



AGENDA

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

REGULAR MEETING
440 HARCOURT AVE (COUNCIL CHAMBER)
Thursday, June 20, 2024
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.*

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 view or participate 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 listen or participate by phone: Please call (669) 900-9128
Enter the **WEBINAR 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: When the Chair calls for public comment, 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.

When the Chair calls for public comment, members of the public participating on Zoom and wishing to address the City Council can queue to speak with the "Raise Hand" feature. On the Zoom application, click the "Raise Hand" button. On the phone, press *9 to "Raise Hand"; press *6 to unmute.

5. In accordance with the City's Remote Meeting Participation Policy for Public Comment: The City of Seaside reserves the right to refuse, limit, and/or revoke use of video conferencing technology and the option for virtual public participation. Granting use of the virtual participation in no way constitutes an endorsement of any person or group to display hateful conduct, including sending or posting hateful images, making violent threats, or targeting others with hateful or abusive speech. The City may remove any participant that violates its agreement or applicable policy with proper notice as outlined in the conditions of use/meeting access.

1. CALL TO ORDER

2. ROLL CALL – ESTABLISHMENT OF QUORUM

Ian N. Oglesby	Mayor/Chair
David R. Pacheco	Mayor Pro Tem/Vice Chair
Alexis Garcia-Arrazola	Council/Agency Member
Rita Burks	Council/Agency Member
Alex Miller	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.

A. SEASIDE CITY NEWS BROADCAST OF UPCOMING CITYWIDE EVENTS AND COMMUNITY ANNOUNCEMENTS BETWEEN JUNE 22 THROUGH JULY 19

7. PRESENTATIONS

A. BROADWAY UPDATE (JOSE BAZUA, ECONOMIC DEVELOPMENT DIRECTOR)

8. CONSENT AGENDA

A. APPROVE MINUTES FROM JUNE 6, 2024

RECOMMENDATION: Approve minutes from June 6, 2024 as presented in the

agenda packet.

B. APPROVE A PROCLAMATION DECLARING THE WEEK OF JUNE 17TH-23RD, 2024 AS POLLINATOR WEEK

RECOMMENDATION: Approve a proclamation declaring the week of June 17-23, 2024 as Pollinator Week in the City of Seaside.

C. APPROVE A PROCLAMATION DESIGNATING JULY 2024 AS PARKS AND RECREATION MONTH

RECOMMENDATION: Proclaim July 2024 as Parks and Recreation Month in the City of Seaside.

D. APPROVE MAYOR'S YOUTH FUND CONTRIBUTION REQUEST FROM SEASIDE POLICE ACTIVITIES LEAGUE

RECOMMENDATION: Approve a request from Seaside Police Activities League (P.A.L.) for a donation of \$3,000.00 from the Mayor's Youth Fund to help cover the costs of new equipment, basketball uniforms, and referees.

E. APPROVE A MAYOR'S YOUTH FUND CONTRIBUTION REQUEST FROM THE BOYS & GIRLS CLUBS OF MONTEREY COUNTY

RECOMMENDATION: Approve a request from Boys & Girls Clubs of Monterey County for a donation of \$3,000.00 from the Mayor's Youth Fund to help cover the costs of supplies required for their eight-week youth Summer Academy.

F. ADOPT A RESOLUTION AUTHORIZING AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICE AGREEMENT WITH WHITSON ENGINEERS FOR FINAL DESIGN SERVICES AND DESIGN SUPPORT DURING CONSTRUCTION FOR THE POLICE DEPARTMENT PARKING LOT IMPROVEMENTS PROJECT FOR AN AMOUNT NOT TO EXCEED \$22,500.00

RECOMMENDATION: Adopt a resolution authorizing the City Manager to execute Amendment No. 2 to the professional services agreement with Whitson Engineers for final design services and design support during construction services for the Police Department Project for an amount not to exceed \$22,500.00.

G. ADOPT A RESOLUTION CONFIRMING SOURCES OF FUTURE WATER SUPPLY FOR THE KB BAKEWELL SEASIDE VENTURE II RESIDENTIAL AND COMMERCIAL DEVELOPMENT LOCATED WITHIN THE CAMPUS TOWN SPECIFIC PLANNING AREA

RECOMMENDATION: Adopt a Resolution confirming sources of future water supply for the KB Bakewell Seaside Venture II residential and commercial development located within the Campus Town specific planning area.

H. APPROVE REQUEST TO MODIFY ITEM 7 OF THE SCHEDULE OF PERFORMANCE EXTENDING THE DATE TO CLOSE A HOTEL CONSTRUCTION LOAN FOR THE GRAND HYATT HOTEL TO JANUARY 31, 2025. THIS ITEM IS EXEMPT FROM CEQA PURSUANT TO 15061(C)(3).

RECOMMENDATION: Consider request to extend the date to close a Hotel Construction loan to January 31, 2025

- I. ADOPT A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH WALLACE GROUP FOR AN AMOUNT NOT TO EXCEED \$193,734.00 FOR CONSTRUCTION MANAGEMENT AND INSPECTION OF THE GRAND HYATT SEASIDE RESORT HOTEL CONSTRUCTION TO BE REIMBURSED BY THE DEVELOPER**

RECOMMENDATION: Adopt a resolution authorizing a professional services agreement with Wallace Group for an amount not to exceed \$193,734.00 for construction management and inspection of the Grand Hyatt Seaside Resort Hotel to be reimbursed by the developer.

9. PUBLIC HEARING

- A. ZONING MAP AMENDMENT TO CHANGE THE ZONING OF 1020 AUTO CENTER PARKWAY (APN: 011-523-021) FROM AUTOMOTIVE REGIONAL COMMERCIAL (CA) TO REGIONAL COMMERCIAL (CRG). THE PROJECT IS CATEGORICALLY EXEMPT (CLASS 32) FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO SECTION 15332 OF THE CEQA GUIDELINES (SECOND READING)**

RECOMMENDATION: Approve ZMA-24-01 to change the Zoning of 1020 Auto Center Parkway from Automotive Regional Commercial (CA) to Regional Commercial (CRG)

10. BUSINESS ITEMS

- A. CONSIDER THE ADOPTION OF A RESOLUTION APPROVING A DEVELOPMENT/OPERATING AGREEMENT FOR CCSEA, LLC., DBA CANNACRUZ, A CANNABIS DISPENSARY AT 680 BROADWAY AVENUE**

RECOMMENDATION: Consider adoption of a Resolution approving a Development/Operating Agreement between the City of Seaside and CCSEA, LLC., DBA CANNACRUZ, governing the operations and community benefit requirements for an Adult Use and Medical Cannabis Dispensary located at 680 Broadway Avenue.

- B. ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICE AGREEMENT WITH KIMLEY-HORN AND ASSOCIATES, INC. FOR DEVELOPER PROJECT MANAGEMENT AND PLAN REVIEW SERVICES FOR THE CAMPUS TOWN PROJECT IN AN AMOUNT NOT TO EXCEED \$230,000.00 TO BE REIMBURSED BY THE DEVELOPER**

RECOMMENDATION: Adopt a resolution authorizing the City Manager to execute a professional services agreement with Kimley-Horn and Associates, Inc. for Developer Project Management and Plan Review Services for the Campus Town Project for an amount not to exceed \$230,000.00 to be reimbursed by the Developer.

C. ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICE AGREEMENT WITH KIMLEY-HORN AND ASSOCIATES, INC. FOR CITY PROJECT MANAGEMENT FOR THE CAMPUS TOWN PROJECT FOR AN AMOUNT NOT TO EXCEED \$90,000.00 TO BE REIMBURSED BY THE FORA DEMOLITION BOND

RECOMMENDATION: Adopt a resolution authorizing the City Manager to execute a professional services agreement with Kimley-Horn and Associates, Inc. for City Project Management for the Campus Town Project for an amount not to exceed \$90,000.00 to be reimbursed by the FORA Demolition Bond.

D. ADOPT A RESOLUTION APPROVING THE FISCAL YEAR 2024-25 GENERAL AND OTHER FUNDS OPERATING BUDGET, CAPITAL OUTLAY BUDGET, CAPITAL IMPROVEMENT BUDGET, FEE SCHEDULE, INVESTMENT POLICY, POSITION CONTROL LIST, SALARY SCHEDULE, THE APPROPRIATIONS LIMIT, THE CAPITAL IMPROVEMENT PLAN, AND SET RESERVE AMOUNTS

RECOMMENDATION: Adopt a resolution approving the Fiscal Year 2024-2025 budget; or provide direction to staff for further revisions to the budget prior to adoption.

11. COUNCIL MEMBER REQUESTS

A. NEW COUNCIL MEMBER REQUESTS

B. FOLLOW UP ON PREVIOUS REQUESTS

12. CITY ATTORNEY, CITY MANAGER, CITY COUNCIL AND MAYOR 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.

13. CLOSED SESSION

Pursuant to Government Code Section 54956 et seq., the City Council and Successor Agency to Redevelopment Agency may adjourn to a Closed Session to consider specific matters dealing with litigation, certain personnel matters, property negotiations or to confer with the City Attorney. Public comments on these items are taken after being read by the City Attorney. For the public record, please state your name.

A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS PURSUANT TO GOVERNMENT CODE 54956.8

RECOMMENDATION: Property: The Property Commonly Referred to As Campus Town (Property bounded by Highway 1/1st Avenue, 7th Avenue, Lightfighter/Colonel Durham Street, and Gigling)
Agency Negotiators: City Manager, et. al
Negotiating Parties: KBB Seaside Venture, et. al. and City of Seaside
Under Negotiation: Price, terms of payment or both

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

RECOMMENDATION: Property: 1 McClure Way, commonly known as the Blackhorse and Bayonet Golf Course and Grand Hyatt Hotel site
Agency Negotiators: City Manager, et. al
Negotiating Parties: Seaside Acquisition Group et. al. and City of Seaside
Under Negotiation: Price, terms of payment or both

C. CONFERENCE WITH REAL PROPERTY NEGOTIATORS PURSUANT TO GOVERNMENT CODE 54956.8

RECOMMENDATION: Property: A portion of 1271 Canyon Del Rey Boulevard, Seaside California
Agency Negotiators: City Manager, et. al
Negotiating Parties: Palenke Arts by and through Juan Sanchez and City of Seaside
Under Negotiation: Price, terms of payment or both

D. CONFERENCE WITH LEGAL COUNSEL PURSUANT TO GOVERNMENT CODE 54956.9 (D)(2)
(TWO MATTERS OF POTENTIAL LITIGATION)

Two Matters of Potential Litigation

14. ADJOURNMENT

Next Regularly Scheduled Meeting:
July 18, 2024
5:00 p.m.

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.



DRAFT MINUTES

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

REGULAR MEETING
440 HARCOURT AVE
Thursday, June 6, 2024
5:00 PM

1. CALL TO ORDER

Mayor/Chair Oglesby called the meeting to order at 5:00 p.m.

2. ROLL CALL – ESTABLISHMENT OF QUORUM

PRESENT: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco
ABSENT: None

3. INVOCATION AND PLEDGE OF ALLEGIANCE

A moment of silence was held. The pledge was led by Council/Agency Member Burks.

4. REVIEW OF AGENDA

No changes.

5. PUBLIC COMMENT

Barak Laub, Bobby Maxwell, Peter Kaiser, Ann Marie Pagan, Lynda Cunningham, Miriam Smith, no name given

6. PUBLIC AGENCY COMMUNICATIONS

A. SEASIDE CITY NEWS BROADCAST OF UPCOMING CITYWIDE EVENTS AND COMMUNITY ANNOUNCEMENTS BETWEEN JUNE 6 THROUGH JUNE 21

Citywide Events and Community Announcements Video reviewed the following upcoming events:

- This June, the Recreation Department is putting on a STEAM Summer Camp at Oldemeyer Center for all you budding scientists, Engineers, and Artists! The camp will run from 1-6pm the week of June 6th through the 14th, and again the week of the 17th and the 21st. The fee for residents is \$41.75, and \$52.25 for non-residents. To register, visit bit.ly/SeasideRecTrac.
- The City of Seaside and Shea Homes are pleased to announce that The Enclave at Cypress Grove community in Seaside was awarded the Community of the Year award in February in Las Vegas at the National Association of Homebuilders Nationals Awards. This award was granted to The Enclave out of thousands of detached residential communities across North America. With over 1200 people in attendance at the show and awards ceremony, 5 communities were selected as finalists, and The Enclave was granted the awards. This is NAHB's largest and most prestigious awards competition and

the outstanding achievement for The City of Seaside, Shea Homes, and the redevelopment of the Bayonet and Black Horse Golf Course community.

- This Saturday, June 8th, Monterey Bay FC is celebrating Pride night, while hosting West Coast rival, Sacramento Republic in a huge battle for conference supremacy. The Union will be looking to close out a long home stand with a victory, and a much needed 3 points in the books. No better time to don the Chrisp and Kelp and do your part to help lead MBFC to victory! Kick-off is at 7pm, so head over to On Saturday, June 15th, starting at 1pm, the Monterey County Black Caucus presents the 5th annual Juneteenth Monterey County event at Laguna Grande Park. This is a chance for the community to celebrate the longest-running African-American holiday with a fun and illuminating day out. Come out for the chance to meet local black businesses, food vendors, speakers, and take part in activities of all sorts MontereyBayFC.com for your tickets!
- Residents of lower socio-economic status can pick up Free Boxes of Produce Every Thursday, from 3-7pm at Laguna Grande Park during the Seaside Farmer's Market. The boxes are handed out on a first come, first served basis, and quantity is limited. Be sure to bring proof of status in order to collect.
- Congratulation to the Seaside Fire Department, in collaboration with neighboring Fire Departments, for joining forces to raise funds for the Muscular Dystrophy Association with over \$7,000 – special thanks to Seaside Fire's own Liliana Garcia, that spearheaded the event.
- On Saturday, June 15th, starting at 1pm, the Monterey County Black Caucus presents the 5th annual Juneteenth Monterey County event at Laguna Grande Park.
- CalFresh EBT and SUNBucks card holders...Now is the time to DOUBLE your purchasing power at local produce vendors. There are two ways to take advantage of this exciting deal: Visit a participating Farmer's Market—Every time you spend 30 dollars or more, you will get an EXTRA 30 dollars worth of fruits and vegetables. Stop by any Monterey County La Princesa Market and receive up to 15 dollars a day with a 50% discount on your purchase of California-grown produce. For more information, and to see where to take advantage of these fantastic deals, text "FOOD" to (831) 215-3342, or visit www.calfresh.org.
- Thursday, June 20th marks the one-year anniversary of the Seaside Certified Farmers' Market! From 3-7pm, join Everyone's Harvest, and the City of Seaside in supporting local farmers and artisans. This is a family event filled with Local Vendors, Festive Foods, Live Performances, Kids' Activities, and Nutritional Tastings of all sorts! Visit EveryonesHarvest.org for more details, and we'll see you there!
- The City of Seaside is seeking proposals from muralists to submit a vibrant design welcoming visitors to Oldemeyer Center! This piece will be placed on a 9 foot high by 15 foot wide interior wall, and will serve as a constant reminder of the amazing work done by the Parks and Recreation Department. Visit the Bid Posting page on the City's website for more information!

7. PRESENTATIONS

A. RECEIVE PRESENTATION FROM THE TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC) ON THE ACTIVE TRANSPORTATION PROGRAM GRANT APPLICATION (MICHAEL ZELLER, DIRECTOR OF PROGRAMMING AND PROJECT DELIVERY)

Mr. Zeller provided the presentation and reviewed the project recommended the Mayor sign a letter of support on behalf of the City supporting the application by TAMC to the Active Transportation Program for the Fort Ord Trail Regional Trail & Greenway project (FORTAG) in conjunction with the north Fremont gap project.

B. 4TH OF JULY OPERATIONS PLAN (POLICE COMMANDER MATT DOZA)

Commander Doza provided a presentation and reviewed the operations plan for 4th of July that will be executed in collaboration with the fire department. The zero tolerance policy will be enforced, and an increase in public education on social media campaigns, PSA videos (in English & Spanish), and letters to prior violators. The increased enforcement includes: Two dedicated firework enforcement teams, supplemented by private security company, Zero-Tolerance Enforcement, Admin & Criminal Citations, Joint Fire & Police Drone Team, Fire Department will have an Extra, Engine Company on duty, Enforcing new firework curfew ordinance., Education, and enforcement approach, No parking on General Jim Moore, Between Hilby Ave. and Coe Ave., Flock Safety – Firework Detection, City Attorney's Office is working with the California Tax Franchise Board.

8. CONSENT AGENDA

Items pulled: 8D and 8P

On motion by Council/Agency Miller and second by Mayor Pro Tem/Vice Chair Pacheco and carried by the following vote, the City Council/Successor Agency moved to approve the consent agenda.

RESULT: 5-0-0-0

AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco

NOES: None

ABSTAIN: None

ABSENT: None

A. APPROVE MINUTES FROM MAY 16, 2024

ACTION: APPROVED

B. APPROVE AND FILE CITY CHECKS

ACTION: APPROVED

C. APPROVE AND FILE SUCCESSOR AGENCY CHECKS

ACTION: APPROVED

D. APPROVE A PROCLAMATION RECOGNIZING JUNE 2024 AS PRIDE MONTH IN THE CITY OF SEASIDE

PUBLIC COMMENT: Peter Kaiser, Bobby Maxwell, Lynda Cunningham

On motion by Council/Agency Miller and second by Mayor Pro Tem/Vice Chair Pacheco and carried by the following vote, the City Council/Successor Agency moved to approve a proclamation recognizing June 2024 as Pride Month.

RESULT: 5-0-0-0

AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco

NOES: None

ABSTAIN: None

ABSENT: None

ACTION: APPROVED

E. APPROVE LETTER OF SUPPORT FOR AN ACTIVE TRANSPORTATION PROGRAM GRANT APPLICATION FOR THE FORT ORD RECREATION TRAIL AND GREENWAY (FORTAG) PROJECT

ACTION: APPROVED

F. APPROVE A FEE WAIVER FROM HINDU TEMPLE OF MONTEREY PENINSULA FOR THE USE OF THE LAGUNA GRANDE HALL AND KITCHEN FOR THEIR COMMUNITY DINNER NIGHT EVENT ON NOVEMBER 16, 2024

ACTION: APPROVED

G. APPROVE A FEE WAIVER REQUEST FROM NARCOTICS ANONYMOUS FOR THE USE OF LAGUNA GRANDE HALL FOR A WOMEN'S BRUNCH ON MARCH 01, 2025

ACTION: APPROVED

H. APPROVE A REQUEST FROM BLACK LEADERS AND ALLIES COLLABORATIVE FOR SPONSORSHIP IN THE AMOUNT OF TWO THOUSAND (\$2,000.00), AND USE THE CITY LOGO ON PROMOTIONAL

MATERIALS FOR THE MONTEREY COUNTY RACE RELATIONS SUMMIT MEETING ON JULY 12, 2024, TO BE HELD AT EMBASSY SUITES HOTEL IN SEASIDE

ACTION: APPROVED

- I. ADOPT A RESOLUTION APPROVING A PROCLAMATION RECOGNIZING JUNE 19, 2024 AS JUNETEENTH INDEPENDENCE DAY AND TO RAISE THE JUNETEENTH FLAG FROM JUNE 15 THROUGH JUNE 21, 2024**

ACTION: ADOPTED RESO

- J. ADOPT A RESOLUTION APPROVING AN ON-CALL CONSULTANT LIST FOR ENVIRONMENTAL SERVICES**

ACTION: ADOPTED RESO

- K. ADOPT A RESOLUTION AUTHORIZING THE ACTING CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH WALLACE GROUP FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR THE 2023 PAVEMENT REHABILITATION PROJECT FOR AN AMOUNT NOT TO EXCEED \$184,261.00.**

ACTION: ADOPTED RESO

- L. ADOPT A RESOLUTION AUTHORIZING THE SUBMISSION OF THE ACTIVE TRANSPORTATION PROGRAM (ATP) CYCLE 7 GRANT APPLICATION AND THE SIGNING OF A LETTER OF SUPPORT FOR THE SAN PABLO PEDESTRIAN BRIDGE DEMOLITION AND RECONSTRUCTION PROJECT**

ACTION: ADOPTED RESO

- M. ADOPT A RESOLUTION AUTHORIZING THE CLOSURE OF DEL MONTE AVENUE TO THROUGH TRAFFIC FROM TIOGA AVENUE TO THE BEGINNING OF THE GRANITE ROCK BUILDING FOR THE CLASSIC PORSCHE EVENT ON AUGUST 12, 2024**

ACTION: ADOPTED RESO

- N. ADOPT A RESOLUTION AUTHORIZING AN AMENDMENT TO THE PROFESSIONAL SERVICES CONTRACT WITH SCHAAF & WHEELER FOR ADDITIONAL INVESTIGATION, SURVEYING, AND HYDROLOGIC AND HYDRAULIC MODELING FOR PREPARATION OF A STUDY OF THE 90-INCH STORM DRAIN OUTFALL FOR AN AMOUNT NOT TO EXCEED**

\$37,182.00

ACTION: ADOPTED RESO

O. ADOPT A RESOLUTION APPROVING THE REMOTE MEETING PARTICIPATION POLICY AND REINSTATING THE ACCEPTANCE OF PUBLIC COMMENT VIA VIRTUAL TELE-CONFERNING PLATFORM (CURRENTLY ZOOM)

ACTION: ADOPTED RESO

P. REVIEW AND TAKE ACTION ON TRAFFIC ADVISORY COMMITTEE RECOMMENDATIONS TO APPROVE THE INSTALLATION OF GREEN CURB AT 1121 ELM AVENUE AND APPROVE THE ADDITION OF A SECOND DRIVEWAY APPROACH AT 1486 SANTA CLARA AVENUE

PUBLIC COMMENT: Ann Marie Pagan, Richard Dansby

On motion by Mayor Pro Tem/Vice Chair Pacheco and second by Council/Agency Member Miller and carried by the following vote, the City Council/Successor Agency moved to approve the installation of green curb at 1121 Elm Avenue, and approve the addition of a second driveway approach at 1486 Santa Clara Avenue.

RESULT: 5-0-0-0

AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco

NOES: None

ABSTAIN: None

ABSENT: None

ACTION: APPROVED

Q. ADOPT A RESOLUTION AUTHORIZING THE SUBMITTAL OF AN APPLICATION FOR THE PROPOSITION 47 GRANT PROGRAM: SAFE NEIGHBORHOODS AND SCHOOLS ACT THROUGH THE BOARD OF STATE AND COMMUNITY CORRECTIONS

ACTION: ADOPTED RESO

9. BUSINESS ITEMS

A. CONFIRM SETTLEMENT AGREEMENT WITH PETROVICH DEVELOPMENT AND AUTHORIZE THE ACTING FINANCE DIRECTOR TO REMIT \$850,000.00 FROM THE SPECIAL RESERVES FUND

City Attorney Sheri Damon provided a presentation and reviewed the settlement

agreement and the request to allow the Acting Finance Director to make the payment for the settlement from the special reserves ("rainy day") fund.

PUBLIC COMMENT: Ann Marie Pagan, Bobby Maxwell, Miriam Smith, Joe Cubbage, Karla Lobo, Dianne Nielson

On motion by Mayor Pro Tem/Vice Chair Pacheco and second by Council/Agency Member Burks and carried by the following vote, the City Council/Successor Agency moved to confirm the settlement agreement and allow for the payment of the settlement from the special reserves fund.

RESULT: 4-1-0-0

AYES: Burks, Garcia-Arrazola, Oglesby, Pacheco

NOES: Miller

ABSTAIN: None

ABSENT: None

ACTION: ADOPTED RESO

B. ADOPT A RESOLUTION APPROVING THE PLANS AND SPECIFICATIONS FOR THE 2023 PAVEMENT REHABILITATION PROJECT AND AWARDING A CONSTRUCTION CONTRACT TO COASTAL PAVING AND EXCAVATING INC. FOR AN AMOUNT NOT TO EXCEED \$2,341,712.40 AND TOTAL PROJECT CONSTRUCTION COST INCLUDING CONTINGENCY OF \$2,575,883.64

Nisha Patel, Public Works Director/City Engineer provided a presentation that reviewed the project which includes the streets in varying sections that include Flores Pl, Flores St, Grandview St, Harding St, Lincoln St, and Waring St. The scope of work includes Base repairs and pavement overlay on 13 roadway segments (on 8 streets), 43 curb ramps, Sanitary sewer mainline repair on Flores Street, Storm drain headwall repair on Harding Street, Utility and roadway sign relocations, Preservation of benchmarks and monuments, and Pavement striping. 6 bids were received and the schedule after the construction contract is awarded will include the pre-construction meeting on July 17, a construction notice to proceed on August 12 and construction completion (weather permitting) on January 13, 2025.

PUBLIC COMMENT: Lynda Cunningham, Karla Lobo, Joe Cubbage

On motion by Mayor Pro Tem/Vice Chair Pacheco and second by Council/Agency Member Garcia-Arrazola and carried by the following vote, the City Council/Successor Agency moved to approve approving the plans and specifications for the 2023 Pavement Rehabilitation Project; waiving minor bid irregularities, awarding a construction contract to Coastal Paving and Excavating Inc. for an amount not to exceed \$2,341,712.40; establishing a 10% construction contingency for a total project construction amount not to exceed \$2,575,883.64; authorizing the City Manager to execute the construction contract and approve

any amendments, extensions, and change orders until completion of the project in accordance with the plans and specifications up to the total project construction amount.

RESULT: 5-0-0-0

AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco

NOES: None

ABSTAIN: None

ABSENT: None

ACTION: ADOPTED RESO

C. ADOPT A RESOLUTION APPROVING THE CONTRACTUAL 2.7% INCREASE IN THE COLLECTION OF SOLID WASTE, RECYCLING, AND ORGANICS RATE EFFECTIVE JULY 1, 2024, ACCORDING TO THE INDEX-BASED RATE ADJUSTMENT CALCULATION OF THE FRANCHISE AGREEMENT WITH GREENWASTE RECOVERY, INC.

Nisha Patel, Public Works Director/City Engineer provided a presentation that reviewed the 2.7% rate increase that would be increase rates for residential curbside 32 gallon from \$25.97 (FY 23-24) to \$26.67 (FY 24-25), and residential curbside 64 gallon from \$32.47 (FY 23-24) to \$33.34 (FY 24-25).

PUBLIC COMMENT: Bobby Maxwell, Ann Marie Pagan

On motion by Council/Agency Member Burks and second by Mayor Pro Tem/Vice Chair Pacheco and carried by the following vote, the City Council/Successor Agency moved to approve the contractual 2.7% increase in the collection of solid waste, recycling, and organics rate effective July 1, 2024.

RESULT: 5-0-0-0

AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco

NOES: None

ABSTAIN: None

ABSENT: None

ACTION: ADOPTED RESO

D. ADOPT A RESOLUTION AUTHORIZING AN AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING BETWEEN THE REGEN MONTEREY AND ITS MEMBER AGENCIES REGARDING COSTS OF IMPLEMENTING ORGANIC WASTE RECYCLING LAWS

Nisha Patel, Public Works Director/City Engineer provided a presentation reviewing the MOU and the activities and cost for fiscal year 2024-2025.

On motion by Mayor Pro Tem/Vice Chair Pacheco and second by Council/Agency Member Garcia-Arrazola and carried by the following vote, the City

Council/Successor Agency moved to authorize an amendment to the MOU between the Regen Monterey and its member agencies regarding costs of implementing organic waste recycling laws.

PUBLIC COMMENT: None

RESULT: 5-0-0-0

AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco

NOES: None

ABSTAIN: None

ABSENT: None

ACTION: ADOPTED RESO

10. PUBLIC HEARING

A. APPROVE A ZONING MAP AMENDMENT TO CHANGE THE ZONING OF 1020 AUTO CENTER PARKWAY (APN: 011-523-021) FROM AUTOMOTIVE REGIONAL COMMERCIAL (CA) TO REGIONAL COMMERCIAL (CRG). THE PROJECT IS CATEGORICALLY EXEMPT (CLASS 32) FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO SECTION 15332 OF THE CEQA GUIDELINES (FIRST READING)

Andy Myrick, Economic Development and Community Planning Manager provided a presentation reviewing the request to change the zoning of 1020 Auto Center Parkway. The Planning Commission heard the item on May 29 and recommended the City Council approve the zoning map amendment.

PUBLIC COMMENT: None

On motion by Council/Agency Member Garcia-Arrazola, and second by Mayor Pro Tem/Vice Chair Pacheco and carried by the following roll call vote, the City Council/Successor Agency moved to approve the zoning map amendment.

RESULT: 5-0-0-0

AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco

NOES: None

ABSTAIN: None

ABSENT: None

ACTION: 1ST READING APPROVED; 2ND READING ON JUNE 20, 2024

B. ADOPT A RESOLUTION APPROVING THE 2024-2025 ANNUAL ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Council/Agency Members Garcia-Arrazola and Miller recused themselves from the discussion and decision making of the item due to their seat on the board of a recipient.

Haroon Noori, Administrative Analyst II, provided a presentation reviewing the CDBG program and the funding allocations requested for FY24-25.

PUBLIC COMMENT: None

On motion by Mayor Pro Tem Pacheco and second by Council/Agency Member Burks, and carried by the following vote, the City Council/Successor Agency moved to approve the 2024-2025 annual action plan for the CDBG program.

RESULT: 5-0-0-0

AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco

NOES: None

ABSTAIN: None

ABSENT: None

ACTION: ADOPTED RESO

11. COUNCIL MEMBER REQUESTS

A. NEW COUNCIL MEMBER REQUESTS

None.

B. FOLLOW UP ON PREVIOUS REQUESTS

None.

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

Reports provided.

13. CLOSED SESSION

City Attorney Sheri Damon read the closed session items and anticipated a report out at the return to open session.

A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS PURSUANT TO GOVERNMENT CODE 54956.8

Property: The Property Commonly Referred to As Campus Town (Property bounded by Highway 1/1st Avenue, 7th Avenue, Lightfighter/Colonel Durham Street, and Gigling)

Agency Negotiators: City Manager, et al.

Negotiating Parties: KBB Seaside Venture, et al. and City of Seaside

Under Negotiation: price, terms of payment or both

No report.

B. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL RELEASE PURSUANT TO GOVERNMENT CODE SECTION 54957

Title: City Manager

The City Council adopted a resolution that terminates an employment agreement with Jaime Fontes in accordance with paragraph 4 on a not-for-cause basis and directs the Acting Finance Director and other staff to make such severance payments and take all customary and necessary actions upon the termination of the contract.

RESULT: 4-1-0-0

AYES: Burks, Garcia-Arrazola, Oglesby, Pacheco

NOES: Miller

ABSTAIN: None

ABSENT: None

C. PUBLIC EMPLOYMENT PURSUANT TO GOVERNMENT CODE SECTION 54957

Title: City Manager

No report.

D. CONFERENCE WITH LEGAL COUNSEL PURSUANT TO GOVERNMENT CODE 54956.9 (d)(2)

Potential Litigation (2 matters)

No report.

14. ADJOURNMENT

With no further business, the meeting adjourned at 10:56 p.m.

