.25	\$ 263,746.25
FY 19-20	\$ 225,000.00	\$ 417,750.00	\$ 642,750.00
FY 20-21	\$ 230,000.00	\$ 411,000.00	\$ 641,000.00
FY 21-22	\$ 235,000.00	\$ 404,100.00	\$ 639,100.00
FY 22-23	\$ 245,000.00	\$ 394,700.00	\$ 639,700.00
FY 23-24	\$ 255,000.00	\$ 384,900.00	\$ 9,830,000.00
FY 24-25	\$ 270,000.00	\$ 372,150.00	\$ 9,560,000.00
FY 25-26	\$ 285,000.00	\$ 358,650.00	\$ 9,275,000.00
FY 26-27	\$ 295,000.00	\$ 344,400.00	\$ 8,980,000.00
FY 27-28	\$ 310,000.00	\$ 329,650.00	\$ 8,670,000.00
FY 28-29	\$ 325,000.00	\$ 314,150.00	\$ 8,345,000.00
FY 29-30	\$ 345,000.00	\$ 297,900.00	\$ 8,000,000.00
FY 30-31	\$ 355,000.00	\$ 287,550.00	\$ 7,645,000.00
FY 31-32	\$ 365,000.00	\$ 276,900.00	\$ 7,280,000.00
FY 32-33	\$ 375,000.00	\$ 265,493.76	\$ 6,905,000.00
FY 33-34	\$ 390,000.00	\$ 253,306.26	\$ 6,515,000.00
FY 34-35	\$ 400,000.00	\$ 240,143.76	\$ 6,115,000.00
FY 35-36	\$ 415,000.00	\$ 226,643.76	\$ 5,700,000.00
FY 36-37	\$ 430,000.00	\$ 212,118.76	\$ 5,270,000.00
FY 37-38	\$ 445,000.00	\$ 197,068.76	\$ 4,825,000.00
FY 38-39	\$ 460,000.00	\$ 180,937.50	\$ 4,365,000.00
FY 39-40	\$ 475,000.00	\$ 163,687.50	\$ 3,890,000.00
FY 40-41	\$ 495,000.00	\$ 145,875.00	\$ 3,395,000.00
FY 41-42	\$ 515,000.00	\$ 127,312.50	\$ 2,880,000.00
FY 42-43	\$ 535,000.00	\$ 108,000.00	\$ 2,345,000.00
FY 43-44	\$ 555,000.00	\$ 87,937.50	\$ 1,790,000.00
FY 44-45	\$ 575,000.00	\$ 67,125.00	\$ 1,215,000.00
FY 45-46	\$ 595,000.00	\$ 45,562.50	\$ 620,000.00
FY 46-47	\$ 620,000.00	\$ 23,250.00	\$ -
	\$ 11,050,000.00	\$ 7,172,008.81	\$ 136,241,296.25

*Additional Covenants may apply. Please contact the City Finance Department for more information.

CUTINO PARK FUND: 2018 CUTINO PARK BOND**\$5,060,000.00****City of Seaside****2018 Lease Revenue Bond****Cutino Park Improvement Project**

Date: October 10, 2018

Interest: Semiannual each April and December, commencing April 15, 2019. Interest accrues at 3.00% - 5.00%.

Maturity: May 1, 2038

Rating: Standard & Poor's Rating Services have assigned the ratings of "AA-" to the Bonds.

Purpose: Proceeds from the bond will be used to (1) finance the costs of acquisition, construction, improvement, rehabilitation, and renovation of Cutino Park, (2) fund capitalized interest on the Cutino Park Bonds through and including November 1, 2019, and (3) pay costs of issuance of the Cutino Park Bonds.

Security: The lease payments received by the City are pledged to pay the scheduled principal and interest payments on the lease revenue bonds.

Covenants*: N/A

Debt Service:

	Principal	Interest	Total	Est. Fees	Total Payment
FY 2022/23 Payments	\$ 200,000.00	\$ 174,368.76	\$ 374,368.76	\$ 1,750.00	\$ 376,118.76

Fiscal Year	Principal	Interest	Total
FY 18-19	-	\$ 107,992.14	\$ 107,992.14
FY 19-20	\$ 185,000.00	\$ 193,418.76	\$ 378,418.76
FY 20-21	\$ 190,000.00	\$ 187,868.76	\$ 377,868.76
FY 21-22	\$ 195,000.00	\$ 182,168.76	\$ 377,168.76
FY 22-23	\$ 200,000.00	\$ 174,368.76	\$ 374,368.76
FY 23-24	\$ 210,000.00	\$ 166,368.76	\$ 376,368.76
FY 24-25	\$ 220,000.00	\$ 155,868.76	\$ 375,868.76
FY 25-26	\$ 230,000.00	\$ 144,868.76	\$ 374,868.76
FY 26-27	\$ 240,000.00	\$ 133,368.76	\$ 373,368.76
FY 27-28	\$ 255,000.00	\$ 121,368.76	\$ 376,368.76
FY 28-29	\$ 265,000.00	\$ 108,618.76	\$ 373,618.76
FY 29-30	\$ 280,000.00	\$ 95,368.76	\$ 375,368.76
FY 30-31	\$ 290,000.00	\$ 86,968.76	\$ 376,968.76
FY 31-32	\$ 300,000.00	\$ 78,268.76	\$ 378,268.76
FY 32-33	\$ 305,000.00	\$ 68,893.76	\$ 373,893.76
FY 33-34	\$ 315,000.00	\$ 58,981.26	\$ 373,981.26
FY 34-35	\$ 325,000.00	\$ 48,350.00	\$ 373,350.00
FY 35-36	\$ 340,000.00	\$ 37,381.26	\$ 377,381.26
FY 36-37	\$ 350,000.00	\$ 25,481.26	\$ 375,481.26
FY 37-38	\$ 365,000.00	\$ 13,231.26	\$ 378,231.26
	\$ 5,060,000.00	\$ 2,189,204.82	\$ 7,249,204.82

*Additional Covenants may apply. Please contact the City Finance Department for more information.

ENTERPRISE FUND: 2006 GOLF COURSE BOND**\$4,000,000****City of Seaside****2006 Lease Revenue Bond****Golf Course**

Date: December 14, 2006

Interest: Semiannual each February and August, commencing December 14, 2006. Interest accrues at 6.70% - 7.125%.

Maturity: August 1, 2037

Rating: Standard & Poor's Rating Services have assigned the ratings of "A" to the Bonds.

Purpose: Proceeds from the bond will be used to finance the costs of capital improvements to the irrigation system of the City's Bayonet and Black Horse Golf Courses.

Security: The lease payments received by the City are pledged to pay the scheduled principal and interest payments on the lease revenue bonds.

Covenants*: N/A

Debt Service:

	Principal	Interest	Total	Est. Fees	Total Payment
FY 2022/23 Payments	\$ 130,000.00	\$ 208,762.50	\$ 338,762.50	\$ 2,350.00	\$ 341,112.50

Fiscal Year	Principal	Interest	Total
FY 06-07	\$ -	\$ 178,310.08	\$ 178,310.08
FY 07-08	\$ -	\$ 282,782.50	\$ 282,782.50
FY 08-09	\$ -	\$ 282,782.50	\$ 282,782.50
FY 09-10	\$ 55,000.00	\$ 282,782.50	\$ 337,782.50
FY 10-11	\$ 55,000.00	\$ 279,097.50	\$ 334,097.50
FY 11-12	\$ 60,000.00	\$ 275,412.50	\$ 335,412.50
FY 12-13	\$ 65,000.00	\$ 271,332.50	\$ 336,332.50
FY 13-14	\$ 70,000.00	\$ 266,912.50	\$ 336,912.50
FY 14-15	\$ 75,000.00	\$ 262,152.50	\$ 337,152.50
FY 15-16	\$ 80,000.00	\$ 257,052.50	\$ 337,052.50
FY 16-17	\$ 85,000.00	\$ 251,612.50	\$ 336,612.50
FY 17-18	\$ 90,000.00	\$ 245,662.50	\$ 335,662.50
FY 18-19	\$ 100,000.00	\$ 239,362.50	\$ 339,362.50
FY 19-20	\$ 105,000.00	\$ 232,362.50	\$ 337,362.50
FY 20-21	\$ 110,000.00	\$ 225,012.50	\$ 335,012.50
FY 21-22	\$ 120,000.00	\$ 217,312.50	\$ 337,312.50
FY 22-23	\$ 130,000.00	\$ 208,762.50	\$ 338,762.50
FY 23-24	\$ 135,000.00	\$ 199,500.00	\$ 334,500.00
FY 24-25	\$ 145,000.00	\$ 189,881.26	\$ 334,881.26
FY 25-26	\$ 160,000.00	\$ 179,550.00	\$ 339,550.00
FY 26-27	\$ 170,000.00	\$ 168,150.00	\$ 338,150.00
FY 27-28	\$ 180,000.00	\$ 156,037.50	\$ 336,037.50
FY 28-29	\$ 195,000.00	\$ 143,212.50	\$ 338,212.50
FY 29-30	\$ 210,000.00	\$ 129,318.76	\$ 339,318.76
FY 30-31	\$ 225,000.00	\$ 114,356.26	\$ 339,356.26
FY 31-32	\$ 240,000.00	\$ 98,325.00	\$ 338,325.00
FY 32-33	\$ 255,000.00	\$ 81,225.00	\$ 336,225.00
FY 33-34	\$ 275,000.00	\$ 63,056.26	\$ 338,056.26
FY 34-35	\$ 295,000.00	\$ 43,462.50	\$ 338,462.50
FY 35-36	\$ 315,000.00	\$ 22,443.76	\$ 337,443.76
	\$ 4,000,000.00	\$ 5,847,223.88	\$ 9,847,223.88

*Additional Covenants may apply. Please contact the City Finance Department for more information.

PRIVATE PURPOSE TRUST FUND: 2014 TAX ALLOCATION REFUNDING

\$9,140,000

**City of Seaside Successor Agency to the Redevelopment Agency
2014 Tax Allocation Refunding Bond
Successor Agency**

Date: December 23, 2014

Interest: Semiannual each February and August, commencing December 23, 2014. Interest accrues at 3.25% - 5.00%.

Maturity: August 1, 2033

Rating: Series 2014

Purpose: On September 24, 2003, the Agency issued the Merged Project Area, Tax Allocation Bonds, Series 2003. The bond proceeds are used in the Merged Project Area. On February 1, 2012, after the Redevelopment Dissolution Act, this debt was transferred to the Redevelopment Successor Agency of the City. On December 23, 2014, the 2003 series bonds were refunded and are now series 2014.

Security: The tax revenues received by the Successor Agency to the Redevelopment Agency of the City of Seaside are pledged to pay the scheduled principal and interest payments on the bond.

Covenants*: N/A

Debt Service:

	Principal	Interest	Total	Est. Fees	Total Payment
FY 2022/23 Payments	\$ 115,000.00	\$ 63,387.50	\$ 178,387.50	\$ 1,875.00	\$ 180,262.50

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
FY 14-15	\$ -	\$ 42,608.82	\$ 42,608.82
FY 15-16	\$ 1,675,000.00	\$ 370,162.50	\$ 2,045,162.50
FY 16-17	\$ 1,585,000.00	\$ 304,962.50	\$ 1,889,962.50
FY 17-18	\$ 1,650,000.00	\$ 232,012.50	\$ 1,882,012.50
FY 18-19	\$ 1,730,000.00	\$ 147,512.50	\$ 1,877,512.50
FY 19-20	\$ 550,000.00	\$ 90,512.50	\$ 640,512.50
FY 20-21	\$ 100,000.00	\$ 74,262.50	\$ 174,262.50
FY 21-22	\$ 110,000.00	\$ 69,012.50	\$ 179,012.50
FY 22-23	\$ 115,000.00	\$ 63,387.50	\$ 178,387.50
FY 23-24	\$ 120,000.00	\$ 57,512.50	\$ 177,512.50
FY 24-25	\$ 125,000.00	\$ 51,387.50	\$ 176,387.50
FY 25-26	\$ 135,000.00	\$ 44,887.50	\$ 179,887.50
FY 26-27	\$ 135,000.00	\$ 38,137.50	\$ 173,137.50
FY 27-28	\$ 145,000.00	\$ 32,587.50	\$ 177,587.50
FY 28-29	\$ 145,000.00	\$ 28,237.50	\$ 173,237.50
FY 29-30	\$ 155,000.00	\$ 23,737.50	\$ 178,737.50
FY 30-31	\$ 160,000.00	\$ 18,912.50	\$ 178,912.50
FY 31-32	\$ 165,000.00	\$ 13,731.25	\$ 178,731.25
FY 32-33	\$ 170,000.00	\$ 8,287.50	\$ 178,287.50
FY 33-34	\$ 170,000.00	\$ 2,762.50	\$ 172,762.50
	\$ 9,140,000.00	\$ 1,714,615.07	\$ 10,854,615.07

*Additional Covenants may apply. Please contact the City Finance Department for more information.

GENERAL FUND: PG&E ON-BILL FINANCING

\$211,516.06
City of Seaside
2019 On-bill financing

Date: July 1, 2019
Interest: 0%
Maturity: April 1, 2029
Rating: N/A
Purpose: On-bill financing to upgrade government facility lighting to be more energy efficient.
Security: The obligation is secured and payable primarily from the City's General Fund.
Covenants*: N/A

Debt Service:

	Principal	Interest	Total	Est. Fees	Total Payment
FY 2022/23 Payments	\$ 22,801.08	\$ -	\$ 22,801.08	\$ -	\$ 22,801.08

Fiscal Year	Principal	General Fund	Fund 210	Total
FY 19-20	\$ 21,924.14	\$ 18,831.86	\$ 3,092.28	\$ 21,924.14
FY 20-21	\$ 38,822.76	\$ 32,638.20	\$ 6,184.56	\$ 38,822.76
FY 21-22	\$ 33,013.56	\$ 26,829.28	\$ 6,184.28	\$ 33,013.56
FY 22-23	\$ 22,801.08	\$ 22,801.08	\$ -	\$ 22,801.08
FY 23-24	\$ 22,801.08	\$ 22,801.08	\$ -	\$ 22,801.08
FY 24-25	\$ 18,557.29	\$ 18,557.29	\$ -	\$ 18,557.29
FY 25-26	\$ 15,018.32	\$ 15,018.32	\$ -	\$ 15,018.32
FY 26-27	\$ 14,242.20	\$ 14,242.20	\$ -	\$ 14,242.20
FY 27-28	\$ 14,242.20	\$ 14,242.20	\$ -	\$ 14,242.20
FY 28-29	\$ 10,093.43	\$ 10,093.43	\$ -	\$ 10,093.43
	\$ 211,516.06	\$ 196,054.94	\$ 15,461.12	\$ 211,516.06

*Additional Covenants may apply. Please contact the City Finance Department for more information.

GENERAL FUND: ENERGY MANAGEMENT PROJECT CAPITAL LEASE

\$1,075,000
City of Seaside
2017 PNC Lease
Lease No. 201789000

Date: December 14, 2016
Interest: 3.230% nominal annual rate compounded quarterly.
Maturity: December 14, 2031
Rating: N/A
Purpose: This lease is to finance the Energy Management Project & Energy Conservation and Renewable Energy Project, to include, but not limited to HVAC, Roof Replacement, Window Replacement and Generators as defined in the Energy Services Agreement (fully described in the scope of work).
Security: The obligation is secured and payable primarily from the City's General Fund.
Covenants*: N/A

Debt Service:

	Principal	Interest	Total	Est. Fees	Total Payment
FY 2022/23 Payments	\$ 31,589.92	\$ 11,118.40	\$ 42,708.32	\$ -	\$ 42,708.32

Fiscal Year	Principal	Interest	Total
FY 16-17	\$ 28,105.67	\$ 17,248.23	\$ 45,353.90
FY 17-18	\$ 57,585.95	\$ 33,121.85	\$ 90,707.80
FY 18-19	\$ 59,468.62	\$ 31,239.18	\$ 90,707.80
FY 19-20	\$ 513,638.57	\$ 21,005.31	\$ 534,643.88
FY 20-21	\$ 29,621.41	\$ 13,086.91	\$ 42,708.32
FY 21-22	\$ 30,589.83	\$ 12,118.49	\$ 42,708.32
FY 22-23	\$ 31,589.92	\$ 11,118.40	\$ 42,708.32
FY 23-24	\$ 32,622.68	\$ 10,085.64	\$ 42,708.32
FY 24-25	\$ 33,689.24	\$ 9,019.08	\$ 42,708.32
FY 25-26	\$ 34,790.66	\$ 7,917.66	\$ 42,708.32
FY 26-27	\$ 35,928.08	\$ 6,780.24	\$ 42,708.32
FY 27-28	\$ 37,102.68	\$ 5,605.64	\$ 42,708.32
FY 28-29	\$ 38,315.70	\$ 4,392.62	\$ 42,708.32
FY 29-30	\$ 39,568.37	\$ 3,139.95	\$ 42,708.32
FY 30-31	\$ 40,861.98	\$ 1,846.34	\$ 42,708.32
FY 31-32	\$ 31,520.64	\$ 510.60	\$ 32,031.24
	\$ 1,075,000.00	\$ 188,236.14	\$ 1,263,236.14

*Additional Covenants may apply. Please contact the City Finance Department for more information.

GENERAL FUND: LADDER TRUCK CAPITAL LEASE**\$981,371****City of Seaside****2017 PNC Lease****Lease No. 21936700**

Date: December 27, 2017
Interest: 2.591% nominal annual rate compounded annually.
Maturity: December 27, 2027
Rating: N/A
Purpose: This lease is to finance the purchase of one (1) E-One 1,500 G.P.M. Seventy-Five Foot Aluminum Ladder Track.
Security: The obligation is secured and payable primarily from the City's General Fund.
Covenants*: N/A

Debt Service:

	Principal	Interest	Total	Est. Fees	Total Payment
FY 2022/23 Payments	\$ 99,132.60	\$ 63,387.50	\$ 162,520.10	\$ 1,875.00	\$ 164,395.10

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
FY 17-18	\$ 87,230.01	\$ 232,012.50	\$ 319,242.51
FY 18-19	\$ 89,490.32	\$ 147,512.50	\$ 237,002.82
FY 19-20	\$ 91,809.19	\$ 90,512.50	\$ 182,321.69
FY 20-21	\$ 94,188.15	\$ 74,262.50	\$ 168,450.65
FY 21-22	\$ 96,628.75	\$ 69,012.50	\$ 165,641.25
FY 22-23	\$ 99,132.60	\$ 63,387.50	\$ 162,520.10
FY 23-24	\$ 101,701.32	\$ 57,512.50	\$ 159,213.82
FY 24-25	\$ 104,336.61	\$ 51,387.50	\$ 155,724.11
FY 25-26	\$ 107,040.18	\$ 44,887.50	\$ 151,927.68
FY 26-27	\$ 109,813.87	\$ 38,137.50	\$ 147,951.37
	\$ 981,371.00	\$ 868,625.00	\$ 1,849,996.00

*Additional Covenants may apply. Please contact the City Finance Department for more information.

GENERAL FUND & OTHER FUNDS: 2017 VACTOR & PATCH TRUCKS

\$557,492.99
City of Seaside
2017 PNC Lease
Lease No. 21936700

Date: August 8, 2017
Interest: 2.567% nominal annual rate compounded quarterly.
Maturity: August 8, 2024
Rating: N/A
Purpose: This lease is to finance the purchase of one (1) vactor truck and one (1) patch truck.
Security: The obligation is secured and payable primarily from the City's General Fund. The streets funds (210) supports 26.52% of the lease obligation.
Covenants*: N/A

Debt Service:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Est. Fees</u>	<u>Total Payment</u>
FY 2022/23 Payments	\$ 83,180.22	\$ 4,085.82	\$ 87,266.04	\$ 1,875.00	\$ 89,141.04

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
FY 17-18	\$ 55,068.29	\$ 10,381.24	\$ 65,449.53
FY 18-19	\$ 75,087.76	\$ 12,178.28	\$ 87,266.04
FY 19-20	\$ 77,033.90	\$ 10,232.14	\$ 87,266.04
FY 20-21	\$ 79,030.47	\$ 8,235.57	\$ 87,266.04
FY 21-22	\$ 81,078.80	\$ 6,187.24	\$ 87,266.04
FY 22-23	\$ 83,180.22	\$ 4,085.82	\$ 87,266.04
FY 23-24	\$ 85,336.09	\$ 1,929.95	\$ 87,266.04
FY 24-25	\$ 21,677.46	\$ 139.05	\$ 21,816.51
	\$ 557,492.99	\$ 53,369.29	\$ 610,862.28

*Additional Covenants may apply. Please contact the City Finance Department for more information.

GENERAL FUND & OTHER FUNDS: 2017 PICKUP TRUCKS

\$103,491.72
City of Seaside
2017 PNC Lease
Lease No. 207378000

Date: August 8, 2017
Interest: 2.402% nominal annual rate compounded quarterly.
Maturity: August 8, 2022
Rating: N/A
Purpose: This lease is to finance the purchase of one (1) 2017 Ford F-350 Pickup Truck and two (2) 2017 Ford F-250 Pickup Trucks.
Security: The obligation is secured and payable primarily from the City's General Fund. The amount of funding provided by other funds includes: 24.63% from fund 401 (Water Utility), 5.71% from fund 951 (Sanitation District), and 32.16% from fund 210 (Streets).
Covenants*: N/A
Debt Service:

	Principal	Interest	Total	Est. Fees	Total Payment
FY 2022/23 Payments	\$ 5,474.21	\$ 32.83	\$ 5,507.04	\$ 1,875.00	\$ 7,382.04

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
FY 17-18	\$ 14,744.90	\$ 1,776.22	\$ 16,521.12
FY 18-19	\$ 20,076.39	\$ 1,951.77	\$ 22,028.16
FY 19-20	\$ 20,562.99	\$ 1,465.17	\$ 22,028.16
FY 20-21	\$ 21,061.38	\$ 966.78	\$ 22,028.16
FY 21-22	\$ 21,571.85	\$ 456.31	\$ 22,028.16
FY 22-23	\$ 5,474.21	\$ 32.83	\$ 5,507.04
	\$ 103,491.72	\$ 6,649.08	\$ 110,140.80

*Additional Covenants may apply. Please contact the City Finance Department for more information.

WATER FUND: INTERFUND LOAN

General Fund loan to Water Utility Fund
\$114,000
City of Seaside Water Utility

Date: April 15, 2021
Interest: 0.38% nominal annual rate compounded annually.
Maturity: June 30, 2024
Rating: N/A
Purpose: This loan is to finance the interior coating for the potable water north storage reservoir (500,000 gallon steel tank).
Security: The obligation is secured and payable primarily from the City's General Fund.
Covenants*: N/A

Debt Service:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Est. Fees</u>	<u>Total Payment</u>
FY 2022/23 Payments	\$ 38,000.00	\$ 142.50	\$ 38,142.50	\$ 1,875.00	\$ 40,017.50

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
FY 20-21	\$ -	\$ 89.01	\$ 89.01
FY 21-22	\$ 38,000.00	\$ 427.50	\$ 38,427.50
FY 22-23	\$ 38,000.00	\$ 285.00	\$ 38,285.00
FY 23-24	\$ 38,000.00	\$ 142.50	\$ 38,142.50
	\$ 114,000.00	\$ 944.01	\$ 114,944.01

*Additional Covenants may apply. Please contact the City Finance Department for more information.



CAPITAL IMPROVEMENT PROGRAM

CAPITAL IMPROVEMENT PROGRAM OVERVIEW

The City of Seaside's Five-Year Capital Improvement Program (CIP) outlines current and future infrastructure needs and capital funding priorities in the following areas:

- (i) Government Facilities,
- (ii) Parks,
- (iii) Special Projects,
- (iv) Stormwater Projects,
- (v) Transportation Projects,
- (vi) Municipal Water Fund Projects
- (vii) Sanitation District Projects

The CIP is an important planning tool that identifies and prioritizes all major capital projects in the City. It helps determine funding sources and needs.

In general, the CIP provides funding for infrastructure construction and non-routine maintenance, while funding for routine infrastructure maintenance is appropriated in the operating budget. CIP projects, including streets, buildings, recreational facilities, and parks are defined as assets with an individual cost of at least \$50k and an estimated useful life of greater than two years. Acquisitions of other capital assets (such as machinery, furniture, and vehicles) are generally accounted for in an internal service fund or departmental account that is responsible for financing each expenditure. Cost estimates are prepared for each capital project using current year dollars.

The projects planned for FY 2022-23 include expenditures that will be appropriated through the FY 2022-23 Budget adoption process. Projected expenditures shown for FY 2023-24 through FY 2027-28 and "Out Years" are provided primarily for project planning and long-range financial planning purposes and do not reflect a commitment of funds. Expenditure approval will be sought for these projects during the appropriate fiscal year. Projects are categorized as outlined above and listed by line number. The line numbers are listed for convenience only and do not reflect order of project priority.

The CIP is comprised of 107 projects with a total cost of approximately \$289 million across all years. For FY 2022-23 38 projects totaling approximately \$25.6 million are recommended for appropriation. Of this amount, \$5.1 million is requested from the City's general fund unassigned fund balance. The remainder is funded with grant revenue and other special revenue sources.

FY 2021-2022 CAPITAL PROJECTS STATUS REPORT

The City, its staff and consultants continue to be challenged with a very robust construction schedule, coupled with ongoing staffing shortages. These challenges led to several projects not getting underway in fiscal year 2021-22. Management is hopeful to fully staff the City's Engineering department in fiscal year 2022-23 and undertake many of the projects that were delayed, as well as a sizable number of new projects.

The status of the projects from the FY 2021/22 Capital Improvements Projects is as follows:

- **Oldemeyer Emergency Generator (\$282k):** Completed January of 2022. Cost to date is \$279,600.
- **Oldemeyer Auditorium Doors (\$70k):** This project has been rescheduled to fiscal year 2022-23.
- **Oldemeyer Termite Abatement (22k):** Completed December of 2021. Cost to date is \$17,600.
- **Patullo Swim Center (\$25k):** This project has been rescheduled to fiscal year 2022-23.
- **City Hall ADA Improvements (\$30k):** This project has been rescheduled to fiscal year 2023-24.
- **City Hall/Library Parking Lot (\$525k):** The planned upgrades of the shared parking lot between City Hall and the Library building was not undertaken in fiscal year 2020-21 and has been rolled forward to fiscal year 2022-23.
- **Corporation Yard Relocation (\$200k):** Initial design work for the relocation of the City's Corporation Yard was not undertaken in fiscal year 2020-21 and has been rolled forward to fiscal year 2023-24.
- **Surplus II Building Removal (Campus Town) (\$5.5M):** This project will include hazardous material abatement removal and building demolition at the former Fort Ord in preparation for the Campus Town Phase 1 development. Hazardous abatement removal and building demolition will start in the fiscal year but will not be completed until the fiscal year 2022-2023. Design is currently 90% complete.
- **Police Department Parking Lot (\$350k):** The planned upgrade of the police department parking lot was not undertaken in fiscal year 2020-21 and has been rolled forward to fiscal year 2022-23.

- **Police Department Vehicle Charging Station (\$8k):** The project was completed in October of 2021 at a cost of \$8,000.
- **Fire Station #1 Refurbishment (exterior stucco/paint) (\$845k adjusted budget):** This project is under way as of February of 2022. Unforeseen water damage to the building has caused some delays and necessitated an increase in the project budget. The project has an expected completion date in June of 2022. Project costs to date are \$32,475.
- **Fire Station #2 Design and Construction (\$150k):** A site was selected and the conceptual design of the City's Fire Station #2 was completed in early 2022. Cost to date is \$26,475.
- **Community Center Space Needs Survey (\$275k):** This project has been rescheduled to fiscal year 2023-24.
- **Broadway Walk of Fame (\$40k):** While the selection process for recipients of this prestigious award are under way, construction and installation will not occur until fiscal year 2023-24. This project has been re-budgeted to the following year.
- **Broadway Lighting Project (\$50k adjusted budget):** This project was completed in February of 2022. Cost to date is \$52,050.
- **City Hall Solar Array Expansion (\$100k):** The planned expansion of solar panels at the City Hall parking lot did not get under way in fiscal year 2021-22 and has been delayed until fiscal year 2023-24.
- **Cutino Park Improvements (\$969k adjusted budget):** This phase of Cutino Park improvements is currently 75% designed. The project scope has expanded due to CDBG funding in addition to the Cutino Park Bond in fiscal year 2022-23. Construction has been re-budgeted to fiscal year 2022-23.
- **Laguna Grande Park Improvements (\$225k adjusted budget):** This project was under way as of February 2022 and has an estimated completion date in July of 2022. Costs to date are \$7,409.
- **Highland Otis Park Improvements (\$177k adjusted budget):** This project completed construction in March 2022. Costs to date are \$129,742.
- **Ellis Park Improvements (\$1M adjusted budget):** This project is partially grant funded with Proposition 68 funds and CDBG funds. Construction is underway with an estimated completion date in September of 2022. Costs to date are \$114,612.

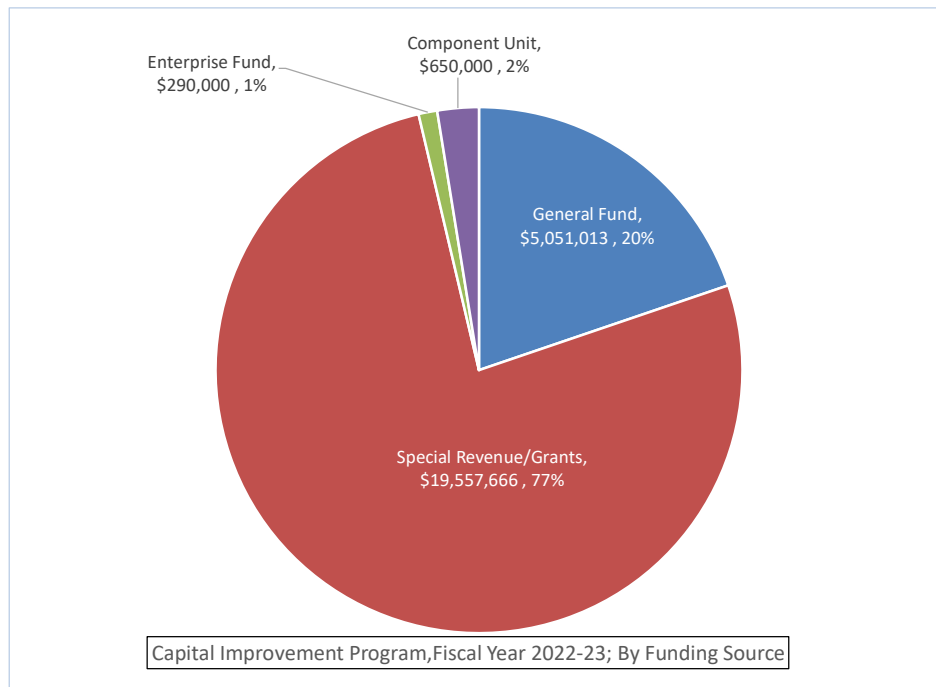
- **Park Revitalization (\$100k):** This project was set aside to revitalize a desolate park such as Havana Soliz. The project has been included in the fiscal year 2022-23 CIP budget.
- **Alternative Water Source Project (\$1.1M):** An initial feasibility study was conducted in fiscal year 2021-22 at a cost to date of \$58,327. Staff is currently working with a consultant to move one of the recycled water in lieu projects options forward.
- **Del Monte Manor Storm Drain Improvements (\$855k adjusted budget):** This project is partially funded by State Proposition 1 funds (\$579k). The project is starting construction in May. Costs to date are \$44,654.
- **Eucalyptus Storm Drain Infiltrator Repair (\$825k):** This project is funded with FORA funds. The project is currently in the design phase and will be ongoing in the coming year. Costs to date are \$6,348.
- **90 Inch Storm Drain Outfall Repair (\$250k):** Repair of the City's 90 inch storm drain outfall did not get under way in fiscal year 2021-22 and has been rolled forward to fiscal year 2022-23.
- **Laguna Grande Trash Capture (35k):** The Laguna Grande Trash Capture project was not undertaken in fiscal year 2021-22 and has been rolled forward to fiscal year 2022-23.
- **CMP Replacement Program (\$100k):** A CMP replacement project is in design. Construction is expected to start in July.
- **Trash Capture Projects (\$300k):** Trash Capture projects throughout the City were not undertaken in fiscal year 2021-22 and have been delayed to fiscal year 2023-24.
- **Bike-Safe Grate Upgrades (\$500k):** Upgrades to make the City's stormwater grates bicycle safe did not get under way in fiscal year 2021-22 and the project has been rolled forward to fiscal year 2022-23.
- **Coe & General Jim Moore Intersection Improvements (\$125k):** This project has been rescheduled to fiscal year 2023-24.
- **Broadway Avenue Corridor Improvements (\$2.2M):** The project received proposals for environmental and design consulting services in March of 2022. Environmental and preliminary design will start this fiscal year and continue in fiscal year 2022-23. Construction is largely expected in fiscal year 2024-25 and the project has been rolled forward.

- **Street Sign Upgrades (\$215k adjusted budget):** This project will be ongoing in fiscal year 2022-23. Costs to date are \$91,380.
- **Pavement Rehabilitation Phase 4 (\$1M) & Phase 5 (\$3.5M):** This project was in design as of February of 2022 with construction to follow shortly after. Cost to date is \$2,848,749.
- **Speed Survey (\$135k):** The project was completed by March of 2022 at a cost to date of \$52,598.
- **Street Striping (\$175k):** This project will be constructed in fiscal year 2022-23 with the Pavement Rehabilitation Phase 4 Project
- **Pavement Management Program (\$100k):** This project Development of the program is underway, and results will be presented to the Council in June.
- **Fremont Broadway/Ortiz Sewer Upgrades (\$2.9M):** This project is in construction and is estimated to be complete in October 2022. Costs to date are \$596,924.
- **Sewer Main Replacement (\$150k):** This project has been rescheduled to fiscal year 2022-23.
- **Sewer Master Plan (\$15k):** This project has been rescheduled to fiscal year 2022-23.

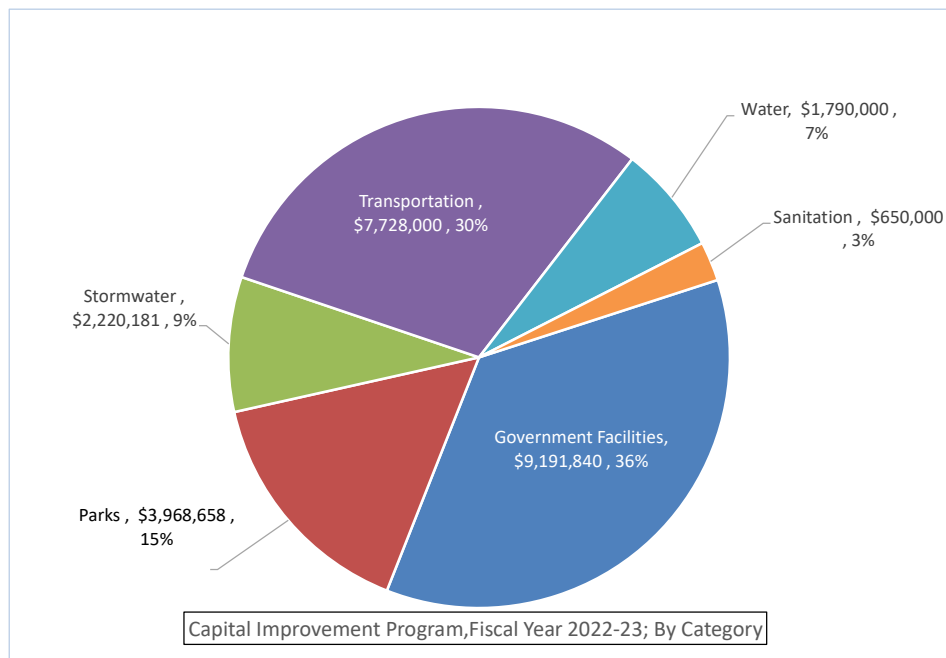
CAPITAL IMPROVEMENT PROGRAM –FISCAL YEAR 2022-23 APPROPRIATIONS:

The following table shows the projects recommended for appropriation in fiscal year 2022-23. The City's Engineering department uses a ranking system that considers ten factors such as Council Priority, Public Health and Safety, and Available Funding in determining which projects to recommend for appropriation. This year the department has provided individual project sheets for each project selected and the score the project received; which served as justification for the recommendation. Total recommended appropriations are \$25.5M with the majority funded with special revenue and grants \$19.6M (77%).

Project	Funding Source/s	2022/2023				
		General Fund	Special Revenue/Grants	Enterprise Fund	Component Unit	Total
GOVERNMENT FACILITIES						
Oldenmeyer Auditorium Doors	General Fund	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000
Pattullo Swim Center	SWIMMING POOL FUND (Fund 256)	-	25,000	-	-	25,000
City Hall/Library Parking Lot	General Fund	555,000	-	-	-	555,000
City Facilities Plan	General Fund	150,000	-	-	-	150,000
Surplus II Buildings (Campus Town Blvd. Removals)	FORA (Fund 329), Developer (Sale Proceeds)	-	6,239,040	-	-	6,239,040
PD Parking Lot Upgrades	General Fund	350,000	-	-	-	350,000
Fire Station #1 Improvements (FY 22/23)	General Fund	280,000	-	-	-	280,000
Fire Station #2 Design and Construction	General Fund, Impact Fees (Fund 261)	420,000	680,000	-	-	1,100,000
Broadway Walk of Fame	General Fund	40,000	-	-	-	40,000
Trailer for City Hall Staff	General Fund	382,800	-	-	-	382,800
Subtotals - Government Facilities Projects		\$ 2,247,800	\$ 6,944,040	\$ -	\$ -	\$ 9,191,840
PARKS						
Cutino Park Improvements	Bonds, and \$250k of CDBG	\$ -	\$ 968,658	\$ -	\$ -	\$ 968,658
Havana Soliz Park	General Fund	100,000	-	-	-	100,000
Ellis Park	General Funds, Prop 68, and CDBG funds	-	200,000	-	-	200,000
Lincoln Cunningham Park Improvements	General Fund	250,000	-	-	-	250,000
Parks Master Plan	General Fund	200,000	-	-	-	200,000
Pump Track at Havana Soliz Park	General Fund	250,000	-	-	-	250,000
Fremont Center Medians	General Fund	200,000	-	-	-	200,000
Blue Zones Park Project	Grant Funded (\$200k City match)	200,000	1,600,000	-	-	1,800,000
Subtotals - Parks Projects		\$ 1,200,000	\$ 2,768,658	\$ -	\$ -	\$ 3,968,658
STORMWATER						
Del Monte Manor Storm Drain Improvements	General Fund & IRWMP Grant	\$ 233,000	\$ 533,575	\$ -	\$ -	\$ 766,575
Eucalyptus Storm Drain Infiltrator Repair	FORA Funds (Fund 336)	-	818,606	-	-	818,606
90-inch Storm Drain Outfall Repair	General Fund	250,000	-	-	-	250,000
Stormwater Master Plan Update	General Fund	350,000	-	-	-	350,000
Laguna Grande Trash Capture	General Fund	35,000	-	-	-	35,000
Subtotals - Stormwater Projects		\$ 868,000	\$ 1,352,181	\$ -	\$ -	\$ 2,220,181
TRANSPORTATION						
Intersection Planning & Implementation	Measure X (FY 22/23), RSTP, SB1, ATP	\$ 43,213	\$ 6,787	\$ -	\$ -	\$ 50,000
Bike-safe Grate Upgrades	General Fund (MOE)	500,000	-	-	-	500,000
Broadway Avenue Corridor Improvements	RSTP & ATP	-	2,176,000	-	-	2,176,000
Street Sign Upgrades	General Fund (MOE)	42,000	-	-	-	42,000
Pavement Rehabilitation Phase 4	Meas X & RSTP Fair Share & Meas X Bond	-	1,200,000	-	-	1,200,000
Pavement Rehabilitation Phase 5 and ongoing rehab.	SB1 & Meas X	-	3,355,000	-	-	3,355,000
Signs for Slower Speeds in School Zones	Measure X	-	80,000	-	-	80,000
Street Striping	Measure X	-	175,000	-	-	175,000
Sidewalk Improvements	General Fund (MOE)	150,000	-	-	-	150,000
Subtotals - Transportation Projects		\$ 735,213	\$ 6,992,787	\$ -	\$ -	\$ 7,728,000
WATER						
Water Master Plan	Water Enterprise Funds	\$ -	\$ -	\$ 170,000	\$ -	\$ 170,000
Water Security Updates	Water Enterprise Funds	-	-	90,000	-	90,000
Arch Flash Hazard Mitigation	Water Enterprise Funds	-	-	30,000	-	30,000
Well Replacement	Water Funds (ARPA or other grant funding)	-	\$ 1,500,000	-	-	1,500,000
Subtotals - Water Projects		\$ -	\$ 1,500,000	\$ 290,000	\$ -	\$ 1,790,000
SANITATION DISTRICT						
Sewer Main Replacement	SCSD	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000
Sewer Master Plan	SCSD	-	-	-	500,000	500,000
Subtotals - Sanitation Projects		\$ -	\$ -	\$ -	\$ 650,000	\$ 650,000
Totals		\$ 5,051,013	\$ 19,557,666	\$ 290,000	\$ 650,000	\$ 25,548,679



The preceding chart indicates that a majority of the City's capital improvements in fiscal year 2022-23 are funded by special revenue and grants (77%). The City's general fund (fund balance) is the second largest funding source at 20%.



The largest category of Capital Improvements is government facilities at 36% followed by transportation (streets) at 30% and parks at 15%.

CIP: Fiscal Years 2022-2023 through 2027-2028

Line #	Project	Funding Sources	2022/2023		2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	Out Years	Project Total
			General Fund	Other							
	GOVERNMENT FACILITIES										
1	Library ADA Improvements	CDBG								\$ 460,000	\$ 460,000
2	Library Roof Drain Replacement	General Fund				200,000	1,700,000				2,000,000
3	O'Brien ADA Upgrades	General Fund				420,000					2,120,000
4	O'Brien Re-Roof	General Fund			200,000						200,000
5	O'Brien Auditorium Doors	General Fund	70,000								70,000
6	O'Brien Refurbishment	General Fund			60,000	100,000	100,000			300,000	660,000
7	O'Brien Refurbishment	General Fund			75,000						75,000
8	Pantullo Swim Center ADA Upgrades	General Fund								70,000	70,000
9	Pantullo Swim Center	SWIMMING POOL FUND (Fund 256)		25,000							25,000
10	City Hall ADA Improvements	General Fund				120,000	180,000	260,000	1,100,000		1,660,000
11	City Hall Refurbishment	General Fund				30,000	100,000	100,000	40,000		270,000
12	City Hall Reroof	General Fund								300,000	300,000
13	City Hall Library Parking Lot	General Fund	555,000							50,000	605,000
14	City Facilities Plan	General Fund	150,000								150,000
15	City Hall Electrical Upgrades	General Fund			300,000						300,000
16	Corporation Yard Re-Roof	General Fund								200,000	200,000
17	Vehicle Maintenance Facilities Refurbish	General Fund								200,000	200,000
18	Corporation Yard Relocation	General Fund			200,000					12,000,000	12,200,000
19	Surplus II Buildings (Campus Town Blvd. Removals)	FORA (Fund 329), Developer (Sale Proceeds)		6,239,040							16,264,040
20	PD Modular	General Fund			380,000						380,000
21	PD Parking Lot Upgrades	General Fund	350,000								350,000
22	Fire Station ADA Upgrades	General Fund			275,000						275,000
23	Fire Station #1 Improvements (FY 22/23)	General Fund	280,000			500,000	230,000			200,000	1,660,000
24	Fire Station #2 Design and Construction	General Fund, Impact Fees (Fund 261)	420,000	680,000							16,800,000
25	Community Center Space Needs Survey	General Fund			275,000						275,000
26	Broadway Walk of Fame	General Fund	40,000								40,000
27	City Hall Solar Array Expansion	General Fund			100,000	500,000					600,000
28	YEC Center	General Fund			200,000						200,000
29	Trailer for City Hall Staff	General Fund	382,800								382,800
30	Soper Community Building Refurbishment	General Fund								150,000	150,000
31	Soper Community ADA Upgrades	General Fund				2,200,000					2,200,000
	Subtotals - Government Facilities Projects		\$ 2,247,800	\$ 6,944,040	\$ 28,240,000	\$ 4,070,000	\$ 2,310,000	\$ 460,000	\$ 1,140,000	\$ 13,930,000	\$ 59,341,840
	PARKS										
32	Curio Park Improvements	Bonds, and \$250k of CDBG									
33	Elks Park	General Funds, Prop 68, and CDBG funds		\$ 968,658	\$ 250,000						\$ 1,218,658
34	Lincoln Cunningham Park Improvements	General Fund	250,000	200,000							200,000
35	Neil Park	General Fund				500,000					500,000
36	Havana Solis Park Revitalization	General Fund	100,000								100,000
37	Manzanita Stuart Park Improvements	General Fund			250,000	50,000	1,500,000				1,800,000
38	Parks Master Plan	General Fund	200,000								200,000
39	Pump Track at Havana Solis Park	General Fund	250,000		300,000						550,000
40	Fremont Center Medians	General Fund	200,000								200,000
41	Blue Zones Park Project	Grant Funded (\$200k City match)	200,000	1,600,000							1,800,000
42	Wheeler St Tennis Courts	General Fund			340,000						340,000
43	Recreation Facilities east of General Jim Moore	Development Fees								300,000	300,000
	Subtotals - Parks Projects		\$ 1,200,000	\$ 2,768,658	\$ 1,140,000	\$ 550,000	\$ 1,500,000	\$ -	\$ -	\$ 300,000	\$ 7,458,658

SPECIAL PROJECTS					
44	Auto Center Towers Maintenance	General Fund			
45	ADA Transition Plan and Implementation	General Funds, Measure X, SBI	100,000	100,000	
46	Geographical Information System	General Funds	50,000	50,000	50,000
Subtotals - Special Projects			\$ 150,000	\$ 230,000	\$ 50,000 \$ - \$ 40,650,000 \$ 41,230,000
STORMWATER					
47	Del Monte Manor Storm Drain Improvements	Stormwater & IRWMP Grant	\$ 233,000	\$ 533,575	
48	Eucalyptus Storm Drain Infiltrator Repair	FORA Funds (Fund 336)	-	818,606	
49	Plumas Storm Drain Improvements	Grant			25,000
50	Kinball Avenue Storm Drain Improvements	Stormwater (Fund 271)		1,850,000	1,750,000
51	90 Inch Bay Avenue Outfall (Phase 1)	Stormwater			10,140,000
52	90-inch Storm Drain Outfall Repair	Stormwater	250,000		250,000
53	Broadway Ave. at Fremont Blvd. Capacity Improvements	Stormwater		50,000	500,000
54	Canyon Del Rey at Hamilton Avenue Capacity Improvements,	Stormwater			350,000
55	Del Monte Blvd. at Auto Center Parkway Capacity Improvements	Stormwater		25,000	500,000
56	Dredge Laguna Grande and Roberts Lake	IRWMP/JPA			
57	Hamilton Avenue at Fremont Blvd. Capacity Improvements	Stormwater	100,000	100,000	3,000,000
58	Hibby Avenue Storm Drain Infrastructure Improvements	Stormwater/Easement Fees			
59	John Street at Redwood Avenue Capacity Improvements	Stormwater		25,000	150,000
60	Military Avenue at Mendocino Capacity Improvements	Stormwater		25,000	75,000
61	Olympia Ave. at Catalina Street Storm drain Improvements,	Stormwater		25,000	450,000
62	Roberts Lake Outfall Improvements	Stormwater/FEMA			
63	Trash Capture 90"	Stormwater		50,000	2,400,000
64	Stormwater Master Plan Update	Stormwater	350,000	250,000	
65	Hwy 1 Storm Drain Abandonment	Stormwater		250,000	
66	Dry Well Infiltration	General Fund			
67	Laguna Grande Trash Capture	Stormwater	35,000	100,000	100,000
68	CMP Replacement Program	Stormwater		100,000	100,000
69	Trash Capture Projects	Stormwater		300,000	
70	Circle Avenue Storm Drain Repair	Stormwater		50,000	250,000
Subtotals - Stormwater Projects			\$ 868,000	\$ 1,352,181	\$ 9,550,000 \$ 2,560,000 \$ 100,000 \$ - \$ 61,113,000 \$ 76,843,181
TRANSPORTATION					
71	Intersection Planning & Implementation	Measure X, General Fund (MOE)	\$ 43,213	\$ 6,787	\$ 1,500,000
72	Bike-safe Gate Upgrades	General Fund (MOE)	500,000		
73	Fremont at Broadway Intersection Improvements	Gen Fund, Measure X		40,000	90,000
74	Fremont Trinity Pedestrian Improvements	General Fund / Measure X			
75	Coe & General Jim Moore Blvd Intersection Improvements	Measure X		204,721	1,742,200
76	Broadway Avenue Corridor Improvements	RSTP & ATP			1,310,200
77	Parking Authority Seal Coat, Striping & ADA	Parking Authority (103)	2,176,000	10,465,000	
78	Street Sign Upgrades	General Fund (MOE)	42,000		
79	Fremont Bus Improvements	Grant			
80	Pavement Rehabilitation Phase 4	Meas X & RSTP Fair Share & Meas X Bond		1,200,000	
81	Pavement Rehabilitation Phase 5 and ongoing rehab.	SBI & Meas X		3,355,000	2,000,000
82	Signs for Slower Speeds in School Zones	Measure X		80,000	
83	Street Striping	Measure X		175,000	
84	Fremont Bicycles & Pedestrian Improvements	ATP Grant			12,500,000
85	Sidewalk Improvements	General Fund (MOE)	150,000		
86	Pavement Management Program	Measure X			
87	Broadway/Del Monte/Fremont Time Limited Parking	General Fund			
Subtotals - Transportation Projects			\$ 735,213	\$ 6,992,787	\$ 3,744,721 \$ 18,297,200 \$ 16,174,200 \$ 2,310,200 \$ - \$ 26,796,000 \$ 75,050,321

CIP Detail (continued):

Packet Page 390

**CAPITAL IMPROVEMENT PROGRAM –FISCAL YEAR 2022-23 PROJECT
DESCRIPTIONS:**

The following pages contain project descriptive sheets and scoring worksheets for each
of the projects selected for appropriation in fiscal year 2022-23:

City of Seaside
CIP Line Item #5 - Oldemeyer Auditorium Doors

Project Location:**Description:**

This project will replace or repair the accordion room separating doors in the auditorium of the Oldemeyer Center.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Study
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Maintenance
Project Type:	Government Facilities
Annual Operating Impact:	None
Project Manager:	Dave Fortune

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Recreational Opportunities

FUTURE FINANCIAL REQUIREMENTS

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 70,000						
Contingencies							
Staff Time (Min. 15%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 70,000		\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 70,000						
Grant							
Total Funding	\$ 70,000		\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item #5 - Oldemeyer Auditorium Doors

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	0	0
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	0	0
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	3	15
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	2	10
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	0	0
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	0	0
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	0	0
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	1	1
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	3	3
Total Score = Multiplier x Rating							29

City of Seaside
CIP Line Item #9 - Patullo Swim Center

**Description:**

The initial project will replace the entrance existing vinyl flooring of the Patullo Swim Center with a more moisture tolerant vinyl flooring.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Not started
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Maintenance
Project Type:	Government Buildings
Annual Operating Impact:	None
Project Manager:	Dave Fortune

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Recreational Opportunities

FUTURE FINANCIAL REQUIREMENTS

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 25,000						
Contingencies							
Staff Time (Min. 15%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 25,000		\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund							
Grant							
Fund 256 (Swimming Pool Fund)	\$ 25,000						
Total Funding	\$ 25,000		\$ -	\$ -	\$ -	\$ -	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item #9 - Patullo Swim Center

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	3	18
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	0	0
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	1	5
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	2	10
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	0	0
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	0	0
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	2	4
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	1	1
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	1	1
Total Score = Multiplier x Rating							39

City of Seaside
CIP Line Item #13 - City Hall and Library Parking Lot

Project Location:**Description:**

This project will provide pavement rehabilitation and striping of the City Hall and Library parking lots

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Not started
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Government Facilities
Annual Operating Impact:	None
Project Manager:	Leslie Ulantero

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:**FUTURE FINANCIAL REQUIREMENTS**

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 64,039						
Construction Services	\$ 426,923						
Contingencies (10%)	\$ 42,692						
Staff Time (Min. 5%)	\$ 21,346						
Contract Administration							
Other							
Total Estimated Project Cost	\$ 555,000		\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 555,555						
Grant							
Total Funding	\$ 555,555		\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item #13 - City Hall and Library Parking Lot

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	2	12
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	0	0
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	0	0
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	3	15
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	0	0
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	1	3
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	2	4
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	1	1
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	1	1
Total Score = Multiplier x Rating							36

City of Seaside
CIP Line Item #14 - City Facilities Plan

Project Location:



Description:

This project will provide a government building needs assessment with concept level building scenarios

CIP FACTS:

New or Continuing:	New
Current Project Status:	Not started
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Government Facilities
Annual Operating Impact:	None
Project Manager:	Nisha Patel

PRIOR YEAR	
Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

FUTURE FINANCIAL REQUIREMENTS							
	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study	\$ 136,364						
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services							
Contingencies							
Staff Time (Min. 10%)	\$ 13,636						
Contract Administration							
Other							
Total Estimated Project Cost	\$ 150,000		\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 150,000						
Grant							
Bond							
Total Funding	\$ 150,000		\$ -	\$ -	\$ -	\$ -	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item #14 - City Facilities Plan

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	2	12
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	0	0
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	0	0
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	3	15
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	0	0
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	1	3
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	3	6
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	1	1
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	1	1
Total Score = Multiplier x Rating							38

City of Seaside

CIP Line Item #19 - Surplus II Campus Town Building Removal**Project Location:****Description:**

This project will remove the former visitor's center, Burger King, and chapel, and 8 hammerhead buildings at the Former Fort Ord of Seaside in support of the Campus Town Development

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Bidding
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Government Facilities
Annual Operating Impact:	None
Project Manager:	Nisha Patel

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Campus Town, City Beautification, Build More Affordable Housing, and Recreational Opportunities

FUTURE FINANCIAL REQUIREMENTS

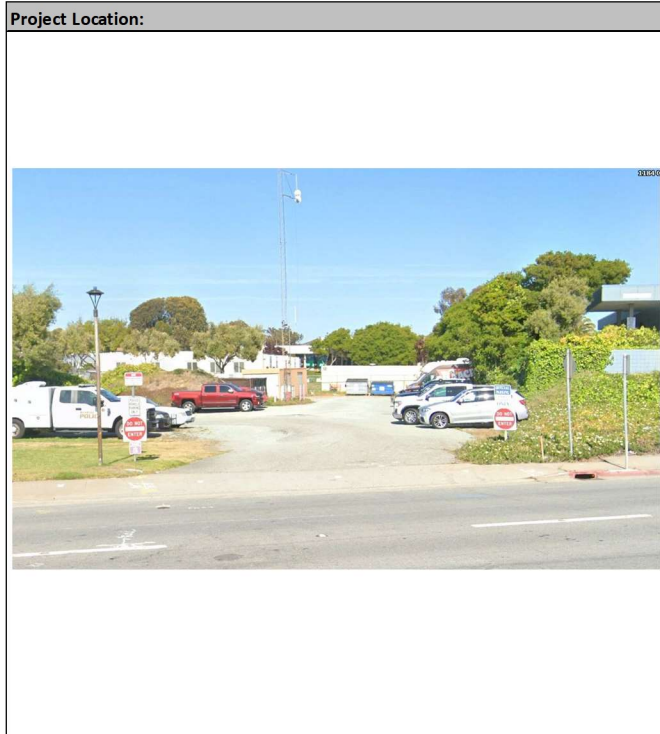
	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 5,199,200	\$ 8,354,167					
Contingencies (15%)	\$ 779,880	\$ 1,253,125					
Staff Time (Min. 5%)	\$ 259,960	\$ 417,708					
Contract Administration							
Other							
Total Estimated Project Cost	\$ 6,239,040	\$ 10,025,000	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund							
Land Sale Proceeds		\$ 10,025,000					
Bond (FORA Fund 329)	\$ 6,239,040						
Total Funding	\$ 6,239,040	\$ 10,025,000	\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item #19 - Surplus II Campus Town Building Removal

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	3	18
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	3	18
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	3	15
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	3	15
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	3	12
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	3	9
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	2	4
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	1	1
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	3	3
Total Score = Multiplier x Rating							95

City of Seaside
CIP Line Item #21 - Police Department Parking Lot Upgrades

**Description:**

This project will: rehabilitate the asphalt of the Police Department parking lot; relocate the kennels; relocate the antenna; install lighting; install a security fence around the lot; pave the upper dirt lot; and construct stormwater improvements.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Pre-Design
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Government Facilities
Annual Operating Impact:	Lighting
Project Manager:	Patrick Grogan

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Police and Fire Accreditation

FUTURE FINANCIAL REQUIREMENTS

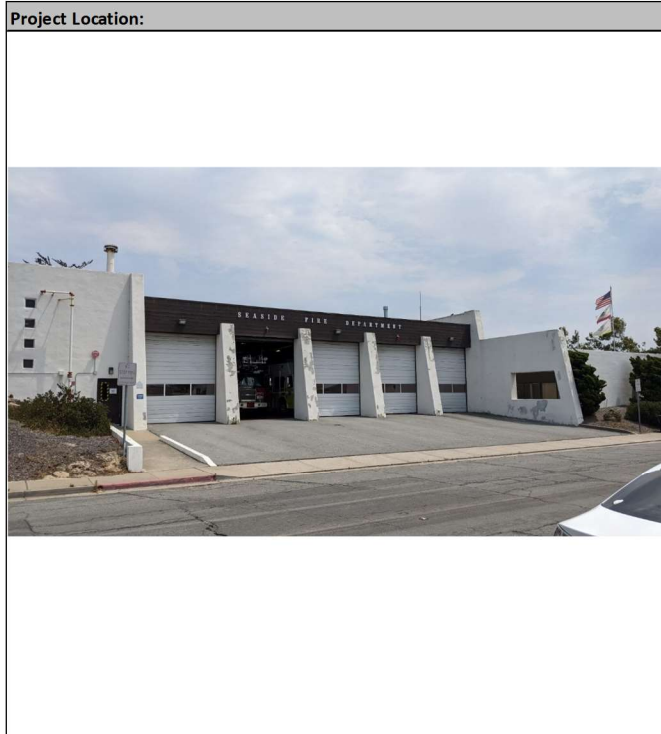
	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 40,385						
Construction Services	\$ 269,231						
Contingencies (10%)	\$ 26,923						
Staff Time (Min. 5%)	\$ 13,461						
Contract Administration							
Other							
Total Estimated Project Cost	\$ 350,000		\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 350,000						
Grant							
Total Funding	\$ 350,000		\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item #21 - Police Department Parking Lot Upgrades

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	2	12
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	3	18
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	1	5
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	2	10
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	0	0
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	1	3
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	2	4
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	2	2
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	1	1
Total Score = Multiplier x Rating							55

City of Seaside
CIP Line Item #23 - Fire Station #1 Improvements

**Description:**

The current project is providing exterior improvements (stucco and siding replacement) to the building, termite abatement, and replacement of 6 garage doors. The extension of the project into the next fiscal year and future years will also: remodel the kitchen and restroom, install automatic gates in the front and rear of the station; refresh landscaping; and paint administrative office; replace the roof; construct a retaining wall; and rehabilitate the parking lot.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Construction
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Government Facilities
Annual Operating Impact:	None
Project Manager:	Leslie Llantero

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Police and Fire Accreditation, and City Beautification.

FUTURE FINANCIAL REQUIREMENTS

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 233,334	\$ 375,000	\$ 416,666	\$ 191,666			
Contingencies (10%)	\$ 23,333	\$ 37,500	\$ 41,667	\$ 19,167			
Staff Time (Min. 10%)	\$ 23,333	\$ 37,500	\$ 41,667	\$ 19,167			
Contract Administration							
Other							
Total Estimated Project Cost	\$ 280,000	\$ 450,000	\$ 500,000	\$ 230,000	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 280,000	\$ 450,000	\$ 500,000	\$ 230,000			
Grant							
Total Funding	\$ 280,000	\$ 450,000	\$ 500,000	\$ 230,000	\$ -	\$ -	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item #23 - Fire Station #1 Improvements

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	3	18
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	3	18
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	2	10
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	3	15
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	0	0
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	1	3
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	3	6
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	1	1
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	2	2
Total Score = Multiplier x Rating							73

City of Seaside
CIP line Item #24 - Fire Station #2 Improvements

Project Location:**Description:**

The current project is providing a conceptual plan, location siting, and preliminary cost estimate of a new additional Fire Station. The continuation of the project will provide environmental review, design, bidding, and construction of a new Fire Station with a training facility at the northwest corner of Gigling and 1st street.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Pre-Design
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	Fire, PW/ Engineering
Project Type:	Government Facilities
Annual Operating Impact:	None
Project Manager:	Mary G., Nisha P.

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Police and Fire Accreditation, shared Fire Service w/ Marina or 2nd Seaside Fire Station, and Campus Town

FUTURE FINANCIAL REQUIREMENTS

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 1,047,619						
Construction Services		\$ 13,652,174					
Contingencies (10%)		\$ 1,365,217					
Staff Time (Min. 5%)	\$ 52,381	\$ 682,609					
Contract Administration							
Other							
Total Estimated Project Cost	\$ 1,100,000	\$ 15,700,000	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 420,000						
Community Facilities District		\$ 15,700,000					
Prior Development Fees	\$ 680,000						
Total Funding	\$ 1,100,000	\$ 15,700,000	\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP line Item #24 - Fire Station #2 Improvements

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	3	18
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	3	18
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	3	15
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	1	5
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	2	8
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	3	9
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	3	6
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	3	3
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	3	3
Total Score = Multiplier x Rating							85

City of Seaside
CIP Line Item #26 - Broadway Walk of Fame

Project Location:**Description:**

This project will install Walk of Fame Stars in the sidewalk of West Broadway Avenue to honor respected residents of the City

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Design
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	City Manager
Project Type:	Government Facilities
Annual Operating Impact:	None
Project Manager:	Ashley Collick

PRIOR YEAR

Life to Date Budget	n/a
Life to Date Actual Expenditures	n/a
PY Budget	\$0
PY Actuals	\$0

COUNCIL PRIORITY:

City Beautification

FUTURE FINANCIAL REQUIREMENTS

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 40,000						
Contingencies							
Staff Time (Min. 15%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 40,000		\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 40,000						
Grant							
Bond							
Total Funding	\$ 40,000		\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item #26 - Broadway Walk of Fame

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	0	0
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	0	0
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	0	0
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	0	0
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	1	4
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	3	9
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	1	2
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	0	0
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	1	1
Total Score = Multiplier x Rating							16

City of Seaside
CIP Line Item #29 - Trailer for City Hall Staff



Description:
 This project will purchase and install a new trailer for offices for City Hall Finance staff. It will also include the purchasing and installation of cubicles and carpet.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Bidding
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Government Facilities
Annual Operating Impact:	none
Project Manager:	Patrick Grogan

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:
 Staff Back to full strength

FUTURE FINANCIAL REQUIREMENTS							
	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 364,572						
Contingencies							
Staff Time (Min. 5%)	\$ 18,228						
Contract Administration							
Other							
Total Estimated Project Cost	\$ 382,800		\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 382,800						
Grant							
Bond							
Total Funding	\$ 382,800		\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item #29 - Trailer for City Hall Staff

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	1	6
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	0	0
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	1	5
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	0	0
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Trailer for City Staff	No external financing arrangements currently exist	4	0	0
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	1	3
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	1	2
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	1	1
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	2	2
Total Score = Multiplier x Rating							19

City of Seaside
CIP Line Item # 32 - Cutino Park Improvements

**Description:**

This project will: demolish existing concrete structures; remove and replace trees; install new landscaping, irrigation, picnic benches, fitness equipment, and visitor bleachers; repave the half court basketball court; construct ADA pathways, parking lot with lighting, playground with new equipment, and pickle ball courts with fencing.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Design
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Park
Annual Operating Impact:	Irrigation and Landscaping
Project Manager:	TBD

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

City Beautification, Recreational Opportunities, Cutino Park

FUTURE FINANCIAL REQUIREMENTS

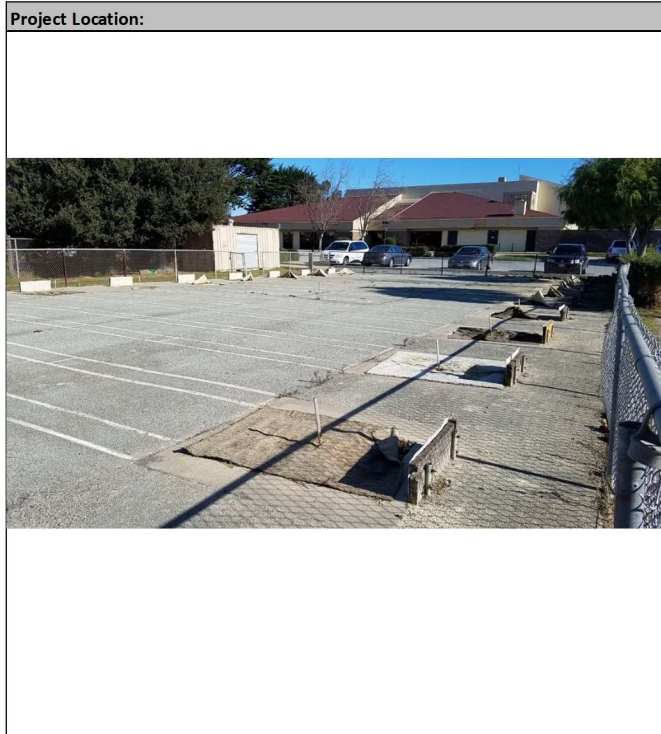
	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 111,768						
Construction Services	\$ 745,122	\$ 217,391					
Contingencies (10%)	\$ 74,512	\$ 21,739					
Staff Time (Min. 5%)	\$ 37,256	\$ 10,870					
Contract Administration							
Other							
Total Estimated Project Cost	\$ 968,658	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund							
Grant (CDBG)	\$ 250,000	\$ 250,000					
Bond Proceeds	\$ 718,658						
Total Funding	\$ 968,658	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item # 32 - Cutino Park Improvements

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	2	12
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	0	0
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	3	15
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	2	10
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	3	12
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	2	6
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	1	2
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	3	3
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	3	3
Total Score = Multiplier x Rating							63

City of Seaside
CIP Line Item #33- Ellis Park Improvements



Description:

This project will remove existing play structures; perform conform paving; install landscaping, irrigation, fencing, benches, walkways, curbs, multiuse sports court, gates, and new playground equipment.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Construction
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Park
Annual Operating Impact:	Landscaping and irrigation
Project Manager:	Leslie Llantero

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Recreational Opportunities

FUTURE FINANCIAL REQUIREMENTS							
	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 200,000						
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund							
Grant (CDBG and Prop 68)	\$ 200,000						
Total Funding	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item #33- Ellis Park Improvements

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	3	18
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	3	18
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	1	5
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	3	15
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	3	12
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	2	6
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	1	2
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	2	2
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	3	3
Total Score = Multiplier x Rating							81

City of Seaside
CIP Line Item #34 - Lincoln Cunningham Park Improvements



Description:
 This project will reconstruct the basketball court, and install benches and garbage cans at Lincoln Cunningham Park.

CIP FACTS:	
New or Continuing:	Continuing
Current Project Status:	Not Started
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Park
Annual Operating Impact:	None
Project Manager:	Melissa Savage

PRIOR YEAR	
Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:
Recreational Opportunities

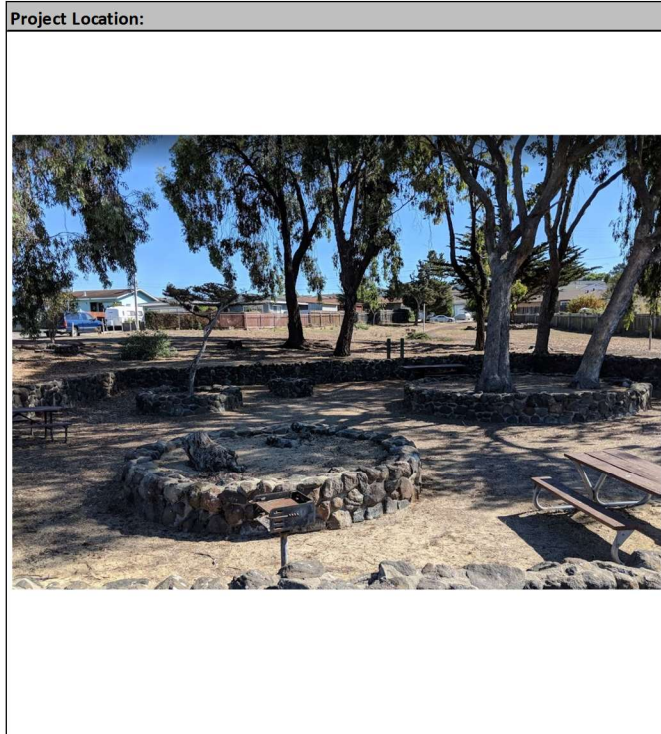
FUTURE FINANCIAL REQUIREMENTS							
	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 250,000						
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 250,000						
Grant							
Total Funding	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item #34 - Lincoln Cunningham Park Improvements

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	1	6
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	0	0
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	1	5
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	2	10
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	1	4
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	0	0
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	2	4
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	2	2
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	0	0
Total Score = Multiplier x Rating							31

City of Seaside
CIP Line Item #36 - Havana Solis Park



Description:
 This project will revitalize Havana Solis Park. It will include providing water tank to be able to water/irrigate the lawn.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Not Started
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Maintenance
Project Type:	Park
Annual Operating Impact:	Landscaping and Irrigation
Project Manager:	Dave Fortune

PRIOR YEAR	
Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:
 City Beautification and Recreational Opportunities

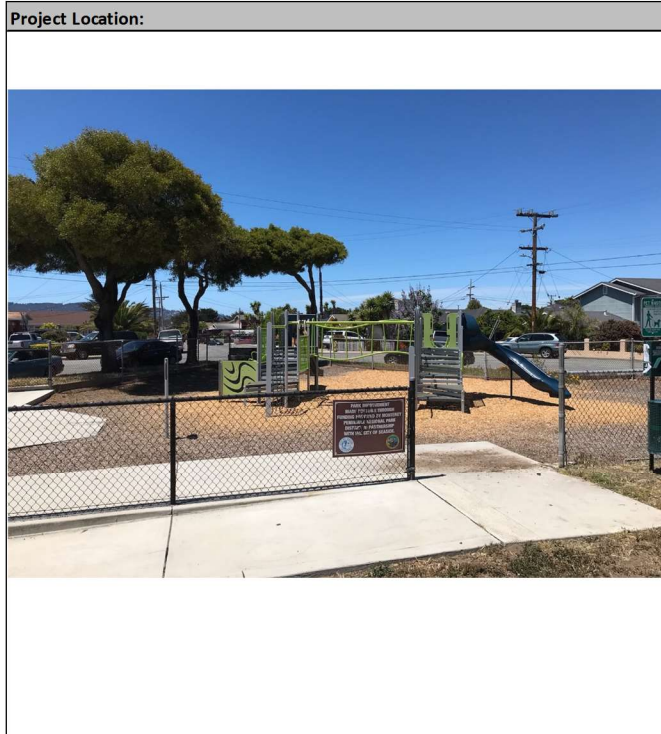
FUTURE FINANCIAL REQUIREMENTS							
	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 100,000						
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 100,000						
Grant							
Total Funding	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item #36 - Havana Solis Park

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	1	6
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	0	0
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	2	10
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	1	5
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	1	4
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	0	0
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	1	2
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	2	2
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	2	2
Total Score = Multiplier x Rating							31

City of Seaside
CIP Line Item #38 - Parks Master Plan

**Description:**

This project will develop a Parks Master Plan. It will include development of conceptual plans for all City Park which do not have one. Disability access will be considered.