Respectfully submitted,

Dominique L. Davis, City Clerk

Ian N. Oglesby, Mayor

City of Seaside PROCLAMATION



Pollinator Week June 17th-23rd, 2024

WHEREAS, in 2009 the U.S. Senate's unanimous approval and designation of a week in June as "National Pollinator Week" marked a necessary step toward addressing the urgent issue of declining pollinator populations due to pesticide use, spread of invasive species, habitat loss, and climate change; and

WHEREAS, Pollinator Week has grown into an international celebration of the valuable ecosystem services provided by bees, birds, butterflies, bats and beetles; and

WHEREAS, pollinator species are essential partners in producing much of our food supply, with one out of every three bites of our food created with their help; and

WHEREAS, pollinator species provide significant environmental benefits that are necessary to maintain healthy, diverse urban and suburban ecosystems; and

WHEREAS, pollination plays a vital role for trees and other plants in the community, enhancing quality of life and creating recreational and economic development opportunities; and

WHEREAS, the City of Seaside became a BEE CITY USA Affiliate on April 4, 2019 and committed to increase pollinator awareness and create supporting habitats; and

WHEREAS, the first Seaside Pollinator Garden Parks tour of eight parks was held on Saturday October 2, 2021 and a subsequent Pollinator Celebration was held on June 24, 2023 at one of the City's parks; and

WHEREAS, under the collaborative guidance of local California native plant experts, the Friends of Seaside Parks Association, Sustainable Seaside, and the city's Environmental Commission, volunteers have been integral to the success of pollinator habitats in the City of Seaside, having established and maintained thousands of California native plants and more than 30 trees in public spaces since 2019; and

WHEREAS, the City of Seaside provides recommendations to developers and residents regarding California native plant landscaping to promote conservation stewardship, and will continue to promote information regarding the protection of pollinators and maintenance of their habitats in urban and suburban environments;

NOW THEREFORE, BE IT PROCLAIMED, that, I, The Honorable Ian Oglesby, Mayor of the City of Seaside, California, on behalf of the City Council do hereby proclaim June 17th – 23th, 2024 as **"Pollinator Week"** in the City of Seaside, and I urge all citizens to celebrate Pollinator Week and to support efforts to enhance native pollinator habitats, and further, I urge all citizens to plant native species that support diverse, critical pollinator species to promote the well-being of this and future generations.

Ian N. Oglesby, Mayor
June 20, 2024



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.C.

TO: City Council

FROM: Nicholas Borges, Acting City Manager

BY: Dan Meewis, Recreation Director

DATE: June 20, 2024

**SUBJECT: APPROVE A PROCLAMATION DESIGNATING JULY 2024 AS
PARKS AND RECREATION MONTH**

RECOMMENDATION

Proclaim July 2024 as Parks and Recreation Month in the City of Seaside.

BACKGROUND

The request is to accept the proclamation designating July 2024 as Parks and Recreation Month.

FISCAL IMPACT

No fiscal impact

ATTACHMENTS

1. Parks and Recreation Month 2024
-

Reviewed for Submission to the City Council by:

A handwritten signature in black ink, appearing to read "Nick Borges", is written over a horizontal line.

Nicholas Borges, Acting City Manager

City of Seaside PROCLAMATION



Parks and Recreation Month July 2024

WHEREAS, *Parks and Recreation makes lives and communities better now and in the future; and*

WHEREAS, *it is established through statewide public opinion research, 98% of California households visit a local park at least once a year; two in three households visit a park once a month; 50% of households participate in an organized recreation program; and most park use is with family and friends; and*

WHEREAS, *residents value recreation as it provides positive alternatives for children and youth to reduce crime and mischief especially during non-school hours; it promotes the arts, it increases social connections; aids in therapy; and promotes lifelong learning; and*

WHEREAS, *residents value their parks for access to outdoor spaces for children and adults to play and be active; exercise and group sports; and*

WHEREAS, *parks provide access to the serenity and the inspiration of nature and outdoor spaces as well as preserve and protect the historic, natural and cultural resources in our community; and*

WHEREAS, *the residents of the City of Seaside including children, youth, families, adults, seniors, businesses, community organizations, and visitors benefit from the wide range of parks, trails, open space, sports fields, tennis courts, facilities and programs including Soper Field, Cutino Park, Patchetti Park, Laguna Grande Park & Robert's Lake Eco-Recreation Station provided by the City of Seaside; and*

WHEREAS, *the City Council urges all its residents to recognize that parks and recreation enriches the lives of its residents and visitors as well as adding value to the community's homes and neighborhoods; and*

WHEREAS, *July is celebrated across the nation as Parks and Recreation Month.*

NOW THEREFORE, BE IT PROCLAIMED, *that I, The Honorable Ian N. Oglesby, Mayor of the City of Seaside, on behalf of the City Council, do hereby proclaim July 2024, as "**Parks and Recreation Month**" and in doing so, urges all its citizens to use and enjoy its parks, trails, open space, facilities, and recreation opportunities.*

Ian N. Oglesby, Mayor

June 20, 2024



CITY OF SEASIDE STAFF REPORT

Item No.: 8.D.

TO: City Council

FROM: Nicholas Borges, Acting City Manager

BY: Dan Meewis, Recreation Director

DATE: June 20, 2024

**SUBJECT: APPROVE MAYOR'S YOUTH FUND CONTRIBUTION REQUEST
FROM SEASIDE POLICE ACTIVITIES LEAGUE**

RECOMMENDATION

Approve a request from Seaside Police Activities League (P.A.L.) for a donation of \$3,000.00 from the Mayor's Youth Fund to help cover the costs of new equipment, basketball uniforms, and referees.

BACKGROUND

The Seaside Police Activities League is requesting a donation of \$3000.00 from the Mayor's Youth Fund to cover the costs associated with expenses related to their sports programs, including the purchase of new equipment, uniforms, tournament fees, insurance, and referees. The Seaside Police Activities League is a juvenile crime prevention program designed to provide athletic, recreational, and educational opportunities for at-risk youth. Seaside PAL was incorporated in February 2001. It is comprised of Police Officers, volunteers, Police Personnel, and Recreation Staff who serve as coaches, mentors, instructors, and role models.

All funds and donations for P.A.L. are used solely for the purpose of providing the resources needed to continue upholding P.A.L.'s mission. Seaside P.A.L.'s current activities include, JR Giants Baseball, Youth Basketball, Youth Soccer, and youth leadership experience. The Seaside Police Department CHAMP Program also assists with the program. In 2016, the Seaside P.A.L. merged with the City of Seaside's Recreation Department to strengthen existing and future sports programs for Seaside youth. Currently, the Seaside P.A.L. provides organized sports and activities to 200 + local youth. P.A.L teaches the importance of recycling, and collects bottles and cans after games and practices and places them in the appropriate recycling containers at the

location they are at.

Based on the information provided in the application, the request meets the criteria for the Mayor's Youth Fund Policy. They received their last donation at the June 15, 2023, City Council meeting. They submitted their 2023 Mayor's Youth Fund Closing Report within the 60-day time frame.

FISCAL IMPACT

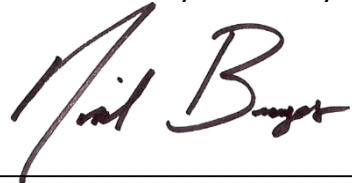
This request would be funded by a donation from the Green Waste Recovery's donation to the Mayor's Youth Fund. The current balance is the Mayor's Youth Fund account (601-2106) is \$38,107.02. If the City Council approves this request, the balance will decrease to \$35,107.02. This is for fiscal year 2023/24.

In the event that all of the funds in the Mayor's Youth Fund become exhausted, staff will keep a file of all applications. Once Green Waste issues the next round of funding, all applications on file will be processed at the next available City Council meeting.

ATTACHMENTS

1. MYF Seaside PAL 2024
 2. Seaside PAL - W-9 - 2024
 3. Seaside PAL 501(c)(3) information
 4. Mayor's Youth Fund Closing Report - Seaside Police Activities League (PAL) 2023
-

Reviewed for Submission to the City Council by:

A handwritten signature in dark ink, appearing to read "Nicholas Borges", is written over a horizontal line.

Nicholas Borges, Acting City Manager



**SEASIDE
CALIFORNIA**

Mayor's Youth Fund

986 Hilby Avenue, Seaside CA 93955

831-899-6800 | FAX: 831-718-8603

MAYOR'S YOUTH FUND POLICY

Purpose: The Mayor's Youth Fund was created to provide supplemental financial assistance to students and non-profit groups that provide services to improve the lives of young people living in the City of Seaside. A policy has been developed to standardize the evaluation of contribution requests and ensure that the funds are used appropriately to serve the City's youth.

Eligible Applicants: Contributions will only be made to, or on behalf of, students or organized groups, such as schools and non-profit organizations based in Seaside and/or serving a majority of Seaside residents (50%) that are 18 years old or younger or enrolled in high school. Faith based organizations may apply for contributions from the Mayor's Youth Fund if the funding is not used to support religious activities such as worship, Sunday School, or religious instruction. In addition, activities funded by the Mayor's Youth Fund must be open to all persons without regard to their religious affiliation.

Submittal of Contribution Requests: In order to request a contribution, the following information must be provided in writing:

- Name of the organization, person(s) benefiting, proposed use of the funds, total amount needed or fundraising goal.
- Description of other methods being used to raise funds and/or other contributors.
- An explanation of how the group, activity, or event will benefit Seaside youth.
- Written description of how the use of the funds will be specifically used for youth group activities/events and/or has a nexus to the goals related to recycle, cleanup, and "green" sustainability to ensure a healthy environment.
- How this request will provide a municipal benefit (i.e., benefit the community).
- Proof of non-profit organizations status (not a taxpayer's I.D> number) and a current W-9 form.

Evaluation Process and Criteria: Contributions can only be made if approved by the City Council. Funding requests will be evaluated based on their consistency with this policy, including the following criteria.

- Scholastic, athletic, music, environmental and art activities will be considered for funding based on the quality of the proposed activity.
- Evidence of activities/events related to "reduce, reuse and recycle" to ensure a healthy environment.
- Contributions requests will be accepted from individuals and can be made to an organization on behalf of an individual member or student.
- Contributions are only paid to organizations, such as non-profit groups and schools.
- Contributions are intended to fund actual costs related to an event or activity. (Please see "Payment Process" information provided below.)
- Contributions from the Mayor's Youth Fund are not intended to be the sole source of funds for an organization or program and will only be made to supplement other fundraising activities.
- How this request will provide a municipal benefit (i.e., benefit the community).



**SEASIDE
CALIFORNIA**

Mayor's Youth Fund

986 Hilby Avenue, Seaside CA 93955
831-899-6800 | FAX: 831-718-8603

MAYOR'S YOUTH FUND CONTRIBUTION REQUEST

CONTACT INFORMATION:

Organization: Seaside Police Activities League (SPAL)

Name of Applicant: Bobby Maxwell, President of SPAL

Address: 440 Harcourt Ave City: Seaside State: California 93955

Phone: (831)869-9951 Email: bobbymaxspal@gmail.com

of Participants: 140-200 Seaside Residents / Students: 95% Ages: 5yrs – 14yrs

CRITERIA:

Applicants must meet at least one of the following criteria to be eligible for funding.

Please select one or more from the following list:

☐ Scholastic ☒ Athletic ☐ Music ☐ Environmental ☐ Art

Is funding a reward for one of these activities? ☒ No ☐ Yes, _____

Description of event, activity, or program funding pertains to:

Our program provides athletic, recreational and educational opportunities for at-risk youth, police officers, our neighborhoods and the business community. SPAL provides their sport programs free to the youth of Seaside, which has an overall positive impact on the community.

Description of how funds will be specifically used for youth groups, activities and events, and has a nexus to the goals of recycling, cleanup or "green" sustainability to insure a healthy environment: The Mayor's Youth Fund would be used for new uniforms and for the enhancement of, and additions to Seaside Pal's current sports and education programs. SPAL encourages their youth players to become involved in their communities by helping out other non-profit and awareness events. These events include neighborhood cleanups: recycle bottles and cans collections and graffiti and park cleanups.

What other fundraising activities are you participating in to fund your event, program, or activity? What other funding sources will supplement your requests? MPUSD and the City Seaside Parks & Recreation Department support SPAL by providing facilities for its programs. Local businesses and individuals generously donate their time, money and resources to help make SPAL successful.

Total Amount Requested: (See contribution limits) \$ 3000.00

Applicant Signature: Bobby Maxwell

Date: 5/21/24



**SEASIDE
CALIFORNIA**

Mayor's Youth Fund

986 Hilby Avenue, Seaside CA 93955
831-899-6800 | FAX: 831-718-8603

MAYOR'S YOUTH FUND CLOSING REPORT

CONTACT INFORMATION:

Organization: _____

Name of Applicant: _____

Address: _____ City: _____ State: _____

Phone: _____ Email: _____

DONATION INFORMATION:

Date the Mayor's Youth Fund was approved by City Council: _____

What Items were purchased with Mayor's Youth Fund Donation?

Describe the activities and the date the group or individual participated in related to reduce, reuse and recycle? Please provide written description, brief City Council presentation, and/or photos: _____

Applicant Signature: _____

Date: _____

*This form is due 60 days upon receipt of funding by the applicant. Organizations that do not comply within the 60 day time period may not apply for funding for the following year.

SEASIDE POLICE ACTIVITIES LEAGUE (SPAL)

The Seaside Police Activities League (SPAL) is a juvenile crime prevention program designed to provide athletic, recreational and educational opportunities for at-risk youth and to reinforce responsible values and respect. Such respect is beneficial to the youth, police officers, our neighborhoods and the business community. SPAL is comprised of police officers, volunteers and police personnel who serve as coaches, mentors, instructors and role models. Their devoted dedication and time is a vital essence in hopes of enhancing a brighter future for our youth. SPAL provides needed opportunities for at-risk youth at a critical time in their lives. Programs and activities sponsored by SPAL provide local youth with positive role models and alternatives to delinquent and gang-related behaviors. SPAL programs are designed to improve the well-being and self-reliance of young people, reinforce positive behaviors, build connections between youth and police officers, and strengthen families.

Seaside Police Activities League (SPAL) was incorporated in February 2001. MPUSD & City of Seaside Parks & Recreation Department support SPAL by providing facilities for its programs. Local businesses and individuals generously donate their time, money, and resources to help make SPAL successful.

Seaside Police Activities League (SPAL) is a 501C non-profit offering programs to engage our youth in positive, well-supervised, team- building activities while building the bond between cops and kids. SPAL provide opportunities for both males and females in Seaside and other cities on the Monterey Peninsula to excel and enhance their athletic skills in youth baseball, youth soccer, track and field, and youth basketball. SPAL also encourage youth players to become involved in their communities by helping out at other non-profit and awareness events. These events included neighborhood cleanups; recycle bottles and cans collections and graffiti and park cleanups.

The Mayor's Youth Fund would be used for the enhancement of, and additions to Seaside Pal's current sports and education programs. Without the generous donations and support of the City of Seaside, Seaside Police Activities League (SPAL) would not be able to provide our sports programs free to the youth of Seaside, which has an overall positive impact on the Community.



SEASIDE CALIFORNIA

Mayor's Youth Fund

986 Hilby Avenue, Seaside CA 93955
831-899-6800 | FAX: 831-718-8603

Contribution Limits: In order to equitably distribute funds available in the Mayor's Youth Fund, the following contribution guidelines have been developed, although all contributions are subject to the discretion of the City Council.

Individuals	25% of total cost of activity (not to exceed \$1,000)
Groups up to 20 people	up to \$1,500
Groups of 21+ people	up to \$3,000

In addition, funding will be limited to one contribution per year (every 12 months).

Funding Requirements:

- Funding is limited to one contribution per year (every 12 months).
- The Mayor's Youth Fund Closing Report Form must be submitted to staff at least 60 days upon completion of the event, activity or program. Applicants that do not furnish the form may not apply for funds for the following year.
- A representative from the organization is required to be at the Council meeting for their application to be heard. If no representative is present then the agenda item will be postponed to another City Council meeting upon notification by the applicant.
- Incomplete applications will not be forwarded for Council consideration; applications not answering the question related to reduce, reuse or recycle are considered incomplete.

Individual Requests: Please attach an itemized list of all expenses. Amount of donation may not exceed 25% of the total cost of the activity and not exceed \$1,000. Applications that are incomplete will be returned.

Payment Process: If a contribution is approved by the City Council, payment will be made to the authorized organization or directly to the vendor selected by the authorized organization after submittal of a receipt or the presentation of actual invoices. No funding can go directly to an individual. This process is required in order to provide documentation required to meet municipal auditing standards.

All requests will be considered before the City Council and you will be notified of the specific date your item is placed on the agenda. Please return this completed form with necessary attachments to:

Dan Meewis
City of Seaside Recreation Services
440 Harcourt Avenue
Seaside, CA 93955

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Name (as shown on your income tax return)
SEASIDE POLICE ACTIVITIES LEAGUE, INC.

Business name/disregarded entity name, if different from above

Check appropriate box for federal tax classification:
☐ Individual/sole proprietor ☒ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate
☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶
☐ Other (see instructions) ▶

Exemptions (see instructions):
Exempt payee code (if any) **23701D**
Exemption from FATCA reporting code (if any)

Address (number, street, and apt. or suite no.)
440 HARCOURT AVE
City, state, and ZIP code
SEASIDE, CA 93955

Requester's name and address (optional)

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number								
				-				

Employer identification number									
3	1	-	1	7	8	8	0	4	7

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below), and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign
Here

Signature of
U.S. person ▶

Date ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. The IRS has created a page on irs.gov for information about Form W-9, at www.irs.gov/w9. Information about any future developments affecting Form W-9 (such as legislation enacted after we release it) will be posted on that page.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, payments made to you in settlement of payment card and third party network transactions, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct for you are waiting for a number to be issued).
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the

withholding tax on foreign partners' share of effectively connected income, and

- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct.

Note. If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.



**California Secretary of State
Electronic Filing**



Corporation - Statement of Information

Entity Name: THE SEASIDE POLICE ACTIVITIES
LEAGUE, INC.

Entity (File) Number: C2407278

File Date: 03/09/2020

Entity Type: Corporation

Jurisdiction: CALIFORNIA

Document ID: GD93683

Detailed Filing Information

1. **Entity Name:** THE SEASIDE POLICE ACTIVITIES
LEAGUE, INC.
2. **Business Addresses:**
 - a. **Street Address of Principal
Office in California:** 440 Harcourt Avenue
Seaside, California 93955
United States of America
 - b. **Mailing Address:** 440 Harcourt Avenue
Seaside, California 93955
United States of America
3. **Officers:**
 - a. **Chief Executive Officer:** Bobby Maxwell
440 Harcourt Avenue
Seaside, California 93955
United States of America
 - b. **Secretary:** Gianna Stagnaro
440 Harcourt Avenue
Seaside, California 93955
United States of America

Document ID: GD93683



California Secretary of State Electronic Filing

Officers (Cont'd):

c. Chief Financial Officer:

Regina Lualemana
440 Harcourt Avenue
Seaside, California 93955
United States of America

4. Agent for Service of Process:

Regina Lualemana
440 Harcourt Avenue
Seaside, California 93955
United States of America

By signing this document, I certify that the information is true and correct and that I am authorized by California law to sign.

Electronic Signature: Regina Lualemana

Use bizfile.sos.ca.gov for online filings, searches, business records, and resources.

Document Number: GD93683



SEASIDE POLICE ACTIVITIES LEAGUE

440 Harcourt Ave.
Seaside, CA 93955

Telephone (831) 899-6748
FAX (831) 899-6297
TDD (831) 899-6207

Tax ID number: 31-1788047

Board of Directors

Bobby Maxwell
President

February 24, 2017

Kent Berman
Vice-President

Dear City Council Members:

Isaiah Luzon
Secretary

The Seaside Police Activities League, (SPAL), is a juvenile crime prevention program designed to provide athletic, recreational and educational opportunities for at-risk youth, police officers, our neighborhoods and the business community. SPAL is comprised of police officers, volunteers and police personnel who serve as coaches, mentors, instructors and role models. Their devoted dedication and time is a vital essence in hopes of enhancing a brighter future for our youth with positive role models and alternatives to delinquent and gang-related behaviors. SPAL programs are designed to improve the well-being and self-reliance of young people, reinforce positive behaviors, build connections between youth and police officers, and strengthen families.

Regina Lualemana
Treasurer

SPAL was incorporated in February 2001. MPUSD & City of Seaside Parks & Recreation Department support SPAL by providing facilities for its programs. Local businesses and individuals generously donate their time, money, and resources to help make SPAL successful.

Robert Jackson
Board Member

Dave Pacheco
Board Member

Daniel Washington
Board Member

SPAL is a 501C non-profit offering programs to engage our youth in positive, well-supervised, team-building activities while building the bond between cops and kids. SPAL provide opportunities for both males and females in Seaside and other cities on the Monterey Peninsula to excel and enhance their athletic skills in youth baseball, soccer, track and field, and basketball. SPAL also encourage youth players to become involved in their communities by helping out other non-profit and awareness events. These events include neighborhood cleanups; recycle bottles and cans collections and graffiti and park cleanups.

Mary Miller
Board Member

Patricia Perez
PAL Coordinator

The Mayor's Youth Fund would be used for the enhancement of, and additions to Seaside Pal's current sports and education programs. Without the generous donations and support of the City of Seaside, SPAL would not be able to provide our sports programs free to the youth of Seaside, which has an overall positive impact on the Community. During the 2017 SPAL Basketball season, SPAL provided organized sports activities for 140 local youth.

Sincerely,

A handwritten signature in blue ink, appearing to read "Patricia Perez", is written over a circular blue stamp.

Patricia Perez
SPAL Coordinator
(831) 899-6858
pperez@ci.seaside.ca.us

MAYOR'S YOUTH FUND CLOSING REPORT *

Date Mayor's Youth Fund was approved by council: June 15, 2023

Name of Organization: SEASIDE PAL

Contact: BOBBY MAXWELL

Address: 949 HILBY AVE.

Email/Phone: bobbymaxspal@gmail.com

Amount of Donation Received: \$3000.00

What Items were purchased with Mayor's Youth Fund Donation:

JERSEYS, EQUIPMENT, AWARDS, PAID REFEREES

Please describe the activities and the date the group/individual participated in related to reduce, reuse and recycle? Please provide written description, brief City Council presentation, and/or photos.

BASKETBALL GAMES FROM JAN. THROUGH MARCH FOR
250 YOUTH. PASSED OUT REUSEABLE WATER BOTTLES,
EATING UTENSILS, ETC.

Signature: B Maxwell

Date: 7/13/23

*This form is due 60 days upon receipt of funding by the applicant. Organizations that do not comply within the 60 day time period may not apply for funding for the following year.



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.E.

TO: City Council

FROM: Nicholas Borges, Acting City Manager

BY: Dan Meewis, Recreation Director

DATE: June 20, 2024

**SUBJECT: APPROVE A MAYOR'S YOUTH FUND CONTRIBUTION REQUEST
FROM THE BOYS & GIRLS CLUBS OF MONTEREY COUNTY**

RECOMMENDATION

Approve a request from Boys & Girls Clubs of Monterey County for a donation of \$3,000.00 from the Mayor's Youth Fund to help cover the costs of supplies required for their eight-week youth Summer Academy.

BACKGROUND

The Boys & Girls Clubs of Monterey County is requesting a donation of \$3000.00 from the Mayor's Youth Fund to cover the costs associated with expenses related to their eight-week youth Summer Academy, including the purchase of art & craft supplies, lego, books, film-making software, healthy food, utensils, cookware, and small kitchen appliances. Their Summer Academy at the Seaside Clubhouse provides robust learning and hands-on projects for youth ages 6-18. Their overall goal is to serve 200 youth for the eight-week summer program from the hours of 8:00 a.m. to 12:00 p.m.

The Seaside Clubhouse engages in environmental sustainability through its EV fleet conversion. At least one field trip a week will be scheduled, ensuring the newest method of transportation will be utilized. Three meals a day will be provided for the youth and the remaining scraps and materials will be recycled or composted in their garden.

Based on the information provided in the application, the request meets the criteria for the Mayor's Youth Fund Policy. They received their last donation at the June 20, 2019 City Council meeting. They submitted their 2019 Mayor's Youth Fund Closing Report within the 60-day time frame.

FISCAL IMPACT

This request would be funded by a donation from the Green Waste Recovery's donation to the Mayor's Youth Fund. The current balance is the Mayor's Youth Fund account (601-2106) is \$35,107.02. If the City Council approves this request, the balance will decrease to \$32,107.02. This is for fiscal year 2023/24.

In the event that all of the funds in the Mayor's Youth Fund become exhausted, staff will keep a file of all applications. Once Green Waste issues the next round of funding, all applications on file will be processed at the next available City Council meeting.

ATTACHMENTS

1. Mayor's Youth Fund Request Boys & Girls Clubs of Monterey County 2024
 2. W-9 - Boys & Girls Clubs of Monterey County 2024
 3. Boys & Girls Clubs of Monterey County 501(c)(3)
 4. Mayor's Youth Fund Closing Report - Boys & Girls Clubs of Monterey County 2019
-

Terry Navarro - Online Form Submittal: Mayor Youth's Contribution Request

From: <noreply@civicplus.com>
To: <cityclerk@ci.seaside.ca.us>, <dmeewis@ci.seaside.ca.us>, <tnavarro@ci.s...>
Date: 5/28/2024 2:42 PM
Subject: Online Form Submittal: Mayor Youth's Contribution Request

Mayor Youth's Contribution Request

Purpose

The Mayor's Youth Fund was created to provide supplemental financial assistance to students and non-profit groups that provide services to improve the lives of young people living in the City of Seaside. A policy has been developed to standardize the evaluation of contribution requests and ensure that the funds are used appropriately to serve the City's youth.

Eligible Applications

Contributions will only be made to, or on behalf of, students or organized groups, such as schools and non-profit organizations based in Seaside and/or serving a majority of Seaside residents (50%) that are 18 years old or younger or enrolled in high school. Faith based organizations may apply for contributions from the Mayor's Youth Fund if the funding is not used to support religious activities such as: Religious instruction, Sunday School, and Worship. In addition, activities funded by the Mayor's Youth Fund must be open to all persons without regard to their religious affiliation.

Submittal of Contribution Requests

In order to request a contribution, the following information must be provided in writing:

- Name of the organization, person(s) benefiting, proposed use of the funds, total amount needed or fundraising goal.*

- Description of other methods being used to raise funds and/or other contributors.*

- An explanation of how the group, activity, or event will benefit Seaside youth.*

- Written description of how the use of the funds will be specifically used for youth group activities/events and has a nexus to the goals related to recycle, cleanup, and "green" sustainability to ensure a healthy environment.*

- *How this request will provide a municipal benefit (ie., benefit the community).*

- *Proof of non-profit organization status (not a taxpayer's I.D number) and a current W-9 form.*

Evaluation Process & Criteria

Contributions can only be made if approved by the City Council. Funding requests will be evaluated based on their consistency with this policy, including the following criteria.

- *Scholastic, athletic, music, environmental and art activities will be considered for funding based on the quality of the proposed activity.*

- *Evidence of activities/events related to "reduce, reuse and recycle" to ensure a healthy environment.*

- *Contributions requests will be accepted from individuals and can be made to an organization on behalf of an individual member or student.*

- *Contributions are only paid to organizations, such as non-profit groups and schools.*

- *Contributions are intended to fund actual costs related to an event or activity. (Please see "Payment Process" information provided in the following area.)*

- *Contributions from the Mayor's Youth Fund are not intended to be the sole source of funds for an organization or program and will only be made to supplement other fundraising activities.*

- *How this request will provide a municipal benefit (ie., benefit the community).*

Contribution Limits

In order to equitably distribute funds available in the Mayor's Youth Fund, the following contribution guidelines have been developed, although all contributions are subject to the discretion of the City Council. In addition, funding will be limited to one contribution per year (every 12 months).

- *Individuals - 25% of the total cost of the activity (not to exceed \$1,000)*

- Groups up to 20 people - up to \$1,500

- Groups of 21 or more people - up to \$3,000

Payment Process

If a contribution is approved by the City Council, payment will be made to the authorized organization or directly to the vendor selected by the authorized organization after submittal of a receipt or the presentation of actual invoices. No funding can go directly to an individual. This process is required in order to provide documentation required to meet municipal auditing standards.

Funding Requirements

Funding is limited to one contribution per year (every 12 months). The Mayor's Youth Fund Closing Report Form must be submitted to staff at least 60 days upon completion of the event, activity or program. Applicants that do not furnish the form may not apply for funds for the following year. A representative from the organization is required to be at the Council meeting for their application to be heard. If no representative is present then the agenda item will be postponed to another City Council meeting upon notification by the applicant. Incomplete applications will not be forwarded for Council consideration; applications not answering the question related to reduce, reuse or recycle are considered incomplete.

Individual Requests

Please attach an itemized list of all expenses. Amount of donation may not exceed 25% of the total cost of the activity and not exceed \$1,000. Applications that are incomplete will be returned.

Name of Organization	Boys & Girls Clubs of Monterey County
Name	Ron Johnson
Email Address	grantsadministration@bgcmc.org
Address	1332 La Salle Ave
City	Seaside
State	CA
Zip Code	93955
Phone Number	8313945171
Additional Phone Number	Field not completed.
Percentage of Residents or Students of Seaside	84

Number of Participants	200
Ages of Participants	6-18
Criteria	
Applicants must meet at least one of the following criteria to be eligible for funding. Please select one or more from the following list:	Art, Athletic, Environmental, Music, Scholastic
Are you funding a reward for one of these activities?	No
Description of event, activity or program funding pertains to:	The Boys & Girls Clubs of Monterey County provides Monterey County youth at the Seaside Clubhouse with an 8-week summer program consisting of mindfulness, STEAM, physical activities and field trips. The purpose of summer academy is to avoid the "summer slide", the absence of school where youth forget what they learned throughout the school year. Programs focusing on Academic Success, Healthy Lifestyles and Good Character & Citizenship are provided along with a variety of camps and clinics including: golf, soccer, tennis, basketball, volleyball, guitar, visual & performing arts, art and the Johnson Toney Football Camp. The Read Naturally program is continued through the summer and combines three research-proven strategies (teacher modeling, repeated reading and progress monitoring) to accelerate reading achievement. The Seaside Clubhouse's overall goal is to serve 200 youth for the 8-week summer program from the hours of 8am to 12pm.
Attach Additional Information as Necessary	<i>Field not completed.</i>
Description of how the funds will be specifically used for youth groups activities/events and has a nexus to the goals of recycling, cleanup and "green" sustainability to insure a healthy environment:	If awarded, the Mayor's Youth Fund will provide funding for the 8 week programs designed for members of all ages. The kindergarten, 1st and 2nd grade will study animals and their role in the ecosystem. Expenses for the program include arts & crafts supplies like pens, pencils, construction paper, legos, books and foam sheets. 3rd, 4th and 5th grade members programming is based on Cinematography. Expenses for the program comprise art supplies such as sketchbooks, pencils, clay and filmmaking software. 6th, 7th and 8th grade members will study Nutrition. Members have lessons in food groups, health & wellness and cooking lessons. Program expenses include purchasing healthy ingredients, utensils, cookware and small kitchen appliances. The Seaside Clubhouse engages in environmental sustainability through its EV fleet conversion. At

least one field trip a week is scheduled throughout the 8-week camp ensuring the newest method of transportation will be utilized. During the summer three meals a day are provided to members, and remaining scraps and materials are recycled.

What other fundraising activities are you participating in to fund your event, program or activity and what other funding sources will supplement your request?

Other ways the Clubhouse is funding our summer program is through a summer campaign geared towards major donors and grant writing. The majority of the funding is through mail and online donations sent to over 2,000 constituents. Our goal is to raise \$320,000 with a matching gift of \$150,000.

Total Amount Requested: \$3,000

Electronic Signature Agreement I agree.