CIP FACTS:

New or Continuing:	New
Current Project Status:	Not Started
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Park
Annual Operating Impact:	None
Project Manager:	TBD

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Recreational Opportunities and City Beautification

FUTURE FINANCIAL REQUIREMENTS

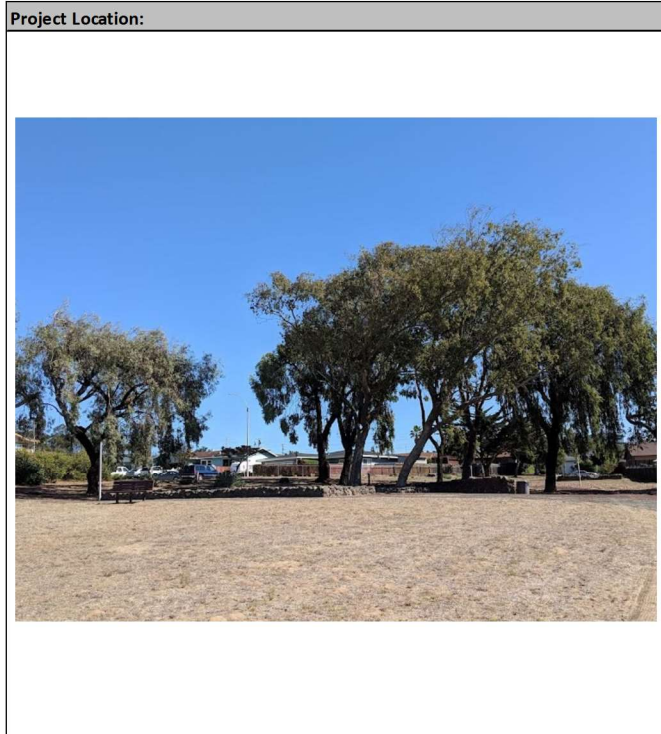
	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study	\$ 190,000						
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services							
Contingencies (10%)	\$ 10,000						
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 200,000						
Grant							
Total Funding	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item #38 - Parks Master Plan

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	3	18
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	3	18
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	2	10
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	2	10
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	0	0
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	0	0
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	2	4
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	2	2
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	1	1
Total Score = Multiplier x Rating							63

City of Seaside
CIP Line Item #39 - Pump Track Havana Solis Park



Description:
 This project will construct a pump track and install benches at Havana Solis Park.

CIP FACTS:

New or Continuing:	New
Current Project Status:	Not Started
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Park
Annual Operating Impact:	None
Project Manager:	Nisha Patel

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:
 Recreational Opportunities

FUTURE FINANCIAL REQUIREMENTS							
	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 63,462						
Construction Services	\$ 123,077	\$ 300,000					
Contingencies (10%)	\$ 42,308						
Staff Time (Min. 5%)	\$ 21,153						
Contract Administration							
Other							
Total Estimated Project Cost	\$ 250,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 250,000	\$ 300,000					
Grant							
Total Funding	\$ 250,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item #39 - Pump Track Havana Solis Park

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	1	6
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	0	0
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	1	5
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	1	5
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	1	4
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	1	3
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	2	4
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	2	2
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	3	3
Total Score = Multiplier x Rating							32

City of Seaside
CIP Line Item #40 - Fremont Center Medians

Project Location:**Description:**

This project will revitalize the center medians of Fremont Boulevard from Kimball Avenue to La Salle Avenue.

CIP FACTS:

New or Continuing:	New
Current Project Status:	Construction
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Maintenance
Project Type:	Park
Annual Operating Impact:	None
Project Manager:	Dave Fortune

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

City Beautification

FUTURE FINANCIAL REQUIREMENTS

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 200,000						
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 200,000						
Grant							
Total Funding	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item #40 - Fremont Center Medians

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	0	0
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	0	0
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	1	5
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	3	15
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	0	0
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	0	0
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	3	6
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	1	1
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	0	0
Total Score = Multiplier x Rating							27

City of Seaside
CIP Line Item #41 -Blue Zones Project

Project Location:**Description:**

This project will construct a trail from Lincoln Cunningham Park to Havana Soliz Park.

CIP FACTS:

New or Continuing:	New
Current Project Status:	Not started
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	Recreation
Project Type:	Park
Annual Operating Impact:	None
Project Manager:	Dan Meewis

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Recreational Opportunities

FUTURE FINANCIAL REQUIREMENTS

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 200,000						
Construction Services		\$ 1,391,305					
Contingencies (10%)		\$ 139,130					
Staff Time (Min. 5%)		\$ 69,565					
Contract Administration							
Other							
Total Estimated Project Cost	\$ 200,000	\$ 1,600,000	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 200,000						
Grant (Blue Zones)		\$ 1,600,000					
Total Funding	\$ 200,000	\$ 1,600,000	\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item #41 -Blue Zones Project

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	3	18
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	0	0
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	1	5
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	2	10
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	2	8
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	2	6
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	2	4
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	3	3
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	3	3
Total Score = Multiplier x Rating							57

City of Seaside

CIP Line Item #47 - Del Monte Manor Storm Drain Improvements**Project Location:****Description:**

This project will construct a stormwater retention basin with infiltrators and will modify the outfall for stormwater from the Del Monte Manor (H.E.M Plaza)

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Pre-construction
Percent of Project Budget Spent	10%
Percent Life to Date Spent	10%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Stormwater
Annual Operating Impact:	\$10,000 annually for 3 years
Project Manager:	Nisha Patel

PRIOR YEAR

Life to Date Budget	\$	854,464
Life to Date Actual Expenditures	\$	87,889
PY Budget	\$	564,464
PY Actuals	\$	879,889

COUNCIL PRIORITY:**FUTURE FINANCIAL REQUIREMENTS**

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 592,421						
Contingencies (10%)	\$ 71,092						
Staff Time (Min. 5%)	\$ 10,000						
Contract Administration	\$ 93,062						
Other							
Total Estimated Project Cost	\$ 766,575	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 233,000						
Grant (IRWMP)	\$ 533,575						
Total Funding	\$ 766,575	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item #47 - Del Monte Manor Storm Drain Improvements

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	3	18
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	2	12
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	0	0
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	2	10
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	3	12
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	1	3
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	1	2
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	1	1
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	3	3
Total Score = Multiplier x Rating							61

City of Seaside

CIP Line Item # 48 - Eucalyptus Storm Drain Infiltrator Repair**Project Location:****Description:**

This project will replace the infiltration system under Eucalyptus Road. The current system is not functioning properly causing gullies in the shoulder and the road to be undermined.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Design
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Stormwater
Annual Operating Impact:	None
Project Manager:	Nisha Patel

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Street maintenance

FUTURE FINANCIAL REQUIREMENTS

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 57,470						
Construction Services	\$ 661,857						
Contingencies (10%)	\$ 66,186						
Staff Time (Min. 5%)	\$ 33,093						
Contract Administration							
Other							
Total Estimated Project Cost	\$ 818,606	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund							
Grant							
FORA (Fund 336)	\$ 818,606						
Total Funding	\$ 818,606	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item # 48 - Eucalyptus Storm Drain Infiltrator Repair

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	3	18
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	2	12
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	1	5
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	3	15
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	3	12
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	1	3
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	2	4
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	1	1
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	3	3
Total Score = Multiplier x Rating							73

City of Seaside
CIP Line Item #52 - 90" Storm Drain Outfall Repair

Project Location:**Description:**

This project will install a new duckbill valve at the 90" storm drain outfall to the ocean

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Not Started
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Stormwater
Annual Operating Impact:	None
Project Manager:	Nisha Patel

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:**FUTURE FINANCIAL REQUIREMENTS**

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 28,846						
Construction Services	\$ 192,308						
Contingencies (10%)	\$ 19,231						
Staff Time (Min. 5%)	\$ 9,615						
Contract Administration							
Other							
Total Estimated Project Cost	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 250,000						
Grant (IRWMP)							
Total Funding	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item #52 - 90" Storm Drain Outfall Repair

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	3	18
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	1	6
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	0	0
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	3	15
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	0	0
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	1	3
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	2	4
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	1	1
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	1	1
Total Score = Multiplier x Rating							48

City of Seaside

CIP Line Item # 64 - Stormwater Master Plan Update

Project Location:



Description:

This project will update or develop a new stormwater master plan for the City. The plan will prioritize storm drain projects for the next several years based on the condition and capacity of the existing storm drain.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Not started
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Stormwater
Annual Operating Impact:	None
Project Manager:	Nisha Patel

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

FUTURE FINANCIAL REQUIREMENTS

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 333,333	\$ 238,095					
Construction Services							
Contingencies (10%)							
Staff Time (Min. 5%)	\$ 16,667	\$ 11,905					
Contract Administration							
Other							
Total Estimated Project Cost	\$ 350,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 350,000	\$ 250,000					
Grant							
Total Funding	\$ 350,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item # 64 - Stormwater Master Plan Update

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	3	18
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	2	12
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	0	0
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	3	15
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	0	0
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	1	3
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	3	6
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	1	1
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	0	0
Total Score = Multiplier x Rating							55

City of Seaside

CIP Line Item # 67 - Laguna Grande Trash Capture

Project Location:



Description:

Project is to design & install retrofits for the existing trash capture device at Laguna Grande 60" outfall.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Not started
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Stormwater
Annual Operating Impact:	none
Project Manager:	Nisha Patel

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

FUTURE FINANCIAL REQUIREMENTS

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 33,333	\$ 95,238					
Construction Services							
Contingencies (10%)							
Staff Time (Min. 5%)	\$ 1,667	\$ 4,762					
Contract Administration							
Other							
Total Estimated Project Cost	\$ 35,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 35,000	\$ 100,000					
Grant							
Total Funding	\$ 35,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item # 67 - Laguna Grande Trash Capture

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	1	6
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	3	18
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	0	0
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	1	5
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	0	0
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	1	3
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	2	4
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	1	1
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	0	0
Total Score = Multiplier x Rating							37

City of Seaside
CIP Line Item #71 - Intersection Planning and Implementation

Project Location:**Description:**

This project will prepare intersection analysis and construct evaluated improvements such as a roundabout at General Jim Moore and Coe.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Not started
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Transportation
Annual Operating Impact:	None
Project Manager:	Leslie Uantero

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Street and Sidewalk Improvements

FUTURE FINANCIAL REQUIREMENTS

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 47,619	\$ 1,428,571					
Construction Services			\$ 2,608,695				\$ 21,956,521
Contingencies (10%)			\$ 260,870				\$ 2,195,653
Staff Time (Min. 5%)	\$ 2,381	\$ 71,429	\$ 130,435				\$ 1,097,826
Contract Administration							
Other							
Total Estimated Project Cost	\$ 50,000	\$ 1,500,000	\$ 3,000,000	\$ -	\$ -	\$ -	\$ 25,250,000
Funding Source							
Gax Tax		\$ 1,500,000	\$ 3,000,000				\$ 25,250,000
Measure X							
General Fund	\$ 43,213						
Grant							
RSTP Fair Share (past yr allocation)	\$ 6,787						
Total Funding	\$ 50,000	\$ 1,500,000	\$ 3,000,000	\$ -	\$ -	\$ -	\$ 25,250,000

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item #71 - Intersection Planning and Implementation

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	2	12
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	1	6
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	1	5
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	1	5
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	2	8
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	2	6
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	3	6
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	3	3
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	1	1
Total Score = Multiplier x Rating							52

City of Seaside
CIP Line Item #72 - Bike Safe Grate Upgrades

Project Location:**Description:**

This project will replace drainage inlet grates which are not safe for bicycles to ride over

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Not started
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Transportation
Annual Operating Impact:	None
Project Manager:	Nisha Patel

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Street Improvement

FUTURE FINANCIAL REQUIREMENTS

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 500,000						
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 500,000						
Grant							
Total Funding	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item #72 - Bike Safe Grate Upgrades

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	3	18
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	3	18
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	1	5
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	2	10
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	1	4
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	1	3
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	3	6
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	2	2
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	3	3
Total Score = Multiplier x Rating							69

City of Seaside
CIP Line Item #76 -Broadway Avenue Corridor Improvements

Project Location:**Description:**

The proposed Broadway Avenue Corridor Completes Streets project will transform a 4-lane roadway to 2-lane roadway with curb extensions, and will add class II bike lanes, roundabouts, and Safe Routes to School improvements including off-set crosswalk, rectangular rapid flashing beacons and accessibility improvements. The project will reduce Broadway Avenue to a single lane in each direction between Fremont Boulevard to General Jim Moore Boulevard, and it continues the road diet from West Broadway (Del Monte Blvd to Fremont Blvd).

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Bidding
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Transportation
Annual Operating Impact:	None
Project Manager:	Leslie Ulantero

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Street Maintenance, and Street and Sidewalk Improvement

FUTURE FINANCIAL REQUIREMENTS

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 2,122,927		\$ 9,302,222				
Construction Services			\$ 930,222				
Contingencies (10%)			\$ 232,556				
Staff Time (Min. 2.5%)	\$ 53,073						
Contract Administration							
Other							
Total Estimated Project Cost	\$ 2,176,000	\$ -	\$ 10,465,000	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund							
Grant (ATP)	\$ 1,576,000		\$ 10,465,000				
TAMC RSTP	\$ 600,000						
Total Funding	\$ 2,176,000	\$ -	\$ 10,465,000	\$ -	\$ -	\$ -	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item #76 -Broadway Avenue Corridor Improvements

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	2	12
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	1	6
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	2	10
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	2	10
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	3	12
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	3	9
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	3	6
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	3	3
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	3	3
Total Score = Multiplier x Rating							71

City of Seaside
CIP Line Item # 78 - Street Sign Upgrades

Project Location:**Description:**

This project will replace regulatory signs within the City to include stop signs, 2 hour parking signs, among other signs.

CIP FACTS:

New or Continuing:	New
Current Project Status:	Not started
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Maintenance
Project Type:	Transportation
Annual Operating Impact:	None
Project Manager:	Dave Fortune

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Street and Sidewalk Improvement

FUTURE FINANCIAL REQUIREMENTS

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 42,000						
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 42,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 42,000						
Grant							
Total Funding	\$ 42,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item # 78 - Street Sign Upgrades

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	2	12
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	3	18
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	1	5
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	2	10
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	1	4
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	1	3
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	2	4
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	1	1
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	1	1
Total Score = Multiplier x Rating							58

City of Seaside
CIP Line Item #80 -Pavement Rehabilitation Phase 4

Project Location:



Description:

This project will rehabilitate the pavement of Kimball Avenue, Wheeler Street, and the intersections of Fremont Boulevard at the north and south ends of the City. The project will also restripe the entire City and make permanent pothole repairs.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Bidding
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Transportation
Annual Operating Impact:	None
Project Manager:	Leslie Ulantero

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Street maintenance, and street and sidewalk improvements

FUTURE FINANCIAL REQUIREMENTS

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 1,043,479						
Contingencies (10%)	\$ 104,347						
Staff Time (Min. 5%)	\$ 52,174						
Contract Administration							
Other							
Total Estimated Project Cost	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
SB1							
RSTP Fair Share	\$ 190,000						
Measure X Bond	\$ 1,010,000						
Total Funding	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item #80 -Pavement Rehabilitation Phase 4

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	2	12
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	0	0
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	2	10
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	3	15
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	3	12
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	3	9
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	3	6
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	3	3
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	3	3
Total Score = Multiplier x Rating							70

City of Seaside
CIP Line Item # 81 - Pavement Rehabilitation Phase 5

Project Location:**Description:**

This project will rehabilitate the pavement of several streets as determined by the latest Pavement Management Program, recommendation of the City Engineer, and City Council approval.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Not started
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Transportation
Annual Operating Impact:	None
Project Manager:	TBD

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Street maintenance, and street and sidewalk improvements

FUTURE FINANCIAL REQUIREMENTS

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 268,400	\$ 160,000	\$ 120,000	\$ 80,000	\$ 80,000	\$ 80,000	
Construction Services	\$ 2,684,000	\$ 1,600,000	\$ 1,200,000	\$ 800,000	\$ 800,000	\$ 800,000	
Contingencies (10%)	\$ 268,400	\$ 160,000	\$ 120,000	\$ 80,000	\$ 80,000	\$ 80,000	
Staff Time (Min. 5%)	\$ 134,200	\$ 80,000	\$ 60,000	\$ 40,000	\$ 40,000	\$ 40,000	
Contract Administration							
Other							
Total Estimated Project Cost	\$ 3,355,000	\$ 2,000,000	\$ 1,500,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ -
Funding Source							
Gax Tax							
Measure X		\$ 1,315,000	\$ 801,000	\$ 350,000	\$ 350,000	\$ 350,000	
SB1	\$ 1,779,867	\$ 615,000	\$ 629,000	\$ 629,000	\$ 629,000	\$ 629,000	
RSTP Fair Share		\$ 70,000	\$ 70,000	\$ 21,000	\$ 21,000	\$ 21,000	
Measure X Bond	\$ 1,575,133						
Total Funding	\$ 3,355,000	\$ 2,000,000	\$ 1,500,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item # 81 - Pavement Rehabilitation Phase 5

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	2	12
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	0	0
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	2	10
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	3	15
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	3	12
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	3	9
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	3	6
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	3	3
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	3	3
Total Score = Multiplier x Rating							70

City of Seaside

CIP Line Item #82 -Signs for Slower Speeds in School Zones**Project Location:****Description:**

This project will install 20 and 25 mile per hour signs in school zones as indicated in the Slower Speeds in School Zones Study approved by the City Council

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Not started
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Transportation
Annual Operating Impact:	None
Project Manager:	Leslie Ulantero

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Street Improvement

FUTURE FINANCIAL REQUIREMENTS

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 80,000						
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X	\$ 80,000						
General Fund							
Grant							
Total Funding	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item #82 -Signs for Slower Speeds in School Zones

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	3	18
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	3	18
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	1	5
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	2	10
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	1	4
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	3	9
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	2	4
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	1	1
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	3	3
Total Score = Multiplier x Rating							72

City of Seaside
CIP Line Item # 83 - Street Striping

Project Location:**Description:**

This project will replace any street striping within the City which has not been refreshed in the last three years. The striping improvements will be completed with the Pavement Rehabilitation Phase 4 Project.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Not started
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Transportation
Annual Operating Impact:	None
Project Manager:	Leslie Lantero

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Street improvement

FUTURE FINANCIAL REQUIREMENTS

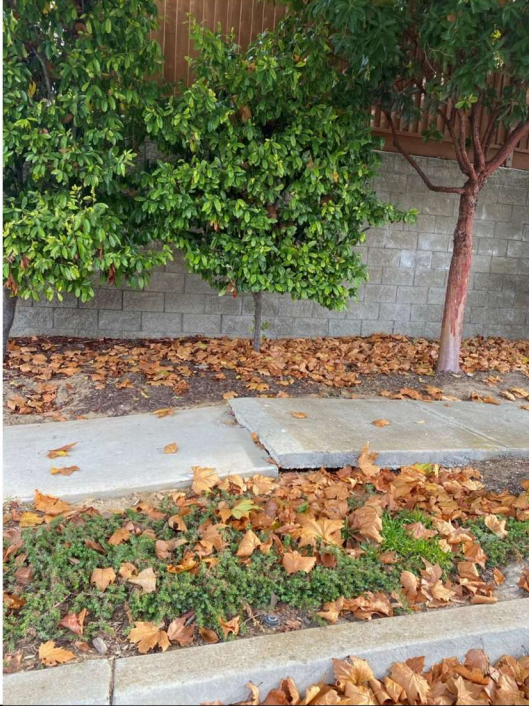
	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 175,000						
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X	\$ 175,000						
General Fund							
Grant							
Total Funding	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item # 83 -Street Striping

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	2	12
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	3	18
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	1	5
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	2	10
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	1	4
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	1	3
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	2	4
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	1	1
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	2	2
Total Score = Multiplier x Rating							59

City of Seaside
CIP Line Item #85 - Sidewalk Improvements

Project Location:**Description:**

This project will make sidewalk repairs for uplifts greater than or equal to 2" which cannot be shaved. The locations of repair will be at a location of City responsibility.

CIP FACTS:

New or Continuing:	New
Current Project Status:	Not started
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Transportation
Annual Operating Impact:	None
Project Manager:	TBD

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Street and sidewalk Improvement

FUTURE FINANCIAL REQUIREMENTS

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 150,000						
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 150,000						
Grant							
Total Funding	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item #85 - Sidewalk Improvements

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	3	18
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	3	18
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	3	15
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	3	15
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	1	4
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	3	9
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	2	4
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	3	3
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	3	3
Total Score = Multiplier x Rating							89

City of Seaside
CIP Line Item #89 - Water Master Plan

Project Location:**Description:**

This project will develop a new potable water master plan for the Seaside Municipal Water System. The plan will prioritize water system improvements for the next several years. Current and future demand will be considered. This plan will assist in determining a rate study.

CIP FACTS:

New or Continuing:	New
Current Project Status:	Not started
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Water
Annual Operating Impact:	None
Project Manager:	Nisha Patel

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Secure and Control Water

FUTURE FINANCIAL REQUIREMENTS

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 161,905	\$ 142,857	\$ 47,619	\$ 20,000			
Construction Services							
Contingencies (10%)							
Staff Time (Min. 5%)	\$ 8,095	\$ 7,143	\$ 2,381				
Contract Administration							
Other							
Total Estimated Project Cost	\$ 170,000	\$ 150,000	\$ 50,000	\$ 20,000	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund							
Grant							
Water Enterprise (Fund 401)	\$ 170,000	\$ 150,000	\$ 50,000	\$ 20,000			
Total Funding	\$ 170,000	\$ 150,000	\$ 50,000	\$ 20,000	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item #89 - Water Master Plan

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	2	12
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	1	6
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	1	5
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	3	15
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	1	4
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	1	3
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	3	6
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	1	1
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	2	2
Total Score = Multiplier x Rating							54

City of Seaside
CIP Line Item # 90 - Water Security Updates

Project Location:**Description:**

This project will make improvements to the gate and lock to the Seaside Muni Wells

CIP FACTS:

New or Continuing:	New
Current Project Status:	Not started
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Maintenance
Project Type:	Water
Annual Operating Impact:	None
Project Manager:	Monty Miller

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:**FUTURE FINANCIAL REQUIREMENTS**

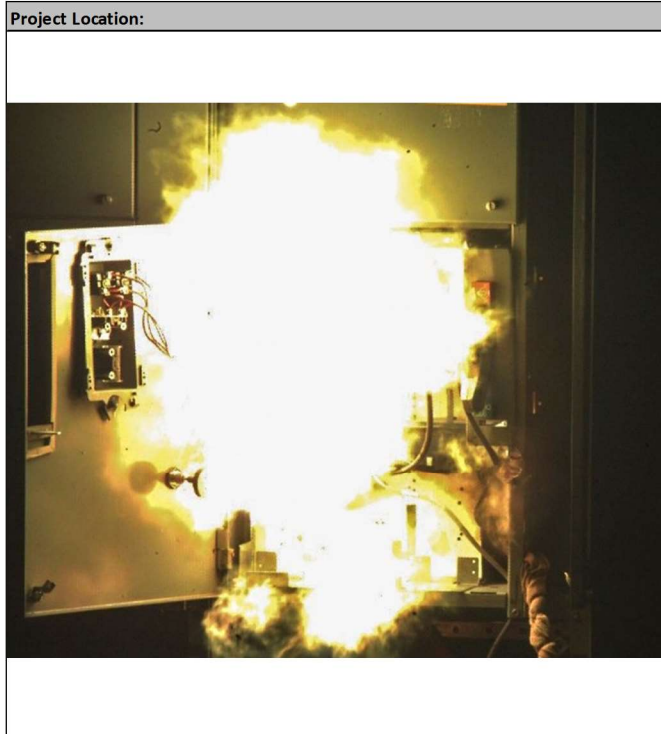
	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 90,000						
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund							
Grant							
Water Enterprise (Fund 401)	\$ 90,000						
Total Funding	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item # 90 - Water Security Updates

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	3	18
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	0	0
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	0	0
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	2	10
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	0	0
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	1	3
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	2	4
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	1	1
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	1	1
Total Score = Multiplier x Rating							37

City of Seaside
CIP Line Item # 92 - Arch Flash Mitigation



Description:
 This project will provide arch flash hazard mitigation to include equipment, training, and personal protective equipment.

CIP FACTS:

New or Continuing:	New
Current Project Status:	Not started
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Maintenance
Project Type:	Water
Annual Operating Impact:	None
Project Manager:	Monty Miller

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

FUTURE FINANCIAL REQUIREMENTS							
	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 30,000	\$ 90,000					
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 30,000	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund							
Grant							
Water Enterprise (Fund 401)	\$ 30,000	\$ 90,000					
Total Funding	\$ 30,000	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item # 92 - Arch Flash Mitigation

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	3	18
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	0	0
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	0	0
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	3	15
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	0	0
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	1	3
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	2	4
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	1	1
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	1	1
Total Score = Multiplier x Rating							42

City of Seaside
CIP Line Item #93 - Well Replacement

Project Location:**Description:**

This project will design and construct a new well for the Seaside Municipal Water and the Seaside Fort Ord properties. This will allow Seaside Muni Well No. 4 to serve as a backup well.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Pre-Design and Pre-CEQA
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Water
Annual Operating Impact:	\$300,000
Project Manager:	Nisha Patel

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Secure and Control Water, Campus Town, and Medical Officer Barracks

FUTURE FINANCIAL REQUIREMENTS

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)	\$ 100,000						
Architectural							
Right of Way Acquisition							
Design	\$ 1,328,571	\$ 1,500,000					
Construction Services		\$ 3,913,044	\$ 6,956,522				
Contingencies (10%)		\$ 391,304	\$ 695,652				
Staff Time (Min. 5%)	\$ 71,429	\$ 195,652	\$ 347,826				
Contract Administration							
Other							
Total Estimated Project Cost	\$ 1,500,000	\$ 6,000,000	\$ 8,000,000	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund							
Grant	\$ 1,500,000	\$ 6,000,000	\$ 8,000,000				
Water Enterprise (Fund 401)							
Total Funding	\$ 1,500,000	\$ 6,000,000	\$ 8,000,000	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item #93 - Well Replacement

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	3	18
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	2	12
3 Council priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	3	15
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	1	5
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	1	4
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	3	9
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	0	0
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	3	3
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	3	3
Total Score = Multiplier x Rating							69

City of Seaside
CIP Line Item # 99 - Sewer Main Replacement

Project Location:**Description:**

This project will repair in an emergency a failed section of sewer main.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Not started
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Sanitary Sewer
Annual Operating Impact:	None
Project Manager:	Nisha Patel

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

BOARD PRIORITY:**FUTURE FINANCIAL REQUIREMENTS**

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 24,000	\$ 4,545	\$ 4,545	\$ 4,545			\$ 24,000
Construction Services	\$ 120,000	\$ 45,455	\$ 45,455	\$ 45,455			\$ 240,000
Contingencies (10%)							\$ 24,000
Staff Time (Min. 5%)	\$ 6,000						\$ 12,000
Contract Administration							
Other							
Total Estimated Project Cost	\$ 150,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 300,000
Funding Source							
Gax Tax							
Measure X							
General Fund							
Grant							
SCSD Capital (Fund 953)	\$ 150,000	\$ 50,000	\$ 50,000	\$ 50,000			\$ 300,000
Total Funding	\$ 150,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 300,000

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item # 99 - Sewer Main Replacement

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	3	18
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	0	0
3 Board priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	0	0
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	3	15
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	0	0
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	0	0
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	2	4
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	1	1
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	1	1
Total Score = Multiplier x Rating							39

City of Seaside
CIP Line Item # 106 - Sewer Master Plan

Project Location:**Description:**

This project will develop a new sewer master plan for the City. The plan will prioritize sewer improvement projects for the next several years based on the condition and capacity of the existing sewer mains. This will include videoing any sewer mains which have not been CCTV'd in the last 5 years. The plan will also assist in the determining a rate study and increase.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Not started
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Sanitary Sewer
Annual Operating Impact:	None
Project Manager:	Nisha Patel

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

BOARD PRIORITY:**FUTURE FINANCIAL REQUIREMENTS**

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 476,191						
Construction Services							
Contingencies (10%)							
Staff Time (Min. 5%)	\$ 23,809						
Contract Administration							
Other							
Total Estimated Project Cost	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund							
Grant							
SCSD Capital (Fund 953)	\$ 500,000						
Total Funding	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item # 106 - Sewer Master Plan

Prioritization	3	2	1	0	Multiplier	Rating	Score
1 Public health and safety	Project needed to alleviate existing health or safety hazard	Project needed to alleviate potential health or safety hazard	Project would promote or maintain health/safety	No health or safety impact associated with project	6	3	18
2 External requirements	Project is required by law, regulation, or mandate	Project is required by agreement with other jurisdictions	Project to be conducted in conjunction with other jurisdictions	Project is city only and not externally required	6	2	12
3 Board priority	Project will further 3 or more council priorities	Project will further 2 council priorities	Project will further 1 council priority	Council will not further any council priorities	5	0	0
4 Protection of capital facilities	Project is critical to save structural integrity of existing facility or repair significant structural deterioration. Facility is at risk of catastrophic failure.	Project will repair systems important to facility operation	Project will improve facility appearance or deter future expenditure	No existing facility involved	5	3	15
5 Availability of external financing	Grant revenues will support at least 50% of expenses	Non-city revenues have been identified and applied for	Potential for non-city revenue exists	No external financing arrangements currently exist	4	0	0
6 Relation to adopted plans (e.g. Water/Sewer Master Plan, OS Master Plan, Downtown Master, TCRP, etc)	Project is included in a formal plan which had council approval	Project is included in written plans adopted by a city commission	Project is included in written plans of city staff	Project is not included in any written plans	3	1	3
7 Operating budget	Project will result in decreased operating costs	Project will have no operating and maintenance costs	Project will have additional operating costs and/or personnel additions of \$10,000 or less per year	Project will require additions in personnel or other operating costs in excess of \$10,000 per year	2	3	6
9 Link to major system	Project provides linkage (roadway, pipeline) to major infrastructure system	Has potential for future linkage to major system	No linkage, but project will provide indirect benefits to adjoining systems	No linkage or benefits to adjoining major systems	1	1	1
10 Timeliness/External	Project will with great certainty allow the city to take advantage of favorable market pricing for land, materials, equipment, etc.	Project timing will allow for coordination with another agency with a project that will soon be underway	External influences may affect timeliness of this project	External influences do not affect the timeliness of this project	1	0	0

Total Score = Multiplier x Rating 55



FEE SCHEDULE

CITY OF SEASIDE

PROPOSED MASTER FEE SCHEDULE EFFECTIVE 7/1/2022

CREDIT CARDS NOT ACCEPTED FOR DEVELOPER DEPOSITS OR TRANSIENT OCCUPANCY TAX

FEE SCHEDULE	Page #
Schedule of Finance/City Clerk Division Fees	2
Schedule of Building Division Fees	3-12
Schedule of Community, Housing, & Economic Development Division Fees	13-17
Schedule of Engineering Division Fees	18-21
Schedule of Water Division Rates & Fees	22-24
Schedule of Recreation Division Fees	25-28
Schedule of Fire Department Fees	29-35
Schedule of Police Department Fees	36-39
Schedule of Police Department - Animal Control Fees	40

CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF FINANCE & CITY CLERK FEES

	21/22 Adopted (4.1%)	22/23 Proposed (6.5%)
FINANCE		
Short Term Rental Application Fee	\$ 250	\$ 250
Late Short Term Rental Application Renewal Fee	\$ 250	\$ 250
Business License Application Fee	\$ 16	\$ 17
Business License Schedule of License Fees	Municipal Code 5.04.20 - 5.04.10	Municipal Code 5.04.20 - 5.04.10
Mailing List (per page)	\$0.10 + cost of labels	\$0.25 + cost of labels
City Budget-Paper	\$ 62	Actual Cost
Bingo Permit	\$ 62	\$ 66
Delinquent Invoice-1st Notice	\$ 6	\$ 6
Delinquent Invoice-2nd Notice	\$ 11	\$ 12
Returned Check-1st	\$ 33	\$ 35
Returned Check-2nd	\$ 39	\$ 42
CITY CLERK		
Public Record Copies - standard 8.5" x 11", black and white	\$ 0.10	0.25
Public Record Copies - Color or non-standard sizes	cost of duplication	cost of duplication
Mailing copy of requested document or CD	Cost of duplication plus postage	Cost of duplication plus postage
City Council Agenda mailing subscription (annual)	\$ 55	\$ 55
City Council Agenda Packet (per packet)	\$0.10 per page	\$0.10 per page
Records on Thumb Drives	\$ 15	\$ 15
Notary Fee (State Code) per signature	\$ 11	\$ 15

CITY OF SEASIDE			
BUILDING PLAN REVIEW AND INSPECTION			
	Fee	21/22 Adopted (4.1%)	22/23 Proposed (6.5%)
BUILDING DIVISION FEES			
ADMINISTRATIVE CITATIONS			
First Offense		\$ 319	\$ 340
Repeated Violations		\$ 637	\$ 678
Work with out a Permit-Investigative Fee		Equal to Permit Fee- not to exceed \$500	Equal to Permit Fee- not to exceed \$500
Notice of Violation Recordation Fee		\$ 305	\$ 325
Notice of Violation Expungement Fee		\$ 305	\$ 325
New Address/Address Change		\$ 138	\$ 147
AB717 Training Fee		Cost	Cost
Certified Access Specialist (CASP) Plan Review Fee		Cost	Cost
SHORT TERM RENTAL FEES			
Inspection Fee	each	\$ 282	\$ 300
MINOR COMMERCIAL AND RESIDENTIAL IMPROVEMENT PROJECTS			
Application for Unreasonable Hardship Exceptions to Disabled Access Requirements (2 hour minimum)	per hour	\$ 1,214	\$ 1,293
Application Request for Substitution of Alternate Materials or Method (2 hour Minimum)	per hour	\$ 1,214	\$ 1,293
Board of Appeal Hearing Fee	each	Based on type of use, type of construction and square footage	Based on type of use, type of construction and square footage
Building-like Structures - Misc. Structures (ie, tanks, towers, silos, storage racks, etc.)	each	Based on type of use, type of construction and square footage	Based on type of use, type of construction and square footage
Canopy / Awning	per project	\$ 1,214	\$ 1,293
Cellular Tower / Antenna			
Attached	each	\$ 3,640	\$ 3,877
Detached	each	\$ 3,640	\$ 3,877
Equipment Shelter	each	\$ 1,820	\$ 1,938
Certification of Record	each	\$ 1,214	\$ 1,293
Commercial Accessibility Upgrade	each	\$ 1,214	\$ 1,293
Commercial Coach Installation	each	\$ 1,214	\$ 1,293
Deck or Patio (Covered) - Install/Replace/Repair		Based on type of use, type of construction and square footage	Based on type of use, type of construction and square footage
Engineered, first 300 s.f.	per project		
each additional 300 s.f.	per project		
Non-engineered, first 300 s.f.	per project		
each additional 300 s.f.	per project		
Deck or Patio (Uncovered) - Install/Replace/Repair		Based on type of use, type of construction and square footage	Based on type of use, type of construction and square footage
Engineered, first 300 s.f.	per project		
each additional 300 s.f.	per project		
Non-engineered, first 300 s.f.	per project		
each additional 300 s.f.	per project		
Deferred Submittal	per project		
Demolition	per project	\$ 287	\$ 306
Dry rot/Termite Repair	per project	\$ 287	\$ 306
Fence or Non-Engineered Wall	per project	\$ 287	\$ 306
Fireplace Retrofit / Chimney Repair	per project	\$ -	\$ -
Flag, Light, or Sign Pole - Install / Replace	per project	\$ 1,214	\$ 1,293
Foundation Repair / Replace (includes piles, piers, or foundation-only systems under existing or partial construction)	per project	\$ 2,426	\$ 2,584
Greenhouse or Solarium		\$ -	\$ -
< 200 sq ft	per project	\$ 1,214	\$ 1,293
200 - 1,000 sq ft	per project	\$ 2,426	\$ 2,584
> 1,000 sq ft	per project	\$ 3,035	\$ 3,232

CITY OF SEASIDE				
BUILDING PLAN REVIEW AND INSPECTION				
		Fee	21/22 Adopted (4.1%)	22/23 Proposed (6.5%)
	Minor Repairs (for items otherwise not listed, for the purpose of reconstruction, renewal, or maintenance of any part of an existing structure - requiring not more than two inspections) (Includes Mechanical equipment with structural modifications)	per project	\$ 287	\$ 306
	Outsourced Plan Review Processing Fee	per hour	\$ 606	\$ 645
	Partition	per project	\$ 287	\$ 306
	Pools and Spas - Commercial		\$ -	\$ -
	Pool & Spa Combo	per project	\$ 2,426	\$ 2,584
	Pool - New Install	per project	\$ 2,426	\$ 2,584
	Pool - Remodel	per project	\$ 1,214	\$ 1,293
	Spa - New Install	per project	\$ 1,214	\$ 1,293
	Pools and Spas - Residential - Above Ground		\$ 191	\$ 203
	Registration of Abandoned Property		\$ 62	\$ 66
	Re-Plastering, or Wet Sand Blasting		\$ -	\$ -
	< 20 sq ft	per project	\$ 909	\$ 968
	20 - 200 sq ft	per project	\$ 909	\$ 968
	> 200 sq ft	per project	\$ 909	\$ 968
	Re-Roof: \$157 for 1st 10 Squares. Add \$75 for each additional Squares		\$ 191	\$ 203
	Retaining Wall		\$ -	\$ -
	Engineered	per project	\$ 382	\$ 407
	Non-Engineered	per project	\$ 287	\$ 306
	Seismic Retrofit		\$ -	\$ -
	< 5,000 Sq Ft	per project	\$ 2,728	\$ 2,905
	> 5,000 Sq Ft.	per project	\$ 3,942	\$ 4,198
	Stair Repair / Replace	per project	\$ 287	\$ 306
	Siding / Stucco	per project	\$ 287	\$ 306
	Sign		\$ -	\$ -
	Non-Illuminated	per project	\$ 191	\$ 203
	Illuminated	per project	\$ 191	\$ 203
	Monument	per project	\$ 1,214	\$ 1,293
	Solar / PV System -		\$ -	\$ -
	Residential Permit and Inspection-\$500 plus \$15 per kilowatt for each above 15kw	per project	Variable	Variable
	Non-Residential and commercial-\$1,000 plus \$7 per kilowatt for each kilowatt between 51kw and 250 kw, plus \$5 for every kilowatt above 250 kw	per project	Variable	Variable
	Substandard Structure Inspection (includes code enforcement report)	per project	\$ 1,214	\$ 1,293
	Certificate of Occupancy		\$ 209	\$ 223
	Temporary Certificate of Occupancy	per project	\$209 + deposit	\$223 + deposit
	Trailer Coach Tiedown Inspection	per project	\$ 1,214	\$ 1,293
	Garage Door Replacement		\$ 191	\$ 203
	Window / Door - Non-Structural		\$ -	\$ -
	First 10 windows / doors	per project	\$ 287	\$ 306
	each add'l 10 windows/doors	per project	\$ 96	\$ 102
	Window / Door - Structural		\$ -	\$ -
	First 10 windows / doors	per project	\$ 382	\$ 407
	each add'l 10 windows/doors	per project	\$ 128	\$ 136
	Additional Plan Check required in excess of standard	per hour	\$288/Hour Minimum	\$307/Hour Minimum
	Additional Inspection required in excess of standard / ReInspection	per hour	\$288/Hour Minimum	\$307/Hour Minimum
	Plan Check outside of normal business hours or applicant requested fast-tracking (3 hour minimum)	per hour	\$ 1,820	\$ 1,938
	Plan Check outside of normal business hours or applicant requested fast-tracking (4 hour minimum)	per hour	\$ 2,426	\$ 2,584

CITY OF SEASIDE			
BUILDING PLAN REVIEW AND INSPECTION			
	Fee	21/22 Adopted (4.1%)	22/23 Proposed (6.5%)
MECHANICAL, PLUMBING, AND ELECTRICAL PERMITS (Not associated with an existing building permit)			
Plan Review	per hour	\$ 606	\$ 645
Other Mechanical, Plumbing, or Electrical Inspections not otherwise listed below	per hour	\$ 287	\$ 306
		\$ -	\$ -
Mechanical Permit Fees		\$ -	\$ -
Install/Relocate each forced air or gravity-type furnace or burner (including attached ducts and vents)		\$ 382	\$ 407
Repair/alteration/addition to each heating appliance, refrigeration unit, cooling unit, absorption unit or each heating, cooling, absorption or evaporative cooling system, including installation of controls regulated by code.		\$32/each w/ \$384 Minimum	\$34/each w/ \$408 Minimum
Install, relocate each boiler or compressor, up to and including 3 HP, or each absorption system up to and including 100,000 Btu/hr		\$ 509	\$ 542
Each air-handling unit, including attached ducts. (Note: this fee shall not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler, or absorption unit for which a permit is required elsewhere)		\$ 509	\$ 542
Each ventilation system which is not a portion of any heating or air conditioning system authorized by a permit.		\$ 1,516	\$ 1,615
Residential - installation of each hood which is served by mechanical exhaust, including the ducts for such hood		\$ 287	\$ 306
Commercial - installation of each hood which is served by mechanical exhaust, including the ducts for such hood		\$ 3,335	\$ 3,552
Each appliance or piece of equipment regulated by this code but not classed in other appliance categories, or for which no other fee is listed in the code		\$ 287	\$ 306
Plumbing and Gas Permit Fees			
Each plumbing fixture or trap or set of fixtures on one trap (including water, drainage, piping, and backflow protection therefore)		\$32/each w/ \$384 Minimum	\$34/each w/ \$408 Minimum
Each building sewer		\$ 287	\$ 306
Each water heater and/or vent		\$ 191	\$ 203
Installation, alteration, or repair of wall heater		\$ 191	\$ 203
Each industrial waste pretreatment interceptor including its trap and vent, excepting kitchen-type grease interceptors functioning as fixture traps		\$ 1,820	\$ 1,938
Installation, alteration, or repair of water piping and/or water treating equipment		\$288 - For single line	\$307 - For single line
Installation, alteration, or repair of gas piping and/or gas treating equipment		\$288 - For single line	\$307 - For single line
Repair or alteration of drainage or vent piping		\$288 - For single line	\$307 - For single line
		\$382 - For multiple lines	\$407 - For multiple lines
Each lawn sprinkler system on any one meter, including backflow protection devices		\$ 287	\$ 306
Backflow devices not included in other fee services (e.g., building sewer) each unit		\$ 287	\$ 306
Gas test		\$ 191	\$ 203
Sewer lateral test		\$ 287	\$ 306
Electrical Permit Fees			
Temporary Power Service			
Temporary service power pole or pedestal, including all pole or pedestal-mounted receptacle outlets and appurtenances		\$288 - If not incl. w/ new permit	\$307 - If not incl. w/ new permit
Temporary distribution system and temporary lighting and receptacle outlets for construction sites, decorative lighting, Christmas tree sales lots, etc.		\$ 287	\$ 306
15 or 20 amp - each 10 circuits		\$ 287	\$ 306
25 to 40 amp circuits		\$ 909	\$ 968
50 to 175 amp circuits		\$ 909	\$ 968

CITY OF SEASIDE			
BUILDING PLAN REVIEW AND INSPECTION			
	Fee	21/22 Adopted (4.1%)	22/23 Proposed (6.5%)
Receptacle, Switch and Lighting Outlets			
Receptacle, switch and lighting outlets at which current is used or controlled, except services, feeders and meters			
Each 10 (or portion thereof)		\$ 287	\$ 306
Residential Appliances			
Fixed residential appliances or receptacle outlets for same, including wall-mounted electric ovens, counter mounted cooking tops, electric ranges, self-contained room console or through-wall air conditioners, space heaters, food waste grinders, dishwashers, washing machines, water heaters, clothes dryers, or other motor-operated appliances not exceeding one horsepower (HP) in rating.		\$12.00 each w/ \$176 Minimum	\$13.00 each w/ \$187 Minimum
Non-residential Appliances			
Residential appliances and self-contained factory-wired nonresidential appliances, including medical and dental devices, food, beverage, and ice cream cabinets; illuminated show cases, drinking fountains, vending machines, laundry machines, or other		\$25.18 each w/ \$279 Minimum	\$27.00 each w/ \$297 Minimum
Power Apparatus			
Motors, generators, transformers, rectifiers, synchronous converters, capacitors, industrial heating, air conditioners and heat pumps, cooking or baking equipment, and other apparatus, as follows: Note: these fees include all switches, circuit break		\$ 287	\$ 306
Busways			
Trolley and plug-in-type busways - each 100 l.f. or fraction thereof (An additional fee will be required for lighting fixtures, motors and other appliances that are connected to trolley and plug-in type busways. No fee is required for portable tools.		\$288 for each 100 feet	\$307 for each 100 feet
New Services or Additional Panels			
Services Note: An additional fee may apply (underground) or (overhead) to Power Company for reconnection or upgrade of any service		\$ 287	\$ 306
600 volts or less and not over 200 amperes in rating		\$ 287	\$ 306
600 volts or less and over 200 amperes in rating		\$ 382	\$ 407
600 volts or over 1,000 amperes in rating		\$ 287	\$ 306
Miscellaneous Apparatus, Conduits, and Conductors			
Electrical apparatus, conduits, and conductors for which a permit is required, but for which no fee is set forth. (This fee is not applicable when a fee is paid for one or more services, outlets, fixtures, appliances, power apparatus, busways, signs)		\$ 287	\$ 306
Plan review			
Hourly Rate		25% Original Fee	25% Original Fee
90 Day Plan Review Extension		25% Original Fee	25% Original Fee

CITY OF SEASIDE

BUILDING DEPARTMENT

2022-23 Fees for New Construction, Additions and Major Remodels - Plan Check

Occupancy Type and Class	Fee Unit	Fire Rating Type I, II		Fire Rating Type IIA, III, IVA		Fire Rating Type IIB, IIB, IV, VB	
		Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds
	2						
LEVEL OF EFFORT		1.5		1.25		1	
Commercial Uses - Structural (All newly constructed, added, or structurally remodeled space for non-residential occupancies classified as CBC Group A, B, E, F, H, I, M, S or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
500	per project	\$ 5,209.19	\$ 1.16	\$ 3,472.79	\$ 0.77	\$ 2,778.23	\$ 0.62
2,000	per project	\$ 6,944.79	\$ 1.93	\$ 4,629.86	\$ 1.29	\$ 3,703.89	\$ 1.03
5,000	per project	\$ 12,730.94	\$ 1.62	\$ 8,487.29	\$ 1.08	\$ 6,789.83	\$ 0.86
10,000	per project	\$ 20,836.79	\$ 0.93	\$ 13,891.19	\$ 0.62	\$ 11,112.95	\$ 0.49
25,000	per project	\$ 34,726.35	\$ 1.39	\$ 23,150.90	\$ 0.93	\$ 18,520.72	\$ 0.74
Commercial Residential and Multifamily Residential Uses - (All newly constructed, added, or structurally remodeled space for residential occupancies classified as CBC Group R (except R-3), or other residential occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
1,000	per project	\$ 6,944.79	\$ 0.87	\$ 4,629.86	\$ 0.58	\$ 3,703.89	\$ 0.46
5,000	per project	\$ 10,418.39	\$ 1.04	\$ 6,945.60	\$ 0.69	\$ 5,556.48	\$ 0.56
10,000	per project	\$ 15,627.79	\$ 0.54	\$ 10,418.53	\$ 0.36	\$ 8,334.82	\$ 0.29
50,000	per project	\$ 37,040.45	\$ 0.37	\$ 24,693.63	\$ 0.25	\$ 19,754.91	\$ 0.20
100,000	per project	\$ 55,560.70	\$ 0.56	\$ 37,040.47	\$ 0.37	\$ 29,632.37	\$ 0.30
Attached and Detached Accessory and Utility Uses - (All newly constructed, added, or structurally remodeled space for utility and accessory occupancies classified as CBC Group U, or other utility and accessory occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
100	per project	\$ 289.26	\$ 2.89	\$ 192.84	\$ 1.93	\$ 154.27	\$ 1.54
200	per project	\$ 578.52	\$ 1.45	\$ 385.68	\$ 0.96	\$ 308.54	\$ 0.77
600	per project	\$ 1,157.06	\$ 1.45	\$ 771.38	\$ 0.96	\$ 617.10	\$ 0.77
1,000	per project	\$ 1,735.58	\$ 0.58	\$ 1,157.06	\$ 0.39	\$ 925.64	\$ 0.31
1,500	per project	\$ 2,024.84	\$ 0.58	\$ 1,349.90	\$ 0.39	\$ 1,079.92	\$ 0.31
2,000	per project	\$ 2,314.10	\$ 1.16	\$ 1,542.74	\$ 0.77	\$ 1,234.19	\$ 0.62

CITY OF SEASIDE

BUILDING DEPARTMENT

2022-23 Fees for New Construction, Additions and Major Remodels - Plan Check

Occupancy Type and Class	Fee Unit	Fire Rating Type I, II		Fire Rating Type IIA, III, IVA		Fire Rating Type IIB, IIB, IV, VB	
		Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds
	2						
LEVEL OF EFFORT		1.5		1.25		1	
Shell Buildings for all Commercial Uses - (The enclosure for all newly constructed, added, or structurally remodeled space for non-residential occupancies classified as CBC Group A, B, E, F, H, I, M, S or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
500	per project	\$ 5,667.47	\$ 1.62	\$ 3,778.31	\$ 1.08	\$ 3,022.65	\$ 0.86
2,000	per project	\$ 8,095.42	\$ 1.35	\$ 5,396.94	\$ 0.90	\$ 4,317.56	\$ 0.72
5,000	per project	\$ 12,144.26	\$ 0.97	\$ 8,096.17	\$ 0.65	\$ 6,476.94	\$ 0.52
10,000	per project	\$ 17,002.41	\$ 0.88	\$ 11,334.94	\$ 0.59	\$ 9,067.95	\$ 0.47
25,000	per project	\$ 30,225.73	\$ 1.21	\$ 20,150.49	\$ 0.81	\$ 16,120.39	\$ 0.64
Commercial Tenant Improvement - Non Structural - (Non-structurally remodeled space for non-residential occupancies classified as CBC Group A, B, E, F, H, I, M, S or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
500	per project	\$ 3,473.60	\$ 1.16	\$ 2,315.73	\$ 0.77	\$ 1,852.59	\$ 0.62
2,000	per project	\$ 5,209.19	\$ 0.87	\$ 3,472.79	\$ 0.58	\$ 2,778.23	\$ 0.46
5,000	per project	\$ 7,812.57	\$ 0.52	\$ 5,208.38	\$ 0.35	\$ 4,166.70	\$ 0.28
10,000	per project	\$ 10,418.39	\$ 0.46	\$ 6,945.60	\$ 0.31	\$ 5,556.48	\$ 0.25
25,000	per project	\$ 17,363.16	\$ 0.69	\$ 11,575.44	\$ 0.46	\$ 9,260.35	\$ 0.37
One and Two Family Dwellings - Model Home or Custom Plan Review - (All newly constructed space for residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere)							
Square Footage:							
1,000	per project	\$ 9,550.59	\$ 1.74	\$ 6,367.06	\$ 1.16	\$ 5,093.65	\$ 0.93
2,500	per project	\$ 12,153.98	\$ 2.89	\$ 8,102.65	\$ 1.93	\$ 6,482.12	\$ 1.54
4,000	per project	\$ 16,495.38	\$ 4.48	\$ 10,996.92	\$ 2.99	\$ 8,797.54	\$ 2.39
6,000	per project	\$ 25,465.02	\$ 2.89	\$ 16,976.68	\$ 1.93	\$ 13,581.34	\$ 1.54
8,000	per project	\$ 31,252.75	\$ 3.91	\$ 20,835.16	\$ 2.60	\$ 16,668.13	\$ 2.08

CITY OF SEASIDE

BUILDING DEPARTMENT

2022-23 Fees for New Construction, Additions and Major Remodels - Plan Check

Occupancy Type and Class	Fee Unit	Fire Rating Type I, II		Fire Rating Type IIA, III, IVA		Fire Rating Type IIB, IIB, IV, VB	
		Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds
	2						
LEVEL OF EFFORT		1.5		1.25		1	
Residential Repeat / Subsequent Lot Plan Check	per project	\$ 462.83	N/A	\$ 462.83	N/A	\$ 462.83	N/A
One and Two Family Dwellings - Inspection - (All newly constructed space for residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
1,000	per project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2,500	per project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4,000	per project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6,000	per project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8,000	per project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Structural Residential Remodels and Additions - (All newly constructed additions to, or structurally remodeled areas of, residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
200	per project	\$ 1,446.32	\$ 1.45	\$ 964.22	\$ 0.96	\$ 771.37	\$ 0.77
600	per project	\$ 2,024.84	\$ 1.46	\$ 1,349.90	\$ 0.98	\$ 1,079.92	\$ 0.78
1,000	per project	\$ 2,610.67	\$ 1.15	\$ 1,740.45	\$ 0.76	\$ 1,392.36	\$ 0.61
1,500	per project	\$ 3,184.34	\$ 1.16	\$ 2,122.89	\$ 0.77	\$ 1,698.32	\$ 0.62
2,000	per project	\$ 3,762.86	\$ 1.88	\$ 2,508.57	\$ 1.25	\$ 2,006.86	\$ 1.00
Non-Structural Residential Remodels and Additions - (All newly constructed additions to, or non-structurally remodeled areas of, residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
200	per project	\$ 1,157.06	\$ 1.45	\$ 771.38	\$ 0.96	\$ 617.10	\$ 0.77
600	per project	\$ 1,735.58	\$ 1.45	\$ 1,157.06	\$ 0.96	\$ 925.64	\$ 0.77
1,000	per project	\$ 2,314.13	\$ 1.16	\$ 1,542.75	\$ 0.77	\$ 1,234.20	\$ 0.62
1,500	per project	\$ 2,892.65	\$ 1.16	\$ 1,928.43	\$ 0.77	\$ 1,542.74	\$ 0.62
2,000	per project	\$ 3,473.60	\$ 1.74	\$ 2,315.73	\$ 1.16	\$ 1,852.59	\$ 0.93

CITY OF SEASIDE

BUILDING DEPARTMENT

2022-23 Fees for New Construction, Additions and Major Remodels - Inspection

Occupancy Type and Class	Fee Unit	Fire Rating Type I, II		Fire Rating Type IIA, III, IVA		Fire Rating Type IIB, IIB, IV, VB	
		Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds
	2						
LEVEL OF EFFORT		1.5		1.25		1	
Commercial Uses - Structural (All newly constructed, added, or structurally remodeled space for non-residential occupancies classified as CBC Group A, B, E, F, H, I, M, S or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule)							
Square Footage:							
500	per project	\$ 5,555.83	\$ 0.87	\$ 4,629.86	\$ 2.64	\$ 3,703.89	\$ 0.58
2,000	per project	\$ 6,866.51	\$ 2.03	\$ 8,583.14	\$ 2.54	\$ 4,577.68	\$ 1.36
5,000	per project	\$ 12,964.90	\$ 2.96	\$ 16,206.12	\$ 3.70	\$ 8,643.27	\$ 1.98
10,000	per project	\$ 27,781.08	\$ 0.86	\$ 34,726.35	\$ 1.08	\$ 18,520.72	\$ 0.58
25,000	per project	\$ 40,745.96	\$ 1.63	\$ 50,932.45	\$ 2.04	\$ 27,163.97	\$ 1.09
Commercial Residential and Multifamily Residential Uses - (All newly constructed, added, or structurally remodeled space for residential occupancies classified as CBC Group R (except R-3), or other residential occupancies not specifically addressed elsewhere in this Fee Schedule)							
Square Footage:							
1,000	per project	\$ 6,944.30	\$ 1.04	\$ 5,786.92	\$ 2.03	\$ 4,629.53	\$ 0.69
5,000	per project	\$ 11,111.65	\$ 1.67	\$ 13,889.56	\$ 2.08	\$ 7,407.77	\$ 1.11
10,000	per project	\$ 19,446.36	\$ 0.67	\$ 24,307.95	\$ 0.84	\$ 12,964.24	\$ 0.45
50,000	per project	\$ 46,301.79	\$ 0.52	\$ 57,877.24	\$ 0.65	\$ 30,867.86	\$ 0.35
100,000	per project	\$ 72,229.62	\$ 0.72	\$ 90,287.02	\$ 0.90	\$ 48,153.08	\$ 0.48
Attached and Detached Accessory and Utility Uses - (All newly constructed, added, or structurally remodeled space for utility and accessory occupancies classified as CBC Group U, or other utility and accessory occupancies not specifically addressed elsewhere in this Fee Schedule)							
Square Footage:							
100	per project	\$ 462.83	\$ 4.63	\$ 385.70	\$ 3.86	\$ 308.56	\$ 3.09
200	per project	\$ 925.65	\$ 0.58	\$ 771.38	\$ 1.69	\$ 617.10	\$ 0.39
600	per project	\$ 1,157.06	\$ 0.58	\$ 1,446.32	\$ 0.72	\$ 771.37	\$ 0.39
1,000	per project	\$ 1,388.47	\$ 0.93	\$ 1,735.58	\$ 1.16	\$ 925.64	\$ 0.62
1,500	per project	\$ 1,851.30	\$ 0.93	\$ 2,314.13	\$ 1.16	\$ 1,234.20	\$ 0.62
2,000	per project	\$ 2,314.12	\$ 1.16	\$ 2,892.65	\$ 1.45	\$ 1,542.74	\$ 0.77

CITY OF SEASIDE

BUILDING DEPARTMENT

2022-23 Fees for New Construction, Additions and Major Remodels - Inspection

Occupancy Type and Class	Fee Unit	Fire Rating Type I, II		Fire Rating Type IIA, III, IVA		Fire Rating Type IIB, IIB, IV, VB	
		Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds
	2						
LEVEL OF EFFORT		1.5		1.25		1	
Shell Buildings for all Commercial Uses - (The enclosure for all newly constructed, added, or structurally remodeled space for non-residential occupancies classified as CBC Group A, B, E, F, H, I, M, S or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
500	per project	\$ 8,334.72	\$ 2.78	\$ 6,945.60	\$ 5.79	\$ 5,556.48	\$ 1.85
2,000	per project	\$ 12,502.06	\$ 1.39	\$ 15,627.58	\$ 1.74	\$ 8,334.71	\$ 0.93
5,000	per project	\$ 16,669.43	\$ 0.83	\$ 20,836.79	\$ 1.04	\$ 11,112.95	\$ 0.56
10,000	per project	\$ 20,834.83	\$ 0.71	\$ 26,043.54	\$ 0.89	\$ 13,889.89	\$ 0.47
25,000	per project	\$ 31,485.61	\$ 1.26	\$ 39,357.01	\$ 1.57	\$ 20,990.41	\$ 0.84
Commercial Tenant Improvement - Non Structural - (Non-structurally remodeled space for non-residential occupancies classified as CBC Group A, B, E, F, H, I, M, S or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule							
Square Footage:							
500	per project	\$ 2,082.71	\$ 1.39	\$ 1,735.59	\$ 2.32	\$ 1,388.47	\$ 0.93
2,000	per project	\$ 4,167.35	\$ 0.93	\$ 5,209.19	\$ 1.16	\$ 2,778.23	\$ 0.62
5,000	per project	\$ 6,944.30	\$ 1.11	\$ 8,680.38	\$ 1.39	\$ 4,629.53	\$ 0.74
10,000	per project	\$ 12,502.06	\$ 0.46	\$ 15,627.58	\$ 0.58	\$ 8,334.71	\$ 0.31
25,000	per project	\$ 19,446.36	\$ 0.78	\$ 24,307.95	\$ 0.97	\$ 12,964.24	\$ 0.52

CITY OF SEASIDE
BUILDING DEPARTMENT

2022-23 Fees for New Construction, Additions and Major Remodels - Inspection

Occupancy Type and Class	Fee Unit	Fire Rating Type I, II		Fire Rating Type IIA, III, IVA		Fire Rating Type IIB, IIB, IV, VB	
		Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds	Base Cost	Cost Per S.F. Between Thresholds
	2						
LEVEL OF EFFORT		1.5		1.25		1	
One and Two Family Dwellings - Inspection - (All newly constructed space for residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere in this Fee Schedule.							
Square Footage:							
1,000	per project	\$ 11,111.65	\$ 2.78	\$ 9,259.71	\$ 6.56	\$ 7,407.77	\$ 1.85
2,500	per project	\$ 15,279.02	\$ 3.70	\$ 19,098.77	\$ 4.63	\$ 10,186.01	\$ 2.47
4,000	per project	\$ 20,834.83	\$ 1.74	\$ 26,043.54	\$ 2.17	\$ 13,889.89	\$ 1.16
6,000	per project	\$ 24,307.95	\$ 1.74	\$ 30,384.94	\$ 2.17	\$ 16,205.30	\$ 1.16
8,000	per project	\$ 27,781.08	\$ 3.47	\$ 34,726.35	\$ 4.34	\$ 18,520.72	\$ 2.32
Structural Residential Remodels and Additions - (All newly constructed additions to, or structurally remodeled areas of, residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere in this Fee Schedule.							
Square Footage:							
200	per project	\$ 1,388.47	\$ 1.16	\$ 1,157.06	\$ 2.89	\$ 925.64	\$ 0.77
600	per project	\$ 1,851.30	\$ 1.16	\$ 2,314.13	\$ 1.45	\$ 1,234.20	\$ 0.77
1,000	per project	\$ 2,314.12	\$ 0.93	\$ 2,892.65	\$ 1.16	\$ 1,542.74	\$ 0.62
1,500	per project	\$ 2,778.88	\$ 1.85	\$ 3,473.60	\$ 2.31	\$ 1,852.59	\$ 1.23
2,000	per project	\$ 3,704.53	\$ 1.85	\$ 4,630.67	\$ 2.32	\$ 2,469.69	\$ 1.23
Non-Structural Residential Remodels and Additions - (All newly constructed additions to, or non-structurally remodeled areas of, residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere in this Fee Schedule.							
Square Footage:							
200	per project	\$ 1,388.47	\$ 1.16	\$ 1,157.06	\$ 2.89	\$ 925.64	\$ 0.77
600	per project	\$ 1,851.30	\$ 1.16	\$ 2,314.13	\$ 1.45	\$ 1,234.20	\$ 0.77
1,000	per project	\$ 2,314.12	\$ 0.93	\$ 2,892.65	\$ 1.16	\$ 1,542.74	\$ 0.62
1,500	per project	\$ 2,778.88	\$ 1.85	\$ 3,473.60	\$ 2.31	\$ 1,852.59	\$ 1.23
2,000	per project	\$ 3,704.53	\$ 1.85	\$ 4,630.67	\$ 2.32	\$ 2,469.69	\$ 1.23

CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF PLANNING DEPARTMENT FEES

		21/22 Adopted (4.1%)	22/23 Proposed (6.5%)
PLANNING DEPARTMENT FEES			
AMENDMENTS			
General Plan Amendment		\$ 8,286	\$ 8,825
Planned Unit Development Amendment (\$2,060 + \$103 per unit/lot ; used 40 unit lot for comparison) Planning PW/Eng		\$ 8,460	\$ 9,010
Zoning Map Amendment		\$ 8,286	\$ 8,825
Zoning Ordinance (text) Amendment		\$ 8,286	\$ 8,825
Local Coastal Plan Amendment		\$ 8,286	\$ 8,825
Use Permit Amendment		\$ 921	\$ 981
Minor Use Permit Amendment		\$ 691	\$ 736
Variance Amendment		\$ 921	\$ 981
Minor Variance Amendment		\$ 691	\$ 736
Design Review Amendment		\$ 691	\$ 736
Tentative Parcel Map Amendment		\$ 691	\$ 736
Tentative Subdivision (Tract) Map Amendment		\$ 3,755	\$ 3,999
Sphere of Influence Amendment		\$ 1,843	\$ 1,963
Master Sign Program Amendment		\$ 691	\$ 736
Development Agreement Amendment		\$ 11,509	\$ 12,257
Specific Plan Amendment- \$2,000 deposit		Cost	Cost
ANNEXATION			
Application		\$ 11,509	\$ 12,257
APPEALS			
Planning Commission (from ZA,BAR & Staff interpretation) PW/Eng - only if appeal involved Eng. condition, add fee		\$ 921 \$ 175	\$ 981 \$ 186
City Council (from Planning Commission) PW/Eng - only if appeal involved Eng. condition, add fee		\$ 670 \$ 175	\$ 714 \$ 186
DESIGN/ARCHITECTURAL REVIEW			
Residential			
One and Two Family - New Construction Planning PW/Eng Fire		\$ 1,200	\$ 1,200
One and Two Family - Addition that adds less than 50% of the structure Planning PW/Eng Fire		\$ 500	\$ 500
Multi-family - New Construction Planning PW/Eng Fire		\$ 1,200	\$ 1,200
Multi-family - Addition that adds less than 50% of the structure Planning PW/Eng Fire		\$ 692	\$ 737

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF PLANNING DEPARTMENT FEES**

		21/22 Adopted (4.1%)	22/23 Proposed (6.5%)
PLANNING DEPARTMENT FEES			
Commercial	New Construction (includes shell only) Planning PW/Eng Fire	\$ 1,500	\$ 1,500
	Addition/Remodel that adds less than 50% of the structure Planning PW/Eng Fire	\$ 1,100	\$ 1,100
	Exterior Façade (ex. Window, awning, exterior color change) - Waived for FY 21-22 Planning Fire	\$ -	\$ -
	Outdoor Dining Area Planning PW/Eng	\$ 500.00	\$ 500.00
DEVELOPMENT AGREEMENTS			
	Application (includes modifications) - Deposit \$25,000 Annual Review/Monitoring	Actual Cost \$ 921	Actual Cost \$ 981
ECONOMIC OPPORTUNITY PLAN			
	Unsolicited Proposal Review- Deposit \$500	Actual Cost	Actual Cost
ENVIRONMENTAL REVIEW			
	Environmental Impact Report	\$ 16,112	\$ 17,159
	Initial Study and Negative Declaration/Mitigated Negative Declaration	\$ 4,832	\$ 5,146
	Mitigated Monitoring	\$ 2,763	\$ 2,943
	Environmental Addendum	\$ 4,832	\$ 5,146
FENCING			
	Fence Exceptions	\$ 500	\$ 500
HISTORIC AND CULTURAL RESOURCE PRESERVATION			
	Historic Landmark Designation	\$ 3,454	\$ 3,679
	Certificate of Appropriateness review	\$ 1,843	\$ 1,963
	Certificate of Appropriateness review - demolition	\$ 1,843	\$ 1,963
	Certificate of Appropriateness review - disaster damage		
LIMITED TERM PERMITS			
	Commercial Planning Fire	\$ 250	\$ 250
	Non-Profit Planning Fire	\$ 100	\$ 100
	Filming Permits - Actual cost currently (no deposit) Planning Fire	\$ 875	\$ 932
	Christmas Tree/Pumpkin Lots (Profit)	\$ 875	\$ 932
	Special Events Application	\$ 115	\$ 122
	Neighborhood Block Party	\$ 25	\$ 25

CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF PLANNING DEPARTMENT FEES

		21/22 Adopted (4.1%)	22/23 Proposed (6.5%)
PLANNING DEPARTMENT FEES			
MISCELLANEOUS			
	Home Occupation Permit	\$ 76	\$ 81
	Garage Sale Permit	\$ 20	\$ 21
	Planning - Building Plan Review (incl. plan review and inspection)	\$ 231	\$ 246
	Planning - Re-inspection	\$ 231	\$ 246
	Commercial Outdoor Dining Area Permit Application		\$ 500
	Outdoor Dining Program Annual Rental Fee (per occupied parking space)	\$ 231	\$ 2,000
PLANNED UNIT DEVELOPMENT			
	Planned Unit Development	\$ 8,286	\$ 8,825
PRE-APPLICATION REVIEW			
	One and Two Family Residential projects Planning PW/Eng	\$ 663	\$ 706
	Commercial and Multi-family projects (50,000 sq ft or less) Planning PW/Eng	\$ 1,039	\$ 1,107
	Commercial and Multi-family projects (> 50,000 sq ft) Planning PW/Eng	\$ 1,214	\$ 1,293
PRECISE PLAN (SPECIFIC PLAN)			
	Application	\$ 11,509	\$ 12,257
SIGN PERMITS			
	Sign Permit (BAR approval)-fixed signs	\$ 350	\$ 350
	Sign Permit (administrative approval; sign face change)	\$ 112	\$ 119
	Temporary Signs	\$ 112	\$ 119
	Master Sign Program	\$ 750	\$ 750
	Nonconforming Sign - exception request	\$ 1,152	\$ 1,227
SUBDIVISIONS			
	Tentative Parcel Map (up to 4 lots) Planning PW/Eng	\$ 5,530	\$ 5,889
	Tentative Subdivision (Tract) Map (4 or more lots) Planning PW/Eng	\$ 8,182	\$ 8,714
	Lot Line Adjustment Planning PW/Eng	\$ 1,619	\$ 1,724
	Lot Merger Planning PW/Eng	\$ 1,158	\$ 1,233
TIME EXTENSION REVIEW			
	Administrative	\$ 921	\$ 981
	Planning Commission	\$ 921	\$ 981
	Board of Architectural Review (BAR)	\$ 921	\$ 981

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF PLANNING DEPARTMENT FEES**

	21/22 Adopted (4.1%)	22/23 Proposed (6.5%)
PLANNING DEPARTMENT FEES		
USE PERMIT		
Residential		
One and Two Family Residential Planning PW/Eng	\$ 800	\$ 800
Multi-family Residential Planning PW/Eng	\$ 1,000	\$ 1,000
Commercial		
Commercial (< 5K sq ft) Planning PW/Eng Fire	\$ 1,000	\$ 1,000
Commercial (5K sq ft or greater) Planning PW/Eng Fire	\$ 1,500	\$ 1,500
Other		
Minor Use Planning PW/Eng	\$ 700	\$ 700
Day Care (Large Family child or adult day care home 7-14 capacity, as defined in the CA Code of Regulations); (* includes 2 inspections) Planning Fire	\$ 513	\$ 513
VARIANCE		
<i>Definition of a Minor Variance: a maximum reduction of up to 10% of: a. Distance between structures, b. Parcel dimension (not area), c. Setbacks, d. Structure height, e. On-site parking, loading and landscaping</i>		
Residential		
One and Two Family Residential Planning PW/Eng	\$ 2,849	\$ 3,034
Minor One and Two Family Residential (<i>see above for definition of minor & examples</i>) Planning PW/Eng	\$ 2,849	\$ 3,034
Multi-family Residential Planning PW/Eng	\$ 4,230	\$ 4,505
Minor Multi-family Residential (<i>see above for definition of minor & examples</i>) Planning PW/Eng	\$ 2,849	\$ 3,034
Commercial		
Commercial Planning PW/Eng	\$ 2,957	\$ 3,149
Minor Commercial (<i>see above for definition of minor & examples</i>) Planning PW/Eng	\$ 2,510	\$ 2,673

CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF PLANNING DEPARTMENT FEES

		21/22 Adopted (4.1%)	22/23 Proposed (6.5%)
PLANNING DEPARTMENT FEES			
OTHER FEES			
	Cannabis Dispensary Application Fee	\$ 8,000	\$ 8,000
	Affordable Housing Agreement	\$ 1,843	\$ 1,963
	Mobilhome Park Conversions, Closures, and Cessation of Use Fee	\$ 1,843	\$ 1,963
	Deferred Completion Agreement	\$ 921	\$ 981
	Floodplain Development Permit	\$ 921	\$ 981
	Tentative Parcel Map Waiver	\$ 1,843	\$ 1,963
	Planning Commission Interpretation	\$ 1,843	\$ 1,963
	Real Property Disclosure Report	\$ 159	\$ 169
	Water Release Permit (per fixture unit)	\$ 2,500	\$ 2,663
LAND USE APPEALS			
	Non-Applicant	\$ 3,454	\$ 3,679
	Applicant	\$ 3,683	\$ 3,922
	Administrative Review for Radio, Satellite and Dish Antennas	\$ 921	\$ 981
	Grand Opening and Promotional Banner / Temporary Sign	\$ 115	\$ 122
ADU Developments			
ZONING COMPLIANCE PLAN CHECK:			
	Over the Counter (Replacement In Kind)	\$ 115	\$ 122
	Over the Counter (Minor)	\$ 115	\$ 122
	Zoning Confirmation Letter	\$ 921	\$ 981
	Advanced Planning Surcharge:		
	(Charged on all new construction for building plans (e.g. additions, new buildings), pw/eng, fire permits, and development applications)	0.3% of building valuation	0.3% of building valuation
HOURLY RATES			
	Planning Services	\$ 231	\$ 246
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager of the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers (e.g. Consultants) if required to process the specific application.		