Electronic Signature Ron J. Johnson

Date 5/28/2024

Email not displaying correctly? [View it in your browser.](#)

**Request for Taxpayer
Identification Number and Certification**

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Boys & Girls Clubs of Monterey County

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☐ C Corporation

☐ S Corporation

☐ Partnership

☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☒ Other (see instructions) ► **Non Profit Corporation**

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) 1

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
1332 La Salle Ave

6 City, state, and ZIP code
Seaside, CA 93955

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

9 4 - 1 7 0 2 7 5 3

OR

Employer identification number

9 4 - 1 7 0 2 7 5 3

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign
Here

Signature of
U.S. person ►

Am. Khos

Date ►

5/28/24

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



Department of the Treasury
Internal Revenue Service
P.O. Box 9941
Ogden UT 84409

In reply refer to: 2916803013
May 02, 2000 LTR 252C
94-1702753 000000 00 000
01383

BOYS & GIRLS CLUBS OF MONTEREY
COUNTY
PO BOX 72
SEASIDE CA 93955-0072721

Taxpayer Identification Number: 94-1702753

Dear Taxpayer:

Thank you for the inquiry dated Mar. 20, 2000.

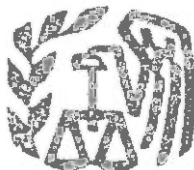
We have changed your business name as requested. The number shown above is valid for use on all tax documents. For your convenience, we have ordered corrected Forms 8109, Federal Tax Deposit Coupons for you to make your deposit. You should receive them in five to six weeks. REMINDER - Your new business name should also be used if you deposit electronically. You can make Electronic Funds Transfer (EFT) payments using the government's Electronic Federal Tax Payment System (EFTPS) through a financial agent designated to process tax payments.

If you have any questions, please call us toll free at 1-800-829-1040. If you prefer, you may write to us at the address shown at the top of the first page of this letter.

Whenever you write, please include this letter and, in the spaces below, give us your telephone number with the hours we can reach you. Also, you may want to keep a copy of this letter for your records.

Telephone Number () _____ Hours _____

Department of the Treasury



District Director
Internal Revenue Service

Date: 4 DEC 1975

In reply refer to:
FL-1330, Code 428

EO-7272:d:Shedish
SF:EO:75-1625
(415)556-7963

Boys Club of Monterey Peninsula
P. O. Box 72
Seaside, California 93955

Our Letter Dated: February 24, 1969

In our above letter, we advised you that you were recognized as exempt from Federal income tax as an organization described in section 501(c)(3) of the Internal Revenue Code. However, we did not determine whether you are a private foundation.

Based on the information you recently submitted, we have classified your organization as one that is not a private foundation as defined in section 509(a) of the Code because you are an organization described in section 170(b)(1)(A)(vi) and 509(a)(1).

This classification is based on the assumption that your operations will continue as you have stated. Please notify us of any changes in your purposes, character, or method of operation so that we can consider their effect on your status.

Because this letter could help resolve any questions about your exempt status and private foundation status, please keep it in your permanent records.

Sincerely yours,

F. L. Brownell

District Director

FRANCHISE TAX BOARD

1025 P STREET

CRAMENTO, CALIFORNIA 95814

October 23, 1968

Boys Club of Monterey Peninsula, a
non-profit Corporation
c/o Weingarten and McGinty
Fremont Professional Center
Fremont Boulevard and Williams Avenue
Seaside, CA 93955

Re: Exemption from franchise tax

Gentlemen:

It is the opinion of this office, based upon the evidence presented, that you are exempt from State franchise tax under the provisions of Section 23701d of the Revenue and Taxation Code, as it is shown that you are organized and operated exclusively as a charitable organization.

Accordingly, you will not be required to file franchise tax returns unless you change the character of your organization, the purposes for which you were organized, or your method of operation. Any such changes should be reported immediately to this office in order that their effect upon your exempt status may be determined.

If in any year your gross income exceeds \$25,000, you are required to file an information return on Form 199 on or before the 15th day of the 5th month following the close of your fiscal year. These forms will be mailed to you if you provide us with your current postal address.

If you have income from an unrelated trade or business that is taxable under the provisions of Section 23731 of the Revenue and Taxation Code, you must file a return on Form 109 on or before the 15th day of the 3rd month following the close of your fiscal year. Copies of this form may be obtained from this office or any of its branches.

Contributions made to you are deductible by the donors in arriving at their taxable net income in the manner and to the extent provided by Sections 17214, 17215, 17216 and 24357 of the Revenue and Taxation Code.

If the organization is not yet incorporated or has not yet qualified to do business in California, this approval will expire unless incorporation or qualification is completed within 30 days.

Very truly yours,


James C. Stewart
Assistant Secretary

101 Secretary of State



City of Seaside Mayor's Youth Fund 2019 Report

Date Mayor's Youth Fund was approved by council: June 20th, 2019

Name of Organization: The Boys & Girls Clubs of Monterey County

Contact: Andrew Vie

Address: 1332 La Salle Ave Seaside, CA 93955

Email/Phone: avie@bgcmc.org / 831-394-5171, Ext. 212

Amount of donation received: \$3,000.00

What Items were purchased with Mayor's Youth Fund Donation:

The \$3,000 received from the Mayor's Youth Fund was allocated across staffing and our summer Club store items:

Staff:		Salary Total
Amanda Cook	Tech Specialist	1028.74
Joseph Garcia	Science Specialist	610.44
Marissa Serna	Art Specialist	687.01
Total Staff		2,326.19

Supplies:

Amazon.com	Middle School Club Store Supplies	514.68
Amazon.com	K-5th grade Club Store Supplies	201.10
Total Supplies		715.78

Grand Total 3,041.97

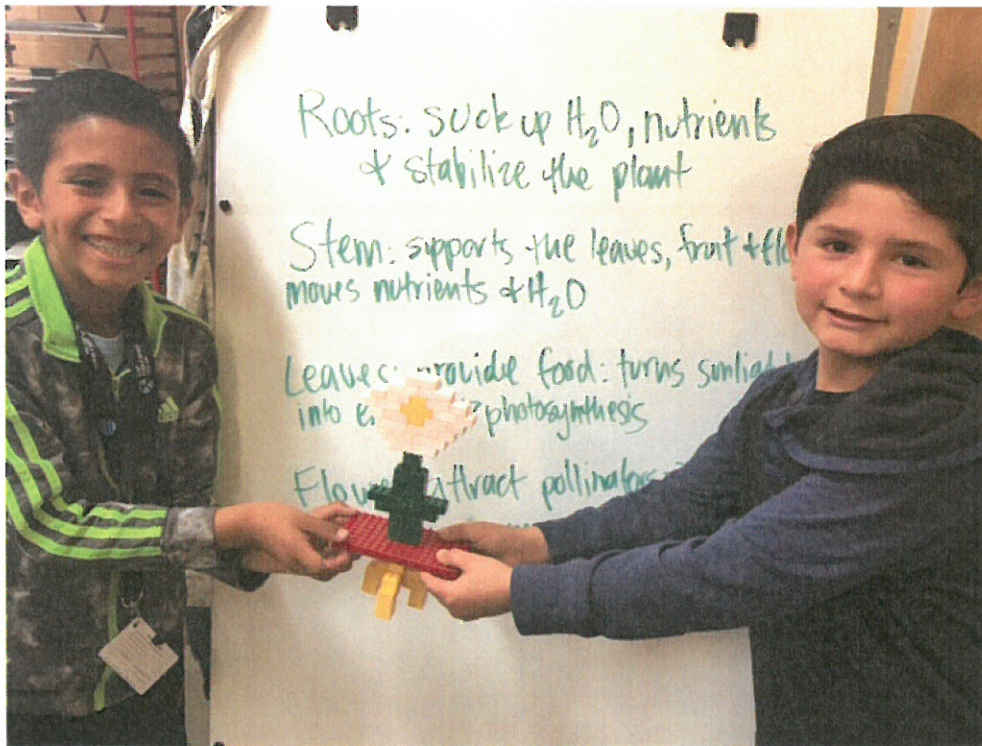
Please describe the activities and the date the group/individual participated in related to reduce, reuse and recycle? Please provide written description, brief City Council presentation, and/or photos:

The 2019 Summer Academy at the Seaside Clubhouse provided robust learning and hands on projects for youth ages 6-18. Program services operate from 8:00a-6:00p. Overall the program served 338 youth, with 304 residing in Seaside. Youth formed groups of K-1, 2nd-3rd, 4th-5th and 6th-8th graders through the Tribes process, as BGCMC staff helped members create small learning communities and complete innovative projects. The program culminated in our STEAM Fair on Thursday, July 25th and showcased the member's work throughout the summer. Some of the grade level projects offered included:

City of Seaside Mayor's Youth Fund 2019 Report

- *Puzzles & Logic Camp (K-3rd)*: 90 youth participated in a hands-on, STEM-integrated learning camp using building bricks to solve brain-building exercises. Communication and team-work were essential as students tackled logic-puzzles and engineering challenges while covering topics ranging from social-studies, geography, history and biology. Finished projects showcased at the STEAM Fair included models of a Boys & Girls Club, Netflix logo, and a city with blueprint.
- *Famous Structures (4th-5th)*: 60 youth were engaged on a globe-trotting journey to discover famous structures from around the world such as the Eiffel Tower, the Empire State Building and the Taj Mahal. Students then replicated these structures using bricks, all while learning about ancient architectural breakthroughs and the fundamental design elements still used today. Finished projects showcased at the STEAM Fair included models of a castle, Eiffel Tower, and Cathedral of Notre Dame.
- *Origami Tekniko (6th-8th)*: Traditional paper-folding techniques met integrated STEM learning as students' paired simple circuits with paper structures to bring their origami to life. LED lights, conductive material and motor-boards were used to create "Origami Robot Sculptures" in an engaging science program matched to Common Core and NGSS learning standards. Finished projects showcased at the STEAM Fair included designs for LED cities using a digital cutter, modular Origami pieces, and frogs.

Photos:



Jayson R. and Brandon L. show off their project.

City of Seaside Mayor's Youth Fund 2019 Report



Seaside High School Students visit CSU San Marcos College tour



Bella C. 3rd Grade Member presents at Seaside STEAM Fair.

Signature:  Andrew Vie

Date: 8/20/2019

***This form is due 60 days upon receipt of funding by the applicant. Organizations that do not comply within the 60 day time period may not apply for funding for the following year.**



CITY OF SEASIDE STAFF REPORT

Item No.: 8.F.

TO: City Council

FROM: Nicholas Borges, Acting City Manager

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

DATE: June 20, 2024

SUBJECT: ADOPT A RESOLUTION AUTHORIZING AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICE AGREEMENT WITH WHITSON ENGINEERS FOR FINAL DESIGN SERVICES AND DESIGN SUPPORT DURING CONSTRUCTION FOR THE POLICE DEPARTMENT PARKING LOT IMPROVEMENTS PROJECT FOR AN AMOUNT NOT TO EXCEED \$22,500.00

RECOMMENDATION

Adopt a resolution authorizing the City Manager to execute Amendment No. 2 to the professional services agreement with Whitson Engineers for final design services and design support during construction services for the Police Department Project for an amount not to exceed \$22,500.00.

BACKGROUND

The Police Department Parking Lot Improvements project includes repaving the existing parking lot, providing a security fence and gates, new paving in a previously unpaved parking area, and constructing stormwater control and treatment devices. The project will also relocate the existing kennels and generator, and install lighting.

On August 10, 2022, the City entered into a professional services agreement (PSA) with Whitson Engineers, for project design services for the Police Parking Lot Improvements Project for the amount of \$56,194.00. Whitson began developing plans for the project. During the design phase, it was decided that it would be beneficial to add a sewer lateral for the staff trailers at City Hall. The lateral location is proposed to cut across the Police Department Parking Lot. Constructing the lateral with the Police Department Parking Lot rather than with a separate project prevents trenching through anewly

paved parking lot. It was also discovered that additional structural engineering would need to be performed to relocate the generator from its current position in the parking lot, to a concrete pad behind a row of parking spaces. The City has requested Whitson be available to respond to questions, provide clarifications, and provide design updates as new conditions are uncovered in the field. Scope of work needs to be added to the Whitson PSA to complete the final design including design for the mentioned additional items. Design support during construction will also be needed. Whitson provided a proposal in the amount of \$22,500.00 to perform the additional services. Staff reviewed the proposal and finds the scope and fee acceptable.

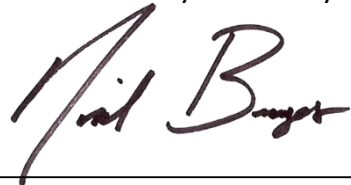
FISCAL IMPACT

Amendment No. 2 to the professional services agreement with Whitson Engineers to perform final design and design support during construction is for an amount not to exceed \$22,500.00. The \$22,500.00 amendment to the Whitson Engineers professional services agreement amends their agreement to a total amount of \$78,694.00. In addition, the City Council previously approved a contingency on the contract of \$5,619.40, or 10% of the original contract value. To date, that contingency has not been used. An additional contingency of approximately 13% of the new contract value, or \$10,118.60, would bring the total contingency to \$15,738.00. This amount is required for expenses for services for additional unforeseeable issues that may arise and approved on an as-needed basis by authorization of the City Manager, so that the total PSA amount including contingency does not exceed \$94,432.

ATTACHMENTS

1. Resolution
2. PSA Amendment 2

Reviewed for Submission to the City Council by:

A handwritten signature in dark ink, appearing to read "Nicholas Borges", is written over a horizontal line.

Nicholas Borges, Acting City Manager

RESOLUTION NO. 24-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

AUTHORIZING AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICE AGREEMENT WITH WHITSON ENGINEERS FOR FINAL DESIGN SERVICES AND DESIGN SUPPORT DURING CONSTRUCTION FOR THE POLICE DEPARTMENT PARKING LOT IMPROVEMENTS PROJECT FOR AN AMOUNT NOT TO EXCEED \$22,500.00

WHEREAS, The Police Department Parking Lot Improvements Project is an approved project in the City of Seaside Capital Improvement Program; and

WHEREAS, On August 10, 2022, the City entered into a professional service agreement with Whitson Engineers for project design services in the amount of \$56,194.00; and

WHEREAS, Staff have added scope to the project which was not originally in the proposal, including the addition of sewer lateral for City facilities, structural engineering for the relocation of the generator, and design support during construction; and

WHEREAS, Whitson Engineers has expended \$53,394.00 of the project budget to date in the development of the plan set; and

WHEREAS, Whitson Engineers is on the City approved list of design consultants to provide engineering services; and

WHEREAS, Staff has determined the proposed scope of work and budget are reasonable; and

WHEREAS, an amount of \$5,619.40 contingency, 10% of the original contract value, was previously approved by the City Council; and

WHEREAS, an additional amount of \$10,118.60 contingency, approximately 13% of the new contract value to create a total contingency amount of \$15,738.00, is appropriate for this project.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Seaside authorizes the City Manager to execute an Amendment No. 2 to the Professional Services Agreement with Whitson Engineers to provide final design and design support during construction services, for the Police Department Parking Lot Improvements Project for an amount not to exceed \$22,500.00.

BE IT FURTHER RESOLVED that the City Council of the City of Seaside authorizes the City Manager to execute up \$15,738.00 contingency for written amendments and extensions such that the total Professional Services Agreement does not exceed \$94,432.00.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside duly held on the 20th day of June, 2024, 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 TO FORM:

Sheri L. Damon, City Attorney

CONTRACT AMENDMENT #2
PROFESSIONAL SERVICES
City of Seaside

Date: June 4, 2024

Change Requested by: X City Consultant

Contract Date

August 10, 2022

Project Name

Police Department Parking Lot Improvements

To (Consultant): Whitson Engineers, 6 Harris Court, Monterey, CA 93940

You are directed to make the following changes to the Contract Documents or amend the following described work not included in the contract documents for this project.

The purpose of this addendum is to provide additional professional services related to the project named above. The contract terms and conditions shall not be modified except for as stated herein.

MODIFY the following text in **Section 1, "Term."**

This Agreement shall commence on the effective date stated above and shall remain and continue in effect until tasks described herein are completed, but in no event later than June 30, 2025, unless sooner terminated pursuant to the provisions of this Agreement.

MODIFY the following text in **Section 2, "Services."**

Consultant shall perform the tasks described and set forth in Exhibit A and Exhibit A1 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 and A1.

MODIFY the following text in **Section 22, "Contents of Request for Proposal and Proposal."**

Consultant is bound by the contents of City's Request for Proposal, Exhibit "C" hereto and incorporated herein by this reference, and the contents of the proposal submitted by the Consultant, Exhibit A and A1 attached hereto.

Original Contract Amount	Previous CCO Total (Not including this Amendment)	This Amendment Total	Revised Contract Amount
\$56,194.00	\$0.00	\$22,500.00	\$78,694.00
Original Contract Time	Original Completion Date	Months to Add (Including This Amendment)	Revised Completion Date
10 Months	June 30, 2023	24	June 30, 2025

CONTRACT AMENDMENT #2
PROFESSIONAL SERVICES
City of Seaside

SUBMITTED BY:		
	Nisha Patel, PW Director / City Engineer	6/4/24
Signature	Name and Title	Date
CITY APPROVAL BY:		
	Nicholas Borges, Acting City Manager	
Signature	Name and Title	Date

CONSULTANT ACCEPTANCE BY:		
	Richard Weber, Principal	6/4/2024
Signature	Name and Title	Date

May 28, 2024

Project No.: 2071.18

Patrick Grogan
Associate Civil Engineer
City of Seaside, Public Works
440 Harcourt Ave.
Seaside, CA 93955

**Re: Police Department Parking Lot Improvements
Additional Services Proposal (Amendment #2)**

Dear Mr. Grogan:

Thank you for the opportunity to make this Additional Services Proposal. This proposal addresses additional surveying, utility locating, design and bid phase support for the project necessitated by a proposed expansion of project scope, as well as bid- and construction-phase support services.

SCOPE OF SERVICES

1. Incorporate the portable building sewer lateral into the project PS&E. As discussed, the sewer lateral may conflict with the existing public utilities within SR 218. It may be necessary to revise the design, or remove it from the scope, after potholing is performed by the construction contractor, during construction.
2. Incorporate the generator slab structural design and detailing into the project PS&E.
3. Provide design assistance during bidding as requested. We have included an allowance of 4 hours for this Task.
4. Provide design assistance during construction as requested. We have included the following in our allowance for this Task, assuming a total construction duration of 75 working days.
 - a. Pre-bid meeting – 2 hours
 - b. Weekly construction meetings – 20 hours.
 - c. Site visits – 8 hours
 - d. Written responses to Contractor's Material Submittals – 12 hours
 - e. Written responses to Requests for Information – 12 hours
 - f. Drawing revisions – 8 hours
 - g. Final site walk and punch list – 4 hours

PAYMENT AND PROVISIONS:

We propose to do the above work on a Time and Materials basis. Our proposed Not to Exceed Fee is **\$22,500**. A breakdown of this estimate is provided in the attached Time and Materials Estimate. Additional Services, if requested, will also be performed on a Time and Materials basis.

May 28, 2024 | Job No. 2071.18

Police Department Parking Lot Improvements

If you have any questions or need more information, please contact me at (831) 649-5225.

Sincerely,

A handwritten signature in dark ink, appearing to read "Nathaniel Milam". The signature is fluid and cursive, with the first name "Nathaniel" written in a larger, more prominent script than the last name "Milam".

Nathaniel Milam, PE, QSD
Senior Civil Engineer

For Richard Weber PE, LS, QSD | Principal
RCE 55219, LS 8002, QSD 20534

Police Department Parking Lot Improvements									
Time and Materials Estimate									
5/28/24 NDM T41									
Additional Services (Amendment #2)									
		PE	SCE	LS	AS	AE2	1P	2P	Totals
	Rate:	\$ 240	\$ 195	\$ 175	\$ 150	\$ 130	\$ 210	\$ 350	Hours Cost
1	Sewer Lateral Design and PS&E		8			16			24 \$ 3,640
2	Generator Slab Design and PS&E (by subconsultant)								0 \$ -
3	Bid Phase Design Assistance		4						4 \$ 780
4	Construction Phase Design Assistance								0 \$ -
a	Pre-Bid Meeting		2						2 \$ 390
b	Weekly Meetings		20						20 \$ 3,900
c	Site Visits		8						8 \$ 1,560
d	Review Material Submittals		12						12 \$ 2,340
e	Respond to RFI's		12						12 \$ 2,340
f	Drawing Revisions		8						8 \$ 1,560
g	Final Site Walk / Punch List		4						4 \$ 780
--	Project Management, QA/QC		8						8 \$ 1,560
	Subtotal:	0	86	0	0	16	0	0	102 \$ 18,850
Construction Schedule:									
60 WD's to Substantial Completion									
15 WD's to Final									
Assume 4 weeks rain delays									
Professional Personnel Estimate: \$ 18,850									
Structural Design and Detailing by RRM: \$ 3,250									
10% Administrative Fee: \$ 325									
Estimated Expenses: \$ 75									
Total Estimate, Construction Documents: \$ 22,500									
Total Estimate: \$ 22,500									



April 15, 2024

Transmitted via email: nmilam@whitsonengineers.com

Nathaniel Milam, Senior Civil Engineer
Whitson Engineers
6 Harris Court
Monterey, CA 93940

**RE: Seaside Police Station Generator Anchorage
Proposed Scope of Services**

Dear Nathaniel,

RRM Design Group (RRM) is pleased to present this proposal for structural anchorage at the City of Seaside (City) Police Station. Below is a description of the proposed scope of services. We appreciate the opportunity to provide you with a proposal and look forward to working with you on this project.

PROJECT UNDERSTANDING

This project is for the seismic anchorage of a new generator with a belly tank at the Seaside Police Station.

SCOPE OF SERVICES

Task ST.01: Structural Engineering Seismic Anchorage

This task includes the structural design and detailing of the site elements:

- Genset anchorage

Deliverables:

- *Structural plans, details, and general notes*
 - *Structural general notes*
 - *Structural foundation plan*
 - *Typical and element-specific details*
 - *24" x 36" plans/30" x 42" plans in AutoCAD/PDF format*



- *Structural calculations*
 - *Structural calculations will be provided to support structural construction documents for submission to City for building permit*
 - *8.5" x 11" in PDF format*
- *Construction Administration*
 - *Limited to review of concrete mix design for conformance with approved plans*

Fixed Fee:

- *\$3,250 (see footnote A)*

Reimbursable Expenses

All expenses incurred will be reimbursed pursuant to the rates, terms, and conditions in the attached Exhibit A-I.

SERVICES AND/OR INFORMATION TO BE PROVIDED BY CLIENT

- Generator cut sheets
- Geotechnical Report, if one is available
- Civil engineering sheets for equipment location and placement on-site

LIMITATIONS OF SCOPE AND EXCLUSIONS

Please note that the tasks to be performed by the RRM team are limited purely to those outlined above. Substantive changes requested by the Client or changes in the Client's program or direction that are inconsistent with prior approvals are subject to additional services fees. Any additional services that RRM Design Group is asked to perform over and beyond those described above will be billed on a negotiated and Client-approved, fixed-fee, or hourly basis per the terms of the attached Exhibit A-I.

The following services or tasks are specifically excluded from the scope:

- *Temporary shoring and/or supports to facilitate construction, are assumed to be a means and methods construction item provided by the contractor*
- *MEP piping/supports including the following:*
 - *Cable trays*
 - *Trapeze systems*

Fee Footnote

Fixed fee tasks will be billed as the work progresses until the task is completed and the total amount stated in the contract for the task is invoiced.



EXHIBIT A-1: GENERAL PROVISIONS AND CONDITIONS

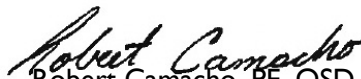
RRM Design Group and Client agree that Exhibit A-1 is hereby made part of this proposal.

If you have any questions or require clarification of the scope of services, Exhibit A-1, or fees outlined above, please do not hesitate to call us. If this scope of services is acceptable, please sign below indicating mutual agreement of the terms of this proposal; return one set to RRM and retain one set for your records. Thank you again for this opportunity.

Sincerely,

RRM DESIGN GROUP


Jessica Meadows, SE, PE
Project Manager
CA License No. S6488


Robert Camacho, PE, QSD
Managing Partner
CA License No. C76597

Attachment: Exhibit A-1

The person signing and executing this contract for the Client represents and warrants that he or she is duly authorized and has the legal capacity and actual authority to bind the Client to each and every term, condition, and obligation of this contract and that all requirements of the Client have been fulfilled to provide such authority.

AUTHORIZATION TO PROCEED BY CLIENT REPRESENTATIVE:

Sign

Date

Print Name, Title

Billing Email (Please identify person's name and email address to receive electronic invoices.)

Billing Address (if different from mailing address)

jmwn:\X-FILES\X-Files-3400\X3471-01-PS24-Seaside-Police-Station-Generator-Anchor\Proposa\Original-Docs\Proposal-Seaside-Police-Genset-jmw-04-15-24.docx



EXHIBIT A-1

General Provisions and Conditions

The following are the terms and conditions under which RRM Design Group agrees to provide professional services to Client. This Exhibit is intended to supplement the Prime Agreement to which it is attached, and together with any other attached exhibits and/or schedules shall comprise the complete agreement (the "Agreement"). Capitalized terms not defined herein shall have the meaning ascribed to them in the Agreement. In the event of an inconsistency between this Exhibit and the Agreement, the terms and conditions of this Exhibit shall govern.

EMPLOYEE RATES (HOURLY). Unless otherwise agreed in advance, the fees for professional services performed by RRM Design Group shall be performed on a time and materials basis at RRM Design Group's then-current rates for such work. Schedule I attached hereto and incorporated by this reference sets forth a description of RRM Design Group's standard hourly rates for its employees as of the date of this Agreement. Hourly rates may vary according to employee experience and proficiency. Hourly rates for expert witness services or depositions shall be subject to a premium of 2x the standard hourly rate. Overtime for non-exempt employees, if requested by Client, shall be charged at 1.25x the standard hourly rate.

SUBCONSULTANT EXPENSES. The fee for subconsultants of RRM Design Group shall be actual cost plus 10% to cover RRM Design Group's overhead and administrative expenses. Typical subconsultants may include, but are not limited to:
Structural Engineer, Irrigation Consultant,
Geotechnical Consultant, Mechanical Engineer, Cost Estimator, Archaeological Consultant, Electrical Engineer, Soils Consultant, Traffic Consultant
RRM Design Group shall not be responsible or liable for subconsultants' data, interpretations, and/or recommendations.

REIMBURSABLE EXPENSES. Clients shall reimburse RRM Design Group for all incidental expenses incurred by RRM Design Group, or any subconsultant it may hire to perform services for the Project, at actual cost plus 10% to cover its overhead and administrative expenses.

Reimbursable expenses shall include, but are not limited to: reproduction costs, postage, shipping and handling of drawings and documents, long distance communications, fees paid to authorities having jurisdiction over the

Project, the expense of any additional insurance requested by Client in excess of that normally carried by RRM Design Group or by its subconsultants, travel expenses (transportation/automobile/lodging/meals), renderings, and models. Reimbursable automobile travel mileage will be billed at the then-current IRS business standard mileage rate.

RRM DESIGN GROUP REPRODUCTIONS. Photocopies shall be charged at a rate of \$.20 per copy. All other types of RRM Design Group reproductions including, but not limited to, blueprinting, process camera, typesetting, printing, and plotting, shall be billed at RRM Design Group's internal price sheet or, in the case of work sent to outside vendors, at the local vendor's current rate plus 10% to cover RRM Design Group's overhead and administrative expenses.

FEES AND PAYMENTS. Fees for employee rates, subconsultant expenses, reimbursable expenses, and RRM Design Group reproductions shall be billed to Client on an "as-performed basis," unless otherwise agreed by the parties in advance. **PAYMENT SHALL BE DUE AND PAYABLE UPON PRESENTATION.** In order to defray carrying charges resulting from delayed payments, a finance charge at 1.5% (or the maximum rate allowed by law, whichever is less) per month shall be added to the unpaid balance after thirty (30) days from the date of RRM Design Group's invoice. RRM Design Group, without any liability to Client, reserves the right to withhold services and work product pending payment of Client's outstanding indebtedness or advance payment as required by RRM Design Group.

ADVANCE PAYMENT. RRM Design Group reserves the right, from time to time, to require payment in advance for work estimated to be done during a given billing period.

COMMENCEMENT OF WORK. RRM Design Group's work will commence immediately upon receipt of Client's retainer and/or a notice to proceed signed by Client. If notice to proceed is delayed beyond thirty (30) days, it is understood that the terms and conditions of this Agreement are subject to revision.

TERMINATION OR SUSPENSION. Either party may terminate or suspend this Agreement upon seven (7) days prior written notice if the other party materially breaches or fails to perform any provision of this



Agreement and fails within seven (7) days after receipt of written notice from the non-breaching party to commence, and continue, correction of such breach with diligence and promptness. Failure of Client to make payments to RRM Design Group when due in accordance with this Agreement shall constitute a material breach of this Agreement and cause for termination or, at RRM Design Group's option, cause for suspension of performance of services. In the event of a suspension or termination of services as a result of Client's failure to pay, RRM Design Group shall have no further obligation or liability for loss or damage incurred by Client, including, but not limited to, damage caused by delay, loss of agency approvals, loss of financing, or interest expenses, because of such suspension or termination of service. Before resuming services, RRM Design Group shall be paid all sums due prior to suspension and any expenses incurred in the interruption and resumption of RRM Design Group's services. RRM Design Group's fees for the remaining services and the time schedules shall be adjusted equitably by RRM Design Group.

Notwithstanding any provision to the contrary, RRM Design Group shall be entitled to immediately, and without notice, suspend the performance of any and all its obligations pursuant to this Agreement if Client files a voluntary petition seeking relief under the United States Bankruptcy Code or if there is an involuntary petition filed against Client in the United States Bankruptcy Court and that petition is not dismissed within fifteen (15) days of its filing. Any suspension of services made pursuant to the provisions of this paragraph shall continue until such time as this Agreement had been fully and properly assumed in accordance with the applicable provisions of the United States Bankruptcy Code and in compliance with the final order or judgment issued by the Bankruptcy Court. If the suspension of services continues for a period in excess of ninety (90) days, RRM Design Group shall have the right to terminate all services pursuant to this Agreement.

ADDITIONAL SERVICES. Client agrees that if Client requests services not specified in the scope of services described in this Agreement, Client will pay for all such additional services on a time and materials basis as extra services in accordance with the Employee Rates and Subconsultant Expenses described above, and any other provisions of this Agreement. Client agrees to reimburse RRM Design Group at its then-current standard rates for any unreimbursed costs it incurs to comply with any request or subpoena by any attorney, legal authority, agency, or court of law to provide records, testimony, depositions, or any other form of

information related to any legal action involving Client in which RRM Design Group is not a named party.

ADDITIONAL DOCUMENTS. RRM Design Group shall not be required to execute any document subsequent to the signing of this Agreement that might in any way, in the judgment of RRM Design Group, breach RRM Design Group's contractual or legal obligations or put at risk the availability or costs of its professional (if any) or general liability insurance.

LIMITATION OF LIABILITY. RRM Design Group's liability for damages arising from any claimed error, omission or other professional negligence shall be limited to \$25,000 or the fee to be paid by Client for the scope of work described in this agreement, whichever is greater. At Client's election, RRM Design Group will waive this limitation of liability in consideration of the payment by Client of the greater of \$500.00 or 10% of the estimated (or agreed upon) cost of the scope of work described in this Agreement. This provision shall apply to all work performed by RRM Design Group, and its employees, agents, retained consultants, subconsultants, subcontractors, affiliates and representatives in connection with this Agreement, whether or not the entire scope of such work is described herein. Client's fee for such waiver shall be payable in full within seven (7) days after execution of this agreement. Failure to remit payment within such period shall render null and void Client's election to purchase such waiver of limitation. CLIENT'S ELECTION TO PURCHASE A WAIVER OF LIMITATION OF LIABILITY SHOULD BE INDICATED BY INITIALING HERE: _____.