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF ENGINEERING DIVISION FEES**

		21/22 Adopted (4.1%)	22/23 Proposed (6.5%)	Notes
ENGINEERING DIVISION FEES				
1.0	BUILDING PERMIT PROCESSING - see 4.1c, 9 & 10 for possible add'l fees			
1.1	Plan Review (includes grading, infrastructure, public improvements)			
a	One and Two Family Residential	\$ 88	\$ 94	
b	Commercial and Multi-family Residential up to 1 acre- (Minimum Non-Refundable Deposit of \$350)	Actual Cost	Actual Cost	d
c	Commercial and Multi-family Residential > 1 acre-Minimum Non-Refundable Deposit of 5% of Estimated Site Improvement Costs (Costs associated with site work, grading, drainage & sewer utility)	Actual Cost	Actual Cost	d
1.2	Inspection (includes grading, infrastructure, public improvements)			
a	One and Two Family Residential-Minimum Non-Refundable Deposit of 5% of Estimated Site Improvement Cost (grading, drainage, sewer)	Actual cost	Actual cost	d
b	Commercial and Multi-family Residential up to 1 acre-Minimum Non-Refundable Deposit of 5% of Estimated Site Improvement Cost (grading, drainage, sewer)	Actual cost	Actual cost	d
c	Commercial and Multi-family Residential > 1 acre-Minimum Non-Refundable Deposit of 5% of Estimated Site Improvement Cost (grading, drainage, sewer)	Actual cost	Actual cost	d
2.0	ENCROACHMENT PERMIT			
	Plan Check - Standard	\$ 179	\$ 191	
	Sewer Connection (each) (incl 2 visits)	\$ 357	\$ 380	
	Utility Line Installations (ex. Water,power) - Up to 200 LF (incl 2 visits)	\$ 357	\$ 380	
	Utility Line Installations - > 200 LF (each 200 LF)	\$ 266	\$ 283	
	Pavement Restoration (0-100 sf) \$30/sf with a minimum non-refundable deposit of \$750	Actual Cost	Actual Cost	a
	Pavement Restoration (>100 sf) \$20/sf with a minimum non-refundable deposit of \$2,020	Actual Cost	Actual Cost	b
	New Construction Curb/Gutter (per 200 LF)	\$ 266	\$ 283	
	Sidewalk (repair and replace) (per 200 LF) - PROPERTY OWNERS	\$ 266	\$ 283	
	Sidewalk (repair and replace) (per 200 LF) - UTILITIES	\$ 266	\$ 283	
	Driveway (repair and replace) (per opening)	\$ 266	\$ 283	
	Right-of-Way Access/Entry (ex. Roofers, scaffolding, temporary construction barrier)	\$ 266	\$ 283	
	Right-of-Way Construction/ Portable Unit (per every 2 weeks) - (ex. dumpster, storage bin)	\$ 45	\$ 45	
	Traffic Control/ Lane Closure (per set-up and per day of implementation; each set-up requires a separate inspection) - Actual Cost; Minimum \$45 + \$45 per day (except residential street)	Actual cost	Actual cost	d
	Traffic Control - Traffic Signal operation call-out	\$300/visit	\$300/visit	
	Encroachment Permit Depositor Bond- (improvements <\$25,000)	\$ 1,000	\$ 1,000	
	Public Improvements > \$25,000, 100% cost of public improvements	100%	100%	
2.1	Transportation Permit (maximum set by state law)			
	Single Trip	\$ 16	\$ 16	

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF ENGINEERING DIVISION FEES**

		21/22 Adopted (4.1%)	22/23 Proposed (6.5%)	Notes
ENGINEERING DIVISION FEES				
3.0	MAPS			
	(see also Planning Subdivisions for add'l fees; see also 4.2 and 4.3)			
	Lot Line Adjustment (includes 2 reviews)- Minimum Non-Refundable Deposit of \$1200	Actual cost	Actual cost	d
	Lot Merger (includes 2 reviews)-Minimum Non-Refundable Deposit of \$1,500	Actual cost	Actual cost	d
	Tentative Parcel Map (up to 4 lots)-Minimum Non-Refundable Deposit of \$1,500	Actual cost	Actual cost	d
	Tentative Subdivision (Tract) Map-Minimum Non-Refundable Deposit of \$3,500	Actual cost	Actual cost	d
	Final Parcel Map (1-4 lots) -Minimum Non-Refundable Deposit of \$1,500	Actual cost	Actual cost	d
	Final Subdivision (Tract) Map-Minimum Non-Refundable Deposit of \$3,500	Actual cost	Actual cost	d
	Map Additional Review- Minimum Non-Refundable Deposit of \$225	Actual cost	Actual cost	d
4.0	DEVELOPMENT PLAN REVIEW AND INSPECTION			
4.1	Improvement Plan Review			
a	Improvement Plan Check (1/2 hr max)	No cost	No cost	
b	Improvement Plan Check (each additional 1/2 hr, minimum non-refundable deposit of \$151)	Hourly Rate	Hourly Rate	c
c	Improvement Inspection (Minimum Non-Refundable Deposit of \$151)	Hourly Rate	Hourly Rate	c
4.2	Hydrology/ Hydolic Studies Review			
a	Hydrology/Hydraulic Studies (0-20 acres) - Minimum Non-Refundable Deposit of \$1,200	Actual Cost	Actual Cost	d
b	Hydrology/Hydolic Studies (>-20 acres)- Minimum Deposit of \$2,000	Actual Cost	Actual Cost	d
4.3	Sewer Studies Review			
a	Sewer Studies (0-5 units)- Minimum Non-Refundable Deposit of \$1,500	Actual Cost	Actual Cost	d
b	Sewer Studies (>5 units) - Minimum Non-Refundable Deposit of \$2,000	Actual Cost	Actual Cost	d
4.4	Boarch of Architectual Review - see 9 & 10 for possible add'l fees			
	Residential			
a	One and Two Family - New Construction	\$ 88	\$ 94	
	One and Two Family - Addition that adds less than 50% of the structure	\$ 88	\$ 94	
	Multi-family - New Construction	\$ 179	\$ 191	
	Multi-family - Addition that adds less than 50% of the structure	\$ 179	\$ 191	
	Commercial			
b	New Construction (includes shell only)	\$ 179	\$ 191	
	Addition/Remodel that adds less than 50% of the structure	\$ 179	\$ 191	

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF ENGINEERING DIVISION FEES**

		21/22 Adopted (4.1%)	22/23 Proposed (6.5%)	Notes
ENGINEERING DIVISION FEES				
5.0	OTHER FEES			
	Encroachment Agreements - Minimum Non-Refundable Deposit of \$625	Actual Cost	Actual Cost	d
	Abandonment/Vacation (Modifications/Processing) - \$3,123 Non-Refundable Deposit	Actual Cost	Actual Cost	d
	Board Up Houses	Actual Cost	Actual Cost	d
	Commemorative Sign Application	\$ 57	\$ 61	
	Monument Placement-Minimum Non-Refundable Deposit of \$2,082	Actual Cost	Actual Cost	d
6.0	TRAFFIC ADVISORY			
	Traffic Advisory Committee Request	\$ 64	\$ 68	
	Traffic Advisory Committee Request - Blue Curb Review	\$ 25	\$ 25	
7.0	SEWER SERVICES			
	Sewer Line Overflow Response - <i>(Regular Business Hours) Rate plus Materials- 1Hr Minimum</i>	228/hr	228/hr	
	(Outside Regular Business Hours) Rate plus Materials	480/hr	480/hr	
8.0	STREET MAINTENANCE			
	Marking Curb - per curb (20 ft maximum length)	\$ 455	\$ 485	
	Installation of one sign	\$ 455	\$ 485	
9.0	STORM WATER			
9.1	STORMWATER CONTROL PLAN- New or Replaced Impervious Surface			
a	Pre-review Meeting	\$ 179	\$ 191	
b	Small Project (includes 2 reviews) - 2,500 - 5,000 Sq Ft. (TIER 1)	\$ 357	\$ 380	
c	Small Project (each additional review) - 2,500 - 5,000 Sq Ft	\$ 88	\$ 94	
d	Medium Project (includes 2 reviews) - 5,000 - 15,000 Sq Ft- Minimum Non-Refundable Deposit \$4,164 (TIER 2)	Actual Cost	Actual Cost	d
e	Medium Project (each additional review) - 5,000 - 15,000 Sq Ft-	Actual Cost	Actual Cost	d
f	Large Project (includes 2 reviews) - > 15,000 Sq Ft- Minimum Non-Refundable Deposit \$14,000 (TIER 3 & 4)	Actual Cost	Actual Cost	
g	Large Project (each additional review) - > 15,000 Sq Ft	Actual Cost	Actual Cost	d
h	Inspection of privately maintained post-construction treatment devices	\$ 179	\$ 191	
i	Response to clean up of a foreign material dumped or washed into a storm drain - <i>(Regular Business Hours) Rate plus Materials- 1Hr Minimum</i>	228/hr	228/hr	
	(Outside Regular Business Hours) Rate plus Materials	480/hr	480/hr	

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF ENGINEERING DIVISION FEES**

		21/22 Adopted (4.1%)	22/23 Proposed (6.5%)	Notes
ENGINEERING DIVISION FEES				
10.0	STORMWATER POLLUTION PREVENTION PLAN(SWPPP) REVIEW AND INSPECTION			
	Storm Water Pollution Prevention (SWPPP)-applies to soil disturbance greater than 1 acre - Minimum Non-Refundable Deposit \$521	Actual Cost	Actual Cost	d
	SWPPP Inspections - Minimum Non-Refundable Deposit \$293	Actual Cost	Actual Cost	d
11.0	TREE PERMITS			
	(Required on private property for trimming or removal)			
	1-5 trees	\$ 115	\$ 122	
12.0	PLANNING COMMISSION REVIEW-DEVELOPMENT APPLICATIONS			
12.1	AMENDMENTS			
	General Plan Amendment	\$ 179	\$ 191	
	Planned Unit Development Amendment	\$ 179	\$ 191	
	Zoning Map Amendment	\$ 179	\$ 191	
	Zoning Ordinance (text) Amendment	\$ 179	\$ 191	
	Local Coastal Plan Amendment	\$ 179	\$ 191	
	Use Permit Amendment	\$ 88	\$ 94	
	Minor Use Permit Amendment	\$ 88	\$ 94	
	Design Review Amendment	\$ 179	\$ 191	
	Tentative Parcel Map Amendment-Minimum Non-Refundable Deposit \$1,041	Actual Cost	Actual Cost	d
	Tentative Subdivision (Tract) Map Amendment- Minimum Non-Refundable Deposit \$1,562	Actual Cost	Actual Cost	d
12.2	APPEALS			
	Planning Commission (from ZA,BAR & Staff interpretation)	\$ 179	\$ 191	
	City Council (from Planning Commission)	\$ 179	\$ 191	
12.3	VARIANCE			
a	Residential			
	One and Two Family Residential	\$ 88	\$ 94	
	Multi-family Residential	\$ 88	\$ 94	
b	Commercial			
	Commercial (> 5,000 square feet)	\$ 362	\$ 386	
	Minor Commercial (, 5,000 square feet)	\$ 182	\$ 194	
13.0	HOURLY RATES			
	Engineering Services	\$ 326	\$ 347	
	Engineering Services - after business hours (OT, 2 hour minimum)	\$ 362	\$ 386	
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager of the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.			

a	Estimated cost for City to perform paving is \$30/sf. Fee is calculated by multiplying			
b	Estimated cost for City to perform paving is \$20/sf. Fee is calculated by multiplying			
c	See section 13 for Engineering Services hourly rates.			
d	The minimum non-refundable deposit is charge for City to perform initial work. If cost for staff time exceeds minimum deposit, additional charges will accrue at actual cost. See Section 13 for staff costs.			

CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF WATER RATES & FEES

Monthly Meter Charges

Effective 4/1/2022 - 1/1/2023	
Meter Size	Total Rate
3/4" or less	\$39.67
1 Inch Meter	\$66.12
1.5 Inch Meter	\$132.24
2 Inch Meter	\$211.59
3 Inch Meter	\$396.73
4 Inch Meter	\$661.21
6 Inch Meter	\$1,322.42

The Monthly meter charges are composed of two parts; a fixed rate determined by water meter size and a variable rate determined by water use. Fixed rates are increased according to capacity ratios determined by the American Water Association.

CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF WATER RATES & FEES

VOLUMETRIC RATES & TIER ALLOWANCES

Effective 1/1/2022 - 1/1/2023	(\$/ccf)	Tier 1 \$10.60	Tier 2 \$17.60
Single Family Residential (per dwelling)	(ccf)	0 to 4.9	4.9 +
Multifamily #1 (per meter) – Del Monte Manor	(ccf)	0 to 816.5	816.5 +
Multifamily #2 (per meter) – Villa Del Monte	(ccf)	0 to 206.7	206.7 +
School #1 (per student) – Martin Luther King	(ccf)	0.5714	0.5714 +
School #2 (per student) – Highland Elementary	(ccf)	0.5864	0.5864 +
School #3 (per student) – International School of Monterey	(ccf)	0.5357	0.5357 +
Church #1 (per meter) – Greater Victory Temple	(ccf)	0 to 26.2	26.2 +
Church #2 (per meter) – Seventh Day Adventist	(ccf)	0 to 4.9	4.9 +
Fire Department	(ccf)	0 to 4.9	4.9 +

ccf = 100 cubic feet = 748 gallons

[1]The first tier collects variable expenses from each customer class according to their Natural Safe Yield (NSY) allowance as allocated by the Seaside Basin Watermaster. The second tier of water rates recovers the cost of exceeding the NSY assessment. Each customer class is allocated Tier 1 water use according to an equitable distribution of the NSY of groundwater for the City of SEaside / Seaside Municipal Water System.

CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF WATER RATES & FEES

Water Fees			
Service		22/23 Adopted	
Reconnection Fees:			
During Business Hours		\$50.00	
After Business Hours		\$150.00	
Late Fee		\$18.00	
Deconstruction of Water Meter		Actual Cost (minimum \$272.2)	
Removal of Lock (cutting off)		\$108.00	
Install new water service		Actual Cost (minimum deposit \$3,000)	
Deconstruction of Curb Stop		Actual Cost (minimum \$1003.78)	
Water Meter Testing Charge		\$685.00	
Water Tank Key Card Replacement		\$107.00	

CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF RECREATION DIVISION FEES

	21/22 Adopted (4.1%)	21/22 Adopted (4.1%)	22/23 Proposed (6.5%)	22/23 Proposed (6.5%)
Fee Service	Resident Fees	Non Resident	Resident Fees	Non Resident
Preschool Programs -No increase for 21/22				
Fees per class	\$8.25	\$10.00	\$8.25	\$10.00
Family - per month				
After School Program -No increase for 21/22				
Individual - per month	\$30.00	\$36.75	\$30.00	\$36.75
Family - per month	20% discount to siblings residing in same household	20% discount to siblings residing in same household	20% discount to siblings residing in same household	20% discount to siblings residing in same household
Interession Day Camp Program -No increase for 21/22				
Full Day - Sports/Day Camp	\$97.00	\$120.75	\$97.00	\$120.75
3 hours Sports/Day Camp	\$21.00	\$26.25	\$21.00	\$26.25
1/2 day camp (Playland)	\$41.75	\$52.25	\$41.75	\$52.25
Youth Sports -No increase for 21/22				
Tennis per class	\$5.75	\$7.00	\$5.75	\$7.00
Adult Sports				
Team Fee (10 games per season)	\$500.00	\$500.00	\$500.00	\$500.00
Contract Classes Programs				
Classes - subjects, schedules and cost vary depending on community interests, availability of instructors, facilities and materials				
Special Events Programs				
Vendor (Flea Market/Craft)	\$57.00	\$72.00	\$61.00	\$77.00
Commercial	\$74.00	\$93.00	\$79.00	\$99.00
4th of July Vendor fees	\$103.75	\$129.50	\$103.75	\$129.50
Facility Rentals - Oldemeyer				
Oldemeyer Auditorium Per hour charge	\$56.25	\$145.00	\$56.25	\$154.00
Barbecue Facility	\$54.00	\$68.00	\$58.00	\$72.00
Room Deposit - total (15% non-refundable due day of rental)	\$615.00	\$769.00	\$655.00	\$819.00
Alcohol Deposit - 35% non refundable	\$599.00	\$749.00	\$638.00	\$798.00
VFW - Friday 5-11 pm	\$390.00	\$486.00	\$415.00	\$518.00
Avenue of Flags - Sunday 5-11 pm	\$339.00	\$423.00	\$361.00	\$450.00
Facility Rental- Soper				
Soper Field Community Center				
Large Meeting Room (3 hour minimum)	\$59.25	\$78.00	\$59.25	\$83.00
Room Deposit - total (15% non-refundable due day of rental)	\$327.00	\$409.00	\$348.00	\$436.00
Alcohol Deposit - 35% non refundable	\$599.00	\$749.00	\$638.00	\$798.00
Dance Studio				
0-3 hrs. (per hour)	\$43.75	\$88.00	\$43.75	\$94.00
Every hour over 3 (per hour)	\$20.00	\$41.00	\$20.00	\$44.00
Seahorse Room Rental				
0-3 hrs. (per hour)	\$43.75	\$57.00	\$43.75	\$61.00
Every hour over 3 (per hour)	\$20.00	\$26.00	\$20.00	\$28.00
Seaside Room				
0-3 hrs. (per hour)	\$43.75	\$57.00	\$43.75	\$61.00
Every hour over 3 (per hour)	\$20.00	\$26.00	\$20.00	\$28.00
Blackhorse Room/Senior				
0-3 hrs. (per hour)	\$43.75	\$71.00	\$43.75	\$76.00
Every hour over 3 (per hour)	\$20.00	\$31.00	\$20.00	\$33.00

CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF RECREATION DIVISION FEES

	21/22 Adopted (4.1%)	21/22 Adopted (4.1%)	22/23 Proposed (6.5%)	22/23 Proposed (6.5%)
Fee Service	Resident Fees	Non Resident	Resident Fees	Non Resident
Bayonet Room Rental				
0-3 hrs. (per hour)	\$43.75	\$57.00	\$43.75	\$61.00
Every hour over 3 (per hour)	\$20.00	\$26.00	\$20.00	\$28.00
Non-profit Organization - applies to all rooms except Laguna Grande Hall (4 hrs maximum)	\$35.00	\$44.00	\$37.00	\$47.00
Aquatics Private Rentals-Pattullo Swim Center				
2 hours - up to 50 people	\$187.00	\$234.00	\$199.00	\$249.00
2 hours - up to 100 people	\$205.00	\$257.00	\$218.00	\$274.00
2 hours - up to 125 people	\$243.00	\$303.00	\$259.00	\$323.00
Use of Slide	\$27.00	\$34.00	\$29.00	\$36.00
Additional 1/2 hour	\$41.00	\$51.00	\$44.00	\$54.00
Deposit	\$91.00	\$113.00	\$97.00	\$120.00
NP-Seaside Dolphins Swim Team	\$22.00	\$27.00	\$23.00	\$29.00
NP-CSUMB	\$22.00	\$27.00	\$23.00	\$29.00
NP-MPUSD Special Ed. Student	\$22.00	\$27.00	\$23.00	\$29.00
NP-MCOE Special Ed Student	\$22.00	\$27.00	\$23.00	\$29.00
Cypress Synchronized Club	\$34.00	\$42.00	\$36.00	\$45.00
Rental of Pool for Scuba Classes - Added in 18/19	54.00/hr	54.00/hr	54.00/hr	54.00/hr
Senior Programs-No increase for 21/22				
Senior Theme Lunches (AOA)-same for non-resident	\$4.00	\$4.00	\$4.00	\$4.00
Senior Trips				
Aquatics Programs-No increase for 21/22				
Swim Lessons	\$48.00	\$60.00	\$48.00	\$60.00
Water Exercise / 2 days wk	\$23.75	\$61.50	\$23.75	\$61.50
Water Exercise / 5 days wk	\$36.00	\$97.50	\$36.00	\$97.50
Adult Water Exercise Class Drop-in Rate	\$8.50	\$10.50	\$8.50	\$10.50
Lap Swim				
Adult Drop In	\$5.75	\$7.00	\$5.75	\$7.00
Senior / Military / College Drop-In	\$3.50	\$4.00	\$3.50	\$4.00
Recreation Swim				
Adult Drop In	\$5.75	\$7.00	\$5.75	\$7.00
Senior / College Student / Youth / Military Drop In	\$3.50	\$4.00	\$3.50	\$4.00
Commercial Rental (per hr)	\$104.75	\$130.75	\$104.75	\$130.75
Recreation Swim Card				
Youth Recreation Card (per mo.)	\$15.25	\$18.75	\$15.25	\$18.75
Youth Recreation Card (per Yr.)	\$103.75	\$129.25	\$103.75	\$129.25
Senior/College/Military Card (per mo.)	\$22.50	\$27.75	\$22.50	\$27.75
Senior/College/Military Card (per yr.)	\$134.50	\$168.00	\$134.50	\$168.00
Senior Gold Card (per mo.) for Senior Swim Only	\$16.75	\$21.00	\$16.75	\$21.00
Senior Gold Card (per yr.) for Senior Swim Only	\$109.75	\$137.00	\$109.75	\$137.00
Adult Lap Card (per mo.)	\$34.00	\$42.25	\$34.00	\$42.25
Adult Lap Card (per yr.)	\$276.25	\$345.25	\$276.25	\$345.25
Adult Couple / Corporate (per mo.)	\$52.25	\$65.50	\$52.25	\$65.50
Adult Couple / Corporate (per yr.)	\$361.75	\$451.75	\$361.75	\$451.75

CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF RECREATION DIVISION FEES

	21/22 Adopted (4.1%)	21/22 Adopted (4.1%)	22/23 Proposed (6.5%)	22/23 Proposed (6.5%)
Fee Service	Resident Fees	Non Resident	Resident Fees	Non Resident
Family - up to 4 people / (per mo.)	\$70.00	\$87.50	\$70.00	\$87.50
Family - up to 4 people / (per yr.)	\$471.00	\$588.75	\$471.00	\$588.75
Family - up to 8 people / (per mo.)	\$86.50	\$107.75	\$86.50	\$107.75
Family - up to 8 people / (per yr.)	\$623.25	\$778.75	\$623.25	\$778.75
All military personnel and their families regardless of residency	20% discount	20% discount	20% discount	20% discount
Family discount - siblings residing in same household & enrolling in same activity	20% discount	20% discount	20% discount	20% discount
Park Reservation				
Laguna Grande				
Up to 49 People - BBQ	\$47.00	\$55.00	\$50.00	\$59.00
Cleaning Deposit - 25% is Non Refundable	\$62.00	\$62.00	\$66.00	\$66.00
50-100 People - BBQ	\$77.00	\$84.00	\$82.00	\$89.00
Cleaning Deposit - 25% is Non Refundable	\$105.00	\$105.00	\$112.00	\$112.00
101-150 People - BBQ	\$114.00	\$123.00	\$121.00	\$131.00
Cleaning Deposit - 25% is Non Refundable	\$186.00	\$186.00	\$198.00	\$198.00
Bounce House (each) No Electricity	\$32.00	\$32.00	\$34.00	\$34.00
Cancellation Fee	\$12.00	\$12.00	\$13.00	\$13.00
Soper Park				
Up to 49 People - Small BBQ	\$47.00	\$55.00	\$50.00	\$59.00
Cleaning Deposit - 25% is Non Refundable	\$62.00	\$62.00	\$66.00	\$66.00
50-100 People - Large BBQ	\$77.00	\$84.00	\$82.00	\$89.00
Cleaning Deposit - 25% is Non Refundable	\$105.00	\$105.00	\$112.00	\$112.00
101-150 People - Entire BBQ Area	\$114.00	\$123.00	\$121.00	\$131.00
Cleaning Deposit - 25% is Non Refundable	\$186.00	\$186.00	\$198.00	\$198.00
Bounce House (each) No Electricity	\$32.00	\$32.00	\$34.00	\$34.00
Cancellation Fee	\$12.00	\$12.00	\$13.00	\$13.00
Ellis Park-Oldemeyer				
Up to 49 People - BBQ	\$47.00	\$55.00	\$50.00	\$59.00
Cleaning Deposit - 25% is Non Refundable	\$62.00	\$62.00	\$66.00	\$66.00
Bounce House (each) No Electricity	\$32.00	\$32.00	\$34.00	\$34.00
Cancellation Fee	\$12.00	\$12.00	\$12.00	\$12.00
Metz Park				
Up to 49 People - BBQ	\$47.00	\$55.00	\$50.00	\$59.00
Cleaning Deposit - 25% is Non Refundable	\$62.00	\$62.00	\$66.00	\$66.00
50-100 People - BBQ	\$77.00	\$84.00	\$82.00	\$89.00
Cleaning Deposit - 25% is Non Refundable	\$105.00	\$105.00	\$112.00	\$112.00
Bounce House (each) No Electricity	\$32.00	\$32.00	\$34.00	\$34.00
Cancellation Fee	\$12.00	\$12.00	\$12.00	\$12.00
Robert's Lake Park - Outdoor Classroom				
Up to 49 People - BBQ	\$46.00	\$54.00	\$46.00	\$54.00
Cleaning Deposit - 25% is Non Refundable	\$61.00	\$61.00	\$61.00	\$61.00
Bounce House (each) No Electricity	\$32.00	\$32.00	\$32.00	\$32.00
Cancellation Fee	\$12.00	\$12.00	\$12.00	\$12.00
City Hall Lawn				
Up to 49 People - BBQ	\$46.00	\$54.00	\$46.00	\$54.00
Cleaning Deposit - 25% is Non Refundable	\$61.00	\$61.00	\$61.00	\$61.00
50-100 People - BBQ	\$76.00	\$83.00	\$76.00	\$83.00
Cleaning Deposit - 25% is Non Refundable	\$104.00	\$104.00	\$104.00	\$104.00
101-150 People - BBQ	\$112.00	\$121.00	\$112.00	\$121.00
Cleaning Deposit - 25% is Non Refundable	\$183.00	\$183.00	\$183.00	\$183.00
Bounce House (each) No Electricity	\$32.00	\$32.00	\$32.00	\$32.00
Cancellation Fee	\$12.00	\$12.00	\$12.00	\$12.00

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF RECREATION DIVISION FEES**

	21/22 Adopted (4.1%)	21/22 Adopted (4.1%)	22/23 Proposed (6.5%)	22/23 Proposed (6.5%)
Fee Service	Resident Fees	Non Resident	Resident Fees	Non Resident
Metz Basketball Court				
1-4 Hours (per hour)	\$11.00	\$16.00	\$12.00	\$17.00
All-Day Reservation	\$55.00	\$83.00	\$59.00	\$88.00
Cleaning Deposit - 25% is Non Refundable	\$66.00	\$66.00	\$70.00	\$70.00
Ballfield Field Group Usage*				
Facility Use Fee	\$212/per day or 1-4 hours \$29/hr	\$212/per day or 1-4 hours \$29/hr	\$212/per day or 1-4 hours \$29/hr	\$212/per day or 1-4 hours \$29/hr
Cleaning Deposit- nonrefundable 25%	\$186.00	\$186.00	\$198.00	\$198.00
Lighting Fee	\$32.50/hr	\$32.50/hr	\$32.50/hr	\$32.50/hr
*Facility Use Agreements are needed for Ballfield Field Group Usage with a term no more than 2 years.				

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF FIRE DEPARTMENT FEES**

		21/22 Adopted (4.1%)	22/23 Proposed (6.5%)
FIRE DEPARTMENT FEES			
Annual Hazardous Materials Inspection Permit Fees			
	California Fire Code: Annual; Operational Permits	\$ 372	\$ 396
	Amusement Buildings		
	Aviation Facilities		
	Carnivals and Fairs		
	Cellulose Nitrate Film		
	Combustible dust-producing operations		
	Combustible Fibers		
	Covered Mall Buildings		
	Cryogenic Fluids		
	Cutting and Welding		
	Dry Cleaning Plants		
	Exhibits and Trade Shows		
	Explosives		
	Fire Hydrants and Valves		
	Flammable and Combustible Liquids		
	Floor Finishing		
	Fruit and Crop Ripening		
	Fumigation and Thermal Insecticide Fogging		
	Hazardous Materials		
	HPM Facilities (Hazardous Production Materials)		
	High Piled Storage		
	Hot Work Operations		
	Industrial Ovens		
	Lumber Yards and Wood Working Plants		
	Liquid- or gas-fueled vehicles or equipment in assembly buildings		
	LP GAS		
	Magnesium		
	Misc. Combustible Storage		
	Open Burning		
	Open Flames and Torches		
	Open Flames and Candles		
	Organic Coatings		
	Places of Assembly		
	Private Fire Hydrants		
	Pyrotechnic special effects material		
	Pyroxylin plastics		
	Refrigeration equipment		
	Repair garages and motor fuel-dispensing facilities		
	Rooftop heliports		
	Spraying or dipping		
	Storage of scrap tires and tire byproducts		
	Temporary membrane Structures		
	Tire-rebuilding plants		
	Waste handling		
	Wood Products		

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF FIRE DEPARTMENT FEES**

		21/22 Adopted (4.1%)	22/23 Proposed (6.5%)
FIRE DEPARTMENT FEES			
Annual Short Term Rental Safety Inspections			
	Short Term Rental (includes 2 inspections)	\$ 288	\$ 307
	Re-Inspection (after initial and first reinspection)	\$ 191	\$ 203
Annual Business Fire Safety Inspections (business incl 2 inspections, excluding apartments)			
A	A Occupancies (Per Hour) (ie assembly places)	\$ 288	\$ 307
B	B Occupancies (Per Hour) - (ie bank, professional office)	\$ 288	\$ 307
E	n	\$ 288	\$ 307
F	F Occupancies (Per Hour) - (ie Factory)	\$ 573	\$ 610
H	H Occupancies (Per Hour) - (ie High Hazard)	\$ 573	\$ 610
I	I Occupancies (Per Hour) - (ie Institutional)	\$ 573	\$ 610
M	M Occupancies (Per Hour) - (ie market, department or drug store)	\$ 288	\$ 307
R-2	R-2 Occupancy (Per Hour) (ie Res Permanent 2+) 4 or less units	\$ 288	\$ 307
	5-20 units	\$ 288	\$ 307
	21-50 units	\$ 573	\$ 610
	> 50 units; each additional 50 units	\$ 765	\$ 815
S	S Occupancies (Per Hour) - (ie Storage)	\$ 573	\$ 610
U	U Occupancies (Per Hour) - (ie Accessory; Private Garage, Agriculture building, etc)	\$ 288	\$ 307
	Re-Inspection (after initial and first reinspection)	\$ 191	\$ 203
Licensed Care Facilities			
	Pre-Inspection	\$ 96	\$ 102
	Licensed Care Facility (7-49) (State and County License Mandated)	\$ 288	\$ 307
	Licensed Care Facility (50+) (State and County License Mandated)	\$ 573	\$ 610

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF FIRE DEPARTMENT FEES**

		21/22 Adopted (4.1%)	22/23 Proposed (6.5%)
FIRE DEPARTMENT FEES			
NEW CONSTRUCTION, ADDITIONS, AND MAJOR REMODELS			
	Contract fire plan check		
	Commercial Uses - Structural (All newly constructed, added, or <u>structurally remodeled</u> space for non-residential occupancies classified as CBC Group A, B, E, F, H, I, M, S or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule)		
	Square Footage:		
	500	\$ 191	\$ 203
	2,000	\$ 382	\$ 407
	5,000	\$ 573	\$ 610
	10,000	\$ 765	\$ 815
	25,000	\$ 956	\$ 1,018
	Residential and Multifamily Residential Uses - (All newly constructed, added, or structurally remodeled space for residential occupancies classified as CBC Group R (except R-3), or other residential occupancies not specifically addressed elsewhere in this Fee Schedule) (ie mixed use, hotel, motel, condo, apartment)		
	Square Footage:		
	1,000	\$ 288	\$ 307
	5,000	\$ 382	\$ 407
	10,000	\$ 573	\$ 610
	50,000	\$ 956	\$ 1,018
	100,000	\$ 1,341	\$ 1,428
	Attached and Detached Accessory and Utility Uses - (All newly constructed, added, or structurally remodeled space for utility and accessory occupancies classified as CBC Group U, or other utility and accessory occupancies not specifically addressed elsewhere in this Fee Schedule)		
	Square Footage:		
	200	\$ 191	\$ 203
	600	\$ 191	\$ 203
	1,000	\$ 288	\$ 307
	1,500	\$ 288	\$ 307
	2,000	\$ 382	\$ 407

CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF FIRE DEPARTMENT FEES

		21/22 Adopted (4.1%)	22/23 Proposed (6.5%)
FIRE DEPARTMENT FEES			
	Shell Buildings for all Commercial Uses - (The enclosure for all newly constructed, space for non-residential occupancies classified as CBC Group A, B, E, F, H, I, M, S or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule where the interior is not completed or occupiable)		
	Square Footage:		
	500	\$ 191	\$ 203
	2,000	\$ 382	\$ 407
	5,000	\$ 573	\$ 610
	10,000	\$ 765	\$ 815
	25,000	\$ 956	\$ 1,018
	Commercial Tenant Improvement - Non Structural - (Non-structurally remodeled space for non-residential occupancies classified as CBC Group A, B, E, F, H, I, M, S or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule where the structure is not altered)		
	Square Footage:		
	500	\$ 191	\$ 203
	2,000	\$ 382	\$ 407
	5,000	\$ 573	\$ 610
	10,000	\$ 765	\$ 815
	25,000	\$ 956	\$ 1,018
	One and Two Family Dwellings - Model Home or Custom Plan Review - (All newly constructed space for residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere in this Fee Schedule. This category includes the model home or a custom home project)		
	Square Footage:		
	1,000	\$ 191	\$ 203
	2,500	\$ 191	\$ 203
	4,000	\$ 382	\$ 407
	6,000	\$ 382	\$ 407
	8,000	\$ 478	\$ 509

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF FIRE DEPARTMENT FEES**

		21/22 Adopted (4.1%)	22/23 Proposed (6.5%)
FIRE DEPARTMENT FEES			
	Residential Repeat / Subsequent Lot Plan Check		
	One and Two Family Dwellings - Inspection - (All newly constructed space for residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere in this Fee Schedule. This category includes the model home or a custom home project)		
	Square Footage:		
	1,000		
	2,500		
	4,000		
	6,000		
	8,000		
	Structural Residential Remodels and Additions - (All newly constructed additions to, or structurally remodeled areas of, residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere in this Fee Schedule)		
	Square Footage:		
	200	\$ 191	\$ 203
	600	\$ 191	\$ 203
	1,000	\$ 191	\$ 203
	1,500	\$ 191	\$ 203
	2,000	\$ 191	\$ 203
11	Non-Structural Residential Remodels - (All non-structurally remodeled areas of, residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere in this Fee Schedule)		
	Square Footage:		
	200		
	600		
	1,000		
	1,500		
	2,000		
	Fire Plan Review (Per Hour)	\$ 191	\$ 203

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF FIRE DEPARTMENT FEES**

		21/22 Adopted (4.1%)	22/23 Proposed (6.5%)
FIRE DEPARTMENT FEES			
FIRE INSPECTIONS			
	Fire Hydrant Underground System/Per Fire Hydrant (incl 2 hydrants)	\$ 191	\$ 203
	Each Additional Hydrant	\$ 96	\$ 102
	Fire Hydrant - Use Permit	\$ 191	\$ 203
	Fire Sprinkler Commercial Aboveground	\$ 573	\$ 610
	Fire Sprinkler Commercial Underground	\$ 573	\$ 610
	Standpipes	\$ 573	\$ 610
	Standpipes - Each additional outlet	\$ 49	\$ 52
	Suppression System - Hood	\$ 382	\$ 407
	Suppression System - Agents	\$ 382	\$ 407
	Fire Extinguishing System Installation (incl hood,duct,agents)	\$ 573	\$ 610
	Fire Pump Installations	\$ 956	\$ 1,018
Certificate of Occupancy			
	Development < 2K sq ft	\$ 288	\$ 307
	Development 2K - 10K sq ft	\$ 573	\$ 610
	Development > 10K sq ft	\$ 765	\$ 815
Special Permits			
	Fireworks Stand Inspection	\$ 191	\$ 203
	Fireworks Booth Application Fee	\$ 191	\$ 203
	Christmas Tree Lot/ Pumpkin Patch	\$ 191	\$ 203
Tent Permits			
	201 to 400 square feet	\$ 191	\$ 203
	401 to 1500 square feet	\$ 191	\$ 203
	1501 - 15,000 square feet	\$ 191	\$ 203
	15,001 - 30,000 square feet	\$ 191	\$ 203
	> 30,000 square feet	\$ 191	\$ 203
Automatic Fire Sprinkler:			
	Inspections/New Systems/Repair		
	0-5,000 s.f.	\$ 573	\$ 610
	5,001-15,000 s.f.	\$ 956	\$ 1,018
	15,001-30,000 s.f.	\$ 1,341	\$ 1,428
	> 30,001 s.f. (each additional 10k s.f.)	\$ 956	\$ 1,018
	Fire Sprinkler Commercial Aboveground		
	Fire Sprinkler Commercial Underground		
	Fire Sprinkler Residential (13-D)		

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF FIRE DEPARTMENT FEES**

		21/22 Adopted (4.1%)	22/23 Proposed (6.5%)
FIRE DEPARTMENT FEES			
Fire Alarm Systems:			
	Inspections/New Systems/Repair/Alterations		
	0 - 5,000 s.f.	\$ 573	\$ 610
	5,001 - 15,000 s.f.	\$ 956	\$ 1,018
	15,001 - 30,000 s.f.	\$ 1,341	\$ 1,428
	> 30,000 s.f. (each additional 10K s.f.)	\$ 956	\$ 1,018
	Fire Alarm Systems - Commercial		
	Fire Alarm Systems - Residential (req by CRC)		
Fire False Alarm Response			
	Fire False Alarm Response	\$ 288	\$ 307
	(Eng, truck, Bat Chief)		
	Drug/DUI/Hazmat Incident Response		
	Fire Department Equipment Costs: <i>(placeholder for MFS - not analyzed as part of this scope)</i>		
	Administration Vehicle - per hour		
HOURLY RATES			
	Engineering Services		
	Policy - 200-300 percent of normal cost of permit (what is Bldg?)?		
	Fire Hourly Rate	\$ 191	\$ 203
	Enginer Company - hourly rate	\$ 573	\$ 610
	Copy Service - per page	0.10	0.11
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager of the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.		