THE PARTIES FURTHER AGREE THAT, TO THE FULLEST EXTENT PERMITTED BY LAW, NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR ANY SPECIAL, INDIRECT, CONSEQUENTIAL OR PUNITIVE DAMAGES.

INDEMNIFICATION. To the maximum extent permissible by law, Client shall indemnify, defend, and hold harmless RRM Design Group and its officers, directors, shareholders, partners, managers, members, employees, agents, retained consultants, subconsultants, subcontractors, affiliates and representatives from and against any and all claims, demands, obligations, actions, suits, procedures, costs, expenses, damages, recoveries and deficiencies, injuries, liabilities or losses, including without limitation, interest, penalties, and reasonable attorneys' fees and costs, that arise from or relate to (i) the negligence, omissions, operations, or misrepresentations of Client or Client's contractors or other consultants, their respective officers, directors,



shareholders, partners, managers, members, employees, agents, affiliates and representatives with respect to the Project; or (ii) the default by Client hereunder excepting only those damages, liabilities or costs to the extent caused by RRM Design Group's negligent acts, errors or omissions, or willful misconduct as determined by a court of competent jurisdiction.

These indemnification provisions shall survive the termination or expiration of this Agreement and shall remain in full force and effect as long as permitted by applicable statutes of limitation.

INSURANCE. RRM Design Group shall obtain and maintain until completion of the services liability, property, and casualty insurance from a responsible insurer having minimum limits of not less than \$1,000,000.00 for general liability and \$1,000,000.00 for property and casualty losses for each occurrence and workers' compensation insurance in the amount of the statutory requirement. Client understands and acknowledges that RRM Design Group is not obligated to provide professional liability insurance.

TITLE. It is understood and agreed that all calculations, drawings, reports, specifications, documents, and data developed for the Project, including drawings, reports, and data on any form of electronic media, developed for the Project (collectively, the "Project Materials") shall be and at all times remain the property of RRM Design Group, who shall be deemed the author, and at all times shall retain all common law, statutory law, and other rights, including copyrights, whether or not the Project is completed. Client agrees to not transfer to others, use, or permit any other person to use the Project Materials, in whole or in part, for any purpose or project other than the Project, without the prior written consent of RRM Design Group, which may be withheld in RRM Design Group's discretion. Client further agrees to waive all claims against RRM Design Group resulting in any way from any unauthorized changes or reuse of the Project Materials for any other project by anyone other than RRM Design Group. Upon request and payment of all costs involved, Client is entitled to a copy of all final plans and specifications for use in connection with the Project for which the plans and specifications have been prepared. Client acknowledges that its right to utilize final plans and specifications and the services of RRM Design Group pursuant to this Agreement will continue only so long as Client is not in default, pursuant to the terms and conditions of this Agreement, and Client has performed all of its obligations under this Agreement.

CLIENT RESPONSIBILITIES. Concurrent with the execution of the Agreement, Client shall provide RRM Design Group in writing with full information including a program setting forth Client's design objectives, constraints, and construction budget criteria as applicable.

In addition, Client shall provide all information it has access to that relates to the site and the Project that may in any way bear upon the services of RRM Design Group hereunder, including but not limited to, a legal description of the site, a recent site survey, a site plan, the location of utilities and underground structures at the site, previous technical reports, and any previous environmental assessments and/or audits.

At its sole expense, Client shall obtain all necessary authorizations and permits to allow RRM Design Group to have access to the site at reasonable times throughout its performance of this Agreement. RRM Design Group will take reasonable precautions to minimize damage to the site, but unavoidable damage or alteration may occur and Client agrees to assume sole responsibility for the same. Client agrees to assume sole responsibility for damages due to RRM Design Group's interference with subterranean structures, such as pipes, tanks, and utility lines, that are not correctly shown on the documents provided to RRM Design Group by Client or any third party.

Client further agrees that to the extent work on an existing site or facility requires RRM Design Group to make certain assumptions regarding existing conditions, and because some of these assumptions may not be verifiable without expending additional sums of money or destroying otherwise adequate or serviceable portion of the job site or facility, RRM Design Group may not be able to obtain complete information about existing conditions. To the maximum extent permissible by law, Client shall indemnify, defend and hold harmless RRM Design Group and its officers, directors, shareholders, partners, managers, members, employees, agents, retained consultants, subconsultants, subcontractors, affiliates and representatives from and against any and all claims, demands, obligations, actions, suits, procedures, costs, expenses, damages, recoveries and deficiencies, injuries, liabilities or losses, including without limitation, interest, penalties, and reasonable attorneys' fees and costs, that arise from or relate to site conditions of which RRM Design Group has not been adequately informed.

Client shall furnish all legal, accounting, and insurance counseling services as may be necessary at any time for the Project, including auditing services Client may



require to verify the contractor's applications for payment or to ascertain how or for what purposes the contractor uses the moneys paid by Client. The information above shall be furnished at Client's expense and RRM Design Group shall be entitled to rely upon the accuracy and completeness thereof.

If Client observes or otherwise becomes aware of any fault or defect in the Project or nonconformance with this Agreement, prompt written notice shall be given by Client to RRM Design Group.

Client shall furnish information and shall review RRM Design Group work and provide decisions as expeditiously as necessary for the orderly progress of the Project and of RRM Design Group's services.

Client understands and acknowledges that if the scope of services includes RRM Design Group's assistance in applying for governmental permits or approvals, RRM Design Group's assistance shall not constitute a representation, warranty, or guaranty that such permits or approvals will be acted upon favorably by any governmental agency or be the only permits or approvals required for the Project.

STANDARD OF PERFORMANCE. The standard of care for all professional and related services performed or furnished by RRM Design Group under this Agreement shall be in accordance with generally accepted professional practice in the same or similar localities at the time the services are performed. RRM Design Group makes no warranties, express or implied, under this Agreement or otherwise in connection with RRM Design Group's services. Client acknowledges that changes to this Project inevitably will be required as a result of minor omissions, ambiguities, or inconsistencies in the plans and specifications, and therefore Client agrees to make no claim against RRM Design Group with respect to claims by the Project's contractors or others as a result of such omissions, ambiguities, or inconsistencies.

OPINION OF PROBABLE COST. Any evaluation of Client's budget for the Project, preliminary estimates or updated estimates of probable cost prepared by RRM Design Group represent RRM Design Group's opinion as an experienced and qualified professional generally familiar with the industry. It is recognized, however, that neither RRM Design Group nor Client has control over the cost of labor, materials, equipment, or services provided by others or over competitive bidding, market, or negotiating conditions. Accordingly, RRM Design Group cannot and does not warrant or represent that bids or negotiated prices will not vary from Client's

budget for the Project or any estimate or evaluation prepared or agreed to by RRM Design Group.

HAZARDOUS ENVIRONMENTAL CONDITION.

Client acknowledges that RRM Design Group's scope of services for this Project does not include any services related in any way to asbestos, PCB's, petroleum and/or hazardous or toxic materials (collectively, "Hazardous Materials"). Should RRM Design Group or any other party encounter any Hazardous Materials on the job site, or should it in any other way become known that Hazardous Materials are present or may be present on the job site or any adjacent or nearby areas which may affect RRM Design Group's services, RRM Design Group may, at its option, suspend or terminate work on the Project until Client: (i) retains a qualified contractor to abate and/or remove the Hazardous Materials; and (ii) warrants that the job site is free from any Hazardous Materials and is in full compliance with applicable laws and regulations. If no such action is taken by Client, RRM Design Group may terminate the Agreement. To the maximum extent permissible by law, Client further agrees to indemnify, defend and hold harmless RRM Design Group, its officers, directors, shareholders, partners, managers, members, employees, agents, retained consultants, subconsultants, subcontractors, affiliates and representatives from and against any and all claims, demands, obligations, actions, suits, procedures, costs, expenses, damages, recoveries and deficiencies, injuries, liabilities or losses, including without limitation, interest, penalties, and reasonable attorneys' fees and costs, that arise from or relate to any Hazardous Materials-related claims that may be brought by third parties.

ARBITRATION. Any controversy arising out of or pertaining to this contract, or its scope, interpretation, application, enforcement, or alleged breach, shall be resolved through binding arbitration. Unless otherwise agreed by the parties, the arbitration shall be conducted in the County of San Luis Obispo, California, before a neutral arbitrator who is either a retired judge or an attorney licensed in California with a minimum of ten years' litigation experience. The arbitration proceedings shall be conducted in accordance with the rules of California Code of Civil Procedure §§ 1280 through 1294.2 and any successor provisions thereto, or any other rules the parties mutually agreed upon in writing. Any award of the arbitrator may be entered as a judgment in any court having jurisdiction. The parties understand that the results of the arbitration shall be binding upon them, and that they are waiving their rights to a trial by jury.



Either party may demand arbitration of any dispute by providing the other party with written notice of the claim, the basis therefor, and the name of a proposed arbitrator. Within ten (10) days of receipt of notice of a demand for arbitration, the recipient of said notice shall provide written notice to the other party of its response to said claim, the basis therefor, and either accepting the proposed arbitrator or providing the name of an alternative arbitrator. If the parties cannot mutually agree on a proposed arbitrator, either party may apply to the superior court for appointment of an arbitrator.

The parties shall share equally all initial costs of arbitration. The prevailing party shall be entitled to reimbursement of attorneys' fees, costs, and expenses incurred in connection with the arbitration.

LIENS. This Agreement shall not be construed to alter, affect, or waive any design professional's lien, mechanic's lien, or stop notice right which RRM Design Group may have for the performance of services pursuant to this Agreement. Concurrent with Client's execution of the Agreement and from time to time thereafter as appropriate, Client shall provide in writing to RRM Design Group (i) the present name and address of the record owner of the property upon which the Project is located; (ii) the name and address of any and all lenders who may loan money on the Project and/or who are entitled to receive a preliminary notice.

SUCCESSORS AND ASSIGNS. All of the terms, conditions, and provisions of this Agreement shall inure to the benefit of and be binding upon Client, RRM Design Group, and their respective successors and assigns provided, however, that no assignment of this Agreement shall be made without the written consent of the parties to this Agreement.

FORCE MAJEURE. RRM Design Group is not responsible, and shall not be deemed in default, for delay caused by activities or factors beyond RRM Design Group's reasonable control, including, but not limited to, delays by reason of strikes, lockouts, work slowdowns or stoppages, accidents, acts of God, failure of Client to furnish timely information or to approve or disapprove of RRM Design Group's services promptly, or faulty performance by Client or other contractors or governmental agencies. To the extent such delays cause RRM Design Group to perform extra services, such services shall be paid for solely by Client in accordance with the terms of this Agreement.

OTHER PROVISIONS. This Agreement together with the Prime Agreement represents the entire agreement between RRM Design Group and Client and supersedes all prior negotiations, representations, or agreements,

either written or oral. This Agreement may be amended only by written instrument signed by both RRM Design Group and Client. All rights and remedies conferred under this Agreement or by any other instrument or law shall be cumulative and may be exercised singularly or concurrently. Failure by either party to enforce any contract term shall not be deemed a waiver of future enforcement of that or any other term. If any term, provision, covenant or condition of this Agreement, or the application thereof to any person, place or circumstance, shall be held to be invalid, unenforceable or void, the remainder of this Agreement and such term, provision, covenant or condition as applied to other persons, places and circumstances shall remain in full force and effect. Any notice, request, authorization, direction, or other communication under this Agreement shall be given in writing and delivered in person or by certified or first-class United States mail, properly addressed and stamped with the required postage to the intended recipient. The parties agree that they will execute such other instruments and documents as are or may become necessary or convenient to carry out the intent and purposes of this Agreement. All pronouns and any variations thereof shall be deemed to refer to the masculine, feminine or neuter, singular or plural, as the identity of the person, persons or entities may require. All headings in this Agreement are inserted only for convenience and ease of reference, and are not to be considered in the construction or interpretation of any provision of this Agreement. Each individual executing this Agreement on behalf of a party hereto, by his or her signature, represents that he or she maintains full authority on behalf of the applicable party to execute this Agreement, and thereby bind the applicable party to all covenants, duties and obligations contained herein. This Agreement shall be construed as a whole, according to its fair meaning, and not in favor of or against any party. By way of example and not limitation, this Agreement shall not be construed against the party responsible for any language in this Agreement. The failure of either party, whether purposeful or otherwise, to exercise in any instance any right, power or privilege under this Agreement or under law shall not constitute a waiver of any other right, power or privilege, nor of the same right, power or privilege in any other instance. Any waiver by RRM Design Group must be in writing and signed by an authorized representative of RRM Design Group. Time is agreed to be of the essence with respect to this Agreement.

EXHIBIT A-1 SCHEDULE 1

Bill Rate Ranges

Subject to change effective March 1st each year

ARCHITECTURE

Intern	\$ 54 - \$ 91
Designer I	\$ 81 - \$ 109
Designer II	\$ 88 - \$ 130
Designer III	\$ 105 - \$ 167
Job Captain	\$ 105 - \$ 167
Architect	\$ 111 - \$ 170
Project Designer	\$ 123 - \$ 193
Project Manager	\$ 128 - \$ 207
Project Architect	\$ 123 - \$ 193
Senior Designer	\$ 150 - \$ 242
Senior Architect	\$ 150 - \$ 256
Senior Project Manager	\$ 153 - \$ 263
Associate Manager of Architecture	\$ 159 - \$ 245
Design Director	\$ 179 - \$ 301
Manager of Architecture	\$ 185 - \$ 301
Director of Architecture	\$ 197 - \$ 322
Principal	\$ 204 - \$ 368
Managing Partner	\$ 220 - \$ 442

ENGINEERING

CIVIL ENGINEERING

Construction Inspector	\$ 100 - \$ 188
Designer I	\$ 75 - \$ 105
Designer II	\$ 85 - \$ 135
Associate Engineer	\$ 126 - \$ 186
Senior Associate Engineer	\$ 143 - \$ 232
Engineer I	\$ 103 - \$ 155
Engineer II	\$ 116 - \$ 182
Project Engineer	\$ 139 - \$ 205
Senior Project Engineer	\$ 156 - \$ 256
Project Manager	\$ 172 - \$ 271
Manager of Engineering Services	\$ 195 - \$ 309
Principal	\$ 204 - \$ 368
Managing Partner	\$ 220 - \$ 442

STRUCTURAL ENGINEERING

Designer I	\$ 75 - \$ 120
Designer II	\$ 87 - \$ 136
Designer III	\$ 102 - \$ 150
Senior Designer	\$ 122 - \$ 197
Engineer I	\$ 99 - \$ 146
Engineer II	\$ 117 - \$ 182
Project Engineer	\$ 139 - \$ 205
Senior Project Engineer	\$ 156 - \$ 255
Project Manager	\$ 166 - \$ 263
Manager of Engineering Services	\$ 189 - \$ 301
Principal	\$ 204 - \$ 368
Managing Partner	\$ 220 - \$ 442

SURVEYING (Crew Rates)

REGULAR

One person w/ GPS or Robotic Workstation	\$ 170 - \$ 225
Two person	\$ 230 - \$ 380
Three person	\$ 310 - \$ 485

PREVAILING WAGE

One person w/ GPS or Robotic Workstation	\$ 260 - \$ 360
Two person	\$ 325 - \$ 370
Three person	\$ 410 - \$ 595

INTERIOR DESIGN

Designer I	\$ 72 - \$ 109
Designer II	\$ 88 - \$ 133
Interior Designer I	\$ 95 - \$ 140
Interior Designer II	\$ 105 - \$ 168
Interior Designer III	\$ 125 - \$ 189
Senior Interior Designer	\$ 135 - \$ 210

LANDSCAPE ARCHITECTURE

Intern	\$ 54 - \$ 91
Assistant Designer	\$ 81 - \$ 112
Associate Designer	\$ 89 - \$ 137
Designer	\$ 102 - \$ 150
Senior Designer	\$ 116 - \$ 175
Landscape Architect	\$ 105 - \$ 158
Senior Landscape Architect	\$ 128 - \$ 188
Principal Landscape Architect	\$ 153 - \$ 252
Design Director (Landscape)	\$ 153 - \$ 256
Manager of Landscape Architecture	\$ 162 - \$ 259
Principal	\$ 204 - \$ 368
Managing Partner	\$ 220 - \$ 442

PLANNING

Intern	\$ 54 - \$ 91
GIS Specialist	\$ 80 - \$ 165
Senior GIS Specialist	\$ 105 - \$ 200
Assistant Planner	\$ 96 - \$ 139
Associate Planner	\$ 114 - \$ 182
Urban Designer	\$ 114 - \$ 182
Senior Planner	\$ 145 - \$ 222
Senior Urban Designer	\$ 145 - \$ 222
Supervisor of Planning and Urban Design	\$ 152 - \$ 229
Principal Planner	\$ 177 - \$ 270
Manager of Planning	\$ 190 - \$ 284
Principal	\$ 204 - \$ 368
Managing Partner	\$ 220 - \$ 442

CORPORATE SERVICES

File Clerk/Administrative Support	\$ 60 - \$ 88
Receptionist	\$ 60 - \$ 91
Administrative Assistant	\$ 65 - \$ 105
Administrative Coordinator	\$ 81 - \$ 140
Office Coordinator	\$ 81 - \$ 140
Office Manager	\$ 116 - \$ 175
Marketing Assistant	\$ 60 - \$ 91
Marketing Coordinator	\$ 75 - \$ 126
Marketing Specialist	\$ 101 - \$ 168
Senior Marketing Specialist	\$ 116 - \$ 203
Business Development & Pursuits Supervisor	\$ 117 - \$ 210
Marketing Manager	\$ 137 - \$ 256
CEO	\$ 276 - \$ 546



CITY OF SEASIDE STAFF REPORT

Item No.: 8.G.

TO: City Council

FROM: Sheri L. Damon, City Attorney

DATE: June 20, 2024

SUBJECT: ADOPT A RESOLUTION CONFIRMING SOURCES OF FUTURE WATER SUPPLY FOR THE KB BAKEWELL SEASIDE VENTURE II RESIDENTIAL AND COMMERCIAL DEVELOPMENT LOCATED WITHIN THE CAMPUS TOWN SPECIFIC PLANNING AREA

RECOMMENDATION

Adopt a Resolution confirming sources of future water supply for the KB Bakewell Seaside Venture II residential and commercial development located within the Campus Town specific planning area.

BACKGROUND

In 2017, the City of Seaside entered into a Purchase and Sale Agreement with KB Bakewell Seaside Venture II, LLC (Developer) to purchase the property within the Campus Town Specific Planning Area and to develop it with residential and commercial uses, including affordable housing units.

On or about March 5, 2020, the City approved the Campus Town Specific Plan, including a development agreement with the KB Bakewell Seaside Venture II LLC for the development of a portion of the Campus Town Specific Planning area. The overall water demand for the Campus Town Specific Planning area is 441.6 acre feet of water per year. There is a condition of approval that requires water supplies to be available at the time of development. The City Council of the City of Seaside has already passed and adopted Resolutions 21-51, 22-87, 23-72 and 24-39 allocating 180.6 AFY of water (and 45.83 AFY of recycled water) for the Project for a non-revocable period of one year through June 18, 2025. The 180.6 AFY of potable water allocated pursuant to these previous resolutions is adequate to serve Phase 1 and to partially serve Phase 2 of the Project.

The Developer is seeking identification of the future water supplies to assure itself that adequate water supplies will be made available for the later phases of its portion of the

Project, prior to proceeding with the acquisition of Phase 1A of the project. The amount of water the Developer has requested be identified is 130.2 acre feet of water.

Accordingly, the City has identified the following sources of water that may be used to supply the additional 130.2 acre feet of water. The future sources of water are as follows:

- A. Thirty (30) acre feet of water from the remaining FORA water allocation currently assigned to the Main Gate property;
- B. A priority position to take water from the In Lieu Water program at the Black Horse and Bayonet Golf Course, after the program has been verified; and
- C Additional or excess water supplies that might be made available by Marina Coast Water District.

A reallocation of a portion of the Main Gate water will affect the ultimate buildout of the Main Gate property. However, the Main Gate property is in the process of undergoing updated planning and it is unlikely there will be a demand for the 30-acre feet of water in the near term future. Additionally, there will remain on the property sufficient supplies to begin construction of the Courthouse project and any new development for the Main Gate site.

The City has begun to implement the water offset projects outlined in the Campus Town WSA and Mitigation Measure UTIL-1 and has obtained a Court judgment approving the Black Horse Bayonet In Lieu program which could supply up to 450 AFY as reclaimed water is applied to the golf course pursuant to that program. In October 2022, the City began taking delivery of advance treated water to irrigate the Blackhorse and Bayonet Golf Course. For water year 2022-23 (October 1, 2022-September 30, 2023), the City was able to accrue 385 AF of water credits and currently in water year 2023-24 (October 1, 2023-September 30, 2024), the golf course has utilized 150.51 acre feet through the end of May 2024. The total number of water credits available from the In Lieu program will vary based upon the demand and use of advanced treated water by the golf course. Accordingly, the In Lieu program is in the process of verifying a safe amount of yearly water credits available from this program. The minimum amount of time for testing the system is estimated at three years and may take up to five years.

MCWD has asserted that it has excess supplies it would like to inject into the Seaside Basin. Additionally, MCWD has substantial reserves from the FORA water allocation, attributable and maintained currently as a result of potential water leakage that may potentially be made available to Projects. To the extent that any additional water is made available from MCWD, that water would also be available to the Project.

Ultimately, the KBBakewell Seaside Venture II is projected to deliver upon the acquisition of Phase 1A and ultimate build out of Phase 1A, 241 homes, 21 off-site very-

low/low affordable apartments and hotel site and four potential commercial/restaurant pads together with attendant streets and infrastructure improvements.

FISCAL IMPACT

None

ATTACHMENTS

1. (Draft) Resolution-rev
-

Reviewed for Submission to the City Council by:



Sheri L. Damon, City Attorney

RESOLUTION NO. 24-____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE CONFIRMING
FUTURE SOURCES OF WATER SUPPLY FOR THE KB BAKEWELL SEASIDE VENTURE II
RESIDENTIAL AND COMMERCIAL DEVELOPMENT LOCATED WITHIN THE CAMPUS
TOWN SPECIFIC PLANNING AREA**

WHEREAS, the City of Seaside has entered into a Purchase and Sale Agreement with KB Bakewell Seaside Venture II, LLC (Developer) to purchase the property within the Campus Town Specific Planning Area and to develop it with residential and commercial uses, including affordable housing units pursuant to the City's Affordable Housing Ordinance (the Project).

WHEREAS, on March 5, 2020, the City adopted Resolution 20-05 certifying an Environmental Impact Report, including a water supply assessment (WSA) that explains the projected water demand of 441.6 AFY for the entire Campus Town Specific Planning area; identifies an existing available potable water allocation of 180.6 AFY; addresses mitigation measures; and describes additional long term water supply projects, confirming that the projected water demand of the entire Campus Town Specific Planning area will be met; and

WHEREAS, the water utility district, Marina Coast Water District (MCWD or the District), reviewed and confirmed the projections contained within the Water Supply Assessment (WSA) for the entire Campus Town Specific Planning area; and

WHEREAS, as discussed in the Final EIR Water Master Response, Monterey County Water Resources Agency Agreement No. A-06404 allows the District to withdraw up to 6,600 AFY of potable water from the Salinas Valley Groundwater Basin for use in the District's Ord Community service area (also known as the FORA Allocation). The City of Seaside obtained 1,012.5 AFY of the FORA Allocation, of which it had previously sub-allocated 831.9 AFY to other projects, leaving 180.6 AFY of potable water unallocated; and

WHEREAS, the City Council of the City of Seaside passed and adopted Resolution 21-51, 22-87, 23-72 and 24-39 allocating 180.6 AFY of water (and 45.83 AFY of recycled water) for the Project for a non-revocable period of one year through June 18, 2025; and

WHEREAS, the 180.6 AFY of potable water allocated pursuant to these previous resolutions is adequate to serve Phase 1 and to partially serve Phase 2 of the Project, and a minimum of 130.2 AFY of potable water will be required to complete the Project, for a total demand of a minimum of 310.8 AFY of potable water; and

WHEREAS, on July 10, 2010, the City Council of the City of Seaside passed and adopted Resolution 10-43, certifying an Environmental Impact Report, including a water supply assessment for the Main Gate Specific Plan project, estimating water demand would range between 207.9 AFY to 213.1 AFY, which was incorporated into the projections contained in the Final Environmental Impact Report (EIR) for the Campus Town Specific Plan; and

WHEREAS, some of the projects contemplated under the Main Gate Specific Plan are not currently proceeding within the next three years, resulting in available water supply; and

WHEREAS, MCWD has signed agreements with Monterey One Water (M1 W) such that M1 W will provide MCWD with 600 AFY of advanced treatment water in Phase 1 of MCWD's Recycled Water Project, of which 453 AFY of which has been allocated to the City of Seaside; and

WHEREAS, the City has begun to implement the water offset projects outlined in the Campus Town WSA and Mitigation Measure UTIL-1 and has obtained a Court judgment approving the Black Horse Bayonet In Lieu program which could supply up to 450 AFY as reclaimed water is applied pursuant to that program; and

WHEREAS, in October 2022, the City began taking delivery of advance treated water to irrigate the Blackhorse and Bayonet Golf Course. For water year 2022-23 (October 1, 2022-September 30, 2023), the City was able to accrue 385 AF of water credits and through May 31, 2024, 151 acre feet of water credits for Water Year 2023-24 thereby allowing the City to accumulate additional available water supplies; and

Commented [VEN1]: Specific amount to be provided by City

WHEREAS, the In Lieu program water credits will vary based upon wet years and dry years and is in the process of verifying a safe amount of yearly water credits available from this program. The minimum amount of time for testing the system is estimated at three years and may take up to five years; and

WHEREAS, MCWD currently has sufficient water supply to meet the projected water demands associated with the entire Project and will be entering into a water infrastructure and service agreement with the Developer requiring both the construction of new infrastructure and the payment of water and sewer service fees; and

WHEREAS, the City has identified supplies of water from the following sources that may be made available to serve the Project:

30 AFY of water, previously identified from the FORA allocation for projects that are not currently proceeding within the Main Gate Specific Plan, and that would be made available for the Project;

Water from the Black Horse Bayonet In Lieu program, of which the Project will be given first priority water reservation, after the In Lieu program has been fully tested on capacity and as supply is made available;

To the extent that any additional water is made available from MCWD, that water would also be available to the Project; and

WHEREAS, the Project was approved on March 5, 2020, and its impacts were analyzed in the Campus Town EIR, which also incorporated the impacts analyzed in the Main Gate Specific Plan EIR, and this resolution is an additional implementing action consistent with CEQA Guidelines

Section 15378(c); and

WHEREAS, there has been no change to the Project or substantial changes in circumstances or new information that would warrant subsequent or supplemental environmental analysis under CEQA.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Seaside hereby confirms that a-a minimum of 310.8 AFY of potable water will be made available to serve the Project, consisting of the 180.6 AFY previously allocated by resolution 24-39 and an additional 130.2 acre feet to be allocated prior to the completion of plans for Phase 2 of the project comprised of _____, an additional 30 AFY from the City's FORA allocation, the water made available from the Black Horse Bayonet In Lieu program which will be allocated to the Project on a first priority basis after the system has been tested, and any additional water that is made available from MCWD to the City of Seaside as needed. ~~The City may recall and re-allocate potable water allocated herein, except as otherwise provided for by resolution, upon the earlier of June 18, 2030, the termination of the Development Agreement with KB Bakewell Seaside Venture II, LLC, or the completion of the Project by KBB Seaside Venture II, LLC.~~

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside duly held on the ____ day of June, 2024, ~~202~~, by the following vote:

AYES: _ COUNCIL MEMBERS _____
NOES: _ COUNCIL MEMBERS _____
ABSENT: _ COUNCIL MEMBERS _____
ABSTAIN: _ COUNCIL MEMBERS _____



CITY OF SEASIDE STAFF REPORT

Item No.: 8.H.

TO: City Council

FROM: Nicholas Borges, Acting City Manager

BY: Sheri Damon, City Attorney

DATE: June 20, 2024

SUBJECT: APPROVE REQUEST TO MODIFY ITEM 7 OF THE SCHEDULE OF PERFORMANCE EXTENDING THE DATE TO CLOSE A HOTEL CONSTRUCTION LOAN FOR THE GRAND HYATT HOTEL TO JANUARY 31, 2025. THIS ITEM IS EXEMPT FROM CEQA PURSUANT TO 15061(C)(3).

RECOMMENDATION

Consider request to extend the date to close a Hotel Construction loan to January 31, 2025

BACKGROUND

This is a request by SKDG to extend the date for the Closing of a Hotel Construction loan, currently set for July 12, 2024 to January 31, 2025. The Owner has already begun performing under the Schedule of Performance established for the hotel portion and timeshare portion of the Seaside Resort development. SKDG acquired the hotel parcel on or about December 2021 (and assumed the golf course lease) and its attendant subsidiary acquired the remaining timeshare parcels on or about May 2023.

In July 2023, the Owner submitted a Hotel Management Agreement for the operation of a Grand Hyatt Hotel and has already submitted schematic design drawings. Additionally, the prerequisite work to improve McClure Way and to pull power across General Jim Moore Blvd to supply the project has begun. In preparation for the rough grading, the previously identified trees have been removed and the parking lot area and storm drainage basin area improvements have begun. The rough grading plans have been completed, the finish grading plans are almost completed and the hotel's building plans are almost completed. The Owner has started these items utilizing its own capital and intends material commencement of Hotel Improvements by September 11, 2024 all using its own capital and in accordance with the Schedule of Performance. The Owner

estimates that it will not need to begin to draw on its construction loan for the project until February 2025 and is accordingly asking that the date be extended to January 31, 2025. Thus, for business reasons and in order to keep costs at a minimum, it has requested an extension of the date by which a hotel construction loan must be obtained.

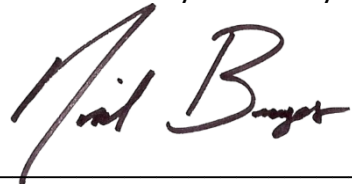
FISCAL IMPACT

None to Positive.

ATTACHMENTS

1. Reso 24-xx re Item 7 Performance Schedule -rev
 2. Exhibit A Performance Schedule-rev
 3. Seaside City Letter - DDA modification request 6-11
-

Reviewed for Submission to the City Council by:

A handwritten signature in dark ink, appearing to read "Nicholas Borges", written over a horizontal line.

Nicholas Borges, Acting City Manager

RESOLUTION NO. 24-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

AUTHORIZING THE CITY TO ENTER INTO AN AMENDMENT TO THE SECOND AMENDED AND RESTATED DISPOSITION AND DEVELOPMENT AGREEMENT WHICH MODIFIES ITEM 7 OF THE SCHEDULE OF PERFORMANCE FOR THE SEASIDE RESORT DEVELOPMENT FOR THE HOTEL AND TIMESHARE COMPONENTS ADJACENT TO THE BLACK HORSE AND BAYONET GOLF COURSE

RECITALS:

A. In 1996, the City of Seaside ("City" purchased the approximately 400- acre Black Horse and Bayonet Golf Courses ("Golf Courses" from the US Army with City funds. On January 15, 1997, the City and BSL Golf of California, Inc. ("BSL" entered into a 75-year ground lease ("Original Lease" for the operation and maintenance of the Golf Courses.