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF POLICE DEPARTMENT FEES**

		21/22 Adopted (4.1%)	22/23 Proposed (6.5%)
POLICE DEPARTMENT FEES			
RECORDS, DOCUMENTS AND SPECIAL SERVICES			
	Accident reports (online service)	\$ 20	\$ 25
	Accident reports	\$ 47	\$ 50
	Police Report - per PRA		
	DVD/CD Copy	\$ 37	\$ 39
	U-Visa Request	\$ 126	\$ 134
	Sworn		
	Non-sworn		
	Outside Agency CLETS Entry (statewide database)	\$ 56	\$ 60
	Outside Agency background request	\$ 20	\$ 21
	Outside Agency background request - other City jurisdiction	\$ 20	\$ 21
	Firearms Storage Fee	\$ 338	\$ 360
	Building Security Services (secure building after a burglary)	\$ 407	\$ 433
	Sworn		
	Non-Sworn		
ALARMS / DISTURBANCE			
Alarm Use Permit			
	Residential new application	\$ 115	\$ 122
	Sworn		
	Non-Sworn		
	Residential annual renewal fee		
	Non-Sworn	\$ 37	\$ 39
	Commercial new application	\$ 115	\$ 122
	Sworn		
	Non-Sworn		
	Commercial annual renewal fee		
	Non-Sworn	\$ 37	\$ 39
False Alarm Assessment			
	First Alarm Response	\$ 195	\$ 208
	Sworn (2 units)		
	Non-sworn		
	Second Response	\$ 195	\$ 208
	Sworn		
	Non-sworn		
	Each Additional Response	\$ 195	\$ 208
	Sworn		
	Non-sworn		

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF POLICE DEPARTMENT FEES**

		21/22 Adopted (4.1%)	22/23 Proposed (6.5%)
POLICE DEPARTMENT FEES			
	Response to Peace Disturbance		
	First Response	\$ 195	\$ 208
	Sworn		
	Non-sworn		
	Second Response	\$ 195	\$ 208
	Sworn		
	Non-sworn		
	Each Additional Response	\$ 195	\$ 208
	Sworn		
	Non-sworn		
VEHICULAR			
	Equipment Violation, re-inspection (written by SPD)	\$ 12	\$ 13
	Equipment Violation, re-inspection (written by non SPD)	\$ 12	\$ 13
	Parking Citation Admin Review		
	Sworn	\$ 30	\$ 32
	Parking Citation Hearing (appeal)		
	Sworn	\$ 88	\$ 94
	Vehicle Abatement		
	Per vehicle	\$ 231	\$ 246
	Sworn		
	Non-sworn		
	Vehicle Abatement Appeal	\$ 112	\$ 119
	Impound Vehicle Release Fee (30 day hold) - no license)	\$ 231	\$ 246
	Sworn		
	Non-sworn		
	Impound Vehicle Release Fee	\$ 202	\$ 215
	Sworn		
	Non-sworn		
	Impound Release - repo fee Regulated by State. Do Not Increase	\$ 15	\$ 15
FORT ORD CODE ENFORCEMENT			
	Fine for metal detecting on Fort Ord property	\$ 521	\$ 555
EMERGENCY RESPONSE			
	DUI Incident Recovery	\$ 350	\$ 373
	DUI Accident/Hazmat Incident/Emergency Response Recovery		
	Hourly Rates (Full Cost Recovery)	\$ 175	\$ 186

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF POLICE DEPARTMENT FEES**

		21/22 Adopted (4.1%)	22/23 Proposed (6.5%)
POLICE DEPARTMENT FEES			
REGULATORY PERMITS			
	Tow Service Provider Application (annual) sworn non-sworn	\$ 494	\$ 526
	Vending Vehicles-new sworn non-sworn	\$ 62	\$ 66
	Vending Vehicles-renewal sworn non-sworn	\$ 62	\$ 66
	Massage Establishment/Technician-new sworn non-sworn	\$ 106	\$ 113
	Massage Establishment/Technician-renewal sworn non-sworn	\$ 106	\$ 113
	Solicitor-new sworn non-sworn	\$ 72	\$ 77
	Solicitor-renewal sworn non-sworn	\$ 72	\$ 77
	Pawn/Secondhand/Junk-new sworn non-sworn	\$ 553	\$ 589
	Pawn/Secondhand/Junk-renewal sworn non-sworn	\$ 553	\$ 589
	Live Entertainment/Dance (special event) sworn non-sworn	\$ 72	\$ 77

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF POLICE DEPARTMENT FEES**

		21/22 Adopted (4.1%)	22/23 Proposed (6.5%)
POLICE DEPARTMENT FEES			
	Firearms-new sworn non-sworn	\$ 553	\$ 589
	Firearms-renewal sworn non-sworn	\$ 553	\$ 589
	ABC Permit Review sworn non-sworn	\$ 115	\$ 122
	Taxi Driver Permit (annual)	\$ 29	\$ 31
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.		

CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF POLICE DEPARTMENT - ANIMAL SERVICES FEES

		21/22 Adopted (4.1%)	22/23 Proposed (6.5%)
POLICE DEPARTMENT - ANIMAL SERVICES			
ANIMAL CONTROL SERVICES			
Dog License Fee			
Unaltered - Resident:			
7 months		\$ 27	\$ 28
13 months		\$ 27	\$ 28
25 months or more		\$ 27	\$ 28
Altered- Resident:			
7 months		\$ 27	\$ 28
13 months		\$ 27	\$ 28
25 months or more		\$ 27	\$ 28
Unaltered - Senior Citizen (65 years and older)			
7 months		\$ 27	\$ 11
13 months		\$ 27	\$ 11
25 months or more		\$ 27	\$ 11
Altered - Senior Citizen (65 years and older)			
7 months		\$ 27	\$ 11
13 months		\$ 27	\$ 11
25 months or more		\$ 27	\$ 11
Late Filing Fee		\$ 27	\$ 28
Replacement of Lost Dog Tag		\$ 27	\$ 28
License Transfer Fee		\$ 27	\$ 28
Animal Impound Fines			
Licensed		\$ 60	\$ 62
Unlicensed		\$ 93	\$ 95
2nd Offense (all)		\$ 124	\$ 127
3rd or more offense (all)		\$ 245	\$ 250



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<i>POSITION CONTROL LIST</i>

CITY OF SEASIDE
FULL-TIME POSITION LIST (All Positions)
DRAFT Fiscal Year 2022-2023

		2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
	<u>JOB TITLE</u>	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS
OFFICE OF THE CITY MANAGER	CITY MANAGER	1	1	1	1	1	1	1
	ASSISTANT CITY MANAGER	-	-	-	1	1	1	1
	ASSISTANT TO THE CITY MANAGER - ECONOMIC DEVELOPMENT	2	2	-	-	-	1	-
	COMMUNICATIONS AND PUBLIC ENGAGEMENT COORDINATOR	-	-	-	-	-	1	1
	EXECUTIVE ASSISTANT	1	1	1	1	-	-	1
	SUB TOTAL	4	4	2	3	2	4	4
	CITY CLERK							
	PUBLIC AFFAIRS OFFICER / CITY CLERK	-	1	1	-	-	-	-
	CITY CLERK	1	-	-	-	1	1	1
	ADMINISTRATIVE ASSISTANT	-	-	-	1	-	-	-
	SUB TOTAL	-	1	1	1	1	1	1
TOTAL CITY MANAGER		4	5	3	4	3	5	5
CITY ATTORNEY								
	CITY ATTORNEY	1	1	1	1	1	1	1
	LEGAL ASSISTANT (UNCLASSIFIED)	-	-	-	-	-	1	1
	ASSISTANT CITY ATTORNEY	-	-	1	-	-	-	-
	TOTAL CITY ATTORNEY	-	-	2	1	1	2	2
FINANCE DEPARTMENT								
	DEPUTY CITY MANAGER - ADMINISTRATIVE SERVICES	1	1	-	-	-	-	-
	FINANCE DIRECTOR	-	-	1	1	1	1	1
	FINANCE DIVISION							
	ASST FINANCE DIRECTOR	1	1	1	1	1	1	1
	ACCOUNTANT II	1	1	2	2	1	1	1
	FINANCIAL ANALYST	-	-	-	-	-	-	-
	PAYROLL TECHNICIAN	1	1	1	1	1	1	1
	ACCOUNTING TECHNICIAN	1	2	2	2	2	2	2
	SUB TOTAL	4	5	6	6	5	5	6
MANAGEMENT INFORMATION SYSTEMS								
	INFORMATION SVCS MGR	1	1	1	1	1	1	1
	INFORMATION SVCS SPECIALIST	-	-	1	1	-	-	-
	INFORMATION SVCS TECHNICIAN	-	1	-	-	1	1	1
	GEOGRAPHICAL INFORMATION SYSTEMS COORD.	-	-	1	1	-	-	-
	SUB TOTAL	1	2	3	3	2	2	2
TOTAL FINANCE DEPARTMENT		6	8	10	10	8	8	9

	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
JOB TITLE	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS
HUMAN RESOURCES DEPARTMENT							
HUMAN RESOURCES DIRECTOR / RISK MANAGER	1	1	1	1	1	1	1
HUMAN RESOURCES ANALYST	-	-	-	-	-	-	1
ADMINISTRATIVE ANALYST (Shared with PD and Fire)	-	-	-	-	-	-	-
HUMAN RESOURCES SPECIALIST	1	2	2	2	1	1	-
RISK MANAGEMENT TECHNICIAN	-	-	-	-	-	-	1
SENIOR ADMINISTRATIVE ASSISTANT	-	-	-	-	-	-	1
ADMINISTRATIVE ASSISTANT	-	-	-	-	-	-	1
TOTAL HUMAN RESOURCES	2	3	3	3	3	4	5
POLICE DEPARTMENT							
CHIEF OF POLICE	1	1	1	1	1	1	1
ADMINISTRATIVE ANALYST II	1	-	-	-	-	-	1
SENIOR ADMINISTRATIVE ASSISTANT - POLICE	1	1	1	1	1	1	1
DEPUTY CHIEF	1	1	2	2	2	1	1
COMMANDER	2	2	-	-	-	-	2
POLICE SERGEANT	6	7	7	7	4	5	5
POLICE CORPORAL	5	4	4	4	2	2	2
POLICE OFFICER	25	27	28	28	23	23	23
VEHICLE ABATEMENT OFFICER	1	1	1	1	1	1	1
PARKING COMPLIANCE SPECIALIST	-	-	-	-	-	-	2
ANIMAL CARE SPECIALIST (TITLE CHANGE 21-22)	1	1	1	1	1	1	1
POLICE RECORDS SUPERVISOR	-	1	1	1	1	1	1
POLICE RECORDS SPECIALIST	1	1	1	1	1	1	-
COMMUNITY RESOURCES SPECIALIST (Title Change 21-22)	-	-	1	1	1	1	3
POLICE RECORDS TECHNICIAN	4	4	4	4	4	5	5
POLICE SERVICES SPECIALIST	1	2	2	2	2	2	2
TOTAL POLICE	50	53	54	54	44	51	51
FIRE DEPARTMENT							
FIRE CHIEF	1	1	1	1	1	1	1
DEPUTY FIRE CHIEF	-	-	-	-	-	-	1
ADMINISTRATIVE ASSISTANT	-	-	-	-	-	-	1
SENIOR ADMINISTRATIVE ASSISTANT	-	1	1	1	-	-	-
DIVISION CHIEF	3	3	3	3	3	3	3
FIRE CAPTAIN	6	6	6	6	6	6	6
FIRE ENGINEER	6	6	6	6	6	6	6
FIREFIGHTER (1-3 SAVER Grant 15/16)	9	9	11	11	10	10	9
¹ over hire by 2 to be eliminated through attrition	25	26	28	28	26	27	27
TOTAL FIRE							
COMMUNITY, HOUSING, AND DEVELOPMENT DEPARTMENT							
ASSISTANT CITY MANAGER	-	-	1	1	1	1	1

	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
JOB TITLE	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS
ECONOMIC DEVELOPMENT AND COMMUNITY PLANNING MANAGER	-	-	-	-	-	-	1
HOUSING PROGRAMS MANAGER	-	-	1	1	1	1	1
ADMINISTRATIVE ASSISTANT	-	-	-	-	-	1	2
ADMINISTRATIVE ANALYST II	-	1	1	1	1	1	2
ADMINISTRATIVE ANALYST	1	-	-	-	-	-	-
SENIOR PLANNER	1	1	1	1	-	1	1
ASSOCIATE PLANNER	1	2	2	2	2	1	1
ASSISTANT PLANNER	-	-	-	-	-	1	1
TOTAL COMMUNITY, HOUSING, AND ECONOMIC DEVELOPMENT DEPT	3	4	6	6	5	7	10
BUILDING DEPARTMENT							
CHIEF BUILDING OFFICIAL	-	-	1	1	1	1	1
BUILDING OFFICIAL	1	1	-	-	-	-	-
SENIOR ADMINISTRATIVE ASSISTANT	1	1	1	1	1	3	2
BUILDING INSPECTOR	-	1	1	1	1	1	2
CODE COMPLIANCE COORDINATOR	-	-	-	-	-	1	1
CODE COMPLIANCE SPECIALIST (Title Change 21-22)	1	1	1	1	1	1	1
ADMINISTRATIVE ASSISTANT	-	-	-	-	-	-	1
TOTAL BUILDING	3	4	4	4	6	8	8
PUBLIC WORKS							
ENGINEERING / ADMIN							
PUBLIC WORKS DIRECTOR / CITY ENGINEER	-	-	1	1	1	1	1
PUBLIC WORKS SERVICES MANAGER / CITY ENGINEER	1	1	-	-	-	-	-
SENIOR ADMINISTRATIVE ASSISTANT	-	1	1	1	1	1	1
SENIOR CIVIL ENGINEER	-	1	1	1	1	1	2
ASSOCIATE CIVIL ENGINEER	-	1	1	1	1	1	2
ASSISTANT ENGINEER	2	1	1	1	1	1	1
JUNIOR ENGINEER	-	1	1	1	1	1	1
ADMINISTRATIVE ANALYST II	-	-	-	-	-	-	1
SUB TOTAL	3	6	6	6	6	8	9
ESCA							
ESCA PROGRAM DIRECTOR	-	-	-	-	-	1	1
ADMINISTRATIVE ANALYST II	-	-	-	-	-	1	1
SUB TOTAL	-	-	-	-	-	2	2
MAINTENANCE							
MAINTENANCE AND UTILITIES SUPERINTENDENT	1	1	1	1	1	1	1
ADMINISTRATIVE ANALYST II	-	-	-	1	1	1	1
ACCOUNTING TECHNICIAN	-	1	1	-	-	-	-
ADMINISTRATIVE ASSISTANT	-	-	-	-	-	-	1
MAINTENANCE FIELD SUPERVISOR	1	1	1	1	1	-	1
UTILITIES FIELD SUPERVISOR	-	1	1	1	1	1	1
SENIOR MAINTENANCE & UTILITIES WORKER (*1)	-	4	4	4	4	4	4

	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
JOB TITLE	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS
MAINTENANCE & UTILITIES WORKER III (*1)	-	3	3	3	2	3	3
MAINTENANCE & UTILITIES WORKER II	-	1	1	1	3	3	6
MAINTENANCE & UTILITIES WORKER I	-	-	-	-	-	-	-
PUBLIC WORKS MAINTENANCE SPECIALIST	3	-	-	-	-	-	-
PUBLIC WORKS MAINTENANCE WORKER I	1	-	-	-	-	-	-
PUBLIC WORKS MAINTENANCE WORKER II	2	-	-	-	-	-	-
BUILDING MAINTENANCE SPECIALIST	3	4	4	4	3	3	4
ELECTRICIAN	1	1	1	1	1	1	1
STREET SWEEPER OPERATOR	1	1	1	1	1	1	1
SUB TOTAL	13	18	18	18	17	18	24
WATER							
SENIOR MAINTENANCE & UTILITIES WORKER *	1	1	1	1	1	1	1
MAINTENANCE & UTILITIES WORKER III*	-	1	1	1	1	1	1
MAINTENANCE & UTILITIES WORKER II	-	1	1	1	-	-	-
WATER SYSTEMS WORKER I	1	-	-	-	-	-	-
SUB TOTAL	2	3	3	3	2	2	2
PARKS							
SENIOR MAINTENANCE & UTILITIES WORKER	-	1	1	1	1	1	1
MAINTENANCE & UTILITIES WORKER III	-	2	2	2	-	1	1
MAINTENANCE & UTILITIES WORKER II	-	5	5	5	3	6	6
PARKS MAINTENANCE CREW CHIEF	1	-	-	-	-	-	-
IRRIGATION SPECIALIST	1	1	1	1	1	1	1
PARKS MAINTENANCE WORKER I	5	-	-	-	-	-	-
PARKS MAINTENANCE WORKER II	1	-	-	-	-	-	-
SUB TOTAL	8	9	9	9	5	9	9
VEHICLE MAINTENANCE							
MECHANIC	2	2	2	2	2	2	2
SUB TOTAL	2	2	2	2	2	2	2
*currently being underfilled by a lower job class							
TOTAL PUBLIC WORKS	28	38	38	38	32	39	48
RECREATION & COMMUNITY SERVICES							
RECREATION DIRECTOR	1	1	1	1	1	1	1
RECREATION SUPERINTENDENT	1	1	1	-	-	-	-
RECREATION PROGRAM COORDINATOR	1	1	1	-	-	-	-
RECREATION SUPERVISOR	-	-	-	2	1	2	1
ADMINISTRATIVE ASSISTANT	-	-	-	-	-	-	1
SENIOR FACILITY ATTENDANT	-	1	1	1	1	1	1
CUSTODIAN	1	-	-	-	-	-	1
YOUTH CENTER SUPERVISOR	1	1	1	-	-	-	1
SUB TOTAL	5	5	5	4	3	4	8
YOUTH RESOURCE CENTER							
FAMILY AND COMMUNITY SUPPORT PRACTITIONER	-	-	-	-	1	1	1

	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>2020-2021</u>	<u>2021-2022</u>	<u>2022-2023</u>
JOB TITLE	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS
YOUTH RESOURCE CENTER COORDINATOR	1	1	1	1	1	1	1
FAMILY AND COMMUNITY SUPPORT TECHNICIAN	-	-	-	-	-	2	2
SUB TOTAL	1	1	1	1	2	4	4
TOTAL RECREATION	6	6	6	5	5	8	12
TOTAL ALLOCATED POSITIONS	127	147	154	153	133	159	177



SALARY SCHEDULE
****PENDING NEGOTIATIONS***

CONFIDENTIAL EXEMPT EMPLOYEES'
SALARY SCHEDULE
EFFECTIVE JULY 10, 2021

JOB CLASS CODE	JOB CLASS DESCRIPTION	STEPS									
		1		2		3		4		5	
		HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY
F26	ASSISTANT FINANCE DIRECTOR	58.802	4,704.16	61.745	4,939.60	64.829	5,186.32	68.075	5,446.00	71.474	5,717.92
F35	INFORMATION SERVICES MANAGER	54.979	4,398.32	57.727	4,618.16	60.615	4,849.20	63.648	5,091.84	66.827	5,346.16
F47	HUMAN RESOURCES ANALYST	39.413	3,153.04	41.384	3,310.72	43.452	3,476.16	45.625	3,650.00	47.906	3,832.48

NON-REPRESENTED CONFIDENTIAL EMPLOYEES'
SALARY SCHEDULE
EFFECTIVE JULY 10, 2021

JOB CLASS CODE	JOB CLASS DESCRIPTION	STEPS									
		1		2		3		4		5	
		HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY
A27	SENIOR ADMINISTRATIVE ASSISTANT - CONF	29.373	2,349.84	30.842	2,467.36	32.386	2,590.88	34.006	2,720.48	35.703	2,856.24
A28	EXECUTIVE ASSISTANT	32.119	2,569.52	33.724	2,697.92	35.412	2,832.96	37.182	2,974.56	39.042	3,123.36
A33	PAYROLL TECHNICIAN	32.456	2,596.48	34.077	2,726.16	35.783	2,862.64	37.571	3,005.68	39.448	3,155.84
A42	HUMAN RESOURCES SPECIALIST	30.174	2,413.92	31.683	2,534.64	33.265	2,661.20	34.934	2,794.72	36.676	2,934.08
H17	INFORMATION SERVICES TECHNICIAN	29.772	2,381.76	31.262	2,500.96	32.821	2,625.68	34.457	2,756.56	36.186	2,894.88
H18	INFORMATION SERVICES NETWORK SPECIALIST	34.295	2,743.60	36.010	2,880.80	37.811	3,024.88	39.700	3,176.00	41.685	3,334.80
H19	LEGAL ASSISTANT	32.119	2,569.52	33.724	2,697.92	35.412	2,832.96	37.182	2,974.56	39.042	3,123.36

**EXECUTIVE MANAGERS
SALARY SCHEDULE
EFFECTIVE JULY 10, 2021**

JOB CLASS CODE	JOB CLASS DESCRIPTION	HOURLY RATE	BI-WEEKLY SALARY
H05	DEPUTY CM - RESOURCE MANAGEMENT	86.741	6,939.28
I01	CITY ATTORNEY	92.308	7,384.64
I02	CITY MANAGER	102.254	8,180.32
R01	POLICE CHIEF	101.674	8,133.92
R02	FIRE CHIEF	99.126	7,930.08
R04	ASSISTANT CITY MANAGER	81.912	6,552.96
R12	HUMAN RESOURCES DIRECTOR	81.005	6,480.40
R13	RECREATION DIRECTOR	77.628	6,210.24
R14	FINANCE DIRECTOR	83.290	6,663.20
R15	HUMAN RESOURCES DIRECTOR/RISK MANAGER	83.030	6,642.40
R17	CHIEF BUILDING OFFICIAL	65.688	5,255.04
R19	PUBLIC WORKS DIRECTOR/CITY ENGINEER	83.290	6,663.20
R21	ASSISTANT TO CITY MANAGER - ECON DEV	65.688	5,255.04
R22	ASSISTANT CITY MANAGER - COMM DEV	81.912	6,552.96

SALARY SCHEDULE

EFFECTIVE JULY 10, 2021

JOB CLASS CODE	JOB CLASS DESCRIPTION	STEPS									
		1		2		3		4		5	
		HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY
A09	CUSTODIAN	20.388	1,631.04	21.223	1,697.84	22.043	1,763.44	22.954	1,836.32	23.884	1,910.72
A10	ADMINISTRATIVE ASSISTANT	22.564	1,805.12	23.693	1,895.44	24.878	1,990.24	26.121	2,089.68	27.428	2,194.24
A15	MECHANICS ASSISTANT	22.960	1,836.80	24.111	1,928.88	25.316	2,025.28	26.583	2,126.64	27.912	2,232.96
A20	ACCOUNTING ASSISTANT	25.272	2,021.76	26.318	2,105.44	27.391	2,191.28	28.550	2,284.00	29.775	2,382.00
A22	EQUIPMENT OPERATOR	28.906	2,312.48	30.084	2,406.72	31.359	2,508.72	32.704	2,616.32	34.103	2,728.24
A24	SENIOR ADMINISTRATIVE ASSISTANT	28.651	2,292.08	29.873	2,389.84	31.142	2,491.36	32.487	2,598.96	33.866	2,709.28
A25	MECHANIC	31.193	2,495.44	32.537	2,602.96	33.906	2,712.48	35.363	2,829.04	36.893	2,951.44
A26	BUILDING/PLANNING TECHNICIAN	28.651	2,292.08	29.873	2,389.84	31.142	2,491.36	32.487	2,598.96	33.866	2,709.28
A27	GIS TECHNICIAN	29.775	2,382.00	31.263	2,501.04	32.827	2,626.16	34.468	2,757.44	36.191	2,895.28
A29	ENGINEERING TECHNICIAN	30.401	2,432.08	31.711	2,536.88	33.082	2,646.56	34.521	2,761.68	36.022	2,881.76
A30	CODE COMPLIANCE SPECIALIST	34.353	2,748.24	35.835	2,866.80	37.389	2,991.12	39.020	3,121.60	40.736	3,258.88
A31	JUNIOR ENGINEER	34.038	2,723.04	35.512	2,840.96	37.056	2,964.48	38.672	3,093.76	40.376	3,230.08
A32	BUILDING INSPECTOR	35.306	2,824.48	36.837	2,946.96	38.444	3,075.52	40.137	3,210.96	41.925	3,354.00
A34	ACCOUNTING TECHNICIAN	27.392	2,191.36	28.561	2,284.88	29.772	2,381.76	31.061	2,484.88	32.375	2,590.00
A41	BUILDING TECHNICIAN	28.651	2,292.08	29.873	2,389.84	31.142	2,491.36	32.487	2,598.96	33.866	2,709.28
A56	IRRIGATION SPECIALIST	31.278	2,502.24	32.554	2,604.32	33.933	2,714.64	35.390	2,831.20	36.902	2,952.16
A60	ELECTRICIAN	32.824	2,625.92	34.220	2,737.60	35.698	2,855.84	37.198	2,975.84	38.797	3,103.76
A61	HVAC SPECIALIST	30.642	2,451.36	31.944	2,555.52	33.326	2,666.08	34.725	2,778.00	36.217	2,897.36
A62	STREET SWEEPER OPERATOR	29.891	2,391.28	31.160	2,492.80	32.507	2,600.56	33.871	2,709.68	35.328	2,826.24
A63	MAINTENANCE & UTILITIES WORKER TRAINEE	20.519	1,641.52	21.546	1,723.68	22.624	1,809.92	23.756	1,900.48	24.942	1,995.36
A64	MAINTENANCE & UTILITIES WORKER I	22.625	1,810.00	23.757	1,900.56	24.943	1,995.44	26.191	2,095.28	27.501	2,200.08
A65	APPRENTICE ELECTRICIAN	25.120	2,009.60	26.374	2,109.92	27.693	2,215.44	29.076	2,326.08	30.532	2,442.56
A66	ASSISTANT ELECTRICIAN	26.772	2,141.76	28.110	2,248.80	29.517	2,361.36	30.993	2,479.44	32.542	2,603.36
A67	BUILDING MAINTENANCE SPECIALIST	31.220	2,497.60	32.547	2,603.76	33.954	2,716.32	35.378	2,830.24	36.900	2,952.00
A68	SENIOR MAINTENANCE & UTILITIES WORKER	30.388	2,431.04	31.907	2,552.56	33.503	2,680.24	35.180	2,814.40	36.938	2,955.04
A69	MAINTENANCE & UTILITIES WORKER III	27.525	2,202.00	28.902	2,312.16	30.347	2,427.76	31.865	2,549.20	33.457	2,676.56
A70	MAINTENANCE & UTILITIES WORKER II	24.947	1,995.76	26.195	2,095.60	27.505	2,200.40	28.879	2,310.32	30.325	2,426.00
A71	COMMUNICATIONS & PUBLIC ENGAGEMENT SPECIALIST	28.651	2,292.08	29.873	2,389.84	31.142	2,491.36	32.487	2,598.96	33.866	2,709.28
A72	FAMILY & COMMUNITY SUPPORT TECHNICIAN	29.052	2,324.16	30.504	2,440.32	32.029	2,562.32	33.630	2,690.40	35.312	2,824.96
A73	CODE COMPLIANCE COORDINATOR	36.865	2,949.20	38.708	3,096.64	40.643	3,251.44	42.675	3,414.00	44.809	3,584.72
F33	ASSISTANT ENGINEER	40.865	3,269.20	42.903	3,432.24	45.051	3,604.08	47.302	3,784.16	49.669	3,973.52
F34	ASSISTANT PLANNER	34.908	2,792.64	36.654	2,932.32	38.487	3,078.96	40.411	3,232.88	42.432	3,394.56
P50	SENIOR FACILITY ATTENDANT	22.427	1,794.16	23.549	1,883.92	24.725	1,978.00	25.962	2,076.96	27.261	2,180.88
S01	RECREATION PROGRAM COORDINATOR	28.102	2,248.16	29.317	2,345.36	30.549	2,443.92	31.863	2,549.04	33.241	2,659.28
Y02	YOUTH RESOURCE CENTER ACTIVITY COORDINATOR	30.453	2,436.24	31.770	2,541.60	33.106	2,648.48	34.529	2,762.32	36.021	2,881.68
Y04	YOUTH CENTER SUPERVISOR	34.174	2,733.92	35.646	2,851.68	37.145	2,971.60	38.742	3,099.36	40.422	3,233.76

**SEASIDE FIREFIGHTERS' ASSOCIATION
SALARY SCHEDULE
EFFECTIVE JULY 10, 2021**

JOB CLASS CODE	JOB CLASS DESCRIPTION	STEPS									
		1		2		3		4		5	
		HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY
E01	FIREFIGHTER	29.614	3,316.77	31.096	3,482.75	32.649	3,656.69	34.282	3,839.58	35.995	4,031.44
E05	FIRE ENGINEER	32.693	3,661.62	34.326	3,844.51	36.045	4,037.04	37.847	4,238.86	39.738	4,450.66
E09	FIRE CAPTAIN	36.088	4,041.86	37.895	4,244.24	39.787	4,456.14	41.776	4,678.91	43.865	4,912.88

**SEASIDE MANAGEMENT AND SUPERVISORY EMPLOYEES' ASSOCIATION
SALARY SCHEDULE
EFFECTIVE JULY 10, 2021**

JOB CLASS CODE	JOB CLASS DESCRIPTION	STEPS									
		1		2		3		4		5	
		HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY
A38	FACILITY MAINTENANCE CREW CHIEF	29.040	2,323.20	30.277	2,422.16	31.585	2,526.80	32.912	2,632.96	34.325	2,746.00
A51	UTILITY ENGINEER	40.263	3,221.04	42.103	3,368.24	44.018	3,521.44	46.037	3,682.96	48.093	3,847.44
A96	ADMINISTRATIVE ANALYST II	39.413	3,153.04	41.384	3,310.72	43.452	3,476.16	45.625	3,650.00	47.906	3,832.48
A97	CRIME ANALYST	38.342	3,067.36	40.258	3,220.64	42.270	3,381.60	44.384	3,550.72	46.605	3,728.40
A99	ADMINISTRATIVE ANALYST	36.187	2,894.96	37.996	3,039.68	39.891	3,191.28	41.889	3,351.12	43.981	3,518.48
F10	CITY CLERK	49.960	3,996.80	51.329	4,106.32	53.553	4,284.24	55.905	4,472.40	58.412	4,672.96
F11	PUBLIC AFFAIRS OFFICER/CITY CLERK	53.251	4,260.08	55.913	4,473.04	58.710	4,696.80	61.645	4,931.60	64.726	5,178.08
F13	ACCOUNTANT	34.155	2,732.40	35.861	2,868.88	37.655	3,012.40	39.537	3,162.96	41.515	3,321.20
F16	SENIOR BUILDING INSPECTOR	35.619	2,849.52	37.217	2,977.36	38.888	3,111.04	40.639	3,251.12	42.472	3,397.76
F17	BUILDING OFFICIAL	55.186	4,414.88	57.651	4,612.08	60.262	4,820.96	62.963	5,037.04	65.840	5,267.20
F20	SENIOR PLANNER	44.579	3,566.32	46.799	3,743.92	49.147	3,931.76	51.595	4,127.60	54.187	4,334.96
F21	ASSOCIATE CIVIL ENGINEER	48.010	3,840.80	50.154	4,012.32	52.424	4,193.92	54.775	4,382.00	57.277	4,582.16
F25	GIS COORDINATOR	43.711	3,496.88	45.897	3,671.76	48.191	3,855.28	50.601	4,048.08	53.130	4,250.40
F28	PW SENIOR SERVICES MANAGER/CITY ENGINEER	63.286	5,062.88	66.451	5,316.08	69.773	5,581.84	73.265	5,861.20	76.926	6,154.08
F31	SENIOR CIVIL ENGINEER	54.848	4,387.84	57.305	4,584.40	59.885	4,790.80	62.619	5,009.52	65.504	5,240.32
F32	ASSOCIATE PLANNER	40.566	3,245.28	42.595	3,407.60	44.724	3,577.92	46.961	3,756.88	49.308	3,944.64
F36	RECREATION SUPERINTENDENT	49.644	3,971.52	51.832	4,146.56	54.139	4,331.12	56.536	4,522.88	59.101	4,728.08
F37	RECREATION SUPERINTENDENT - AQUATICS	49.644	3,971.52	51.832	4,146.56	54.139	4,331.12	56.536	4,522.88	59.101	4,728.08
F38	ACCOUNTANT II	38.263	3,061.04	40.175	3,214.00	42.186	3,374.88	44.291	3,543.28	46.507	3,720.56
F40	MAINTENANCE & UTILITIES SUPERINTENDENT	53.785	4,302.80	56.190	4,495.20	58.730	4,698.40	61.365	4,909.20	64.170	5,133.60
F41	ECONOMIC DEVELOPMENT MANAGER	50.181	4,014.48	52.429	4,194.32	54.786	4,382.88	57.288	4,583.04	59.930	4,794.40
F42	MAINTENANCE FIELD SUPERVISOR	37.467	2,997.36	39.339	3,147.12	41.306	3,304.48	43.372	3,469.76	45.540	3,643.20
F43	UTILITIES FIELD SUPERVISOR	40.406	3,232.48	42.427	3,394.16	44.548	3,563.84	46.777	3,742.16	49.116	3,929.28
F44	HOUSING PROGRAM MANAGER	48.339	3,867.12	50.756	4,060.48	53.293	4,263.44	55.959	4,476.72	58.756	4,700.48
F45	RECREATION SUPERVISOR	35.945	2,875.60	37.743	3,019.44	39.629	3,170.32	41.611	3,328.88	43.691	3,495.28
F46	FAMILY & COMMUNITY SUPPORT PRACTITIONER	36.187	2,894.96	37.996	3,039.68	39.891	3,191.28	41.889	3,351.12	43.981	3,518.48

**SEASIDE POLICE OFFICERS' ASSOCIATION
SALARY SCHEDULE
EFFECTIVE JULY 10, 2021**

SWORN PERSONNEL

JOB CLASS CODE	JOB CLASS DESCRIPTION	STEPS									
		1		2		3		4		5	
		HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY
D01	POLICE OFFICER (80-HOUR)	47.106	3,768.48	49.458	3,956.64	51.933	4,154.64	54.527	4,362.16	57.240	4,579.20
D01	POLICE OFFICER (84-HOUR)	47.106	3,956.90	49.458	4,154.47	51.933	4,362.37	54.527	4,580.27	57.240	4,808.16
D07	POLICE SERGEANT (80-HOUR)	57.638	4,611.04	60.537	4,842.96	63.549	5,083.92	66.731	5,338.48	70.082	5,606.56
D07	POLICE SERGEANT (84-HOUR)	57.638	4,841.59	60.537	5,085.11	63.549	5,338.12	66.731	5,605.40	70.082	5,886.89
D09	POLICE CORPORAL (80-HOUR)	52.124	4,169.92	54.724	4,377.92	57.466	4,597.28	60.335	4,826.80	63.337	5,066.96
D09	POLICE CORPORAL (84-HOUR)	52.124	4,378.42	54.724	4,596.82	57.466	4,827.14	60.335	5,068.14	63.337	5,320.31

CIVILIAN PERSONNEL (NON-SWORN)

JOB CLASS CODE	JOB CLASS DESCRIPTION	STEPS									
		1		2		3		4		5	
		HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY
B01	POLICE SERVICES SPECIALIST	30.089	2,407.12	31.580	2,526.40	33.166	2,653.28	34.834	2,786.72	36.567	2,925.36
B02	VEHICLE ABATEMENT OFFICER	36.645	2,931.60	38.223	3,057.84	39.883	3,190.64	41.623	3,329.84	43.453	3,476.24
B06	ANIMAL CARE SPECIALIST	28.645	2,291.60	30.070	2,405.60	31.571	2,525.68	33.160	2,652.80	34.805	2,784.40
B11	POLICE RECORDS SPECIALIST	30.251	2,420.08	31.764	2,541.12	33.353	2,668.24	35.020	2,801.60	36.770	2,941.60
B12	POLICE RECORDS SUPERVISOR	36.520	2,921.60	38.365	3,069.20	40.260	3,220.80	42.286	3,382.88	44.415	3,553.20
B15	SENIOR ADMIN ASSISTANT - PO	30.883	2,470.64	32.194	2,575.52	33.565	2,685.20	35.017	2,801.36	36.503	2,920.24
B16	PARKING COMPLIANCE SPECIALIST	28.845	2,307.60	30.286	2,422.88	31.800	2,544.00	33.387	2,670.96	35.057	2,804.56
C01	POLICE RECORDS TECHNICIAN	27.214	2,177.12	28.590	2,287.20	29.999	2,399.92	31.511	2,520.88	33.098	2,647.84
D04	DETENTION OFFICER	28.845	2,307.60	30.286	2,422.88	31.800	2,544.00	33.387	2,670.96	35.057	2,804.56
D05	CSO/DETENTION OFFICER	28.845	2,307.60	30.286	2,422.88	31.800	2,544.00	33.387	2,670.96	35.057	2,804.56
D08	POLICE OFFICER RECRUIT	36.214	2,897.12	38.023	3,041.84	39.925	3,194.00	41.923	3,353.84	44.019	3,521.52

JOB CLASS CODE	JOB CLASS DESCRIPTION	STEPS									
		1		2		3		4		5	
		HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY	HOURLY RATE	BI-WEEKLY SALARY
E12	FIRE DIVISION CHIEF	46.080	5,160.96	48.384	5,419.01	50.800	5,689.60	53.343	5,974.42	56.008	6,272.90
G13	POLICE COMMANDER	66.841	5,347.28	70.364	5,629.12	74.072	5,925.76	77.970	6,237.60	82.065	6,565.20
G19	POLICE DEPUTY CHIEF	76.906	6,152.48	80.959	6,476.72	85.213	6,817.04	89.684	7,174.72	94.419	7,553.52



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STATISTICAL SECTION

**CITY OF SEASIDE
STATISTICAL SECTION OVERVIEW
FISCAL YEAR 2020–2021**

This part of the City of Seaside's (the City) annual comprehensive financial report presents detailed information as a context to aid in understanding the information in the financial statements, note disclosures, and required supplementary information regarding the City's overall financial health.