B. Over the course of years from 2005 through 2019, the City Council, the Redevelopment Agency and the Successor Agency pursued multiple actions to advance the development of the Seaside Resort Project. On June 11, 2019, the City Council acting on its own behalf and in its role as Successor to the Redevelopment Agency, approved the Second Amended and Restated Disposition and Development Agreement, conveyed the property to the City and then the City sold the property to the developer Cypress Seaside Resort. The proceeds from that sale were distributed in accordance with the provisions of a Master Taxing Agreement which resulted in the majority of the revenues being transferred to the Monterey County Office of Education. In accordance with Redevelopment Law, Seaside retained approximately 20% of the net sales price. That sale transaction was completed on or about September 30, 2020.

C. The City negotiated extensions to the timelines to the Performance Schedule by adopting Resolution 20-72 and 21-81 which modified the Performance Schedule based upon the state of emergency and impact on tourism during 2020 and other business reasons in 2021.

D. On or about June 5, 2024, the City received a written request from the owner/representative SDKG requesting a modification to the Closing of a Hotel Construction Loan (Item 7 of the Performance Schedule) from July 12, 2024 to January 31, 2025. The Owner has asserted that they will not need to draw on the construction loan until February 2025 and that they have been using their own capital to meet the other obligations set forth in the Performance Schedule.

E. Developer has begun compliance on elements of the Performance Schedule, including but not limited to providing a hotel management agreement for the operation of a Grand Hyatt Hotel, construction improvements to McClure Way, initial grading of storm drainage facilities and parking areas and pulling power from the east side of General Jim Moore Boulevard to the west side in order to provide power for the

hotel construction and operation. It has delivered schematic design drawings and technical building plans for the hotel construction which are in process.

F. The Owner's representative has stated that he intends to commence hotel improvements by September 11, 2024 in accordance with the Performance Schedule, using its own capital to begin such improvements.

G. The City has agreed to extend the time for acquiring the construction loan to January 31, 2025 in order to accommodate the request of the Developer. The remainder of the Performance requirements are not being requested to be modified.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SEASIDE HEREBY FINDS, DETERMINES, RESOLVES, AND ORDERS AS FOLLOWS:

Section 1. The above recitals are true and correct and are a substantive part of this Resolution.

Section 2. The City Council certified a Final Environmental Impact Report for the Project on July 7, 2005, and thereafter, on August 17, 2005, adopted Addendum No. 1, on February 5, 2014, adopted Addendum No. 2, on December 10, 2014, adopted Addendum No. 3, and on December 7, 2017, adopted Addendum No. 4 and on or about October 26, 2022 adopted Addendum No. 5. The City Council hereby finds that although the extension for the closing of the sale of the hotel/resort land, timeshare land and residential land, as set forth in the Second Amended DDA are within the scope of the Final Environmental Impact Report and Addendum Nos. 1 through 5, and given the Developer's statement of fact, it can also be seen with certainty that there is no possibility that the activity in question will not have a significant effect on the environment, and therefor modification of the timing of obtaining a construction loan is not subject to CEQA. [State CEQA Guidelines Section 15061(b)(3)]. No review under the California Environmental Quality Act is required in connection with the extension of Item 7 to the performance schedule to the Second Amended DDA.

Section 3. The Mayor, (or, in the Mayor's absence, the Mayor Pro Tern) is hereby authorized and directed to execute and deliver, for and in the name of the City, the amendment to the Performance Schedule to the Second Amended DDA in substantially such form as attached Exhibit A, with changes therein as the Mayor (or the Mayor Pro Tern, as the case may be) may approve in consultation with the City's attorney (such approval to be conclusively evidenced by the execution and delivery thereof).

Section 4. The officers and staff of the City are hereby authorized and directed, jointly and severally, to execute such instruments and do any and all things which they may deem necessary or advisable to effectuate this Resolution and any such actions previously taken by such officers and staff are hereby ratified and confirmed.

Section 5. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside duly held on the ____th day of June, 2024, by the following vote:

AYES:	COUNCILMEMBERS:
NO:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:

Ian N. Oglesby, Mayor

ATTEST:

Dominique Davis, City Clerk

APPROVED AS TO FORM:

Sheri L. Damon, City Attorney

**AMENDMENT TO SECOND AMENDED AND RESTATED
DISPOSITION AND DEVELOPMENT AGREEMENT**

THIS AMENDMENT TO SECOND AMENDED AND RESTATED DISPOSITION AND DEVELOPMENT AGREEMENT ("Amendment") is dated as of _____, 2024, by and among CITY OF SEASIDE, a California municipal corporation ("City"), and SKDG, a Florida limited liability company ("SKDG").

RECITALS

A. The City and Cypress Seaside are parties to a Second Amended and Restated Disposition and Development Agreement dated as of June 12, 2019 (the "DDA"). Terms described in the DDA shall have the same meaning when used in this Amendment unless otherwise specifically defined in this Amendment.

B. On October 1, 2019, pursuant to the DDA, the Seaside Entities purchased the property from the City. In particular, the City conveyed the Hotel Phase Land to Seaside Hotel Investors.

C. On May 27, 2020, the Seaside Hotel Investors sent a written request for extension due the Covid-19 pandemic and making representations that they were poised to comply with the hotel management agreement and schematic design drawings. The City Council adopted Resolution 20-72 which extended the dates.

D. In 2021, the City modified the Performance Schedule again to accommodate the anticipated sale of the hotel site to SKDG. The City extended the Performance Schedule via Resolution 21-81.

E. SKDG (and its subsidiary, Seaside Peninsula Acquisition Group LLC a Delaware limited liability company) purchased the hotel parcels in late 2021 and its subsidiary acquired the remaining timeshare parcels on or about May 2023 and accordingly is subject to the DDA and its amendments.

F. The City, and the SKDG and its subsidiary, desire to amend the DDA as provided in this Amendment.

NOW THEREFORE, the City and SKDG agree as follows:

1. The recitals are incorporated into this agreement and are the fundamental basis upon which the City enters this agreement.

2. Modification of Schedule of Performance

a. The deadlines in the Schedule of Performance (DDA Attachment No. 3) for item 7 is amended to extend the date to January 31, 2025. The updated Schedule of Performance is as provided below:

4.	Execution of Hotel Management Agreement with a management company listed on Attachment No. 4 and consistent with this Restated DDA and delivery of copy to City (fees and other proprietary provisions may be redacted)	July 31, 2023*
5.	Schematic Design Drawings for the Hotel, containing the elements described below, delivered to the City	October 31, 2023
6.	Delivery of final plans and specifications for the Hotel that are reasonably acceptable to City	June 11, 2024*
7.	Closing of Hotel construction loan in amount sufficient to pay all costs not paid with committed equity funds, and consistent with the Budget (City not being obligated to subordinate its right of reversion unless it provides for City's repurchase price of \$800,000 to be paid to lender in exchange for reconveyance of lender's deed of trust and other documents/interests)	January 31, 2025*
8.	Developer obtains all permits required for Hotel development/construction (and pays all fees)	September 10, 2024*
9.	Material commencement of Hotel improvements	September 11, 2024*
10.	Completion of Hotel	July 12, 2026*
11.	Issuance of grading or building permits and commencement of construction of the permitted improvement on a Residential Parcel. [PC 9(b)]	December 31, 2028 (not extended by this Amendment)
12.	Issuance of grading or building permits and commencement of construction of the permitted improvement on a Timeshare Parcel. [PC 9(b)]	December 31, 2028 (not extended by this Amendment)

2. Ratification. Except as specifically modified in this Amendment, all applicable terms of the DDA remain unmodified and in full force and effect.

3. Execution in Counterparts. This Amendment may be executed in counterparts, each of which, and all of which together, shall constitute one and the same Agreement.

[Signatures begin on the next page.]

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

CITY OF SEASIDE

By: _____
Print Name: _____
Title: _____

ATTEST:

Dominique Davis, City Clerk

APPROVED AS TO FORM:

Sheri L. Damon,
City Attorney

[Signatures continue on the next page.]

By: Seaside Peninsula Acquisition Group LLC, a Delaware
limited liability company

By Seaside Peninsula Acquisition Manager, LLC, a Delaware
limited liability company, its Manager,

By SKDG Investments, LLC, a Florida limited liability
company, its Manager

By: _____
Kiran C. Patel, its manager

[Signatures continue on the next page.]

June 11, 2024

Sent via Email

Sheri L. Damon
City Attorney
City of Seaside California

Re: Seaside Resort Development Loan Closing Date

As you are aware, we have commenced the utilities and road improvement project for McClure Way are making great progress while spending millions of dollars in preparation for the commencement of hotel construction.

Per the DDA Schedule of Performance #7, we are required to close the construction loan for the hotel on or before July 12th, 2024. I am requesting that requirement #7 be extended until January of 2025 as our construction draw schedule doesn't actually have any loan draws until February 2025 while we are spending equity to reach the threshold for the loan to commence funding. We will still meet requirements 8 and 9 (picking up permits and commencement of construction) prior to September 10th and 11th, 2024 respectively.

Additionally, we were tracking to receive our building permit in May 2024 after our GMP Permit submittal on 1/10/2024, which met the DDA Schedule of Performance #6: "Delivery of final plans and specifications for the Hotel that are reasonably acceptable to City". Our first set of City plan review comments (dated 4/26/2024) were delivered to us on 5/10/2024 – 5 months after submitting final plans. This delay has caused our construction lender to 'put on hold' the loan closing process until they have the proof we have an approved building permit and are fully able to complete the project.

SKDG INVESTMENTS, LLC

By: _____
Name: Gregory T. Ogle
Title: Manager



CITY OF SEASIDE STAFF REPORT

Item No.: 8.I.

TO: City Council

FROM: Nicholas Borges, Acting City Manager

BY: Nisha Patel, Public Works Director/City Engineer

DATE: June 20, 2024

SUBJECT: ADOPT A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH WALLACE GROUP FOR AN AMOUNT NOT TO EXCEED \$193,734.00 FOR CONSTRUCTION MANAGEMENT AND INSPECTION OF THE GRAND HYATT SEASIDE RESORT HOTEL CONSTRUCTION TO BE REIMBURSED BY THE DEVELOPER

RECOMMENDATION

Adopt a resolution authorizing a professional services agreement with Wallace Group for an amount not to exceed \$193,734.00 for construction management and inspection of the Grand Hyatt Seaside Resort Hotel to be reimbursed by the developer.

BACKGROUND

The Grand Hyatt Seaside Resort Hotel is being developed by Seaside Acquisition Group. The project will construct an eight level, 307,200 square feet single building hotel with 330 guest rooms, conference center with meeting rooms, restaurant, lobby bar, service kitchen, administrative offices, spa and fitness, and service and circulation areas. The outdoor area proposes an outdoor swimming pool adjacent to the south level of the hotel building. Surface parking for the proposed hotel property and golf course will be located largely between the hotel and the golf clubhouse to the west. Additional parking will be available within an overflow parking lot located along General Jim Moore to the east as originally approved and valet parking on Level one below the event center. McClure Way, a two-way road, will also be improved, and it will provide access to the surface parking lot and valet parking on the west side of the hotel and the overflow parking on General Jim Moore Boulevard. Some other associated improvements include water, sewer, and storm drain lines, and storm water treatment devices. Installation of water and sewer utilities, to be owned and maintained by MCWD, in McClure Way has

already started. Grading for the hotel portion of the project is expected to start in July 2024.

The project will require construction management and inspection services, and the level of effort required to perform inspection for a project of this size exceeds the current resources of the Engineering Division. Staff requested a proposal from Wallace Group, a firm on our pre-qualified on-call list for engineering services review, to perform construction management and inspection services for grading, and the public roadway, parking lot, new storm drain systems, detention/ water quality basins, and permanent storm water treatment device construction.

Staff selected Wallace Group to perform the inspections because they have successfully managed and inspected construction of large projects for the City in the recent past and the scope of their proposal. The Wallace Group proposal for construction management and inspection is in the amount of \$193,734.00. Services are to be paid on a time and materials basis according to the Wallace Group rate schedule.

Staff recommends adopting a resolution (Attachment 1) authorizing the City Manager to execute a professional services agreement (Attachment 2) with Wallace in the amount of \$193,734.00 for construction management and inspection services for the Grand Hyatt Seaside Resort Hotel.

FISCAL IMPACT

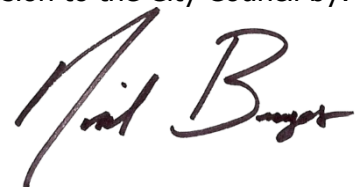
A professional services agreement with Wallace Group will have no fiscal impact on the General Fund. The City's adopted fee schedule requires the Developer to pay actual costs for inspection for commercial and multifamily developments greater than 1 acre in size. Expenses associated with the professional services agreement with Wallace Group will be charged to a deposit account no. 601-2313 funded by the Developer.

Projects of this size and complexity have the potential to encounter unforeseen conditions requiring specialized review. Staff recommends the City Council authorize the City Manager to execute amendments to a professional services agreement in the amount of \$10,000.00 to be funded by Developer deposits.

ATTACHMENTS

1. Resolution
2. PSA with Wallace Group

Reviewed for Submission to the City Council by:



Nicholas Borges, Acting City Manager

RESOLUTION NO. 24-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH WALLACE GROUP IN THE AMOUNT OF \$193,734.00 TO PROVIDE CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR THE GRAND HYATT SEASIDE RESORT HOTEL

WHEREAS, the Grand Hyatt Seaside Resort Hotel is being developed by Seaside Acquisition Group (Developer); and

WHEREAS, the Developer is planning to start grading for the hotel portion of the project is expected to start in July 2024.; and

WHEREAS, the level of effort required to perform inspection for a project of this size exceeds the current resources of the City Engineering Division; and

WHEREAS, on June 2, 2022, the City approved an on-call list for engineering services for a period of 3 years with optional two one year extensions; and

WHEREAS, the Wallace Group (Consultant) is included on the on-call engineering services list; and

WHEREAS, on June 14, 2024, Wallace Group submitted a proposal to provide construction and inspection for the Grand Hyatt Seaside Resort Hotel Project; and

WHEREAS, staff have reviewed the proposal and determined the scope services and fees are reasonable; and

WHEREAS, in accordance with the City's adopted fee schedule, the Developer is responsible for the actual costs incurred by the City for the inspection of grading and improvements; and

WHEREAS, deposit account no. 601-2313 has been established for the tracking of costs incurred by the City to process the Project, and the Professional Services Agreement will be funded from said deposit account; and

WHEREAS, a development of this size and complexity has the potential to encounter unforeseen conditions requiring the specialized services of the Consultant; and

WHEREAS, an amount of \$10,000 contingency, approximately 5.2% of the professional services agreement, should be authorized on an as needed basis; and

WHEREAS, a total contract amount of \$203,734.00, to be funded by Developer deposits, is estimated to be sufficient to address unforeseen conditions requiring construction management and inspection.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Seaside does hereby authorizes the City Manager to execute a professional services agreement with the Wallace Group in the amount of \$193,734.00 and any future amendments to the agreement such that the total contract value does not exceed \$203,734.00.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside duly held on the 20th day of June 2024, 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 TO FORM:

Sheri L. Damon, City Attorney



**CITY OF SEASIDE
DESIGN PROFESSIONAL SERVICE AGREEMENT
FOR CONSTRUCTION MANAGEMENT AND INSPECTION
SERVICES FOR GRAND HYATT DEVELOPMENT PROJECT**

THIS AGREEMENT, is made and effective June 20, 2024 between the City of Seaside, a municipal corporation ("Agency") and Wallace Group, a California Corporation ("Consultant"). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

1. TERM

This Agreement shall commence on the effective date above and shall remain and continue in effect until tasks described herein are completed, but in no event later than **June 30, 2025**, unless sooner terminated pursuant to the provisions of this Agreement.

2. 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**.

3. 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.

4. AGENCY MANAGEMENT

Agency's City Engineer 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 City 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.

CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR GRAND HYATT
DEVELOPMENT PROJECT

5. 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 NINETY THREE THOUSAND SEVEN HUNDRED THIRTY FOUR dollars (\$193,734.00)** 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 City Manager. Consultant shall be compensated for any additional services in the amounts and in the manner as agreed to by Agency City 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 monthly for actual services performed. Invoices shall be submitted on or about the first business day of each month, or as soon thereafter as practical, for services provided in the previous month. 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.

6. 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 3.

7. 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 of 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 delegate 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, 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.

8. 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 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) Upon completion of, or in the event of termination or suspension of this Agreement, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, computer discs, and reports prepared by the Contractor under this Agreement shall become the sole property of City and may be used, reused, or otherwise disposed of by City without the permission of

Contractor. With respect to computer files, Contractor shall make available to City, at City's office and upon reasonable written request by City, the necessary computer software and hardware for purposes of accessing, compiling, transferring, and printing computer files.

9. INDEMNITY AND DEFENSE

(a) Indemnification and Defense for Professional Services

To the fullest extent permitted by law, Consultant shall indemnify, defend and hold harmless Agency and any and all of its officials, employees and agents ("Indemnified Parties") from and against any and all claims, losses, liabilities, damages, costs and expenses, including attorney's fees and costs, to the extent they arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant. Consultant's duty to defend shall consist of reimbursement of defense costs incurred by Agency in direct proportion to the Consultant's proportionate percentage of fault. Consultant's percentage of fault shall be determined, as applicable, by a court of law, jury or arbitrator. In the event any loss, liability or damage is incurred by way of settlement or resolution without a court, jury or arbitrator having made a determination of the Consultant's percentage of fault, the parties agree to mediation with a third party neutral to determine the Consultant's proportionate percentage of fault for purposes of determining the amount of indemnity and defense cost reimbursement owed to the Agency.

(b) For All Other Liabilities

Notwithstanding the foregoing and without diminishing any rights of Agency under Section 9.A, for any liability, claim, demand, allegation against Agency arising out of, related to, or pertaining to any act or omission of Consultant, but which is not a design professional service, Consultant shall defend, indemnify, and hold harmless Agency, its officials, employees, and agents ("Indemnified Parties") from and against any and all damages, costs, expenses (including reasonable attorney fees and expert witness fees), judgments, settlements, and/or arbitration awards, whether for personal or bodily injury, property damage, or economic injury, and arising out of, related to, any concurrent or contributory negligence on the part of the Agency, except for the sole or active negligence of, or willful misconduct of the Agency.

10. 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.

11. INDEPENDENT CONSULTANT

(a) Consultant is and shall at all times remain as to the Agency a wholly independent Consultant. 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.

12. 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.

13. UNDUE INFLUENCE

Consultant declares and warrants that no undue influence or pressure is 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 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 City to any and all remedies at law or in equity.

14. 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.

15. 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, court order, or subpoena from any person or party regarding this Agreement and the work performed thereunder or with respect to any project or property located within the Agency. Agency retains the right, but has no obligation, to represent Consultant and/or be present at any deposition, hearing, or similar proceeding. Consultant agrees to cooperate fully with Agency and to provide the opportunity to review any response to discovery requests provided by Consultant. However, Agency's right to review any such response does not imply or mean the right by Agency to control, direct, or rewrite said response.

16. NOTICES

Any notices which either party may desire to give to the other party under this Agreement must be in writing and may be given either by (i) personal service, (ii) delivery by a reputable document delivery service, such as but not limited to,

Federal Express, which provides a receipt showing date and time of delivery, or (iii) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the party as set forth below or at any other address as that party may later designate by notice:

To Agency: City of Seaside
440 Harcourt Ave
Seaside, CA 93955
Attention: City Clerk

To Consultant: Wallace Group
612 Clarion Court
San Luis Obispo, CA 939401
Attention: Kari E. Wagner. PE

17. 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, Zack Teske shall be the Project Manager and Engineer of Record for the services described in this Agreement.

Zack Teske may use assistants, under its direct supervision, to perform some of the services under this Agreement. Consultant shall provide Agency fourteen (14) days' notice prior to the departure of Zack Teske 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.

18. 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.

19. 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

CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR GRAND HYATT
DEVELOPMENT PROJECT

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.

20. 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, 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.

21. WORK SCHEDULED/TIME OF COMPLETION

Consultant shall complete the outlined scope of work in a timely manner within the time frame per "Section 1. Term" of this contract.

22. 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 A** 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.

23. 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: Wallace Group

By: _____
Kari E. Wagner, Principal, PE 66026

Date: _____

CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR GRAND HYATT
DEVELOPMENT PROJECT

City of Seaside
A Municipal Corporation

Nicholas Borges, Acting City Manager

Date:_____

Attachments:	Exhibit A	Scope of Work/Consultant's Proposal
	Exhibit B	Fee Schedule
	Exhibit C	Insurance Requirements
	Exhibit D	Request for Engineering Services
	Exhibit E	Resolution 22-62 On-Call Engineering Services

EXHIBIT A

SCOPE OF WORK/CONSULTANT'S PROPOSAL

June 14, 2024 (Revision 2)

Nisha Patel, PE
City of Seaside
440 Harcourt Ave
Seaside, CA 93955

Subject: Construction Management and Inspection Services for Grand Hyatt Development Project

Dear Ms. Patel,

Wallace Group appreciates the opportunity to provide you with our proposal for construction management and inspection services for the Grand Hyatt Development Project. Based on our discussion, the following Scope of Services has been prepared for your consideration.

PROJECT UNDERSTANDING

The project includes the construction of new hotel and event center adjacent the Bayonett/Blackhorse Golf Course off McClure Way in the City of Seaside. The project will include the private development of the new hotel, but shared improvements will be performed to reconstruct McClure Way and reconstruct and expand the existing parking lot located at the golf course. As part of these improvements, new stormwater quality basins will be constructed on south of the structures. A new base rock access road will be constructed to provide access to the basins and other storm drain infrastructure.

Wallace Group will also be performing construction management and inspection services of the water and sewer infrastructure for this project on behalf of Marina Coast Water District. By providing a single point of contact for “public inspections” for the site improvement phase will provide a large efficiency to both agencies.

We have reviewed the following provided draft plans as part of our proposal:

1. Rough Grading Permit Set dated 02/22/24 by Rick Engineering
2. Precise Grading Permit Set dated 12/29/23 by Rick Engineering
3. Phase 1 Improvement Plans dated 3/1/24 by Rick Engineering
4. Phase II Improvement Plans - MCWD Utilities dated 01/02/24 by Rick Engineering

Additional project documentation was provided for our review, which includes:

1. Soils Management Plan for Seaside Grand Hyatt by Sundt (no date)
2. Stormwater Pollution Prevention Plan (SWPPP) - Amendment #01 dated 6/12/2024 by Rick
3. Geotechnical Investigation Update by Haro, Kasunich, and Associates Inc dated May 2022

PROJECT TEAM

Jorge Avila is located in our Salinas office and will be the main assigned inspector. Zach Teske will serve as the main project manager and assist with scheduling, report preparation, and as-built reviews, and may serve as an alternate inspector as needed. Tony Scalise or Anthony Lehman may also serve as an alternate project manager or inspector. Please see below for additional detailed team member information.



Jorge Avila - Construction Inspector

Jorge has 20 years of experience in construction and specializes in underground construction. Jorge's experience includes managing a broad range of projects with emphasis on installation of storm drain, sanitary sewer, and domestic/recycled water systems. Jorge's prior field construction experience makes him a strong asset to his projects.



CIVIL AND
TRANSPORTATION
ENGINEERING

CONSTRUCTION
MANAGEMENT

LANDSCAPE
ARCHITECTURE

MECHANICAL
ENGINEERING

PLANNING

PUBLIC WORKS
ADMINISTRATION

SURVEYING /
GIS SOLUTIONS

WATER RESOURCES

WALLACE GROUP
A California Corporation

612 CLARION CT
SAN LUIS OBISPO
CALIFORNIA 93401

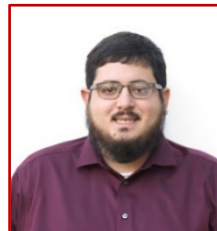
T 805 544-4011
F 805 544-4294

www.wallacegroup.us



Zach Teske, PE, QSD/P - Project Manager

Zachary brings extensive experience in project management and civil engineering. Prior to joining Wallace Group, he worked in the heavy civil construction field where he spent time as a civil project engineer performing environmental compliance and constructing utilities and temporary roadway detours for a large bridge replacement project. He has also been the project manager on many roadway and utility infrastructure construction and planning projects. Zach has a demonstrated record of delivering projects from conception through completion and excels at managing and coordinating projects with many moving parts.



ANTHONY LEHMAN, QSD/P - Assistant Project Manager

Anthony Lehman is an Assistant Resident Engineer his background includes inspections, construction management, and design work in the field during construction. His experience includes inspecting public works projects, including but not limited to roadways, utilities, retaining walls, and other structures. Anthony has extensive experience working in the Monterey Bay Area, specifically in the City's of Seaside and Marina.



Tony Scalise - Alternate Inspector / Project Manager

Tony Scalise brings over 35 years of construction experience to Wallace Group. Prior to joining our team, Tony has worked as an operating engineer and foreman on many public and private development projects. He specializes in horizontal construction including grading and excavation, roadway paving and rehabilitation, and underground utilities.

SCOPE OF WORK

Based on the provided plans, we have assumed the following scopes will need to be inspected and observed on behalf of the City as part of our scope of services. We have assumed all material testing will be performed by the Contractors 3rd Party Materials Testing Consultant:

Public Roadway + Parking Lot Improvements

For the new surface improvements, we will observe the construction to confirm the roadway grades and new construction, including review of the grading, concrete curb/gutter/v-gutter and flatwork, asphalt paving, and signage/stripping. We will observe to ensure these are constructed in accordance with the project plans and specifications. Our observations will include the Phase 1 reconstruction of McClure Rd, the replacement of the golf course parking lot, and the construction of the North Parking Lot Rd and North Access Road.

We have assumed the base rock access road behind the hotel is private and will not be inspected under this contract.

Storm Drain Systems

For the new proposed storm drain systems, we will observe the construction to confirm the structures are constructed in accordance with the plans and specifications. The new storm drain systems will be located in the reconstructed parking lot and across a small portion of McClure Rd at General Jim Moore.

We have assumed other storm drain installations within the Staff Parking Lot and within the Hotel Area are private and will not be inspected under this contract.



Detention/Water Quality Basins

For the new proposed stormwater basins, we will observe the construction and verify the basins have been constructed according to plan (correct elevations/volume) and in accordance with the project drainage report. Four basins exist on the south side of new proposed hotel site and one basin is located to the south of the new staff parking lot. These basins will be constructed in accordance with Detail 17 on Sheet C35 and the elevations shown in the *Bioretention Basin Table* on Sheet C35.

We will also review the bioretention or rain garden sections within the hotel limits and will be inspected to confirm compliance with the approved Drainage Management Plan/Post-Construction Requirements.

Soil Management Plan + Site Grading

The project will require the import of approximately 50,000 cubic yards of soil material. We will observe the import and grading of this material to verify that the Contractors means and methods are in accordance with the project Geotechnical Report and Soil Management Plan. Following completion of this work, we will make a recommendation to the City on the acceptance of the fill, including a review of the summary geotechnical testing report provided the Contractors 3rd party testing firm.

Stormwater Pollution Prevention (SWPPP) Verification

Stormwater inspections and reporting will be performed by a QSP from Whitson Engineers. As part of our on-site observations, we will perform review of the inspection reports provided by the QSP and document any failures to remedy by the Contractor in our Inspector Daily Log reports. Note, our review of the project stormwater protection measures will be ancillary only to ensure general compliance with the project SWPPP and City Issued Engineering/Building Permit.

Task 1: Pre-Construction Phase Services

Project Communication and Coordination

- Facilitate project communication and coordination with the City, the design team, and the Contractor
- Attend kick off meeting with the City to introduce project team members, establish working relationships, and discuss key project components

Procore: Construction Management Software

- Utilize Procore software for the project to handle all project documentation (RFIs, Submittals, Inspector Logs, Progress Payments, Photos, etc.) in a single, easy to use location
- Provide introduction to City staff if unfamiliar with the software
- Distribute project information via Procore to the Project Team

Pre-Construction Meeting

- Thoroughly review plans, specifications, environmental documents, Engineer's Estimate, and the Contractor's completed bid form
- Pre-Construction Conference - Attend pre-construction meeting on behalf of the City to review project with Developer and Contractors
- Review Contractor's baseline project schedule
- Review existing conditions and site constraints

Pre-Construction Photo and Video Documentation

- Collect pre-construction photos and videos of project site and adjacent areas just prior to the start of construction
- Each photo will record the date and time
- Photos will be collected and maintained in Procore, available to the project team throughout construction, and included in the project close out documentation



Submittal and Request for Information (RFI) Management

- Track and review submittals and RFI's from Contractor in coordination with the City
- Assist contractor and design engineer in establishment of list of required submittals based on the plans and specifications
- Process RFIs and submittals in a timely manner and make available to project team
- Develop and maintain Submittal and RFI logs for easy reference and tracking to assure

Task 2: Construction Phase

In the absence of a defined construction schedule from the developer, we have assumed approximately 180 working days for the construction period. We have assumed an average of 4 hours/day of field construction inspection time and 5 hours/week for project management. Note, our time will be dependent on construction activity and adjusted as required, with any unused project budget returned to the City.

Project Schedule & Weekly Construction Meeting

- Review Contractors 3-Week Look Ahead Schedule and assist with forecasting and coordinate scheduling inspections
- Attend Weekly Progress Meetings as scheduled by Developer, Contractor, Design Team, and other necessary entities

Quantity Calculations

- Maintain quantity calculations throughout the project
- Photo documentation of delivery and materials tickets for project record

Construction Observation

- Provide onsite observation and oversight during construction, hours/level of inspection to depend on construction activity phase
- Prepare inspection reports, including tracking labor, equipment, weather, observations/notes, quantities, and photos. Daily reports to be made available to the City's Designated Representative via Procore or in PDF format
- Wallace Group Inspections and oversight include:
 - Golf Course/Hotel Parking Lot Construction
 - McClure Way Reconstruction
 - Storm Drain System + Drainage Basins
 - Site Grading + Soil Import
 - Materials and Material Delivery
- Assist with coordination of the following:
 - Contractors material testing consultant
 - City Staff for select inspection items as requested
- Report to the City when work is performed that is unsatisfactory, faulty, or does not conform to the Contract documents and advise on how the work should be remedied
- Inspector will help to coordinate notification of local agencies or other City Departments
- Review compliance with contract documents
- Record and report design modifications
- Review Contractor's survey work and layout for general conformance

Site Documentation

- Maintain photographic and written documentation throughout the project in Procore and available to the entire team at all times

Stormwater Compliance and Permits

- Monitor stormwater protection measures throughout the project to assure Contractors general compliance with the Contract and SWPPP



Task 3: Post-Construction Phase Services

Final Inspection and Punch List

- Observe complete and near complete work for deficiencies
- Establish and maintain punch list and track items to resolution
- Assist with the preparation and signing of the Acknowledgement of Construction Closeout and Release of Claims form
- Prepare Recommendation to Accept Work and send to City's Designated Representative

As-Built Drawings

- Review as-built drawings with the Contractor throughout the project
Assist City and Design Engineer in review and completion of final certified record drawings

Project Closeout

- Assemble and deliver all records, reports, certificates, pictures upon project completion
- Files can be delivered in hard copy and/or electronic format (PDF), as requested

TO BE PROVIDED BY THE CLIENT

Client shall provide the DIR Project Number for this project. To do so, the Client will need to complete the PWC-100 form and submit to the DIR prior to the commencement of the field survey. This is required to be in compliance with State of California Prevailing Wage laws.

ITEMS NOT INCLUDED IN SCOPE OF SERVICES

Only services and deliverables specifically detailed and listed are to be considered as included in this proposal. Project schedule extensions and requests for additional mobilizations may require additional work authorization. Wallace Group can provide additional project management and inspection support for this project depending on need from the City. Additional services could include:

- Survey
- Materials Testing
- Labor Compliance

PROJECT BUDGET

Our time and material budget will not exceed \$193,734 without receiving written authorization from the City. Wallace Group's required level of effort will be largely dependent upon the Contractor, their schedule, and their efficiency in completing the scope of work. Wallace Group will perform the services denoted in Scope of Services in accordance with the attached Standard Billing Rates (Exhibit B). These services will be invoiced monthly and invoices will be formatted to match the formatting style contained within this budget proposal. Reimbursables are included in the time and materials estimated budget amount stated above.

The estimated fees denoted above are based on prevailing wage rates. If the Client and the California Department of Labor determines that prevailing wage payments are not required, our budget for the tasks above will be adjusted and billed according to the per hour rate of the Standard Wage column on the Standard Billing Rates provided.

TERMS AND CONDITIONS

In order to convey a clear understanding of the matters related to our mutual responsibilities regarding this proposal, our master services agreement is considered a part of our proposal agreement. If this proposal meets with your approval, please sign where indicated and return to our office, which will serve as our notice-to-proceed.



We want to thank you for this opportunity to present our proposal for construction management services. If you would like to discuss this proposal in greater detail, please feel free to contact Zach Teske at zacharyt@wallacegroup.us or at 831-226-9132.

Sincerely,

WALLACE GROUP, a California Corporation **TERMS AND CONDITIONS ACCEPTED:**

A handwritten signature in blue ink, appearing to read "Kari Wagner", written over a horizontal line.

Kari Wagner
Principal
612 Clarion Court
San Luis Obispo
California 93401
T 805 544-4011
F 805 544-4294
www.wallacegroup.us

Signature

Printed Name

Title

Date

Attachments
Exhibit A - Budget Estimate
Exhibit B - 2024 Standard Billing Rates

THIS PROPOSAL IS VALID FOR 60 DAYS FROM THE DATE OF THIS DOCUMENT

EXHIBIT B
FEE SCHEDULE

Wallace Group Team Resource Estimate for the City of Seaside - Grand Hyatt CM & Inspection

PHASE/TASK	TASK DESCRIPTION	Director of Construction Management (Zach Teske, PE)	ASSISTANT RESIDENT ENGINEER II (Jorge Avila)	PREVAILING WAGE CONSTRUCTION INSPECTOR (Jorge Avila)		Misc. Direct Costs	TOTAL LABOR HOURS		TOTAL
		HRS	HRS	HRS	Cost	Cost	HRS	LABOR	COST
		RATE	\$220	\$170	\$180				\$
1	Pre-Construction	24	40			\$402	64	\$12,080	\$12,482
2	Construction	180		720		\$3,618	900	\$169,200	\$172,818
3	Post-Construction	16	24			\$201	40	7600	\$7,801
	SUB-TOTALS	220	64	720		\$4,221	1,004		
	WALLACE GROUP LABOR COSTS	\$48,400	\$10,880	\$129,600					\$188,880
	WALLACE GROUP DIRECT COSTS								\$4,221
	SUBCONSULTANT DIRECT COSTS								
	DIRECT COSTS OVERHEAD @ 15%								\$633
	TOTAL								\$193,734

Task Budgets may fluctuate within Overall Budget

Exhibit A
Standard Billing Rates

Construction Management / Field Inspection Services:

Construction Inspector I - II.....	\$140/\$155
Senior Construction Inspector.....	\$160
Construction Inspector (*Prevailing Wage)	\$180
Construction Office Tech I-III.....	\$115/\$125/\$135
Assistant Resident Engineer I - II.....	\$165/\$170
Resident Engineer I - III	\$175/\$180/\$185
Senior Resident Engineer	\$195
Director	\$220
Principal Construction Manager	\$245
Principal.....	\$270

Public Works Administration Services:

Project Analyst I - IV	\$120/\$130/\$140/\$150
Senior Project Analyst I - III	\$155/\$160/\$165
Senior Environmental Compliance Specialist I - III	\$170/\$175/\$185

Support Services:

Office Assistant	\$110
Project Assistant I - III.....	\$120/\$125/\$135

***Prevailing Wage:**

State established prevailing wage rates will apply to some services based on state law, prevailing wage rates are subject to change over time and geographic location.

Right to Revisions:

Wallace Group reserves the right to revise our standard billing rates on an annual basis, personnel classifications may be added as necessary.

Additional Professional Services:

Fees for expert witness preparation, testimony, court appearances, or depositions will be billed at the rate of \$400 an hour. If required to meet schedule requests, overtime on a project will be billed at 1.5 times the employee's typical hourly rate.

Direct Expenses:

Direct expenses will be invoiced to the client and a handling charge of 15% may be added. Sample direct expenses include, but are not limited to the following:

- travel expenses
- delivery/copy services
- sub-consultant services
- mileage (per IRS rates)
- agency fees
- other direct expenses

Invoicing and Interest Charges:

Invoices are submitted monthly on an accrued cost basis. A finance charge of 1.5% per month may be assessed on all balances that are thirty days past due.

EXHIBIT C
INSURANCE REQUIREMENTS

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 ENGINEERING SERVICES

REQUEST FOR QUALIFICATIONS ON-CALL CONSULTANTS - ENGINEERING FOR CITY OF SEASIDE

Table of Contents

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Introduction

The City of Seaside (City) seeks Request for Qualifications (RFQs) from qualified consulting firms or individuals to provide On-Call Engineering Services for miscellaneous undetermined projects. The selected engineering firms may be requested to help with the design of federal, state and locally funded capital improvement projects. The City intends to select multiple consultants for a three-year period, with the option of two (2) one-year extensions through mutual consent between the City and the chosen Consultant(s). Consultants do not need to be able to provide all services described in the “Preliminary Scope of Services,” below. Selection will be based on demonstrated expertise in providing support to the City of Seaside Public Works and Engineering Department.

Proposal Requirements

Statement of Qualifications (SOQ) must be received by 5:00 PM Friday, April 22, 2022 at the following address:

City of Seaside
440 Harcourt Avenue
Seaside, CA 93955

SOQ received after this deadline will not be accepted. Incomplete responses that do not conform to the requirements specified herein will not be considered. The SOQ and any accompanying documents shall be submitted in a sealed envelope with the words “**On-Call Consultants-Engineering**” clearly marked in the lower left-hand corner of the envelope. Three bound copies, plus one electronic copy submitted on CD, USB flash drive, or by email to pwinfo@ci.seaside.ca.us, containing an Adobe pdf copy, should be submitted.

Statement of Qualifications Submittal Requirements

The SOQ should include the following information:

1. Name of proposer and principal contact person, including office location, address, telephone number, fax numbers and e-mail address.
2. Brief description and history of the proposed project team and experience of the principal contact. Clearly describe project team member's experience in work described under "Preliminary Scope of Services". Describe the average project size and scope of the team member's past projects.
3. Provide as exhibits, listings of your firm's and its principals' and project teams experience demonstrating their capabilities and qualifications to perform the assigned task as described in the "Preliminary Scope of Services". For each individual, provide current professional registrations, related experience, educational background and years of experience with the team.
4. Enclosed is a copy of the City's standard contract, which stipulates, among other things, insurance requirements. Please confirm that the project team can accept the terms of the contract and has the required insurance, or can acquire insurance, that meets the minimum standards.
5. Please provide at least three professional references. Indicate which references are public agencies for which the project team, or its principals, have provided services for within the past five years.
6. Standard Hourly Fees: Provide your standard hourly fees by job classification and billing criteria for providing the services described in this RFQ in a separate sealed envelope. Do not provide in the response to this request as an exhibit or in the body of the response

The SOQ will be limited to 10 numbered pages including title sheet and cover letter if provided. Minimum font size is 12. Page size is limited to letter size with no fold-outs. Submittals must be printed on both sides of the paper. A clear front and back cover shall be provided and the front and back clear cover will not count towards the 10 page limit.

Schedule for Selection Process

The proposed consultant selection schedule is as follows.

Release RFQ	Thursday, March 24, 2022
Questions Due	Friday, April 8, 2022
Proposal due	Friday, April 22, 2022
Proposal Ranking	April 24, 2022 – May 20, 2022
Consultant Award (if applicable)	Friday, May 27, 2022

Questions Regarding This Project

All questions and/or contacts regarding this Request should be directed to:

Patrick Grogan
City of Seaside-Engineering Division
440 Harcourt Avenue
Seaside, CA 93955
E-mail: pgrogan@ci.seaside.ca.us or pwinfo@ci.seaside.ca.us
Phone (831) 899-6885

Form of Agreement

A copy of the City of Seaside Consultant Contract is included herewith.

Evaluation and Rating Criteria

City staff will review each SOQ for completeness and content. Each SOQ will be evaluated based upon the relevant qualifications and experience of the consultant. Consultants do not need to be able to provide all services described in the “Preliminary Scope of Services,” below. Staff may conduct interviews if necessary. References may also be verified. The SOQ review will focus upon the following criteria:

1. Experience and demonstrated ability of the team. – 25 points
2. Appropriate relevant experience and skills of personnel (principals, project managers and other key personnel). – 30 points
3. Prime consultant and sub-consultants experience in providing similar projects. – 15 points
4. Client References. – 10 points
5. Overall quality of the response and conformance with SOQ requirements for content (reference Proposal and Submittal Requirements). – 20 points

SOQs will be ranked on the basis of qualifications. The City of Seaside may conduct interviews with some or all of the firms/individuals who submit proposals, or it may complete its evaluation based on the proposals alone. If interviews are conducted, firms/individuals selected for interview will be contacted at that time to arrange the date and time for their interview.

PRELIMINARY SCOPE OF SERVICES

Consultant is required to provide engineering design and professional services for various projects to be implemented throughout the City. The scope of work under this contract may include but not be limited to the following:

A. 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

B. 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

All materials submitted to the City will become the exclusive property of the City of Seaside.

The consultant will not be allowed to provide services when the City determines a potential conflict of interest may exist.

Consultant services will be on an as-needed, on-call basis. Consultant services will be authorized by separate contract(s). The Consultant is responsible for acknowledging receipt of requests for services within two (2) working days. Contracts may vary significantly in size and scope and will be determined in greater detail as each is assigned. The Consultant will be responsible for preparing a detailed scope and fee estimate for each contract request and shall identify the number of hours to be worked and position of each person performing work on a particular proposal. If during actual work the number of hours is increased by more than 20% of the estimate, the consultant shall notify the Project Manager as soon as possible before exceeding the estimated time. The City may elect to reduce the scope of work or may require a revised scope of work to cover the excess time. Work authorization will be issued for each work request. The City shall authorize all consultant quotes for tasks prior to the consultant commencing work. The City may accept the Consultant's scope and fee or negotiate with the Consultant, as appropriate. The City reserves the right to not accept the Consultant's scope and fee.

General Provisions

1. The City will assume no responsibility for any understandings or representations concerning conditions made by any of its officers or employees prior to execution of a final agreement unless they are included in this Request for Qualifications.
2. Any reasonable inquiry to determine the responsibility of a prospective Consultant(s) may be conducted. The submission of Qualifications shall constitute permission by the

prospective Consultant(s) for the City to verify all information contained therein. If the City deems it necessary, additional information may be requested from the prospective Consultant(s) for further consideration.

3. A prospective Consultant(s) may withdraw their Qualifications at any time prior to the date and time which is set forth herein as the deadline for acceptance of Qualifications.
4. Each prospective Consultant(s) submitting Qualifications in response to this Request agrees the preparation of all materials for submittal to the City and all presentations are at the prospective entities sole cost and expense, and the City will not, under any circumstances, be responsible for any costs or expenses incurred by a prospective Consultant(s). In addition, each prospective Consultant(s) agrees that all documentation and materials submitted with Qualifications will remain the property of the City and will become a public document.
5. The City reserves the right to request additional information from any and all prospective entities as deemed necessary by the City in order to evaluate the Qualifications. This process may not be used as an opportunity to submit missing documentation or to make substantive revisions to the original Qualifications.
6. The City reserves the right to reject any and all Qualifications and, in the event the Consultant selected, it may attempt to negotiate an agreement with the Consultant that, in the sole judgment of the City, is the best qualified to provide the services requested.
7. The City shall not enter into an agreement with any prospective Consultant(s) that has previously had an agreement with the City terminated, or that has previously been found to have violated any provision of the Seaside City Code, or related resolutions or ordinances, or any provision of federal law, state, or other local law.
8. The City reserves the right to enter into an agreement with an Consultant(s) at any time, deviate from this Request, reject any or all SOQs, continue to advertise for new Qualifications, negotiate with multiple entities simultaneously, waive any defects in Qualifications, or to proceed otherwise. The Request and the selection process will in no way be deemed to create a binding contract or agreement of any kind between the City and any prospective Consultant(s). The submission of Qualifications does not in any way commit the City to enter into an agreement with any prospective Consultant(s).
9. Each prospective Consultant(s) shall agree to abide by all federal, state, and local laws, rules, and regulations and to secure all necessary licenses, permits, and other forms of identification as may be required in connection with the resulting agreement, all at no additional cost to the City.
10. All Qualifications, charge rates or representations will remain in effect and be legally binding for at least one hundred twenty (120) days from the date of submission.

11. This Request for Qualifications shall be governed in accordance with the laws of the State of California and the jurisdiction of any disputes hereunder shall be had in Monterey County.

Non-Discrimination & Non-Preferential Treatment

The successful Consultant shall not discriminate, in any way, against any person on the basis of race, sex, color, age, religion, sexual orientation, actual or perceived gender identity, disability, ethnicity, or national origin, in connection with or related to the performance of City of Seaside contracts.

Grounds for Disqualification

All prospective entities are expected to conduct themselves with the utmost integrity and responsibility throughout the Request process. Any prospective Consultant(s) that violates these expectations, as determined in the sole discretion of the City, will be subject to disqualification. Generally, the grounds for disqualification include:

1. Contact regarding this procurement with any City official or employee, other than the contact person designated in this Request, from the time of issuance of this Request until the consideration and approval of a professional services agreement.
2. Evidence of collusion, directly or indirectly, among prospective entities in regard to the amount, or the terms and conditions of this Request and the prospective agreement.
3. Influencing, or attempting to influence, any City staff member or official throughout the solicitation process, including the development of specifications beyond those included here, if any.
4. Evidence of submitting incorrect or inaccurate information in response to this Request or misrepresentation or failing to disclose facts during the evaluation or negotiation process.
5. Existence of any lawsuit, claim, or dispute between the prospective Consultant(s) and the City.
6. Evidence of the prospective Consultant(s)'s inability to successfully complete the responsibilities and obligations of the Request process.
7. The prospective Consultant(s)'s default under any City agreement or termination of a previous agreement.

Records and Financial Data

All correspondence with the City, including responses to this Request, will become the exclusive property of the City and will become public records under the California Public Records Act. All documents submitted in response to this Request will be subject to disclosure if requested by a member of the public. There are a very limited number of narrow exceptions to this disclosure requirement.

Personal financial information that a prospective Consultant(s) considers confidential, the disclosure of which would be an unwarranted invasion of personal privacy, should be submitted in a sealed envelope marked "CONFIDENTIAL: PERSONAL FINANCIAL RECORDS; NOT PUBLIC RECORDS." A prospective Consultant(s) should not mark their entire Qualifications as "Confidential." During the selection process, the City will keep such information confidential and will not disclose it, except as otherwise required under applicable law. This means that, depending on the nature of timing of the request, or future court decisions, that personal financial information may not remain private and may be publicly disclosed. Once the selection process is completed, the City will return this information to any prospective agency that is not selected.

If an Consultant(s) is selected, the City may retain any submitted information and disclose it to the City Council, and any subcommittees thereof, and the public in connection with consideration of an agreement with the City as evidence of the entities ability to carry out the development. Given the nature of the applicable law under the California Public Records Act, the City cannot guarantee or warrant that it will be able to keep submitted information, including personal financial records, confidential. The successful Consultant(s) agrees to indemnify, defend, and hold the City harmless from and against any suit brought under the California Public Records Act to obtain the records; otherwise, the City shall not be obligated to defend such suit and may release the records.

EXHIBIT E
RESOLUTION 22-62 On-Call Engineering Services

RESOLUTION NO. 22-62

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.

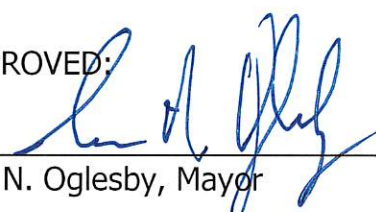
NOW THEREFORE, BE IT RESOLVED, that the City of Seaside City Council approve the firms listed in Exhibit 'A' to provide engineering services on an as needed basis; and

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:

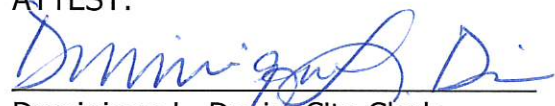
AYES:	5	COUNCIL MEMBERS	Campbell, Garcia-Arrazola, Oglesby, Pacheco, Wizard
NOES:	0	COUNCIL MEMBERS	None
ABSENT:	0	COUNCIL MEMBERS	None
ABSTAIN:	0	COUNCIL MEMBERS	None

APPROVED:



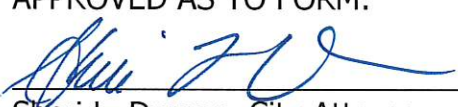
Ian N. Oglesby, Mayor

ATTEST:



Dominique L. Davis, City Clerk

APPROVED AS TO FORM:



Sheri L. Damon, City Attorney



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.: 9.A.

TO: City Council

FROM: Nicholas Borges, Acting City Manager

BY: Andrew Myrick, Economic Development & Community Planning Manager

DATE: June 20, 2024

SUBJECT: ZONING MAP AMENDMENT TO CHANGE THE ZONING OF 1020 AUTO CENTER PARKWAY (APN: 011-523-021) FROM AUTOMOTIVE REGIONAL COMMERCIAL (CA) TO REGIONAL COMMERCIAL (CRG). THE PROJECT IS CATEGORICALLY EXEMPT (CLASS 32) FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO SECTION 15332 OF THE CEQA GUIDELINES (SECOND READING)

RECOMMENDATION

Approve ZMA-24-01 to change the Zoning of 1020 Auto Center Parkway from Automotive Regional Commercial (CA) to Regional Commercial (CRG)

BACKGROUND

1020 Auto Center Parkway (Monterey County Assessor's Parcel Number 011-523-021) (hereafter referred to as the "Property") is an approximately 0.61 acre parcel located at the corner of Del Monte Boulevard and La Salle Avenue. The site includes an existing building and a parking lot (although a portion of the parking lot is located on the adjoining property to the east).

The Property is located within the Automotive Regional Commercial (CA) Zoning District. The properties located immediately across Del Monte Blvd as well as the adjacent property located south of the Property are also located in the CA Zoning District, and are occupied by vehicle sales and repair uses. In contrast, the properties located across La Salle Avenue, as well as the adjacent property located east of the Property, are located in the Regional Commercial (CRG) Zoning District and are occupied by motels and a restaurant. The Property and all surrounding properties are located within the Employment land use designation in the current General Plan

(adopted May 16, 2024), and were located in the Regional Commercial land use designation under the previous General Plan adopted in 2004.

The Property was previously occupied by Monterey Peninsula Power Sports, which sold motorcycles and All-Terrain Vehicles (ATVs). The Property is currently vacant. The CA Zoning District is highly restrictive, allowing only the sale, rental, or repair of automobiles and similar automotive-related uses. General retail uses are not permitted.

The applicant, Jason Zaremba, has an option to purchase the property and desires to change it into an Ace Hardware store. He has submitted an application to change the zoning of the property from CA to CRG. A hardware store would be a Permitted use in the CRG zoning district.

Staff believes that the proposed Zoning Map Amendment is appropriate. Staff notes that the Property sits on the boundary of the CA and CRG districts (see Attachment 2).

Therefore, changing the Zoning would not result in any uses incompatible with the surrounding area. Further, both Zoning Districts would be consistent with the current and previous General Plan, which envision both automotive and non-automotive commercial uses.

On May 29, 2024, the Planning Commission held a Special Meeting to consider this item. The Planning Commission unanimously recommended that the City Council approve the proposed Zoning Map Amendment. The Ordinance was introduced at the June 6, 2024 meeting of the City Council.

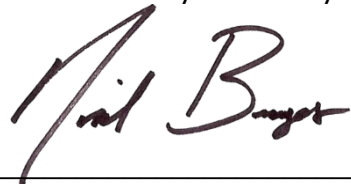
FISCAL IMPACT

This item is not expected to have any fiscal impact.

ATTACHMENTS

1. Attachment 1 Draft Ordinance Zoning Map
2. Attachment 2 Proposed Zoning Map Amendment

Reviewed for Submission to the City Council by:



Nicholas Borges, Acting City Manager

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF SEASIDE APPROVING A ZONING MAP AMENDMENT TO CHANGE THE ZONING OF 1020 AUTO CENTER PARKWAY (ASSESSOR'S PARCEL NUMBER 011-523-021-000) FROM AUTOMOTIVE REGIONAL COMMERCIAL (CA) TO REGIONAL COMMERCIAL (CRG)

WHEREAS, Monterey County Assessor's Parcel Number (APN) 011-523-021-000, also known as 1020 Auto Center Parkway, is a parcel of land approximately 0.61 acres in size located at the northwest corner of Del Monte Boulevard and La Salle Avenue (hereafter referred to as the "Property"); and

WHEREAS, the Property is presently identified in the Seaside General Plan, adopted May 16, 2024, as being within the Employment land use designation, and is identified in the Zoning Map as being within the Automotive Regional Commercial (CA) Zoning District; and

WHEREAS, Jason Zarembo has submitted an application for a Zoning Map Amendment to change the Zoning District from the CA District to the Regional Commercial (CRG) Zoning District; and

WHEREAS, the Property is located immediately adjacent to and directly across the street from other parcels located in the CRG Zoning District, and therefore would be compatible with the surrounding uses; and

WHEREAS, both the CA and CRG Zoning Districts are consistent with the current Employment land use designation; and

WHEREAS, the Zoning Map Amendment is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15332 (In-Fill Development Projects) of the CEQA Guidelines; and

WHEREAS, on May 29, 2024, the Seaside Planning Commission reviewed the proposed Zoning Map Amendment and recommended that the City Council approve the proposed amendment.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SEASIDE:

SECTION 1. The City Council hereby finds and determines the foregoing recitals, which are incorporated herein by reference, are true and correct.

SECTION 2. The Seaside Zoning Map is hereby amended to change the Zoning District of the Property from Automotive Regional Commercial (CA) to Regional Commercial (CRG).

SECTION 3. The City Council hereby finds the proposed Zoning Map Amendment Categorically Exempt from CEQA pursuant to Section 15332 of the CEQA Guidelines (In-Fill Development Projects).

SECTION 4. If any provision, section, paragraph, sentence, clause or phrase of this Ordinance, or any part thereof, or the application thereof to any person or circumstance is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance, or any part thereof, or its application to other persons or circumstances. The City Council hereby declares that it would have passed and adopted each provision, section, paragraph, subparagraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, paragraphs, subparagraphs, sentences, clauses or phrases, or the application thereof to any person or circumstance, be declared invalid or unconstitutional.

SECTION 5. This Ordinance shall become effective thirty days following adoption.

INTRODUCED at a regular meeting of the City Council of the City of Seaside, State of California, held on the 6th day of June 2024.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside, State of California, held on the 20th day of June 2024 by the following vote:

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

APPROVED:

Ian N. Oglesby, Mayor

ATTEST:

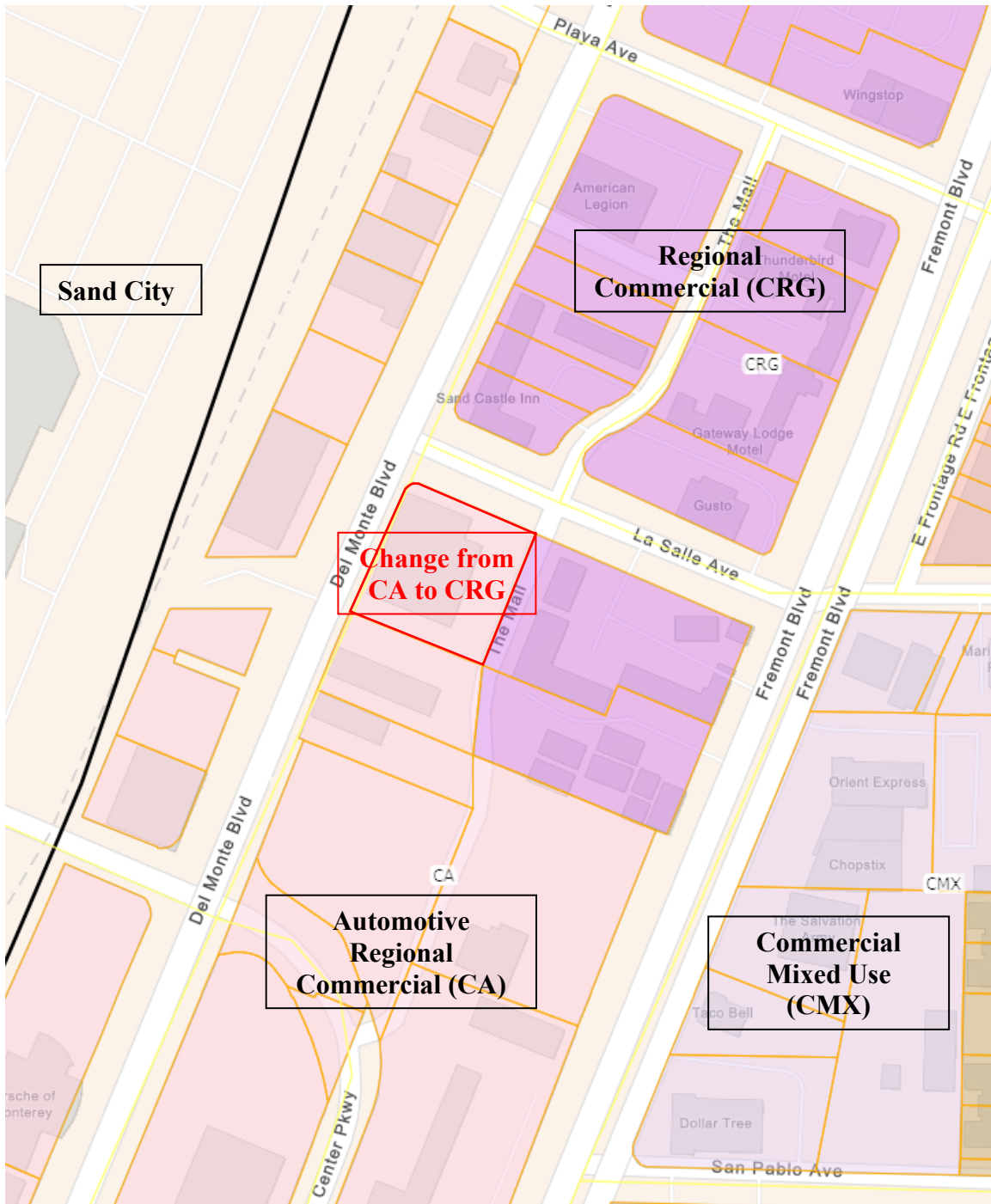
Dominique L. Davis, City Clerk

APPROVED AS TO FORM:

Sheri L. Damon,
City Attorney

Zoning Map Amendment ZMA-24-01

Existing Zoning Districts and Proposed Change





CITY OF SEASIDE STAFF REPORT

Item No.: 10.A.

TO: City Council

FROM: Nicholas Borges, Acting City Manager

BY: Beth Rocha, Senior Planner
Andrew Myrick, Economic Development & Community Planning Manager

DATE: June 20, 2024

**SUBJECT: CONSIDER THE ADOPTION OF A RESOLUTION APPROVING A
DEVELOPMENT/OPERATING AGREEMENT FOR CCSEA, LLC.,
DBA CANNACRUZ, A CANNABIS DISPENSARY AT 680
BROADWAY AVENUE**

RECOMMENDATION

Consider adoption of a Resolution approving a Development/Operating Agreement between the City of Seaside and CCSEA, LLC., DBA CANNACRUZ, governing the operations and community benefit requirements for an Adult Use and Medical Cannabis Dispensary located at 680 Broadway Avenue.

BACKGROUND

On December 28, 2017 the City Council approved a Use Permit for Medical/Adult Recreational Cannabis to Cannatopia LLC (operating under the business name Urbn Leaf) at 680 Broadway Avenue. In addition to the requirement that cannabis dispensaries have a valid Use Permit, the Municipal Code requires that they must also enter into a Development/Operating Agreement with the City of Seaside. The Agreement governs the operations of the dispensary and other elements of the application, and provide the City with a vital enforcement tool should a dispensary not comply with their Community Benefit and Investment Plan and to close a dispensary that violates the terms of this agreement or of the Use Permit. A Development/Operating Agreement with Cannatopia LLC was approved by the City Council on March 15, 2018. Urbn Leaf closed in August of 2023, leaving the site vacant.

On February 28, 2024, the City received an application for a new cannabis business

(operating under the business name Canna Cruz). Canna Cruz currently operates dispensaries in Santa Cruz and Salinas. At this time, the Use Permit (which is a land use entitlement/permit) on the property is still in force, meaning that a dispensary has the necessary permits to operate at the location. However, all dispensaries are also required to enter into a Development/Operating Agreement, which is a contract between the City and the business specifying how the business will operate. It also provides an outline for and a commitment to comply with the business's Community Benefits Plan.

In accordance with Council Resolution No. 22-15 (Attachment 2), which sets forth cannabis dispensary selection criteria, Phase I: Determination of Eligibility was verified by staff on April 10, 2024. *Phase II: Evaluation and Review* was reviewed by two City employees; this review resulted in a score beyond the minimum of 90% with a 92% or 2,300 points out of 2,500 possible points (Attachment 3), qualifying the application as eligible to move forward to *Phase III: Selection*. Staff shared the scoring with the applicant, noting the lowest score received was the Community Benefit and Investment Plan, with 200 out of 400 possible points. The applicant agreed to meet with staff to discuss their current proposal, then submitted a revised Community Benefit and Investment Plan with strengthened language regarding working, hiring, and collaborating with people and businesses in the city of Seaside. *Phase III: Selection* involves the applicant providing a brief presentation to the Council and answering questions of the Council.

If Council approves this Agreement, this dispensary would have all of its approvals and would be allowed to open for operation as soon as any desired tenant improvements to the building are complete and any necessary inspections are complete. Inspections will include an inspection of the security plan by the Police Chief or designee, and of the safety plan by the Fire Chief or designee.

FISCAL IMPACT

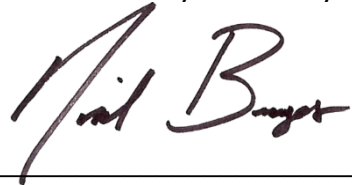
Adopting this agreement will allow the dispensary to open, which should result in revenues to the City of Seaside, plus local hiring practices.

ATTACHMENTS

1. Attachment 1: Draft Resolution
 2. Exhibit A to Attachment 1: Draft Development Operating Agreement
 3. Exhibit A to Draft Development Operating Agreement: Location Map
 4. Exhibit B to Draft Development Operating Agreement: Resolution 17-100 Cannabis Use Permit
 5. Exhibit C to Draft Development Operating Agreement: Labor Equity Diversity and Inclusion
 6. Exhibit D to Draft Development Operating Agreement: Community Benefits and
-

- Investment Plan
7. Attachment 2: Resolution 22-15
 8. Attachment 3: Scores
 9. Attachment 4: Complete CannaCruz Submittal
-

Reviewed for Submission to the City Council by:

A handwritten signature in dark ink, appearing to read "Nicholas Borges", written over a horizontal line.