Financial Trends

Schedule #

These schedules contain trend information to help the readers understand how the City of Seaside's financial performance and well-being have changed over time.

Net Position by Component	1
Changes in Net Position	2
Fund Balances - Governmental Funds	3
Changes in Fund Balances - Governmental Funds	4

Revenue Capacity

These schedules contain information to help the readers assess the City of Seaside's most significant local revenue resources, sales and transaction taxes and property taxes.

Governmental Funds - Revenues by Source	5
Governmental Funds - Taxes by Type	6
Assessed Valuation, Tax Rates, and Tax Levies	7
Principal Property Tax Payers	8
Top 25 Sales Tax Producers	9

Debt Capacity

These schedules present information to help the readers assess the affordability of the City of Seaside's current levels of outstanding debt and the City's ability to issue additional debt in the future.

Direct and Overlapping Property Tax Rates	10
Property Tax Levies and Collections	11
Legal Debt Service Margin Information	12
Outstanding Debt Information	13

Demographic and Economic Information

These schedules offer demographic and economic indicators to help the readers understand the environment within which the City's financial activities take place.

Demographic and Economic Statistics	14
Principal Employers	15
Full Time Equivalent City Employees by Function	16

Operating Information

These schedules contain service and infrastructure data to help the readers understand how the information in the City's financial reports relate to the services the City provides and the activities it performs.

Capital Assets and Operating Indicators by Function/Program	17
Miscellaneous Statistics	18

**CITY OF SEASIDE
NET POSITION BY COMPONENT
LAST TEN FISCAL YEARS**

**OPERATING INFORMATION
SCHEDULE 1**

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
<u>Government Activities</u>										
Net Investment in Capital Assets	\$ 55,616,126	\$ 54,478,451	\$ 51,872,826	\$ 50,954,744	\$ 50,040,441	\$ 49,022,604	\$ 54,350,475	\$ 56,622,001	\$ 54,433,656	\$ 168,453,241
Restricted	-	1,282,916	9,550,630	9,710,239	9,660,491	9,987,477	11,041,019	13,070,718	22,025,754	16,529,392
Total Unrestricted - Government Activities	10,670,706	11,603,796	4,838,270	(30,609,347)	(27,683,363)	(26,815,983)	(32,746,156)	(34,262,721)	(32,454,795)	(23,913,563)
Total Government Activities	\$ 66,286,832	\$ 67,365,163	\$ 66,261,726	\$ 30,055,636	\$ 32,017,569	\$ 32,194,098	\$ 32,645,338	\$ 35,429,998	\$ 44,004,615	\$ 161,069,070
<u>Business-Type Activities</u>										
Net Investment in Capital Assets	\$ 9,559,385	\$ 9,384,853	\$ 9,327,351	\$ 9,161,793	\$ 9,001,236	\$ 8,838,539	\$ 8,759,020	\$ 8,693,218	\$ 8,630,526	\$ 8,525,675
Restricted	562,469	540,257	543,036	545,635	545,635	550,634	550,634	550,634	550,635	550,633
Total Unrestricted - Business-Type Activities	576,405	784,227	821,517	571,472	481,764	427,342	325,542	(137,586)	(80,585)	(146,681)
Total Business-Type Activities	\$ 10,698,259	\$ 10,709,337	\$ 10,691,904	\$ 10,278,900	\$ 10,028,635	\$ 9,816,515	\$ 9,635,196	\$ 9,106,266	\$ 9,100,576	\$ 8,929,627
<u>Primary Government</u>										
Net Investment in Capital Assets	\$ 65,175,511	\$ 63,863,304	\$ 61,200,177	\$ 60,116,537	\$ 59,041,677	\$ 57,861,143	\$ 63,109,495	\$ 65,315,219	\$ 63,064,182	\$ 176,978,916
Unrestricted Net Position	11,247,111	12,388,023	5,659,787	(30,037,875)	(27,201,599)	(26,388,641)	(32,420,614)	(34,400,307)	(32,535,380)	(24,060,244)
Net Investment in Capital Assets & Unrestricted Net Position	76,422,622	76,251,327	66,859,964	30,078,662	31,840,078	31,472,502	30,688,881	30,914,912	30,528,802	152,918,672
Restricted Net Position	562,469	1,823,173	10,093,666	10,255,874	10,206,126	10,538,111	11,591,653	13,621,352	22,576,389	17,080,025
Total Primary Government Net Position	\$ 76,985,091	\$ 78,074,500	\$ 76,953,630	\$ 40,334,536	\$ 42,046,204	\$ 42,010,613	\$ 42,280,534	\$ 44,536,264	\$ 53,105,191	\$ 169,998,697

Source: City of Seaside

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**CITY OF SEASIDE
CHANGES IN NET POSITION
LAST TEN FISCAL YEARS**

**OPERATING INFORMATION
SCHEDULE 2**

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
<u>Primary Government - Program Revenues</u>										
<u>Governmental Activities</u>										
Charges for Services:										
General Government	\$ 59,175	\$ 31,681	\$ 40,876	\$ 106,735	\$ 188,062	\$ 217,374	\$ 297,811	\$ 252,731	\$ 968,286	\$ 196,437
Public Safety	532,572	892,514	711,176	726,544	1,390,208	702,144	899,702	704,238	613,662	306,075
Recreation	355,048	318,484	326,626	353,884	346,200	369,254	431,753	430,767	237,205	58,659
Public Works	1,716,064	1,333,210	1,040,278	1,373,881	801,450	953,293	854,113	689,194	1,248,540	890,107
Community Development	295,873	358,813	515,513	740,415	703,797	738,646	930,582	801,354	1,032,421	662,754
Operating Grants and Contributions	987,852	994,437	1,020,495	2,104,725	2,147,228	1,617,304	2,829,733	1,589,329	10,522,616	3,433,800
Capital Grants and Contributions	2,049,433	393,635	106,134	666,409	166,888	840,389	3,582,841	1,155,650	878,861	1,575,799
Total Governmental Activities - Program Revenues	5,996,017	4,322,774	3,761,098	6,072,593	5,743,833	5,438,404	9,826,535	5,623,263	15,501,591	7,123,631
<u>Business - Type Activities</u>										
Charges for Services - Water Fund	778,252	863,888	814,484	707,032	678,368	648,474	668,476	656,972	761,556	1,029,925
Charges for Services - Golf Fund	335,413	336,333	336,913	337,153	337,053	336,613	335,663	339,363	337,362	335,013
Total Business - Type Activities Program Revenues	1,113,665	1,200,221	1,151,397	1,044,185	1,015,421	985,087	1,004,139	996,335	1,098,918	1,364,938
Total Primary Government - Program Revenues	7,109,682	5,522,995	4,912,495	7,116,778	6,759,254	6,423,491	10,830,674	6,619,598	16,600,509	8,488,569
<u>General Revenues & Other Changes in Net Position</u>										
<u>Governmental Activities</u>										
Taxes										
Property Taxes	8,874,395	4,899,753	4,715,562	6,008,714	6,324,164	6,785,706	7,397,804	7,118,816	8,493,622	9,407,981
Gas Tax	938,940	756,186	1,054,371	843,349	699,318	616,804	706,363	576,499	705,093	707,659
Sales and Use Taxes	7,517,922	8,709,129	9,445,102	10,000,085	11,475,160	11,657,020	14,199,670	16,118,300	14,883,836	19,498,687
Transient Occupancy Tax	2,024,924	2,092,390	2,419,935	2,665,733	2,902,459	2,701,621	2,922,110	3,424,302	3,038,525	2,661,684
Other Taxes	3,951,208	6,793,409	4,984,854	3,962,379	4,434,597	4,493,014	4,726,372	4,960,249	5,747,067	6,615,147
Total Taxes	23,307,389	23,250,867	22,619,824	23,480,260	25,835,698	26,254,165	29,952,319	32,198,166	32,868,143	38,891,158
Investment Earnings	609,116	436,500	638,839	523,547	50,097	80,448	203,822	296,165	296,448	499,736
Miscellaneous	636,769	151,842	113,086	22,779	223,414	570,180	527,169	514,565	3,305,155	1,533,760
Transfers and Other	-	2,860	2,400	2,531	1,693	2,035	386	199,745	439	-
Total Governmental Activities - General Revenues	24,553,274	23,842,069	23,374,149	24,029,117	26,110,902	26,906,828	30,683,696	33,208,641	36,470,185	40,924,654
<u>Business - type Activities</u>										
Investment Earnings	5,202	6,541	4,507	5,554	5,410	7,132	917	14,893	4,885	1,865
Miscellaneous	-	1,128	23,616	11,738	-	14,065	1,565	1,437	26,993	3,487
Transfers	-	(2,860)	(2,400)	(2,531)	(1,693)	(2,035)	(386)	(399)	(439)	-
Total Business - Type Activities - General Revenues	5,202	4,809	25,723	14,761	3,717	19,162	2,096	15,931	31,439	5,352
Total Primary Government-Program Revenues, General Revenues & Other Changes in Net Position	31,668,158	29,369,873	28,312,367	31,160,656	32,873,873	33,349,481	41,516,466	39,844,170	53,102,133	49,418,575

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**CITY OF SEASIDE
CHANGES IN NET POSITION (CONTINUED)
LAST TEN FISCAL YEARS**

**OPERATING INFORMATION
SCHEDULE 2**

Expenses	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Governmental Activities										
General Government	417,546	1,542,274	1,377,226	1,129,508	821,822	1,367,688	1,459,672	1,336,795	1,011,992	837,279
Public Safety	17,250,187	16,093,559	16,155,119	17,056,925	18,222,421	20,252,913	21,624,482	22,925,383	26,837,769	23,518,274
Recreation	1,594,176	1,647,702	1,837,260	2,171,171	2,382,676	2,119,933	2,795,333	3,045,073	2,756,528	2,619,777
Public Works	6,642,734	6,245,585	6,422,844	8,359,219	6,275,754	6,073,182	6,806,717	6,054,138	8,927,550	16,674,814
Community Development	2,889,792	1,557,164	1,767,207	1,222,876	1,868,761	2,026,315	2,427,146	3,005,889	3,500,840	3,423,683
Interest and fiscal charges	1,624,084	383,371	378,828	364,791	321,368	328,672	311,716	1,157,184	870,256	793,191
Total Governmental Activities Expenses	<u>30,418,519</u>	<u>27,469,655</u>	<u>27,938,484</u>	<u>30,304,490</u>	<u>29,892,802</u>	<u>32,168,703</u>	<u>35,425,066</u>	<u>37,524,462</u>	<u>43,904,935</u>	<u>47,867,018</u>
Business-Type Activities										
Water Fund	520,281	763,486	765,971	732,871	839,023	803,438	842,091	1,130,030	721,190	1,154,566
Golf Fund	288,288	430,466	428,582	423,951	430,380	412,931	417,104	411,166	414,857	386,673
Total Business-Type Activities Expenses	<u>808,569</u>	<u>1,193,952</u>	<u>1,194,553</u>	<u>1,156,822</u>	<u>1,269,403</u>	<u>1,216,369</u>	<u>1,259,195</u>	<u>1,541,196</u>	<u>1,136,047</u>	<u>1,541,239</u>
Total Primary Government Expenses	<u>31,227,088</u>	<u>28,663,607</u>	<u>29,133,037</u>	<u>31,461,312</u>	<u>31,162,205</u>	<u>33,385,072</u>	<u>36,684,261</u>	<u>39,065,658</u>	<u>45,040,982</u>	<u>49,408,257</u>
Net Revenue (Expenses)										
Governmental Activities	(24,422,502)	(23,146,881)	(24,177,386)	(24,231,897)	(24,148,969)	(26,730,299)	(25,598,531)	(31,901,199)	(28,403,344)	(40,743,387)
Business-type Activities	305,096	6,269	(43,156)	(112,637)	(253,982)	(231,282)	(255,056)	(544,861)	(37,129)	(176,301)
Total Net Revenue (Expenses)	<u>(24,117,406)</u>	<u>(23,140,612)</u>	<u>(24,220,542)</u>	<u>(24,344,534)</u>	<u>(24,402,951)</u>	<u>(26,961,581)</u>	<u>(25,853,587)</u>	<u>(32,446,060)</u>	<u>(28,440,473)</u>	<u>(40,919,688)</u>
Changes in Net Position										
Governmental Activities	130,772	695,188	(803,237)	(202,780)	1,961,933	176,529	5,085,165	1,307,442	8,066,841	181,267
Business-type Activities	310,298	11,078	(17,433)	(97,876)	(250,265)	(212,120)	(252,960)	(528,930)	(5,690)	(170,949)
Changes in Net Position	<u>\$ 441,070</u>	<u>\$ 706,266</u>	<u>\$ (820,670)</u>	<u>\$ (300,656)</u>	<u>\$ 1,711,668</u>	<u>\$ (35,591)</u>	<u>\$ 4,832,205</u>	<u>\$ 778,512</u>	<u>\$ 8,061,151</u>	<u>\$ 10,318</u>

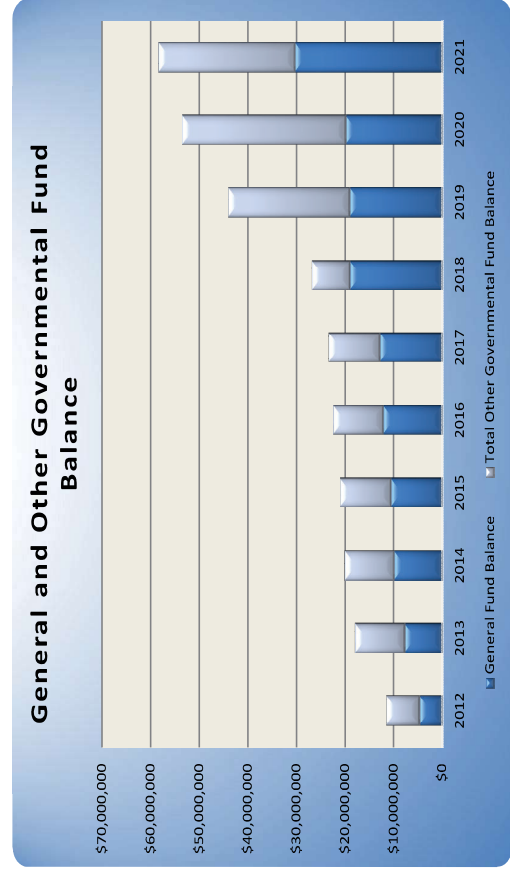
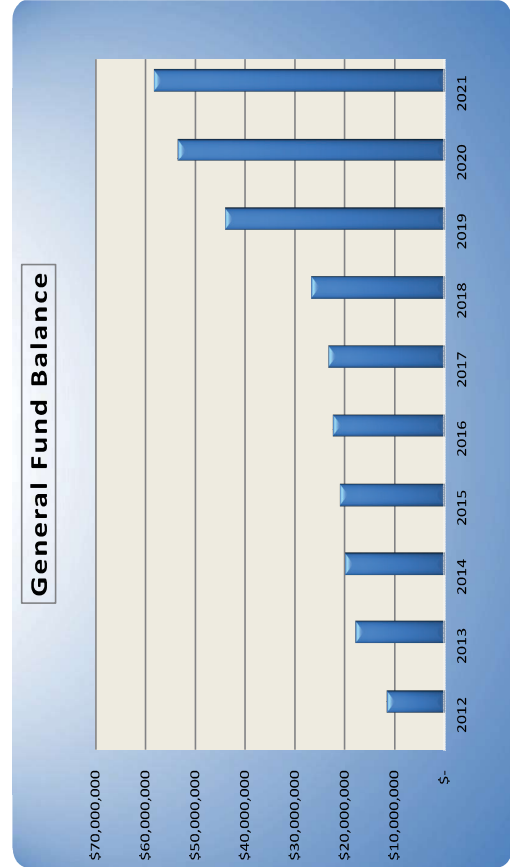
Source: City of Seaside

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**CITY OF SEASIDE
FUND BALANCES – GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS**

**OPERATING INFORMATION
SCHEDULE 3**

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
<u>General Fund</u>										
Nonspendable	\$ 3,254,529	\$ 3,155,729	\$ 3,156,728	\$ 3,116,562	\$ 3,089,105	\$ 3,051,630	\$ 3,002,927	\$ 2,734,701	\$ 2,425,725	\$ 2,655,428
Restricted	-	27,478	76,316	98,286	98,286	482,428	482,428	482,428	-	482,428
Committed	1,508,869	4,121,112	5,243,069	4,827,407	4,827,407	6,120,075	6,120,075	12,340,000	9,045,764	11,459,000
Assigned	564	569	209	4,875	4,875	4,877	4,880	4,504	-	504,504
Unassigned	(97,348)	396,104	1,410,727	2,464,966	4,054,668	3,144,680	9,278,725	3,413,168	8,343,680	15,181,618
General Fund Balance	4,666,614	7,700,992	9,887,049	10,512,096	12,074,341	12,803,690	18,889,035	18,974,801	19,815,169	30,282,978
<u>Other Governmental Funds</u>										
Nonspendable	8,098,096	8,084,683	49	3,867	1,980	1,980	1,980	-	-	-
Restricted	1,164,319	1,228,208	9,363,589	9,571,953	9,562,575	9,505,049	9,482,126	28,494,592	33,968,661	20,157,004
Committed	1,995,681	1,638,601	1,754,005	1,980,869	1,688,818	2,138,854	3,130,796	1,754,905	1,877,290	8,062,440
Assigned	496,003	951,671	810,726	868,616	995,008	846,784	97,300	-	-	-
Unassigned	(4,968,483)	(1,823,048)	(1,916,602)	(2,006,146)	(2,036,626)	(2,049,169)	(4,952,524)	(5,288,174)	(2,269,663)	(286,026)
Total Other Governmental Fund Balance	6,785,616	10,080,115	10,011,767	10,419,159	10,211,755	10,443,498	7,759,678	24,961,323	33,576,288	27,933,418
Total Governmental Fund Balance	\$ 11,452,230	\$ 17,781,107	\$ 19,898,816	\$ 20,931,255	\$ 22,286,096	\$ 23,247,188	\$ 26,648,713	\$ 43,936,124	\$ 53,391,457	\$ 58,216,396



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CITY OF SEASIDE CHANGES IN FUND BALANCES – GOVERNMENTAL FUNDS LAST TEN FISCAL YEARS

OPERATING INFORMATION SCHEDULE 4

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Revenues										
Taxes	\$ 22,313,408	\$ 19,790,958	\$ 20,732,419	\$ 22,531,390	\$ 25,029,799	\$ 25,527,624	\$ 29,245,956	\$ 32,136,232	\$ 32,163,050	\$ 38,183,499
Licenses and permits	276,758	298,160	435,167	569,497	453,758	547,258	746,988	603,923	685,435	813,155
Fines and penalties	91,140	134,837	91,877	125,689	116,750	191,194	91,341	110,728	108,119	116,266
Use of money and property	368,560	303,882	306,163	279,813	302,797	337,310	468,163	544,684	569,931	492,918
Intergovernmental	5,651,665	3,542,999	3,099,137	3,576,581	3,097,446	2,715,012	7,497,261	3,206,397	11,818,608	6,623,069
Charges for services	652,951	669,340	682,744	2,054,044	1,768,547	1,478,879	1,707,356	1,458,410	1,823,977	1,045,239
Other Revenues	1,200,698	3,417,864	1,780,351	808,305	767,762	1,340,461	809,075	496,874	3,847,936	1,533,760
Total Revenues	30,555,180	28,158,040	27,127,858	29,945,319	31,536,859	32,137,738	40,566,140	38,557,248	51,017,056	48,807,906
Expenditures										
Current										
General Government	248,923	935,513	1,056,694	984,027	810,614	1,031,050	1,213,228	1,167,310	730,687	241,994
Public Safety	16,314,604	15,762,303	15,804,070	17,012,057	17,612,637	19,006,092	20,498,579	20,987,803	23,067,859	21,454,742
Recreation	1,394,662	1,478,233	1,705,813	2,086,340	2,323,397	2,554,317	2,504,953	2,921,316	2,448,648	2,435,607
Public Works	4,454,361	4,086,506	4,427,655	6,489,481	4,941,280	5,097,142	5,454,110	5,035,819	6,442,551	7,563,672
Community Development	2,639,973	1,394,631	1,105,985	1,323,926	2,007,029	2,086,472	2,306,086	3,295,662	3,027,532	3,708,223
Capital Outlay	2,869,732	258,027	421	89,241	1,129,436	1,174,740	6,896,281	3,863,946	2,709,517	7,245,880
Debt Service										
Principal	2,427,813	570,518	756,217	1,077,674	995,703	986,801	701,459	835,188	1,656,624	1,212,175
Interest and Fiscal Charges	981,233	389,537	380,166	364,445	323,882	326,786	306,648	1,042,479	887,916	824,461
Total Expenditures	31,331,301	24,875,268	25,237,021	29,427,191	30,143,978	32,263,400	39,881,344	39,149,523	40,971,334	44,686,754
Revenues over (under) Expenditures	(776,121)	3,282,772	1,890,837	518,128	1,392,881	(125,662)	684,796	(592,275)	10,045,722	4,121,152
Other Financing Sources (Uses)										
Debt Issuance	-	-	-	-	-	-	-	16,110,000	-	-
Premium on Bonds Issued	-	-	-	-	-	-	-	288,670	-	-
Proceeds from Land Held for Resale	-	-	-	-	-	-	-	-	-	700,000
Sale of Capital Assets	-	-	-	-	-	-	1,075,080	-	-	-
Capital Leases	155,760	397,749	218,772	567,814	28,477	1,127,047	1,610,960	-	-	-
Transfer In	5,264,711	2,178,123	2,562,025	2,664,936	1,986,367	3,084,350	1,180,794	3,810,797	9,021,030	11,432,724
Transfer Out	(5,264,711)	(2,166,033)	(2,553,925)	(2,718,439)	(2,052,884)	(3,124,643)	(1,150,105)	(3,806,999)	(9,016,855)	(11,428,937)
Total Other Financing Sources (Uses)	155,760	409,839	226,872	514,311	(38,040)	1,086,754	2,716,729	16,402,468	4,175	703,787
Net Change in Fund Balance	(620,361)	\$ 3,692,611	\$ 2,117,709	\$ 1,032,439	\$ 1,354,841	\$ 961,092	\$ 3,401,525	\$ 15,810,193	\$ 10,049,897	\$ 4,824,939
Debt Service as a percentage of non-capital expenditures	11.98%	3.90%	4.50%	4.92%	4.55%	4.23%	3.06%	5.32%	6.65%	5.44%

Source: City of Seaside

(141)

**CITY OF SEASIDE
GOVERNMENTAL FUNDS – REVENUES BY SOURCE
LAST TEN FISCAL YEARS**

**OPERATING INFORMATION
SCHEDULE 5**

Fiscal Year Ending June 30	Total Taxes	Licenses and Permits	Fines and Forfeitures	Use of Money & Property	Inter- governmental	Charges for Services	Other		Total Governmental	
							Revenues		Revenues	
2012	22,313,408	276,758	91,140	368,560	5,651,665	652,951	1,200,698	\$	30,555,180	
2013	19,790,958	298,160	134,837	303,882	3,542,999	669,340	3,417,864	\$	28,158,040	
2014	20,732,419	435,167	91,877	306,163	3,099,137	682,744	1,780,351	\$	27,127,858	
2015	22,531,390	569,497	125,689	279,813	3,576,581	2,054,044	808,305	\$	29,945,319	
2016	25,029,799	453,758	116,750	302,797	3,097,446	1,768,547	767,762	\$	31,536,859	
2017	25,527,624	547,258	191,194	337,310	2,715,012	1,478,879	1,340,461	\$	32,137,738	
2018	29,245,956	746,988	91,341	468,163	7,497,261	1,707,356	1,884,155	\$	41,641,220	
2019	32,136,232	603,923	110,728	544,684	3,206,397	1,458,410	496,874	\$	38,557,248	
2020	32,163,050	685,435	108,119	569,931	11,818,608	1,823,977	3,847,936	\$	51,017,056	
2021	38,183,499	813,155	116,266	492,918	6,623,069	1,045,239	1,533,760	\$	48,807,906	

Source: City of Seaside

(142)

**CITY OF SEASIDE
GOVERNMENTAL FUNDS – TAXES BY TYPE
LAST TEN FISCAL YEARS**

**OPERATING INFORMATION
SCHEDULE 6**

Fiscal Year Ending June 30	Transient											Total Governmental Funds	
	Transaction		Occupancy	Franchise		Business License		Utility		Property Tax			Total Property Tax
	Sales Taxes	Taxes	Tax	Taxes	Taxes	Taxes	Users Tax	Secured	Unsecured	Transfer Tax	Other		
2012	4,571,913	2,856,186	2,024,924	1,196,856	543,596	2,210,756	3,912,641	50,942	49,988	4,895,606	4,013,570		
2013	5,307,695	3,304,931	2,092,390	1,231,440	591,619	2,360,028	4,793,222	50,635	48,317	10,680	4,892,173		
2014	5,902,317	3,435,136	2,419,935	1,175,730	673,048	2,302,678	4,720,196	51,917	49,573	1,889	4,821,686		
2015	6,260,528	3,632,758	2,665,733	1,220,294	538,658	2,205,568	5,891,501	58,141	56,930	1,278	6,006,572		
2016	7,404,844	3,781,475	2,902,459	1,438,068	770,258	2,236,406	3,181,669	58,670	64,252	3,191,699	3,304,590		
2017	7,647,430	3,899,854	2,701,621	1,423,017	585,551	2,484,448	3,451,307	58,697	81,486	3,194,213	3,591,490		
2018	9,037,749	4,002,221	2,922,110	1,428,148	733,249	2,512,175	3,892,665	62,706	82,029	4,572,904	4,037,400		
2019	10,675,832	4,341,215	3,424,302	1,725,050	820,067	2,415,132	3,384,957	64,457	101,750	5,183,470	3,551,164		
2020	9,486,312	4,629,453	3,038,525	1,288,512	843,833	2,405,126	4,513,232	73,274	111,308	5,773,475	4,697,814		
2021	13,704,426	5,162,732	2,661,684	1,764,353	630,058	2,804,068	5,234,386	73,991	99,361	6,756,098	5,407,738		

Source: City of Seaside

**CITY OF SEASIDE
ASSESSED VALUATION, TAX RATES, AND TAX LEVIES
LAST TEN FISCAL YEARS**

**OPERATING INFORMATION
SCHEDULE 7**

Fiscal Year Ending June 30	Secured	Unsecured	City's Taxable Assessed Value	% of Change - from Prior Year	Total Direct Tax Rate
2012	1,647,777,306	81,714,834	\$ 1,729,492,140	-2.14%	1.0%
2013	1,628,649,432	84,740,441	\$ 1,713,389,873	-0.93%	1.0%
2014	1,712,430,411	84,070,907	\$ 1,796,501,318	4.85%	1.0%
2015	1,863,691,605	84,264,758	\$ 1,947,956,363	8.43%	1.0%
2016	1,963,429,698	91,618,504	\$ 2,055,048,202	5.50%	1.0%
2017	2,077,816,415	96,677,133	\$ 2,174,493,548	5.81%	1.0%
2018	2,194,201,642	93,618,524	\$ 2,287,820,166	5.21%	1.0%
2019	2,329,642,423	97,782,873	\$ 2,427,425,296	6.10%	1.0%
2020	2,480,057,663	99,712,200	\$ 2,579,769,863	6.28%	1.0%
2021	2,617,417,043	104,028,528	\$ 2,721,445,571	5.49%	1.0%



Source: Hinderliter de Llamas, Monterey County Assessor

Notes:

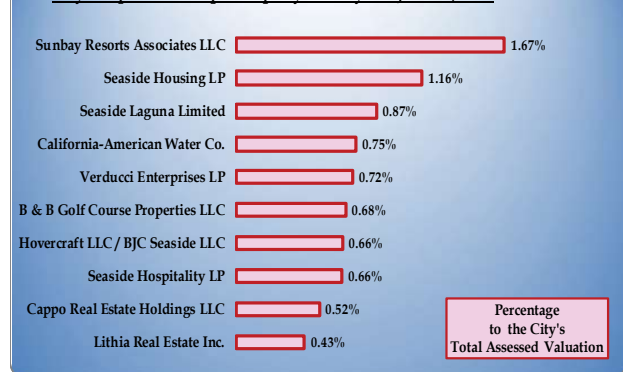
In 1978, the voters of the State of California passed Proposition 13 which limited property taxes to a total maximum rate of 1% based upon the assessed value of the property being taxed. Each year, the assessed value of property may be increased by an "inflation factor" (limited to a maximum increase of 2%). With few exceptions, property is only re-assessed at the time that it is sold to a new owner. At that point, the new assessed value is reassessed at the purchase price of the property sold. The assessed valuation data shown above represents the only data currently available with respect to the actual market value of taxable property and is subject to the limitations described above.

**CITY OF SEASIDE
PRINCIPAL PROPERTY TAX PAYERS
CURRENT FISCAL YEAR AND FISCAL YEAR 2011-2012**

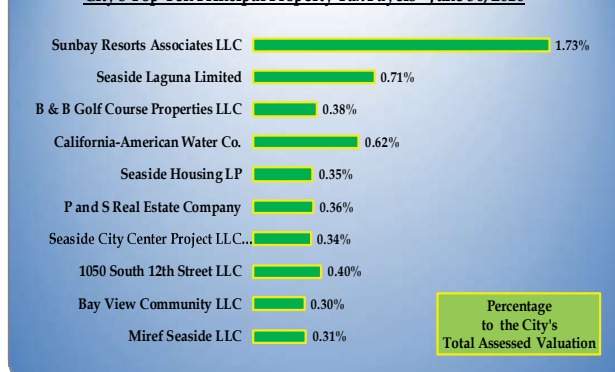
**OPERATING INFORMATION
SCHEDULE 8**

FY 2020-2021				FY 2011-2012			
Property Owner	Rank	Taxable Assessed Value	Ratio to Total City's Assessed Valuation	Property Owner	Rank	Taxable Assessed Value	Ratio to Total City's Assessed Valuation
Sunbay Resorts Associates LLC	1	\$ 39,246,249	1.44%	Sunbay Resorts Associates LLC	1	\$ 34,591,390	2.00%
Seaside Housing LP	2	\$ 35,982,037	1.32%	Seaside Laguna Limited	2	\$ 26,984,646	1.56%
Seaside Laguna Limited	3	\$ 28,122,012	1.03%	B & B Golf Course Properties LLC	3	\$ 14,706,642	0.85%
California-American Water Co.	4	\$ 25,092,516	0.92%	California-American Water Co.	4	\$ 12,926,272	0.75%
Verducci Enterprises LP	5	\$ 21,184,906	0.78%	Seaside Housing LP	5	\$ 10,983,460	0.64%
B & B Golf Course Properties LLC	6	\$ 18,098,119	0.67%	P and S Real Estate Company	6	\$ 10,866,049	0.63%
Hovercraft LLC / BJC Seaside LLC	7	17,583,024	0.65%	Seaside City Center Project LLC (pending appeals on parcels)	7	9,764,663	0.56%
Seaside Hospitality LP	8	\$ 17,226,246	0.63%	1050 South 12th Street LLC	8	\$ 7,398,405	0.43%
Cappo Real Estate Holdings LLC	9	\$ 16,001,628	0.59%	Bay View Community LLC	9	\$ 7,358,091	0.43%
Lithia Real Estate Inc.	10	\$ 12,602,564	0.46%	Miref Seaside LLC	10	\$ 7,102,448	0.41%
Total Top 10 Taxpayers' Totals		\$ 231,139,301	8.49%	Total Top 10 Taxpayers' Totals		\$ 142,682,066	8.25%
City's Total Assessed Valuation		\$ 2,721,445,571	100%	City's Total Assessed Valuation		\$ 1,729,492,140	100%

City's Top Ten Principal Property Tax Payers - June 30, 2020



City's Top Ten Principal Property Tax Payers - June 30, 2010



Source:
Monterey County Tax Roll
HdL, Coren Cone

**CITY OF SEASIDE
TOP 25 SALES TAX PRODUCERS
(IN ALPHABETICAL ORDER)
2011-2012 AND 2020-2021**

**OPERATING INFORMATION
SCHEDULE 9**

Top 25 Sales Tax Producers
(In Alphabetical Order)

<u>2020 -2021</u>		<u>2011 - 2012</u>	
Audi Leasing Ltd Bentley Leasing	Lexus Monterey Peninsula	7 Eleven	Granite Rock
Audi Monterey Peninsula	Porsche Monterey	Arco AM PM	Home Depot
BMW of Monterey	Premier Chevrolet And Cadillac Of Seaside	Audi Monterey Peninsula	Land Rover Monterey
Built In Distributors	Quick Lane	BMW of Monterey	Porsche Monterey
Cardinale Nissan	Reef	Built In Distributors	Quick Lane
Cypress Coast Subaru	Seaside Chyslr Dodge Jeep Ram	Butts Acura	Rod & Ros Gas & Food Mart
Ferguson Enterprises	Seaside Shell	Butts Chevrolet Cadillac	Seaside Shell
Granite Rock	Tesla Motors	Cardinale Nissan	Seaside Union 76
Higher Level of Care Seaside	Toyota Lease Trust	Chilis	Smart & Final
Home Depot	Val Strough Honda Mazda	Cost Plus World Market	Val Strough Honda Mazda
In N Out Burger	Victory Toyota	Cypress Coast Subaru	Victory Toyota Lexus
Jaguar Monterey Land Rover Monterey Volvo Monterey	Victory Toyota Lexus	Ferguson Enterprises	Walgreens
Land Rover Monterey		Financial Services Vehicle Trust	

Source: HdL

**CITY OF SEASIDE
DIRECT AND OVERLAPPING PROPERTY TAX RATES
LAST TEN FISCAL YEARS**

**OPERATING INFORMATION
SCHEDULE 10**

(Per \$100 Assessed Valuation)

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
City Basic Levy (1)	1.000%	1.000%	1.000%	1.000%	1.000%	1.000%	1.000%	1.000%	1.000%	1.000%
Overlapping Rates:										
Monterey Peninsula College Series A, B, & C	0.02357%	0.02237%	0.01577%	0.03247%	0.02304%	0.02234%	0.02166%	0.02119%	0.02048%	0.02017%
Monterey Peninsula Unified 2010 Series A	0.02879%	0.02797%	0.02131%	0.02277%	0.03000%	0.03000%	0.02890%	0.09196%	0.11707%	0.04145%
Total Overlapping Rates	0.05236%	0.05034%	0.03708%	0.05524%	0.05304%	0.05234%	0.05056%	0.11315%	0.13755%	0.06162%
Total Direct and Overlapping (2) Rates	1.05236%	1.05034%	1.03708%	1.05524%	1.05304%	1.05234%	1.05056%	1.11315%	1.13755%	1.06162%
City's Share of 1% Levy per Proposition 13 (3)	0.177%	0.776%	0.178%	0.178%	0.178%	0.178%	0.178%	0.178%	0.178%	0.178%
Voter Approved City Debt Rate	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
Redevelopment Rate (4)	1.000%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Total Direct Rate (5)	64.313%	64.206%	18.098%	18.080%	18.064%	18.053%	18.038%	18.043%	18.012%	18.001%

Notes:

¹In 1978, California voters passed Proposition 13 which set the property tax rate at a 1.00% fixed amount. This 1.00% is shared by all taxing agencies for which the subject property resides within. In addition to the 1.00% fixed amount, property owners are charged taxes as a percentage of assessed property values for the payment of any voter approved bonds.