Nicholas Borges, Acting City Manager

RESOLUTION NO. 24-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

**APPROVING A DEVELOPMENT/OPERATING AGREEMENT BETWEEN
THE CITY OF SEASIDE AND CCSEA, LLC., DBA CANNACRUZ, TO GOVERN
OPERATIONS AND COMMUNITY BENEFITS FOR A CANNABIS
DISPENSARY**

WHEREAS, the City of Seaside has taken steps to establish regulated cannabis activities in the City subject to an application process that includes a ranking process; and

WHEREAS, the ordinance governing Cannabis Related Uses requires that all operators of dispensaries must obtain a Use Permit and also enter into a Development/Operating Agreement with the City of Seaside which governs the operations and community benefit requirements associated with the approval of the dispensary; and

WHEREAS, on December 28, 2017, the City Council approved the issuance of a Use Permit to operate a medical/adult recreational cannabis dispensary at 680 Broadway Avenue; and

WHEREAS, on March 15, 2018, the City Council approved a Development/Operating Agreement with Cannatopia LLC for the operation of a cannabis dispensary at 680 Broadway Avenue; and

WHEREAS, a cannabis dispensary was operated at 680 Broadway Avenue under the business name Urbn Leaf until August of 2023, when the business closed; and

WHEREAS, on February 28, 2024, the City received an application from CCSEA LLC to obtain a Development/Operating Agreement to open and operate a new dispensary within the same space that was previously occupied by Urbn Leaf; and

WHEREAS, on January 20, 2022, the City Council adopted Resolution 22-15 establishing procedures for the consideration of applications to operate a cannabis dispensary; and

WHEREAS, City staff reviewed and scored the application pursuant to the criteria specified in Resolution 22-15, and determined that the application received a sufficient score to be forwarded to the City Council for consideration.

.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Seaside authorizes the City Manager to execute the attached Development/Operating Agreement, including any non-substantive changes that may be required.

PASSED AND ADOPTED at a meeting of the City Council of the City of Seaside held on June 20th, 2024 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 TO FORM:

Sheri L. Damon, City Attorney

ATTACHMENTS:

Exhibit A – Proposed Development/Operating Agreement, including the following Exhibits:

Exhibit A - Map showing Property and its location.

Exhibit B - Resolution of City Granting a Use Permit at 680 Broadway Avenue

Exhibit C – Labor Equity, Diversity and Inclusion Plan

Exhibit D - Community Benefits and Investment Plan

**DEVELOPMENT/OPERATING AGREEMENT
BY AND BETWEEN
THE CITY OF SEASIDE
AND
CCSEA, LLC.**

ARTICLE 1. PARTIES AND DATE.

This Development/Operating Agreement ("Agreement") is dated June 20, 2024, for execution purposes only and is entered into between (i) the City of Seaside ("City"), a California municipal corporation, and CCSEA, LLC. ("Owner"), a California Limited Liability Company. This Agreement shall become effective on the Effective date defined in section 3.1.6.

ARTICLE 2. RECITALS.

2.1 WHEREAS, City is authorized to enter into binding development agreements with persons having legal or equitable interests in real property for the development of such property; and

2.2 WHEREAS, this Agreement and the Project are consistent with the City's General Plan and Zoning Code and applicable provisions of the City's Zoning Map as of the Effective Date; and

2.3 WHEREAS, all actions taken and approvals given by the City have been duly taken or approved in accordance with all applicable legal requirements for notice, public hearings, findings, votes, and other procedural matters; and

2.4 WHEREAS, Owner intends to develop a Cannabis Dispensary or Facility, with Commercial Cannabis Activities at the Dispensary or Facility, to the extent contemplated by the Seaside Municipal Code Chapter 19 and all applicable state laws, rules, and regulations.

2.5 WHEREAS, this Agreement, in the future, shall be read consistent with any statewide regulation passed by voter initiative or the state legislature, which decriminalizes or legalizes marijuana for medical or recreational use, also known as Adult Cannabis. This Agreement shall govern the conduct of this business to cultivate and distribute marijuana under such statewide regulation, consistent with any City regulations not preempted by any such statewide regulations.

2.6 WHEREAS, The Owner and City agree for mutual consideration as set forth in this agreement.

ARTICLE 3. GENERAL TERMS.

3.1 Definitions and Exhibits. The following terms when used in this Agreement shall be defined as follows:

3.1.1 "Agreement" means this Development/Operating Agreement. [This is not a development agreement as defined in Government Code Section 65864 et seq.]

3.1.2 "City" means the City of Seaside, a California municipal corporation.

3.1.3 "Days" mean calendar days unless otherwise specified.

3.1.4 "Development" includes the right to maintain, repair or reconstruct any private building, structure, improvement or facility after the construction and completion thereof; provided, however, that such maintenance, repair, or reconstruction take place within the term of this Agreement on parcels subject to it.

3.1.5 "SMC" means the City of Seaside Municipal Code.

3.1.6 "Effective Date" means the date on which all of the following are true: (i) the City Council adopted a resolution adopting and approving the Development/Operating Agreement and (ii) all Exhibits to this Agreement are finalized, executed by all affected parties (if applicable) and attached hereto; provided, however, that if these conditions have not been fully satisfied by the Owner the Effective Date may not thereafter occur and this Agreement may not thereafter become effective.

3.1.7 "Existing Land Use Regulations" means all Land Use Regulations in effect on the date of execution. Existing Land Use Regulations include all provisions in the SMC Chapter 17, Zoning, and other regulations that are a matter of public record on the date of execution as they may be modified from time to time. Notwithstanding by the Existing Development Approvals. Notwithstanding the foregoing, Existing Land Use Regulations include the regulations set forth in AB 266 and AB 243.

3.1.8 "Owner" means the Business or Dispensary Owner (s).

3.1.9 "Processing Fees" means the normal and customary application, filing, plan check, permit fees for Cannabis activity approvals, design review, building permits, demolition permits, grading permits, and other similar permits and entitlements, and inspection fees, which fees are charged to reimburse the City's expenses attributable to such applications, processing,

permitting, review and inspection and which are in force and effect on a general basis at such time as said approvals, permits, review, inspection or entitlements are granted or conducted by the City.

3.1.10 “Project” means the Commercial Cannabis Activity as set forth in SMC Chapter 19, located on Assessor Parcel Number (APN) 011-291-019 that will be state licensed and issued a Dispensary Permit in full accordance with SMC Chapter 19.02.010 as may be amended, as well as in full compliance with all state laws, including but not limited to the Medical Marijuana Regulation and Safety Act adopted by the State of California (also known as AB 266 and AB 243). This Project shall include the cultivation, manufacturing, testing, and distribution, of Cannabis as approved by state and local law. The Project will include construction and development of a [type of facility] Dispensary that will be issued a Dispensary Permit in full accordance with SMC Chapter 19.02.010 as amended as well as in full compliance with all state laws, including but not limited to the Medical Marijuana Regulation and Safety Act and the Adult Use of Marijuana Act.

3.1.11 “Property” means the real property where the Cannabis Dispensary or Facility is to be located as described on Exhibit A and shown on Exhibit B, as set forth in 3.2 below, both attached hereto and incorporated herein by this reference.

3.2 Exhibits. The following documents are attached to and, by this reference, made part of this Agreement:

Exhibit A - Map showing Property and its location.

Exhibit B - Resolution of City Granting a Use Permit at 680 Broadway Avenue

Exhibit C – Labor Equity, Diversity and Inclusion Plan

Exhibit D - Community Benefits and Investment Plan

3.3 Binding Effect of Agreement. The Property and Project are hereby made subject to this Agreement. Subject to the Owner’s receipt of all Development/Operating Approvals relative thereto, the Development of the Property is hereby authorized and shall, except as otherwise provided in this Agreement, be carried out only in accordance with the terms of this Agreement, the Development/Operating Plan, and the Dispensary Permit. In the event of conflict or uncertainty between this Agreement, the Dispensary Permit, and the Development Plan, the provisions of the Development/Operating Plan shall control.

3.4 Notices.

3.4.1 Notice Defined. As used in this Agreement, notice includes, without limitation, the communication of notice, request, demand, approval, statement, report, acceptance, consent, waiver, appointment or other

communication required or permitted hereunder.

3.4.2 Written Notice and Delivery. All notices shall be in writing and shall be considered given:

- (i) when delivered in person to the recipient named below; or
- (ii) three days after deposit in the United States mail, postage prepaid, addressed to the recipient named below; or
- (iii) on the date of delivery shown in the records of the delivery company after delivery to the recipient named below; or
- (iv) on the date of delivery by facsimile transmission to the recipient named below if a hard copy of the notice is deposited in the United States mail, postage prepaid, addressed to the recipient named below. All notices shall be addressed as follows:

If to the City:

City Manager
440 Harcourt Avenue
Seaside, CA 93955

If to the Owner:

CCSEA, LLC.
680 Broadway Avenue
Seaside, CA 93955

With Copies to:

City Attorney
440 Harcourt Avenue
Seaside, CA 93955

3.4.3 Address Changes. Either party may, by notice given at any time, require subsequent notices to be given to another person or entity, whether a party or an officer or representative of a party or to a different address, or both. Notices given before actual receipt of notice of change shall not be invalidated by the change.

3.5 Validity of this Agreement. The Owner and the City each acknowledge that neither party has made any representations to the other concerning the enforceability or validity of any one or more provisions of this Agreement, and that this Agreement has been drafted jointly and not by one party

alone.

ARTICLE 4. PUBLIC BENEFITS

4.1 Intent. The parties acknowledge and agree that development of the Project on the Property will result in substantial public needs which will not be fully met by the Development/Operating Plan and further acknowledge and agree that this Agreement confers substantial private benefits on Owner which should be balanced by commensurate public benefits. Accordingly, the parties intend to provide consideration to the public to balance the private benefits conferred on Owner by providing more fully for the satisfaction of the public needs resulting from the Project.

4.2 Developer Fee. Applicant agrees to pay all established fees, charges, City costs, taxes, or other similar forms of expenses applicable to all Commercial Cannabis establishments and Dispensary Permits.

4.3 Jobs and Wage Creation.

4.3.1 Local Hiring. Owner agrees to use its reasonable efforts to hire qualified City residents for jobs at the Project. Owner shall abide by all local hiring commitments provided in the Labor Equity, Diversity and Inclusion and Community Benefits and Investments Plans in Exhibits C and D, respectively.

4.3.2 Mandatory Payment of Wage. Owner agrees to pay all employees wages in accordance with the wage rate provided in the Labor Equity, Diversity and Inclusion and Community Benefits and Investments Plans in Exhibits C and D, respectively.

4.5 Payment of Marijuana Business Operation Tax.

4.5.1 Amount of Tax. Pursuant to Chapter SMC Chapter 5.04.320, Owner shall pay City the annual business operations tax based on a percentage of gross receipts as set by the City Council by Ordinance in accordance with prior voter approval of up to ten percent (10%) annually. Such taxes shall be remitted in accordance with regulations adopted by City.

4.5.2 All other taxes established by Ordinance shall be paid in accordance with the SMC and State law, as both may be amended from time to time.

ARTICLE 5. REVIEW FOR COMPLIANCE.

5.1 Periodic Review. The City Manager or designee may review

this Agreement annually, on or before each anniversary of the Effective Date or upon receipt of a request by Owner to extend the term, in order to ascertain Owner's good faith compliance with this Agreement including the Dispensary Permit. During the periodic review Owner shall be required to demonstrate good faith compliance with the terms of the Agreement, through submitting an annual monitoring report, records, or equivalent written materials to the City Manager or designee. The City may elect to extend the permits without review. Owner shall be entitled to a review hearing pursuant to 6.3 below in the event the City Manager or designee determines Owner is not in compliance with this Agreement, Use Permit or Dispensary Permit.

5.2 Special Review. The City Council may order a special review of compliance with this Agreement at any time. The City Manager or his or her designee shall conduct such special review. During a special review, the Owner shall be required to demonstrate good faith compliance with the terms of the Agreement. The burden of proof on this issue shall be on the Owner.

5.3 Review Hearing. At the time and place set for the review hearing, the Owner shall be given an opportunity to be heard. If the City Manager finds, based upon substantial evidence, that the Owner has not complied in good faith with the terms or conditions of this Agreement, the City Manager may recommend that the City Council terminate this Agreement notwithstanding any other provision of this Agreement to the contrary, or modify this Agreement and impose such conditions as are reasonably necessary to protect the interests of the City. The decision of the City Council shall be final, subject only to judicial review pursuant to Code of Civil Procedure Section 1094.5.

5.4 Failure to Conduct Review. The City's failure to conduct a periodic review of this Agreement shall not constitute a breach of this Agreement or a waiver of future periodic reviews.

5.5 Cost of Review. The costs incurred by City in connection with the periodic reviews shall be borne by Owner.

ARTICLE 6. ANNEXATION INTO DISTRICTS

6.1 Owner agrees to the Subject Property being annexed into any current or future Community Facilities District, Community Services District, or any other tax district which would pertain to the Property.

ARTICLE 7. DEFAULTS AND REMEDIES.

7.1 Remedies in General. It is acknowledged by the parties that the City would not have entered into this Agreement if it were to be liable in damages under this Agreement, or with respect to this Agreement or the application thereof, except as hereinafter expressly provided. Subject to

extensions of time by mutual consent in writing, failure or delay by either party to perform any term or provision of this Agreement shall constitute a default. In the event of alleged default or breach of any terms or conditions of this Agreement, the party alleging such default or breach shall give the other party not less than thirty (30) days' notice in writing specifying the nature of the alleged default and the manner in which said default may be satisfactorily cured during any such thirty (30) day period, the party charged shall not be considered in default for purposes of termination or institution of legal proceedings. Notwithstanding the foregoing to the contrary, if the alleged default is of such a nature that it cannot be cured within thirty (30) days, the alleged defaulting party shall not be deemed in default as long as such party commences to cure such default within such thirty (30) day period and thereafter diligently prosecutes such cure to completion.

7. 2 After notice and expiration of the thirty (30) day period, the other party to this Agreement, at its option, may institute legal proceedings pursuant to this Agreement.

7.3 In general, each of the parties hereto may pursue any remedy at law or equity available for the breach of any provision of this Agreement, except that the City shall not be liable in monetary damages, unless expressly provided for in this Agreement, to the Owner or to any successors in interest of the Owner, or to any other person, and the Owner covenants on behalf of itself and all successors in interest to the Property or any portion thereof, not to sue for damages or claim any damages:

(i) For any breach of this Agreement or for any cause of action which arises out of this Agreement: or

(ii) For the impairment or restriction of any right or interest conveyed or provided under, with, or pursuant to this Agreement, including, without limitation, any impairment or restriction which the Owner characterizes as a regulatory taking or inverse condemnation; or

(iii) Arising out of or connected with any dispute, controversy or issue regarding the application or interpretation or effect of the provisions of this Agreement.

7.4 Nothing contained herein shall modify or abridge the Owner's rights or remedies (including its rights for damages, if any) resulting from the exercise by the City of its power of eminent domain. Nothing contained herein shall modify or abridge the Owner's rights or remedies (including its rights for damages, if any) resulting from the grossly negligent or malicious acts of the City and its officials, officers, agents and employees. Nothing herein shall modify or abridge any defenses or immunities available to the City and its employees pursuant to the Government Claims Act and all other applicable statutes and

decisional law.

7.5 Release. Except for those remedies set forth in Sections 8.1 and 8.4, the Owner, for itself, its successors and assignees, hereby releases the City, its officers, agents and employees from any and all claims, demands, actions, or suits of any kind or nature arising out of any liability, known or unknown, present or future, based or asserted, pursuant to Article 1, Section 19 of the California Constitution, the Fifth Amendment of the United States Constitution, or any other law or ordinance which seeks to impose any other liability or damage, whatsoever, upon the City because it entered into this Agreement or because of the terms of this Agreement.

The Owner acknowledges that it may have suffered, or may suffer, damages and other injuries that are unknown to it, or unknowable to it, at the time of execution of this Agreement. Such fact notwithstanding, the Owner agrees that the release provided in this Section 7.2 shall apply to such unknown or unknowable claims or damages. Without limiting the generality of the foregoing, the owner acknowledges the provisions of California Civil Code Section 1542, which provide:

“A general release does not extend to claims which the creditor does not know or suspect to exist in his or her favor at the time of executing the release which if known by him or her must have materially affected his or her settlement with the debtor.”

The owner hereby waves, to the maximum legal extent, the provisions of California Civil Code Section 1542 and all other statutes and judicial decisions of similar effect.

Initial_____

7.6 Attorneys' Fees and Costs. In any action or proceeding between the City and the Owner brought to interpret or enforce this Agreement, or which in any way arises out of the existence of this Agreement or is based upon any term or provision contained herein, the “prevailing party” in such action or proceeding shall be entitled to recover from the non-prevailing party, in addition to all other relief to which the prevailing party may be entitled pursuant to this Agreement, the prevailing party's reasonable attorneys' fees and litigation costs, in an amount to be determined by the court. The prevailing party shall be determined by the court in accordance with California Code of Civil Procedure Section 1032. Fees and costs recoverable pursuant to this Section 8.5 include those incurred during any appeal from an underlying judgment and in the

enforcement of any judgment rendered in any such action or proceeding. The parties agree that each contributed to the drafting of this Agreement, and that neither party is responsible for its drafting in determining whether any ambiguities exist as a result of drafting. Ambiguities shall not automatically be ruled against either party.

ARTICLE 8. THIRD PARTY LITIGATION.

8.1 General Plan Litigation. The City has determined that this Agreement is consistent with its General Plan. The Owner has reviewed the General Plan and concurs with the City's determination.

8.1 Hold Harmless Agreement. Owner hereby agrees to, and shall hold City, its elective and appointive boards, commissions, officers, agents, and employees harmless from any liability for damage or claims for damage for personal injury, including death, as well as from claims for property damage which may arise from Owner or Owner's contractors, subcontractors, agents, or employees operations under this Agreement, whether such operations be by Owner, or by any of Owner's contractors, subcontractors, agents, or employees operations under this Agreement, whether such operations be by Owner, or by any of Owner's contractors, subcontractors, or by any one or more persons directly or indirectly employed by, or acting as agent for Owner or any of Owner's contractors or subcontractors. Owner agrees to and shall defend City and its elective and appointive boards, commissions, officers, agents and employees from any suits or actions at law or in equity for damage caused, or alleged to have been caused, by reason of any of the aforesaid operations.

8.2 Indemnification. Owner shall defend, indemnify and hold harmless City and its agents, officers and employees against and from any and all liabilities, demands, claims, actions or proceedings and costs and expenses incidental thereto (including costs of defense, settlement and reasonable attorneys' fees), which any or all of them may suffer, incur, be responsible for or pay out as a result of or in connection with any challenge to the legality, validity or adequacy of any of the following: (i) this Agreement and the concurrent and subsequent permits, licenses and entitlements approved for the Project or Property; (ii) the environmental impact report, mitigated negative declaration or negative declaration, as the case may be, prepared in connection with the development of the Property; and (iii) the proceedings undertaken in connection with the adoption or approval of any of the above. In the event of any legal or equitable action or other proceeding instituted by any third party (including a governmental entity or official) challenging the validity of any provision of this Agreement or any portion thereof as set forth herein, the parties shall mutually cooperate with each other in defense of said action or proceeding. Notwithstanding the above, the City, at its sole option, may tender the complete defense of any third party challenge as described herein. In the event the City

elects to contract with special counsel to provide for such a defense, the City shall meet and confer with Owner regarding the selection of counsel, and Owner shall pay all costs related to retention of such counsel.

8.3 Accept Reasonable Good Faith Settlement. With respect to Article 10, the City shall not reject any reasonable good faith settlement. If the City does reject a reasonable, good faith settlement that is acceptable to the Owner, the Owner may enter into a settlement of the action, as it relates to the Owner, and the City shall thereafter defend such action (including appeals) at its own cost and be solely responsible for any judgments rendered in connection with such action. This Section 9.3 applies exclusively to settlements pertaining to monetary damages or damages which are remedial by the payment of monetary compensation. The Owner and the City expressly agree that this Section 10.6 does not apply to any settlement that requires an exercise of the City's police powers, limits the City's exercise of its police powers, or affects the conduct of the City's municipal operations.

ARTICLE 9. MISCELLANEOUS PROVISIONS.

9.1 Entire Agreement. This Agreement sets forth and contains the entire understanding and agreement of the parties, and there are no oral or written representations, understandings or ancillary covenants, undertakings or agreements that are not contained or expressly referred to herein. No testimony or evidence of any such representations, understandings or covenants shall be admissible in any proceeding of any kind or nature to interpret or determine the terms or conditions of this Agreement, provided, however, City at its option may rely on statements by Owner's agents at the public hearings leading to the City's approval of the project or on written documents by Owner or Owner's agents that are a part of the public record.

9.2 Severability. If any term, provision, covenant or condition of this Agreement shall be determined invalid, void or unenforceable, by a court of competent jurisdiction, the remainder of this Agreement shall not be affected thereby to the extent such remaining provisions are not rendered impractical to perform taking into consideration the purposes of this Agreement. The foregoing notwithstanding, the provision of the public benefits set forth in Article 4, including the payment of the fees set forth therein, are essential elements of this Agreement and the City would not have entered into this Agreement but for such provisions, and therefore in the event that any portion of such provisions are determined to be invalid, void or unenforceable, at the City's option this entire Agreement shall terminate and from that point on be null and void and of no force and effect whatsoever.

9.3 Interpretation and Governing Law. This Agreement and any dispute arising hereunder shall be governed and interpreted in accordance with the laws of the State of California. This Agreement shall be construed as a whole

according to its fair language and common meaning to achieve the objectives and purposes of the parties hereto, and the rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not be employed in interpreting this Agreement, all parties having been represented by counsel in the negotiation and preparation hereof.

9.4 Section Headings. All section headings and subheadings are inserted for convenience only and shall not affect any construction or interpretation of this Agreement.

9.5 Singular and Plural; Gender, and Person. Except where the context requires otherwise, the singular of any word shall include the plural and vice versa, and pronouns inferring the masculine gender shall include the feminine gender and neuter, and vice versa, and a reference to "person" shall include, in addition to a natural person, any governmental entity and any partnership, corporation, joint venture or any other form of business entity.

9.6 Time of Essence. Time is of the essence in the performance of the provisions of this Agreement as to which time is an element.

9.7 Waiver. Failure by a party to insist upon the strict performance of any of the provisions of this Agreement by the other party, or the failure by a party to exercise its rights upon the default of the other party, shall not constitute a waiver of such party's right to insist and demand strict compliance by the other party with the terms of this Agreement thereafter.

9.8 No Third Party Beneficiaries. The only parties to this Agreement are Owner and the City. This Agreement is made and entered into for the sole protection and benefit of the parties and their successors and assigns. There are no third party beneficiaries and this Agreement is not intended, and shall not be construed, to benefit, or be enforceable by any other person whatsoever.

9.9 Mutual Covenants. The covenants contained herein are mutual covenants and also constitute conditions to the concurrent or subsequent performance by the party benefited thereby of the covenants to be performed hereunder by such benefited party.

9.10 Successors in Interest. The burdens of this Agreement shall be binding upon, and the benefits of this Agreement shall inure to, all successors in interest to the parties to this Agreement. All provisions of this Agreement shall be enforceable as equitable servitudes.

The burdens of the Agreement shall be binding upon, and the benefits of the Agreement shall inure to all successors in interest to the parties to this Agreement.

9.11 Counterparts. This Agreement may be executed by the parties in counterparts, which counterparts shall be construed together and have the same effect as if all of the parties had executed the same instrument.

9.12 Jurisdiction and Venue. Any action at law or in equity arising under this Agreement or brought by a party hereto for the purpose of enforcing, construing or determining the validity of any provision of this Agreement shall be filed and prosecuted in the Superior Court of the County of Monterey, State of California, and the parties hereto waive all provisions of federal or state law or judicial decision providing for the filing, removal or change of venue to any other state or federal court, including, without limitation, Code of Civil Procedure Section 394.

9.13 Agent for Service of Process. In the event the Owner is not a resident of the State of California or it is an association, partnership or joint venture without a member, partner or joint venturer, resident of the State of California, or if it is a foreign corporation, then the Owner shall file, upon its execution of this Agreement, with the City Manager the name of a natural person acting as the agent of owner residing in the State of California, giving his or her name, residence and business addresses, as its agent for the purpose of service of process in any court action arising out of or based upon this Agreement, and the delivery to such agent of a copy of any process in any such action shall constitute valid service upon the Owner. If for any reason service of such process upon such agent is not feasible, then in such event the Owner may be personally served with such process out of this County and such service shall constitute valid service upon the Owner. The Owner is amenable to the process so described, submits to the jurisdiction of the Court so obtained, and waives any and all objections and protests thereto.

9.14 Authority to Execute. The person or persons executing this Agreement on behalf of the Owner warrants and represents that he/she/they have the authority to execute this Agreement on behalf of his/her/their corporation, partnership or business entity and warrants and represents that he/she/they has/have the authority to bind the Owner to the performance of its obligations hereunder.

Each individual executing this Agreement on behalf of his or her respective company or entity shall represent and warrant that:

9.14.1 The individual is authorized to execute and deliver this Agreement on behalf of that company or entity in accordance with a duly adopted resolution of the company's board of directors or appropriate governing body and in accordance with that company's or entity's articles of incorporation or charter and bylaws or applicable formation documents; and

9.14.2 This Agreement is binding on that company or entity in accordance with its terms; and

9.14.3 The company or entity is a duly organized and legally existing company or entity in good standing; and

9.14.4 The execution and delivery of this Agreement by that company or entity shall not result in any breach of or constitute a default under any mortgage, deed of trust, loan agreement, credit agreement, partnership agreement, or other contract or instrument to which that company or entity is party or by which that company or entity may be bound.

9.15 Nexus/Reasonable Relationship Challenges. Owner consents to, and waives any rights it may have now or in the future to challenge the legal validity of, the conditions, requirements, payment of any kind of fee whatsoever, policies or programs set forth in this Agreement including, without limitation, any claim that they constitute an abuse of the police power, violate substantive due process, deny equal protection of the laws, effect a taking of property without payment of just compensation, or impose an unlawful tax.

9.16 Owner Compliance with Laws. Owner hereby agrees to comply with all applicable state, federal and local laws, regulations, rules and policies.

9.17 No Damages Relief Against City. The parties acknowledge that the City would not have entered into this Agreement had it been exposed to damage claims from Owner, or Owners successors in interest, assigns, partners, or anyone acting on behalf of the Owner for any breach thereof. As such, the parties agree that in no event shall Owner, or Owners successors in interest, assigns, partners, or anyone acting on behalf of the Owner be entitled to recover damages against City for breach of this Agreement.

9.18 Laws. Owner agrees to comply with all applicable state, regional, and local laws, regulations, polices and rules.

9.19 Compliance with Conditions of Approval. Owner agrees to comply with and fulfill all conditions of approval for any and all entitlement, permits, and/or licenses it receives from the City. All conditions of approval for all entitlements, permits and/or licenses are hereto incorporated.

9.20 Owner agrees to comply with all applicable provisions of any current or future applicable federal, state, or local marijuana/Cannabis laws, including AB 266 and AB 243, as duly adopted, including any and all development standards, license and revocation procedures, and the like. Should there be anything in federal or state law, including but not limited to AB 266 or AB 243 which contradicts any provision in this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the dates written above.

CITY OF SEASIDE

OWNERS

By: _____
Ian N. Oglesby, Mayor

Brad Palmer

ATTEST:

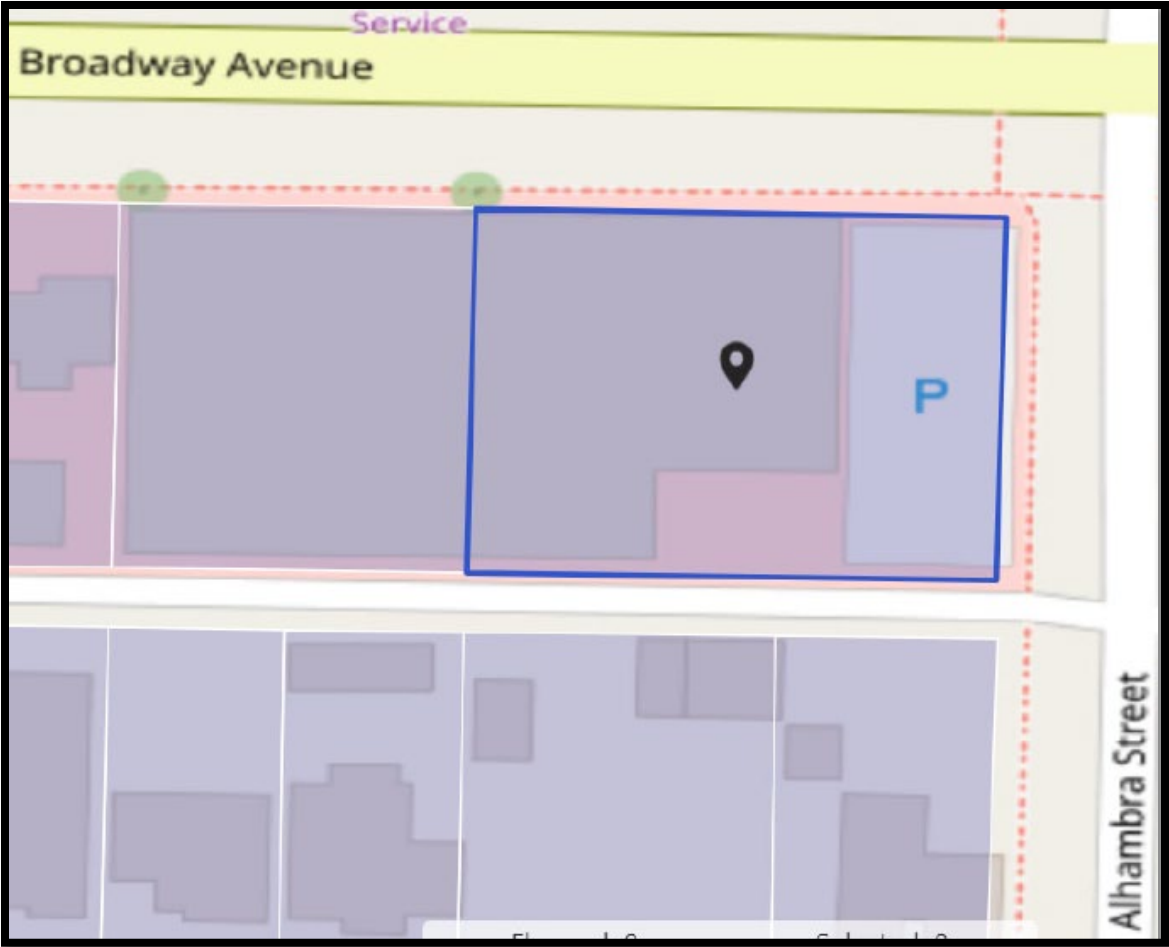
By: _____
Dominique L. Davis, City Clerk

Grant Palmer

APPROVED AS TO FORM:

By: _____
Sheri Damon, City Attorney

Exhibit A to Draft Development Operating Agreement: Location Map
680 Broadway Avenue
APN: 011-291-019



RESOLUTION NO. 17-100

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

GRANTING THE APPROVAL OF A DISCRETIONARY USE PERMIT TO ALLOW A MEDICAL/ADULT RECREATIONAL CANNABIS FACILITY LOCATED AT 680 BROADWAY (APN# 011-291-019) IN THE MIXED USE (MX) ZONING DISTRICT.