²Overlapping rates are those of local and county governments that apply to property owners within the City. Not all overlapping rates apply to all city property owners.

³City's Share of 1% Levy is based on the City's share of the general fund tax rate area with the largest net taxable value within the City. The ERAF portion of the City's Levy has been subtracted where known.

⁴Redevelopment Rate is based on the largest RDA tax rate area and only includes rate(s) from indebtedness adopted prior to 1989 per California State statute. RDA direct and overlapping rates are applied only to the incremental property values. The approval of ABX1 26 eliminated Redevelopment from the State of California for the fiscal year 2012/13 and years thereafter.

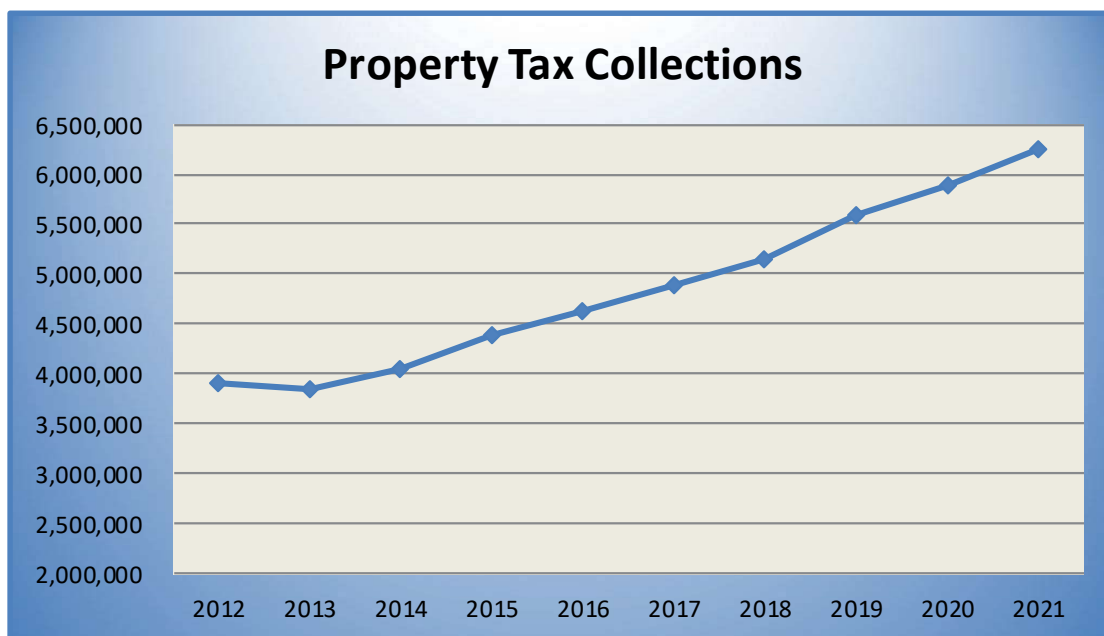
⁵Total Direct Rate is the weighted average of all individual direct rates applied by the City/Agency preparing the statistical section information and excludes revenues derived from aircraft. Beginning in 2013-14 the Total Direct Rate no longer includes revenue generated from the former redevelopment tax rate areas. Challenges to recognized enforceable obligations are assumed to have been resolved during 2012-13. For the purposes of this report, residual revenue is assumed to be distributed to the City/Agency in the same proportions as general fund revenue.

Data Source: HdL, Coren & Cone and Monterey County Assessor 2010/2011 - 2019/2020 Tax Rate Table

**CITY OF SEASIDE
PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN FISCAL YEARS**

**OPERATING INFORMATION
SCHEDULE 11**

<u>Fiscal Year Ending June 30</u>	<u>Taxable Assessed Valuation</u>	<u>Property Tax Levies</u>	<u>Property Tax Collections</u>	<u>Percentage of Collections</u>
2012	1,729,492,140	3,987,517	3,896,417	97.72%
2013	1,713,389,873	3,950,392	3,851,877	97.51%
2014	1,796,501,318	4,142,013	4,041,845	97.58%
2015	1,947,956,363	4,491,208	4,386,410	97.67%
2016	2,055,048,202	4,738,119	4,630,765	97.73%
2017	2,174,493,548	5,013,295	4,892,145	97.58%
2018	2,287,820,166	5,274,798	5,154,972	97.73%
2019	2,427,425,296	5,597,643	5,596,120	99.97%
2020	2,579,769,863	5,947,917	5,888,949	99.01%
2021	2,721,445,571	6,274,021	6,248,602	99.59%



Source:

City of Seaside and County of Monterey, Property Tax Revenue

**CITY OF SEASIDE
LEGAL DEBT MARGIN INFORMATION
JUNE 30, 2021**

**OPERATING INFORMATION
SCHEDULE 12**

Total Assessed Value of Property	\$ 2,721,445,571
Debt limit percentage (per Government Code)	<u>15%</u>
Total Debt Limit	\$ 408,216,836
Amount of Debt Applicable to Debt Limit	<u>-</u>
Legal Debt Margin	<u>\$ 408,216,836</u>

Section 43605 of the Government Code of the State of California limits the amount of general bonded indebtedness for public improvements to 15% of the assessed valuation of all real and personal property in the City.

The City of Seaside has no general bonded indebtedness.

Source: HdL, City of Seaside

CITY OF SEASIDE
RATIOS OF TOTAL DEBT OUTSTANDING
LAST TEN FISCAL YEARS
(IN THOUSANDS)
JUNE 30, 2021

OPERATING INFORMATION
SCHEDULE 13

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Governmental Activities										
Lease Revenue Bonds	\$ 6,200	\$ 5,975	\$ 5,715	\$ 5,420	\$ 5,085	\$ 4,710	\$ 4,290	\$ 19,905	\$ 18,980	\$ 17,990
Notes Payable	1,447	1,199	935	650	343	35	12	4	-	-
HUD Obligation	-	-	409	272	136	-	-	-	-	-
Capital Leases	467	767	1,057	1,076	695	1,455	2,773	2,377	1,604	1,382
Total bonds and notes payable	\$ 8,114	\$ 7,941	\$ 8,116	\$ 7,418	\$ 6,259	\$ 6,200	\$ 7,075	\$ 22,286	\$ 20,584	\$ 19,372
Business Type										
Bonds Payable 3	3,827	3,770	3,667	3,600	3,527	3,450	3,415	3,325	3,235	3,120
Capital Leases	-	-	-	-	-	-	-	-	12	7
Total bonds and notes payable	\$ 3,827	\$ 3,770	\$ 3,667	\$ 3,600	\$ 3,527	\$ 3,450	\$ 3,415	\$ 3,325	\$ 3,247	\$ 3,127
Total Outstanding Debt	\$ 11,941	\$ 11,711	\$ 11,783	\$ 11,018	\$ 9,786	\$ 9,650	\$ 10,490	\$ 25,611	\$ 23,831	\$ 22,499
Percentage of Personal Income	35.85%	34.92%	35.22%	32.34%	28.64%	28.16%	31.06%	76.37%	N/A	N/A
Percentage of Assessed Value	0.0141%	0.0139%	0.0140%	0.0120%	0.0101%	0.0103%	0.0107%	0.0257%	0.0239%	0.0216%
Net outstanding debt Per Capita	\$358.46	\$349.23	\$352.19	\$323.38	\$286.43	\$281.59	\$310.58	\$763.66	N/A	N/A

Note:

1. See the Demographic Statistics Schedule for detail information on personal income and population.
2. Source - Notes to the Financial Statements, Note 3E Long Term Liabilities
3. The Business Type Bonds Payable are for Golf Course Renovations. B&B Golf Course Properties leases the golf courses from the City. The lease revenue payments received by the City are pledged to pay the scheduled principal and interest payments on the lease revenue bonds which is scheduled to occur through 2037.
4. The outstanding debt of governmental and business-type activities includes an adjustment for unamortized premiums and discounts.

**CITY OF SEASIDE
DIRECT AND OVERLAPPING BONDED DEBT
JUNE 30, 2021**

**OPERATING INFORMATION
SCHEDULE 14**

2020-21 Assessed Valuation: \$2,721,445,571

	Total Debt		City's Share of
<u>DIRECT AND OVERLAPPING TAX AND ASSESSMENT DEBT:</u>	<u>6/30/2021</u>	<u>% Applicable (1)</u>	<u>Debt 6/30/21</u>
Monterey Peninsula Community College District	\$109,868,522	6.674%	\$7,332,625
Monterey Peninsula Unified School District	220,056,122	18.417%	<u>40,527,736</u>
TOTAL DIRECT AND OVERLAPPING TAX AND ASSESSMENT DEBT			\$47,860,361
 <u>DIRECT AND OVERLAPPING GENERAL FUND DEBT:</u>			
Monterey County General Fund Obligations	\$139,253,793	3.674%	\$5,116,184
Monterey County Board of Education Certificates of Participation	5,006,000	3.674%	183,920
City of Seaside General Fund Obligations	15,250,000	100%	15,250,000
City of Seaside Pension Obligation Bonds	2,740,000	100%	2,740,000
Monterey County Water Resources Agency General Fund Obligations	20,370,000	3.674%	<u>748,394</u>
TOTAL GROSS DIRECT AND OVERLAPPING GENERAL FUND DEBT			\$24,038,498
Less: Monterey County supported obligations			121,139
City of Seaside supported obligations			<u>10,565,000</u>
TOTAL NET DIRECT AND OVERLAPPING GENERAL FUND DEBT			\$13,352,359
 <u>OVERLAPPING TAX INCREMENT DEBT (Successor Agency):</u>			
Fort Ord Reuse Authority Tax Allocation Bonds	\$30,705,000	34.889%	\$10,712,667
City of Seaside Tax Allocation Bonds	\$1,850,000	100%	<u>\$1,850,000</u>
			\$12,562,667
 TOTAL GROSS DIRECT DEBT			\$17,990,000
TOTAL NET DIRECT DEBT			\$7,425,000
TOTAL GROSS OVERLAPPING DEBT			\$66,471,526
TOTAL NET OVERLAPPING DEBT			\$66,350,387
 GROSS COMBINED TOTAL DEBT			\$84,461,526 (2)
NET COMBINED TOTAL DEBT			\$73,775,387

- (1) The percentage of overlapping debt applicable to the city is estimated using taxable assessed property value. Applicable percentages were estimated by determining the portion of the overlapping district's assessed value that is within the boundaries of the city divided by the district's total taxable assessed value.
- (2) Excludes tax and revenue anticipation notes, enterprise revenue, mortgage revenue and non-bonded capital lease obligation

Ratios to 220-21 Assessed Valuation:

Total Direct and Overlapping Tax and Assessment Debt	1.76%
Total Gross Direct Debt (\$17,990,000)	0.66%
Total Net Direct Debt (\$7,425,000)	0.27%
Gross Combined Total Debt	3.10%
Net Combined Total Debt	2.71%

Ratios to Redevelopment Successor Agency Incremental Valuation (\$1,615,452,458):

Total Overlapping Tax Increment Debt	0.78%
--------------------------------------	-------

Source: California Municipal Statistics, Inc.

**CITY OF SEASIDE
DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN CALENDAR YEARS**

**OPERATING INFORMATION
SCHEDULE 15**

Calendar Year	<u>Population</u>	Personal Income (in thousands)	Personal Income Per Capita	City's Unemployment Rate	Median Age	% of Population	
						over 25 with High School Diploma	over 25 with Bachelor's Degree
2012	33,312	\$ 728,733	\$ 21,876	5.8%	30.7	72.7%	19.8%
2013	33,534	\$ 761,322	\$ 22,703	5.4%	30.9	73.2%	21.8%
2014	33,456	\$ 753,998	\$ 22,537	9.3%	31.1	74.2%	22.5%
2015	34,071	\$ 726,779	\$ 21,331	8.3%	31.6	72.6%	22.9%
2016	34,165	\$ 719,671	\$ 21,064	7.8%	31.8	75.8%	22.0%
2017	34,270	\$ 736,654	\$ 21,561	7.5%	31.2	76.1%	21.6%
2018	33,776	\$ 782,175	\$ 23,157	2.7%	31.9	76.9%	22.6%
2019	33,537	\$ 842,577	\$ 25,123	2.7%	32.3	80.1%	23.0%
2020	32,121	\$ 888,707	\$ 27,667	9.8%	32.8	80.7%	23.3%

Source: HdL, Coren & Cone

**CITY OF SEASIDE
PRINCIPAL EMPLOYERS
2020-2021**

**OPERATING INFORMATION
SCHEDULE 16**

<u>City's Principal Employers</u>	<u>Product/Function</u>	<u>Estimated Number of Employees</u>
California State University Monterey Bay	Education	1,000 31%
U.S. Defense Department	Military	1,300 40%
Monterey Peninsula Unified School District	Education	200 6%
Seaside Auto Center, and related auto services	Auto sales and service	200 6%
City of Seaside	Government	150 5%
Embassy Suites	Lodging/visitor services	150 5%
California Department of Motor Vehicles	Government	100 3%
Home Depot	Retail	100 3%
Holiday Inn Express	Lodging/visitor services	40 1%
TOTALS		3,240 100%

Source: City of Seaside Draft General Plan Update, May 2016.

CITY OF SEASIDE
FULL TIME EQUIVALENT CITY EMPLOYEES BY FUNCTION
LAST TEN FISCAL YEARS

OPERATING INFORMATION
SCHEDULE 17

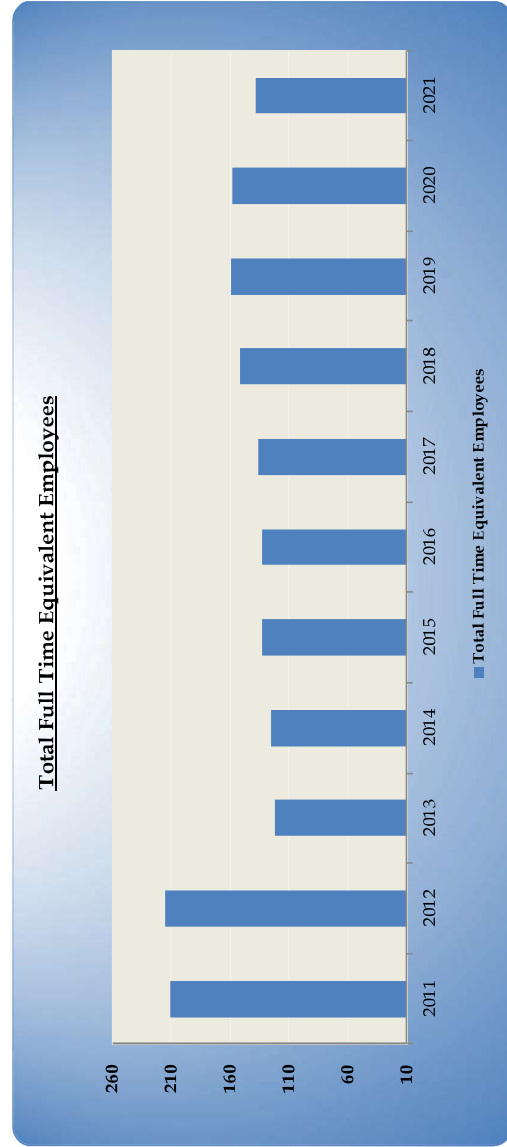
FTE by Department	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Office of the City Manager	14.00	14.00	4.00	4.00	8.00	6.00	3.00	3.00	4.00	5.00	3.00
City Attorney	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	2.00	1.00	1.00
Legislative Body	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Administrative Services	10.50	11.50	8.00	8.00	8.00	6.00	8.00	8.00	10.00	10.00	7.00
Human Resources*	n/a	n/a	n/a	n/a	n/a	2.00	2.00	3.00	3.00	3.00	3.00
Public Safety	73.00	73.00	46.00	47.00	51.00	50.00	50.00	53.00	54.00	54.00	44.00
Fire	34.50	34.50	23.00	24.00	23.00	25.00	25.00	26.00	28.00	28.00	27.00
Recreation**	n/a	n/a	n/a	n/a	n/a	2.00	5.00	6.00	6.00	5.00	4.00
Engineering & Public Works	n/a	n/a	n/a	n/a	n/a	n/a	29.00	37.00	37.00	37.00	33.00
Community Development	n/a	n/a	n/a	n/a	n/a	n/a	8.00	10.00	10.00	10.00	11.00
Resource Management***	73.00	76.00	35.00	36.00	37.00	36.00	n/a	n/a	n/a	n/a	n/a
Total Full Time Equivalent Employees	211.00	215.00	122.00	125.00	133.00	133.00	136.00	152.00	159.00	158.00	138.00

* Human Resources was previously included in Administrative Services

** Recreation was previously included in Resource Management

*** Resource Management has been divided into two departments: Engineering & Public Works and Community Development

**** Administrative Services was amended for 2017 to include 2 FTE Information Technology employees added under the Department.



**CITY OF SEASIDE
CAPITAL ASSETS AND OPERATING INDICATORS BY FUNCTION/PROGRAM
LAST TEN FISCAL YEARS**

**OPERATING INFORMATION
SCHEDULE 18**

<u>Function</u>	<u>Facility</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Public Safety	Fire calls	2,421	2,585	2,572	2,852	2,969	2,986	3,068	3,288	(b) 2945	3,013
	Fire Vehicles	13	12	14	14	14	12	12	12	7	11
Public Works	Police calls	48,795	47,475	47,024	48,606	48,349	35,645	41,580	39,122	41,590	29,732
	Police Vehicles	34	39	46	39	37	35	36	37	36	40
	Streets miles	66	66	86	92	92	92	92	92	92	* 92
	Streetlights	334	334	652	652	652	652	652	652	652	* 652
Parks and Recreation	Traffic Signals	19	19	19	19	19	19	20	20	22	* 22
	Public Works Vehicles	26	23	25	23	24	25	29	42	44	* 44
	Dog Park (a)	0	0	1	1	1	1	1	1	1	* 1
	Pre school - children served	366	532	483	680	440	418	434	451	(c) 300	(c) 278
	Parks	24	24	24	24	24	24	24	21	21	21
	Recreation programs - persons served	3,597	3,190	3,547	5,243	4,971	3,024	5,466	5,801	11,274	10,478
	Senior Center - meals served	3,291	3,475	4,083	4,538	3,596	3,381	3,942	3,966	2,232	2,453
	Pool Attendance	2,330	2,835	2,330	2,542	3,216	8,512	8,640	8,589	(c) 7963	(c) 8,213

* Numbers not updated for 2020-2021

- (a) Moved from Parks to Public Works
- (b) Reduction in fire calls of 9.6% March - June 2020 (COVID-19 Shelter In Place).
- (c) Reduction in programs due to COVID-19 restrictions.

Source: City of Seaside

**CITY OF SEASIDE
MISCELLANEOUS STATISTICS
JUNE 30, 2021**

**OPERATING INFORMATION
SCHEDULE 19**

Date of Incorporation: October 13, 1954

Form of Government: Council/City Manager

City Council Members: Mayor and Four Council Members

City Boards, Commissions and Committees: Planning, Art and History, Board of Architectural Review, Parks and Recreation, Neighborhood Improvement, Community Development Advisory, Economic Advisory, Senior, Homeless, Environmental, Traffic Advisory, Zoning Administrator, Blue Ribbon Panel

Land Area in square miles: 9.375

Demographics:

Total Population	34,566	
Male	17,574	50.8%
Female	16,992	49.2%
Age 0 - 15	7,335	21.2%
Age 15 - 25	5,048	14.6%
Age 25 - 35	6,098	17.6%
Age 35 - 45	4,411	12.8%
Age 45 - 65	7,871	22.8%
Age over 65	3,803	11.0%
Median Age	32.8	
White	11,185	32.36%
Hispanic	14,690	42.50%
Black or African American	2,348	6.79%
Asian	3,352	9.70%
American Indian and Alaska Native	61	0.18%
Native Hawaiian and Other Pacific Islander	878	2.54%
Other	88	0.25%
2 or More Races	1,964	5.68%
	34,566	100.0%

Housing Characteristics

Total housing units	11,749		
Occupied housing units	10,823	100%	Population by housing type:
Owner-occupied	4,366	40.3%	12,812
Renter-occupied	6,457	59.7%	20,438
			33,250

Source: California State Department of Finance, American Community Survey 2019;
U. S. Census Bureau, 2020 Demographic Profile Data



<i>GLOSSARY</i>

Glossary of Budget Terms

Activity: A specific and distinguishable unit of work or service performed

Annualized Cost: A full year's cost of an item or position, even though it may be utilized only in part of any year.

Appropriation: Authorization by the City Council or legislative body which permits the City or government agency to incur obligations and to make expenditures of resources.

Appropriation Resolution: The official enactment by the legislative body establishing the legal authority for officials to obligate and expend resources

Assessed Value: A value established for real property for use as a basis in levying property taxes.

Audit: A review of the City accounts by an independent certified public accountant (CPA) or accounting firm. The primary objective of an audit is to determine if the City's financial statement fairly present the City's financial position and results of operations in conformity with generally accepted accounting principles (GAAP).

Bond: A written promise to pay a specified sum of money, (the face value or principal amount), at a specified date or dates in the future (maturity date) together with periodic interest at a specified rate. Bond are generally used to finance large capital projects such as buildings, streets, utility infrastructure and bridges.

Budget: A financial plan for a specified period of time that matches projected revenues and planned expenditures to services, goals and objectives. The City of Seaside uses a financial plan covering two fiscal years, with actual budget appropriations made annually.

Budget Document: The official written statement submitted by the City Manager and supporting staff to the City Council or legislative body detailing the proposed budget.

Budget Message: Included in the opening section of the budget, a general discussion of the proposed budget presented in writing as a general summary of the most important aspects of the budget, an explanation of issues against the background of financial trends and a presentation of the recommendations of the City Manager.

Capital Improvement Program: Adoption of a financial plan for neighborhood improvement projects, and the means of financing them for a specified period of time. The City updates the fiscal year's Capital Improvement Program budget and reviews its five-year Capital Improvement Plan.

Capital Improvement Project (CIP): A permanent major addition or renovation to the City's real property assets. Project expenditures may include costs of design, construction, acquisition of buildings and/or facilities and significant repair, renewal or renovations to existing assets. Real property assets include streets, storm drains, sewer lines, parks and other public facilities. These expenditures are considered one-time costs.

Capital Projects: Projects which purchase or construct capital assets such as land, infrastructure, buildings, equipment and public art.

Capital Project Funds: Fund type used to account for financial resources used in acquiring or building major capital facilities other than those financed by Proprietary Funds and Trust Funds.

City Attorney: Represents the City in legal disputes and advises the Council and staff on legal matters.

City Clerk: Maintain records of City ordinances, resolutions, contracts, minutes and other important official City documents.

City Council: A part-time legislative and policy-making body, consisting of five members, elected at large on a non-partisan basis. The members enact ordinances and resolutions essential to the City. Council meetings are held on the first and third Thursday of each month at 7:00 PM in the Seaside City Hall Council Chambers.

City Manager: Responsible for supervising activities of all City departments, implements City Council policy, prepares an annual budget, conducts personnel matters and directs the day-to-day operations of City government.

Commissions and Advisory Committees: There are various commissions and advisory committees serving in a voluntary basis for the City of Seaside. The committees consist of citizens appointed by the City Council to advise the City on issues such as planning, parks and recreation. All meetings are open to the public, with public participation invited and encouraged.

Contingency: Funds set aside or approved for use. These funds could be used for unanticipated expenditure requirements, new programs or to absorb unexpected revenue losses, only with specific Council approval and authorization.

Debt Service: Payments of interest and principal on obligations resulting from the issuance of bonds, notes or certificates of indebtedness.

Debt Service Funds: Fund type used to account for the payment and accumulation of resources related to general long-term debt principal and interest.

Department: A major organizational unit of the City that has been assigned overall management responsibility for an operation or group of related operation within a functional area. A department may be comprised of one or more divisions or sub-units.

Dedicated Reserve: Money set-aside in a special account for specified purposes, such as expected or unanticipated operational costs, equipment or capital requirements.

Division: An organizational subdivision of a department

Encumbrance: A commitment of funds for goods or services on order. Earmarked funds to be expended, representing an obligation of the agency. Encumbrances outstanding at year-end are reported as reservation of fund balances since they do not constitute an expenditure or liability at that time.

Enterprise Fund: A fund established to account for the cost of those governmental facilities and services that are operated in a manner similar to private enterprises. These programs can be entirely or predominately self-supporting.

Entitlement: A grant or subvention fund available to the City on the basis of population or other established criteria, rather than based on competition or unique factors among agencies.

Equipment/Building Outlay: A budget category which includes equipment having a unit cost of more than \$1,000 and an estimated useful life of more than one year. Also referred to as capital outlay, smaller building and park projects are included in this category.

Expenditure: Under the modified accrual basis of accounting, the cost of goods received or services rendered regardless of when the invoice is actually paid.

Finance Department: Responsible for maintaining the financial records and operations, including such functions as treasurer, internal auditor, accountant, purchasing manager and financial investor.

Fire Department: Protecting life and properties from fire and fire-related damage. Investigates suspicious fires. Conducts inspections of public and

private buildings for fire hazards, and educates the public about fire and burn prevention. A full Hazardous Materials Team, serving the Monterey Peninsula.

Fiscal Year: A twelve month period of time in which the Annual Budget applies. For the City of Seaside it is July 1st through June 30th.

Fund: An independent fiscal and accounting entity used to set the financial position and results of operation related to specific purposes for which a particular fund is created. The six generic funds types used by the City are: General Fund, Special Revenue, Debt Service, Capital Project, Enterprise, and Trust & Agency Funds.

Fund Balance: The excess of assets over liabilities, representing the cumulative effect of revenues and other financing sources over expenditures. A negative fund balance is called a *fund deficit*.

Full-Time Equivalent (FTE): A standard that is used to convert part-time or temporary personnel hours to a full-time basis, allowing for comparison purposes.

General Fund: The City's principal operating fund, supported by taxes, fees and other general revenues which can be used for any legal government purpose. The fund finances the general operating programs of the City. All revenues that are not allocated by law or contractual agreement to a specific fund are accounted for in the General Fund.

Grants: Contributions of gifts, cash or other assets from an outside governmental entity. Grants can be used or expended for a specific purpose, activity or facility. Example is the Community Development Block Grant provided by the Federal Government.

Indirect Cost Reimbursement: A General Fund budget category that shows the amount of costs that are reimbursed by other funds.

Interfund Loans: Amounts provided between funds and blended component units of the primary government with a requirement for repayment.

Interfund Transfers: Flows of assets, such as cash or goods, between funds and blended component units of the primary government without equivalent flows of assets in return and without a requirement for repayment.

Internal Service Fund: Proprietary fund type used to account for the financing of goods or services provided by one department or agency to other departments or agencies of a government, on a cost-reimbursement basis. Examples of internal services would be Information Services, Vehicle Maintenance and Self-Insurance.

Liability: Debt or other legal obligations arising out of transactions in the past which must be liquidated renewed or refunded as some future date. (Note: the term does not include encumbrances).

Long Term Debt: Borrowing of money or the issuance of bonds or other debt instruments for the financing of major capital improvements or property acquisitions, over an extended period of time. Generally Long Term Debt is spread over 20 to 30 years.

Mission Statement: A brief description of the purpose, goals and major responsibilities of an agency or organization.

Modified Accrual Basis: The method of accounting used by all government fund types, expendable trust funds and agency funds. Under the modified accrual basis of accounting, revenues are recognized when they become both measurable and available. “Measurable” means the amount of the transaction can be determined, and “available” means collectible within the current period or soon enough to be used to pay liabilities of the current period.

Non-Departmental: Program costs that do not relate to any one specific department but represent cost of a general, City-wide nature, such as a debt service and appropriated reserve.

Operating Budget: The portion of the budget that pertains to daily operations and delivery of basic governmental services. Annual appropriation of funds for ongoing program costs, including employee services, supplies, equipment, and debt services.

Operations: A grouping of related programs within a functional area.

Ordinance: A formal legislative enactment by the City Council. It has the full force and effect of law within the City boundaries, unless it is in conflict with a higher form of law, such as a State Statute or a Constitutional provision.

Organization: An organizational sub-division of an agency or department. A cost center or program for which an annual operating budget or capital budget is established. Sometimes referred to as a division.

Performance Indicators: Measurements depicting the effectiveness or efficiency of services provided output produced.

Program: An activity or group of activities performed for the purpose of providing a service or a support function.

Proprietary Funds: Funds that focus on the determination of operating income, changes in net assets or cost recovery, financial position, and cash flows. There

are two different types of proprietary funds: enterprise funds and internal service funds.

Public Works Department: To oversee design and construction of all City-owned facilities. Inspections of improvements and maintenance of streets, bridges, buildings, parks, sewers, water lines, etc. Analyze traffic flow/safety, maintenance of all traffic signs and markings.

Police Department: To protect and maintain order in the event of community disturbances or emergencies. To apprehend criminals, recover stolen property, assistance in traffic accident management/investigation. Education of the citizens in regards to burglary prevention, illegal narcotics, traffic laws and personal safety.

Purchase Order: A document issued to authorize a vendor to deliver specified merchandise or render a specified service for a stated estimated price. Outstanding purchase orders are called encumbrances.

Recreation Department: Responsible for providing recreation programs such as sports, educational, cultural, entertainment and other leisure activities.

Reserve: An account used to earmark a portion of the fund balances or equity as legally restricted for a specific use or not available for appropriation and subsequent spending.

Resolution: A special order of the City Council which requires less legal formality than an Ordinance in terms of public notice and the number of public readings prior to approval.

Resources: The total amount available for appropriation during the fiscal year, including revenues, fund transfers and beginning fund balances.

Revenue Bonds: Bonds issued to construct capital facilities, repaid from revenue produced by the operation of those facilities.

Source Document: Basic evidence needed to record an accounting transaction. Journal entries, financial records and accounting reports are eventually derived from source documents. Examples of source documents are purchase orders, invoices and time sheets.

Special Assessment Fund: A fund used to account for the financing of public improvements or services from the issuance of bonds or assessments levied against the properties benefited.

Special Revenue Fund: A fund used to account for the proceeds of special revenue sources (other than special assessments, expendable trusts, or major

capital projects) that are legally restricted to expenditure for special purchases. Examples of special revenue funds are those established for the purpose of financing streets, parks or libraries.

Subventions: Revenues collected by the State (or other level of government) that are allocated to the City on a formula basis. The major subventions received by the City from the State of California include motor vehicle in-lieu and gasoline taxes.

Suspense Account: A temporary account (i.e. not included in the financial statements) for recording part of a transaction, such as those involving receipts or disbursements, prior to final analysis or identification of that transaction.

Tax: a levy or compulsory payment imposed by the City or other government agency to obtain revenue for the purpose of financing the delivery of a public good or service.

Trust and Agency Funds: Used to account for assets held by the City in a trustee capacity or as an agent for private individuals, organization, or other government agencies. Also known as Fiduciary Funds.

Unencumbered Balance: A balance relating to a portion or the entire amount of an appropriation that has not been encumbered or expended.

Unassigned fund balance: The difference between total fund balance in a governmental fund and its nonspendable , restricted, committed and assigned components.

Warrant: An order drawn authorizing payment to a designated payee

RESOLUTION NO. 22-XX and 22-XX SA

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE
AND THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY
OF SEASIDE**

**ADOPTING THE ANNUAL OPERATING BUDGET, OTHER FUNDS BUDGETS, THE
CAPITAL OUTLAY BUDGET, THE CAPITAL IMPROVEMENT BUDGET AND FIVE
YEAR PLAN, THE FEE SCHEDULE, THE POSITION CONTROL LIST AND SALARY
SCHEDULE, THE ANNUAL APPROPRIATIONS LIMIT, AND THE RESERVE
BALANCES OF THE CITY OF SEASIDE FOR THE FISCAL YEAR 2022-2023 AND
AUTHORIZING ACTIONS AS NECESSARY FOR BUDGET IMPLEMENTATION**

WHEREAS, the City Council of the City of Seaside and the Agency Board of the Successor Agency to the Redevelopment Agency of the City of Seaside has considered the Proposed 2022-2023 Annual Operating Budget, Other Funds Budgets, Capital Outlay Budget, Capital Improvement Budget and Plan, the Annual Fee Schedule, the Position Control List and Salary Schedule, the Annual Appropriations Limit, and the Reserve Balances; and

WHEREAS, the City Council and the Agency Board has reviewed the aforementioned documents and made desired modifications; and

WHEREAS, the City Council and the Agency Board is required to adopt a balanced budget in which total appropriations do not exceed estimated revenues and/or other available funds; and

WHEREAS, the City Council is required to adopt an Annual Appropriations Limit and Reserve Balances.

NOW, THEREFORE BE IT RESOLVED, that the City Council and the Agency Board of the City of Seaside adopts the following:

1. The 2022-2023 General Fund Operating Budget, as may be modified;
2. The 2022-2023 Other Funds Budgets, as may be modified;
3. The 2022-2023 Capital Outlay Budget, as may be modified;
4. The 2022-2023 Capital Improvement Budget, as may be modified and the 2023-2024 through 2027-2028 Capital Improvement Plan;
5. The 2022-2023 Fee Schedule, as may be modified;
6. The 2022-2023 Position Control List and Salary Schedule;
7. Authorize other actions as necessary to implement the 2022-2023 Budget.

8. The 2022-2023 Adopted Budget will be published as required by the Municipal Code and City Ordinance.
9. The appropriations limit for the Fiscal Year 2022-2023, in accordance with Article XIIIIB of the California State Constitution, calculated as follows:

2022-2023 Appropriations Limit Adjustment Factors:

Increase in Per Capita Personal Income Factor	1.0755
Population Change Factor (City Factor)	<u>1.0264</u>
Combined Factor	<u>1.1038932</u>

2022-2023 Appropriations Limit	\$ 41,313,544
2022-2023 Appropriations Subject to the Limit	<u>\$ 39,437,341</u>
2022-2023 Limit in Excess of Appropriations	<u>\$ 1,876,203</u>

13. In accordance with Section 3.12 of the City of Seaside Municipal Code and Government Accounting Standard #54, the City Council is required to set Reserve amounts each fiscal year. The Proposed 2022-2023 Budget establishes Reserves at 100% of the Municipal Code minimums.

PASSED AND ADOPTED at a meeting of the City Council of the City of Seaside and the Agency Board of the Successor Agency to the Redevelopment Agency of the City of Seaside duly held on the 2nd day of June, 2022 by the following vote:

AYES:	0	COUNCILMEMBERS:
NOES:	0	COUNCILMEMBERS: None
ABSENT:	0	COUNCILMEMBERS: None
ABSTAIN:	0	COUNCILMEMBERS: None

Ian N. Oglesby, Mayor

ATTEST:

Dominique Davis, City Clerk