WHEREAS, Baird Family Trust/Peter Baird, property owner and CannEdge LLC, dba Cannatopia, applicant, have applied for a Discretionary Use Permit to allow:

A. The establishment of a Medical/Adult Recreation Cannabis facility.

WHEREAS, the proposed project requires discretionary use permit approval, and it is the responsibility of the Planning Commission in the Seaside Municipal Code to have considered and weighed the merits of the application and public input in relation to the policies, standards and intent of the Seaside General Plan and Seaside Municipal Code in making a recommendation on the proposed cannabis facility to the City Council; and

WHEREAS, the Seaside Planning Commission considered oral comments and written information concerning the proposed amendment at three duly noticed special public meetings held on December 4, 2017, December 5, 2017, and December 20, 2017; and

WHEREAS, the Seaside Planning Commission acted to declare the application as being a qualified applicant on December 20, 2017 and made a recommendation that the City Council consider the application for the issuance a cannabis facility; and

WHEREAS, the Seaside Municipal Code requires the approval of a discretionary use permit by the City Council for a Medical/Adult Recreation Cannabis facility, and it is the responsibility of the City Council to have considered and weighed the merits of the application and public input in relation to the policies, standards and intent of the Seaside General Plan and Seaside Municipal Code in review of the application; and

WHEREAS, the Seaside City Council considered oral comments and written information concerning the proposed amendment at a duly noticed special public meeting held on December 28, 2017; and

WHEREAS, the project is a Categorically Exempt, Class 1, Section 15301 meeting the following conditions:

- a) The proposed development will consist of converting an existing commercial building into a retail medical/adult recreation cannabis facility which will not change the intensity of the project site or the City's infrastructure off-site in order to accommodate the proposed use. It can be seen with certainty that the proposed use will not create any significant environmental impact on the community and neighboring properties.

NOW, THEREFORE, BE IT RESOLVED, that the City Council adopts the following findings for the Medical/Adult Recreation Cannabis facility Discretionary Use Permit

- 1) The proposed use is allowed within the applicable zone and complies with all other applicable provisions of this Zoning Ordinance and the Municipal Code.

Evidence: This project is located within the Mixed use Zoning District in which a Medical/Adult Recreation Cannabis facility may be established with use permit approval.

Evidence: The applicant will provide sufficient security measures to both deter and prevent unauthorized entrance into the facility, eliminate any unauthorized loitering inside and outside of the facility, and minimize excessive calls for service by the City's public safety resources.

Evidence: There are no existing cannabis dispensary facilities operating within 1,000 feet of the project site.

Evidence: Cannatopia scored full points for location of business, which will serve as a catalyst project for the City of Seaside within the West Broadway Urban Village Specific Plan.

Evidence: Cannatopia scored well for business plan points by demonstrating revenue and capitalization, achievable within the City of Seaside based on the project location being located within an established retail area and the project location having access from the City's entrances on Fremont Boulevard to the north and south and the entrance on Broadway Avenue to the east.

Evidence: Cannatopia scored well for local enterprise and community benefits points, which fosters economic and community development within the City of Seaside and provides financial contributions to local non-profit community organizations within the City of Seaside.

Evidence: Cannatopia scored full points for neighborhood compatibility with commitments to exemplary security and façade improvement upgrades, which promotes neighborhood unity and land use compatibility/vitality within the City of Seaside.

Evidence: Cannatopia scored well for safety and security, which helps to provide public safety within the City of Seaside by not creating any type of nuisance which would be detrimental to the overall general health, safety and welfare of the community and/or cause a financial burden on public safety resources for unnecessary calls for service.

- 2) The proposed use is consistent with the General Plan and any applicable specific plan.

Seaside General Plan Conformance

Evidence: Per the General Plan Land Use Element, the site is designated as Mixed use (MX) West Broadway Urban Village Specific Plan. The following Goals and Policies would apply:

Land Use Element Goal LU-1: Promote a mixture of land uses and a balance of jobs and housing to support a community in which people can live, work, and play.

Evidence: The project site will be contained within an existing commercial building which has demonstrated that it can contain the necessary capacity to operate a cannabis dispensary without overburdening existing roadways and City infrastructure.

Land Use Element Policy LU-1.1: The proposed use would serve to implement and diversify the land uses within the West Broadway Urban Village Specific Plan and improve the City's job housing balance.

Evidence: The project would occupy a vacant tenant space, increase pedestrian activity, have the potential for increased pass by trips for adjoining businesses, and will employ Seaside residents.

Land Use Element Policy LU-1.2: The proposed use will serve to provide additional jobs to improve the City's job housing balance.

Evidence: *The project will employ Seaside residents.*

Land Use Element Goal LU-1.3: Encourage regional commercial and visitor-serving commercial development that will enhance the identity of Seaside and attract visitors to the community.

Evidence: The project would occupy a vacant tenant space, increase pedestrian activity, and complete a commercial façade upgrade.

Land Use Element Goal LU-2: Revitalize existing commercial areas.

Evidence: The cannabis facility will serve to establish a regional commodity within the City of Seaside that will provide a substantial investment within the community that will serve to improve the character of the West Broadway Specific Plan area and attract customers both from the Monterey Bay area and tourism.

Element Policy –LU-2.1: The proposed project will serve to revitalize an existing commercial area of the community that is targeted as a specific plan area to provide new jobs and services as the downtown core of the community.

Evidence: The proposed use will serve to fill a vacant commercial site and remove a blighted condition through the extended vacancy of the site since it was constructed.

- 3) The design, location, size, and operating characteristics of the proposed activity are compatible with the existing and planned future land uses in the vicinity.

Evidence: The proposed Medical/Adult Recreation Cannabis facility will meet the needs of the community consistent within the West Broadway Urban Village Specific Plan design goals and improve the overall business character with the infusion of new façade treatments and monetary investment in the infrastructure of the site.

- 4) The site is physically suitable for the type, density and intensity of discretionary use being proposed, including access, utilities, and the absence of physical constraints.

Evidence: The project site is served by existing water, wastewater, and electrical infrastructure and facilities with adequate capacity to serve the proposed project. The proposed conversion of a retail commercial building to a Medical/Adult Recreation Cannabis facility with interior changes and exterior façade changes conforms to Land Discretionary use Element of the Seaside General Plan.

- 5) Granting the permit would not be detrimental to the public interest, health, safety, convenience, or welfare, or materially injurious to persons, property, or improvements in the vicinity and zone district in which the property is located.

Evidence: The proposed Medical/Adult Recreation Cannabis facility will provide for a community facility that is safe and attractive for a Cannabis dispensary use.

Evidence: The proposed conversion of a commercial retail building to a Medical/Adult Recreation Cannabis facility would not be detrimental to the public health, safety and general welfare of the people of the City and surrounding neighborhood. The proposed use is located on an in-fill site and would help maintain a compact city form consistent with the scale and character of the surrounding commercial neighborhood.

BE IT FURTHER RESOLVED, that the City Council approves the Discretionary Use Permit Application for “Cannatopia” subject to the following conditions:

Project Specific

Planning:

1. Except as modified by required conditions of approval, the permittee shall have the right to operate a Medical/Adult Recreation Retail Cannabis Facility substantially in accordance with the project material stamped “Received by the City of Seaside November 21, 2017” and subject to the floor plan and exterior façade being modified to comply with the general Cannabis and conditions listed. The aerial site plan is provided as Exhibit “A”.

Cannabis

1. Cannabis may not be inhaled, smoked, eaten, ingested, or otherwise consumed within the Business, on the Property, in the parking areas of the Property, or in those areas restricted under the provisions of Health and Safety Code §11362.79.

2. All storage, display, sales or other distribution of cannabis shall occur only within an enclosed area of a medical cannabis business and shall not be visible from the exterior of the business. Delivery shall be as approved by the Seaside Police Department.
3. The cannabis facility shall have an odor-absorbing ventilation and exhaust system to ensure that odor generated inside the premises is not detected outside the premises.
4. A sign shall be posted in a conspicuous location inside the property advising that use of cannabis may impair a person's ability to drive a motor vehicle or operate heavy machinery.
5. No person, other than a patient, caregiver, licensee, employee, or a contractor shall be in the medical cannabis dispensary room.
6. Medical/Adult Cannabis Dispensary hours of operation shall be as regulated by State and City law.
7. Adults 21 and over can buy cannabis at retail dispensaries with an "A" adult use license as of Jan 1, 2018 as regulated by State Law.
8. No Cannabis Dispensary, Management Employee or employee shall cause or permit the sale, dispensing, or consumption of alcoholic beverages on the Property or in the parking area of the property.

Testing, Packaging, Labeling

9. All cannabis product labels shall also include the following information, prominently displayed and in a clear and legible font: For packages containing only dried flower, the net weight of medical cannabis in the package; A warning if nuts or other known allergens are discretionary used; List of pharmacologically active ingredients, including, but not limited to, tetrahydrocannabinol (THC), cannabidiol (CBD), and other cannabinoid content, the THC and other cannabinoid amount in milligrams per serving, servings per package, and the THC and other cannabinoid amount in milligrams for the package total; Clear indication, in bold type, that the product contains medical cannabis; Identification of the source and date of cultivation and manufacture.
10. Only generic food names may be used to describe edible medical cannabis products. Businesses should refer to State and local law to determine what activities are permitted or prohibited for licensed dispensaries in the City of Seaside. Failure to comply may result in penalties, suspension or revocation of the dispensary business license.

Transportation

11. All cannabis-infused products must be hand packaged, sealed and labeled, and the products stored in closed containers that are labeled. All medical cannabis in a usable form for medicinal use must be packaged and stored in closed containers that are labeled.

12. Each container used to transport or deliver cannabis must be labeled as regulated by State law. The label shall be shown to any law enforcement officer who requests to see the label.

Community Relations

13. Each Cannabis Business shall designate a Community Relations Liaison, who shall be at least twenty-one (21) years of age; and shall provide the Liaison's name to the City Manager. The Liaison shall receive all complaints received by the City Manager regarding the Medical/Adult Cannabis Dispensary, and make good faith attempts to promptly resolve all complaints.

Inspections

14. State and Local representatives (Health, Fire and Building inspectors) may enter and inspect the Property of each Cannabis Business between the hours of nine (9) am and eight (8) pm or during normal business hours.
15. Licensing authorities and State and Local agencies may, at any time, inspect shipments and request documentation for current inventory.
16. Every Cannabis Business shall implement sufficient security measures, as approved by the Seaside Police Department to both deter and prevent unauthorized entrance into areas containing cannabis or cannabis products and theft of cannabis or cannabis products. These security measures, as appropriate, shall include, but not be limited to, the following: (a) Preventing individuals from remaining on the premises if they are not engaging in activity expressly related to the operations of the business; (b) Establishing limited access areas accessible only to authorized personnel; (c) Storing all finished cannabis and cannabis products in a secured and locked room, safe, or vault, and in a manner as to prevent diversion, theft, and loss.
17. Each Cannabis Business shall install and maintain a fully operational digital video surveillance and camera recording system that monitors no less than the front and rear of the Property, all points of ingress and egress at the business, all points of sale within the business, all areas within the business where medical cannabis products are displayed for sale, and all limited access areas within the facility as approved by the Seaside Police Department.
18. The video and surveillance system shall, at a minimum, meet the following requirements: (a) Capture a full view of the public right-of-ways and any parking lot under the control of the medical cannabis business; (b) Record and maintain video 24/7 for a minimum of ninety (90) days, or as otherwise determined by the Seaside Police Department.
19. The cannabis business shall install and use a safe for storage of any processed cannabis and cash on the property when the business is closed to the public. The safe shall be incorporated into the building as a secure receptacle.
20. The cannabis business shall install and discretionary use a fire and burglar alarm system that is monitored by a company that is staffed twenty-four hours (24) a day, seven (7) days a week.

The security plan submitted to the City shall identify the company monitoring the alarm, including contact information. Changes in the security plan shall be approved by the Seaside Police Department prior to implementation.

21. A cannabis business engaged in retail sales shall retain and maintain a security guard or patrol, licensed by the State of California, generally located at an indoor guard station, to an extent sufficient to ensure safety and approved by the Seaside Police Department.
22. No dried cannabis shall be stored at the property in structures that are not completely enclosed, in an unlocked vault or safe, or in any other unsecured storage structure.
23. Windows and roof hatches at the Cannabis Business shall be secured so as to prevent unauthorized entry.

Accounting/Record Keeping

24. The Cannabis Business shall maintain an inventory management system. The point of sale software shall be, upon regulatory implementation of the MMRSA, compliant with the State Unique Identifier and Track and Trace Program.
25. The records of the business shall clearly track cannabis product inventory purchased and/or grown and sales and disposal thereof to clearly track revenue from sales of any medical cannabis from other paraphernalia or services offered by the Cannabis Business.
26. The records shall clearly show the source, amount, price and dates of all cannabis received or purchased, and the amount, price, dates and business, patient or caregiver for all cannabis sold.
27. Each Cannabis Business shall keep a complete set of books of account, invoices, copies of orders and sales, shipping instructions, bills of lading, weigh bills, bank statements including cancelled checks and deposit slips and all other records necessary to show fully the business transactions of such licensee.
28. Each business shall maintain an inventory record documenting the dates and amounts of cannabis sold at the Property, and the daily amounts of cannabis stored on the Property.
29. Receipts shall be maintained via a computer program or by pre-numbered receipts and discretionary used for each sale.
30. Each business shall maintain on-site proof of a valid Business License Permit issued by the City of Seaside.
31. All records kept and maintained by the licensee shall at all times protect the confidential information of the patient or caregiver. All records must be identified as confidential and any disclosure shall be limited in a manner that maintains the confidentiality of the information contained therein.

32. A Cannabis Dispensary holding a Business License Permit shall report to the City Manager each of the following within the time specified; provided that if no time is specified, such a report shall be provided within fifteen (15) days of the triggering event: (1) The transfer or change of ownership interest, business manager, or in the permit application at least thirty days before the transfer or change; (2) Sales and taxable transactions and file sales and discretionary use tax reports to the City quarterly; (3) A conviction of any disqualifying crime by any applicant of a Cannabis Business.

City Standards

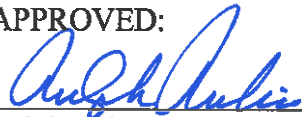
33. Discretionary Use Permit approval is subject to revocation procedures contained in S.M.C.S. 17.80.060 in the event any of the conditions of this approval are violated, this discretionary permit was granted on the basis of false or misleading information, written or oral, given willingly or negligently by the applicant or property owner, and/or there has been a discontinuance of the discretionary use, or purposed for which the permit was issued, for a period of 180 days or more.
34. This Discretionary Use Permit is subject to procedures and requirements of Chapter 17.64 (Permit Implementation, Time Limits, and Extensions), and those related to appeals and revocation in Article 6 (Zoning Ordinance Administration) of Title 17 of the Municipal Code.
35. The applicant agrees as a condition and in consideration of the approval of this discretionary permit that it will defend, indemnify and hold harmless the City of Seaside or its agents, officers and employees from any claim, action or proceeding against the City or its agents, officers or employees to attack, set aside, void or annul this approval. The applicant will reimburse the City for any court costs and attorney's fees, which the City may be required by a court to pay as a result of such action. City may, at its sole discretion, participate in the defense of such action; but such participation shall not relieve applicant of his obligations under this condition. The City shall promptly notify the applicant of any such claim, action, or proceeding, and the City shall cooperate fully in the defense thereof.
36. Any proposed future development shall comply with the requirements of the applicable City and County agencies and must be in compliance with State Law.
37. The project shall comply with the requirements and the applicable ordinances of the Monterey Peninsula Water Management District (MPWMD) and Monterey Regional Water Pollution Control Agency (MRWPCA).
38. The project shall be responsible for all applicable local and/or regional development and/or impact fees including, but not limited to, sewer, water, and traffic fees, which shall be paid prior to building permit issuance.
39. This Discretionary Use Permit will expire 12 months from the date of approval. In accordance with Section 17.54.080.B.1.a of the Zoning Code, the applicant must file request for time extension at least 30 days prior to expiration date in order to receive consideration of time extension by the City Council.

40. For purposes of assuring compliance, the applicant, agents, representatives or their assignees agree not to deny or impede access to the subject property by City employees in the performance of their duties.

PASSED AND ADOPTED at the special meeting of the City Council of the City of Seaside, State of California, on the 28th of December, 2017, by the following vote:

AYES:	4	COUNCILMEMBERS:	Alexander, Campbell, Pacheco, Rubio
NOES:	0	COUNCILMEMBERS:	None
ABSENT:	1	COUNCILMEMBERS:	Jones
ABSTAIN:	0	COUNCILMEMBERS:	None

APPROVED:



Ralph Rubio, Mayor

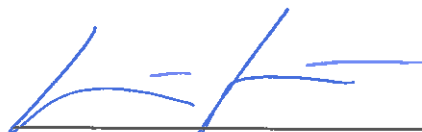
ATTEST:

Lesley Milton-Rerig, City Clerk

Resolution No. 17-100

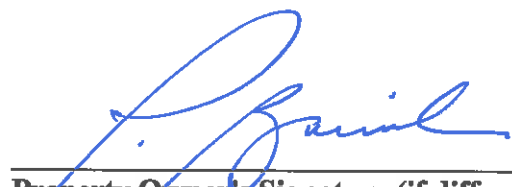
These permits are hereby accepted upon the express terms and conditions hereof, and shall have no force or effect unless and until agreed to, in writing, by the applicant and property owner(s).

The undersigned hereby acknowledge the approved terms and conditions and agree to fully conform to, and comply with, said terms and conditions within the time frames approved by the City of Seaside City Council.



Applicant's Signature

12-29-17
Date



Property Owner's Signature (if different from above)

12-29-17
Date

SECTION B: LABOR EQUITY, DIVERSITY AND INCLUSION

Labor and Employment

In addition to creating full-time, permanent positions, CannaCruz will make every effort to use city of Seaside contractors and businesses and to give preference to city of Seaside contractors and businesses who also hire other city of Seaside contractors and businesses.

Number of Employees

The number of employees at opening and at full capacity is approximately 20.

Positions and Responsibilities

The job titles and wage scale are as follows:

POSITION	DESCRIPTION
General Manager	The General Manager is responsible for all of the day-to-day activities required to operate the facility. These include, but are not limited to: HR and personnel management, management of inventory, production / processing and packing, reception activities, POS system operation, customer database, and employee training, and security. The Manager will assume the duties and responsibilities of any vacant position.
Quality Control Specialist / Packaging & Labeling	Labeling all packages in accordance with CannaCruz and state procedures. Record keeping for all phases of packaging. Management of quality control programs including but not limited to: Conduct internal audits and submit summary reports to management for review and the development of improvement strategies, batch packet review and final 'positive release', daily monitoring of operational procedures for compliance to all applicable regulations, guidelines and policies.
Information Specialist	Meet with qualifying customers to discuss various aspects of their cannabis needs. Enter pertinent information into the customer database. Educate customers about various strains of cannabis, methods of administration, and recent medical studies on the effects of cannabis. Discuss other CannaCruz services that may enhance the customers experience such as treatment studies,



	support groups, seminars, reading material, community outreach programs, discount promotions, volunteer days, etc.
Inventory Manager	Prepare and maintain documents that account for all cannabis received, stored, packaged, dispensed and destroyed. [L][SEP]Conduct routine physical inventory counts and cycle counts. [L][SEP]Investigate discrepancies in inventory and off target yields. [L][SEP]Maintain accurate inventory in POS and parallel paper systems.
Receptionist	Receive customers. Distribute and collect all required paperwork. Verify eligibility of customers and compliance to rules governing 'qualifying customers'. Maintain organized workspace. Data entry and additional clerical work as needed. Answer phones and email inquiries.
Register Clerk/Bud-Tender	Convey cannabis packages from dispensing area to counter / POS register. Operate Point of Sale (POS) cash register and record purchase of cannabis products. Work with customers for seamless service.
Security Chief	Implement and maintain a security program. Manage security staff. Write routine reports. Monitor surveillance equipment for activities outside the normal CannaCruz activities. Actively solicit an open relationship with local law enforcement. [L][SEP]Review Safety and Security Plan annually for updates. Monitor new laws and regulations that require security improvements. Train staff on security SOP's.
Security	Screen individuals requesting entrance to the facility. Monitor premises for activities outside the normal and acceptable activities. Monitor separate areas of the facility for the purpose of controlling access to those areas. Proactively identify safety concerns. Usher customers to the appropriate area. Write reports.
Bookkeeper	Accounting and payroll for CannaCruz.
Janitor	Facilities cleaning and maintenance. Daily disposal of trash. Monitor CannaCruz facilities inside and outside to ensure a clean and organized facility.



Wages and Benefits

CannaCruz supports the concept of paying its employees a competitive living wage for their work. Employee compensation will be commensurate with experience and qualifications and will be in line with the industry.

Heightened Pay and Living Wage

CannaCruz currently offers employees a competitive compensation package and living wage. Minimum wage in California is currently \$15.50, and we offer a starting wage of \$18, plus benefits, which equates to \$23 to \$25. CannaCruz is committed to providing a living wage and fair compensation to all employees.

Employee Benefits

HEALTH

CannaCruz offers 50 percent paid health insurance to eligible employees, including spouse and dependent coverage. To be eligible, employees must work an average of 20 or more hours per week and successfully complete the 90-day probation period.

TIME OFF

CannaCruz offers all Employees the opportunity for a healthy work–life balance by encouraging planned time off, as long as workflow is maintained to CannaCruz standards. CannaCruz offers eligible Employees Paid Time Off (PTO) as paid sick leave and vacation/personal time off.

CannaCruz offers ineligible Employees various unpaid leaves and allowances that do not impact one's attendance record. PTO for required sick leave will be accrued in keeping with state and federal law.

Employee Training and Continuing Education

In addition, CannaCruz is committed to providing employee training and support for the continuing education of its employees.

Through training outlined in its employee handbook, CannaCruz plans to provide job training and professional development for all of its employees.

We will have regular meetings to make sure that staff is updated on the evolving regulatory environment of cannabis whether it be new products, laws and regulations and anything else that maybe pertinent to the industry (local and state).

We will make every effort to train, promote and fill open positions from within our qualified staff before recruiting externally. Employees be provided paid training on the following topics:



- Inventory control
- Product storage and handling
- Track and trace software
- Packaging and labeling
- Security measures and procedures
- Safety handling procedures

City of Seaside Recruitment and Hiring

CannaCruz intends to provide economic benefits to the city of Seaside in the form of providing competitive wages and benefits, providing employee training and development, recruiting and hiring city of Seaside residents, and employing city of Seaside contractors.

Local hiring is a benefit for any business for many reasons. The city of Seaside is an ideal location for the proposed business due to its vibrant, diverse workforce. Recruitment efforts and hiring preference will be designed to give preference to city of Seaside residents. We anticipate that 100 percent of the employees who work for CannaCruz will be city of Seaside hires.

To enhance our city of Seaside recruitment efforts, we may consider a number of strategies such as participating in city of Seaside job fairs, participating in city of Seaside business organizations, and providing incentives for relocation. Some strategies that we may employ to recruit city of Seaside employees are as follows:

- Local connections of principals
- Outreach to city of Seaside organizations such as Chamber of Commerce
- Outreach to city of Seaside education centers
- Advertising in city of Seaside media outlets
- Signage at the proposed business

Partnerships With City of Seaside Vendors, Contractors, Service Providers

In addition, CannaCruz will make every effort to use city of Seaside contractors and businesses and to give preference to city of Seaside contractors and businesses who also hire city of Seaside residents and work with other city of Seaside businesses.



We intend to use as many city of Seaside professionals as possible because it makes good business sense, results in efficiency as locals have better knowledge of local regulations, is convenient, and benefits the city in which we do business.

Supplies that will be needed for the startup and operation of the proposed CannaCruz business will be purchased from city of Seaside. In addition, CannaCruz plans to employ a city of Seaside accounting firm, janitorial services and other city of Seaside services.

Locally Owned Enterprise

In order to become a locally managed enterprise, CannaCruz is fully committed to hiring employees and managers from city of Seaside, training employees for all positions including management, and providing opportunities for advancement rather than hiring outside of the city of Seaside workforce.

Labor Organization

If applicable, CannaCruz will have a labor peace agreement or plan to negotiate one.

Diversity, Equity and Inclusion

Prioritizing diversity and inclusivity in hiring practices is key to success for any business. We believe that a culture of diversity, equity and inclusion (DEI) contributes to collaboration, productivity, innovation, and longevity. We aspire to build a team whose diversity reflects the community of Seaside and surrounding areas. Not only does a diverse staff respectfully represent the surrounding neighborhood, but it also strengthens our business. Inclusion of all origins, beliefs, and preferences, will bring a variety of perspectives to discussions about problem solving and new ideas.

CannaCruz is committed to providing a positive, respectful, accepting and supportive workplace. We embrace a rich and diverse workforce with diverse perspectives, work and live experiences, religious and cultural differences, all of which provide opportunities for employee development. To foster DEI, we embrace the following practices –

- Strive for a diverse workforce in hiring and recruiting.
- Model DEI through management.
- Educate staff in DEI.

Non-Discrimination

CannaCruz will have a non-discrimination policy and will adhere to all applicable guidelines regarding discrimination. CannaCruz is committed to providing equal benefits.



SECTION G: COMMUNITY BENEFITS AND INVESTMENTS PLAN

Economic Development

CannaCruz is a member of the Salinas Valley Chamber of Commerce and welcomes the opportunity to develop meaningful connections with city of Seaside business owners and community members.

In addition, CannaCruz supports many charitable programs. CannaCruz has contributed to Heroes of Salinas over the years and is committed to identifying other high-quality city of Seaside causes to support.

It is anticipated that CannaCruz will provide economic benefits to the city by providing permanent jobs with competitive wages and benefits, recruiting and hiring from city of Seaside, providing employee training and development.

Tax Revenue Generation

CannaCruz will benefit the city of Seaside through tax revenue generation. CannaCruz currently generates approximately \$500,000 in tax revenue annually for the City of Salinas. In addition, CannaCruz generates approximately \$400,000 annually for City of Santa Cruz.

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- Inventory control
- Product storage and handling



- Track and trace software
- Packaging and labeling
- Security measures and procedures
- Safety handling procedures

Community Support

CannaCruz currently offers discounts to all active and retired military service personnel.

CannaCruz support efforts are intended to express our intent and interest in bettering our community. We have gained insight into the ideals and concerns of our neighbors. Through mindful planning, we have devised a rich community giving program and will utilize diverse and inclusive hiring practices. We have also considered the impact our operation will have on our surroundings and practice a good neighbor policy.

Community Relations

The team knows that creating a positive relationship with our city of Seaside community is paramount to the health of our business and the community. In order to create those important ties to our neighborhood and beyond, CannaCruz will collaborate with locals and invest time in bilingual staffing to serve our diverse customer base.

Collaboration with Neighbors

CannaCruz works hard to create meaningful relationships and build community rapport. We listen to our neighbors and will work to ensure their concerns are addressed as we move forward. We will continue to check-in with the members of our community to make certain we are putting the health of our neighborhood first.

Bilingual Access

The CannaCruz team knows that many of our potential customers are Spanish speaking. In order to honor this, we have been developing ways to reach out to our bilingual community. Part of that outreach includes providing materials about CannaCruz which are printed in both English and Spanish. CannaCruz will have a Spanish speaking staff member available to ensure clear communication with our customers and neighbors.

Community Giving Program

At CannaCruz, we fully acknowledge that the legal cannabis industry has the ability to work to make positive changes in the communities in which we all operate. While our industry supplies much



needed tax revenues, sales, excise, local business taxes, we also go the extra mile and give of our time. CannaCruz brings our staff members to critical volunteer days to make a difference.

Discounts for Veterans and Seniors

Two groups that benefit from cannabis the most are Veterans and Seniors. For those who have served, cannabis can often make the difference between a night's sleep or lack thereof. Seniors find regular relief 49 of 70 from our topical products that reduce pain. Cannabis helps with a myriad of issues, and discounts are a way to make it easier to provide access to those who need it most. We are proud to offer discounts to these two groups. We also work hard to showcase products that are grown and manufactured by Veterans themselves, closing the loop on medicine creation to provision. Over the past three years, we have offered community discount days to our medical, elderly, and veteran customers resulting in a total of 279,666 transactions from those demographics. Please see Table 1 for a visual analysis of these transactions.

Environmental Support

In the past, we have volunteered to assist in cleaning up our park areas. One of our favorite activities was a very successful beach-cleanup in our flagship city of Santa Cruz. We look forward to similar opportunities in Seaside.



RESOLUTION NO. 22-15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

**IDENTIFYING CANNABIS DISPENSARY SELECTION CRITERIA
AS CALLED FOR BY SEASIDE MUNICIPAL CODE 19 AND AMENDING THE FEE
SCHEDULE FOR THE CITY OF SEASIDE FOR FISCAL YEAR 2021-2022 FOR THE
CANNABIS DISPENSARY APPLICATION FEE**

WHEREAS, in November 2016, voters in the State of California approved Proposition 65 – Adult Use of Marijuana Act, which legalized the recreational use of cannabis; and

WHEREAS, the City of Seaside approved SMC 19 Cannabis in 2017 to allow for legal adult and medical cannabis dispensaries; and

WHEREAS, in December 2017, the City of Seaside approved six adult and medical-use cannabis dispensaries; and

WHEREAS, on April 1, 2021, the City of Seaside approved updating SMC 19 text to increase cannabis dispensaries, not to exceed five in the West Broadway Urban Village specific plan area and not to exceed three outside the West Broadway Urban Village specific plan area (it is anticipated dispensaries will be both medical and adult); and

WHEREAS, in March and April, 2021, the City of Seaside stated that additional dispensary applications are not to be accepted until the Council indicates to do so at a time in the future; and

WHEREAS, on April 1, 2021, the City of Seaside passed to print an amendment to SMC 19.08.010.B and on April 1, 2021 the City of Seaside adopted amendment to SMC 19.08.010.B which requires that the criteria for dispensary selection to be established by resolution; and

WHEREAS, the City Manager prepared and submitted to the City Council a Municipal Fee Schedule for the City of Seaside for Fiscal Year 2021-2022, and the City Council carefully examined, considered, and adopted the same on June 17, 2021; and

WHEREAS, city staff has prepared and submitted to the City Council a proposed amendment to stated Municipal Fee Schedule for Fiscal Year 2021-2022 in the staff

report dated January 20, 2022, for approving Seaside's Cannabis Selection Criteria for additional retail shops; and

WHEREAS, the proposed amendment to the Municipal Fee Schedule changes the title of the Cannabis Dispensary Application Fee to Cannabis Retail License Application Fee; and

WHEREAS, the City Council has carefully examined the same and is satisfied with stated Fee Schedule amendments; and

NOW THEREFORE, BE IT RESOLVED, the City of Seaside City Council adopts a resolution amending the Fee Schedule for Fiscal Year 2021-2022 as described and adopting the following selection criteria for cannabis dispensaries:

PHASE 1: Determination of Eligibility

During Phase I, applications will be reviewed for completeness and compliance against the submittal requirements listed below. Applications that are incomplete or received late will automatically be disqualified. To be deemed complete, an application packet must include:

- (a) Cannabis Dispensary License Application;
- (b) Financial Responsibility, Indemnity, and Consent to Inspection Terms Agreement;
- (c) Agreement on Limitations of City's Liability and Indemnification to City;
- (d) Application fee and Background Check fee(s);
- (e) Business Owner Acknowledgment Agreement;
- (f) Proof of Property Owner Consent/Landlord Affidavit; and
- (g) Proof of Insurance or letter of insurability from the Insurance Company.

PHASE II: Evaluation and Review

During Phase II, a committee of staff and the Consultant will review and score each application using a merit-based, check box system. Essentially, this is a more thorough completeness check using objective standards and professional judgment. Points in this phase reflect the accuracy of each application in meeting the established Council Selection Criteria. The top applicants, as determined by the City as those scoring a minimum of 90% or higher (2,250 points), in Phase II may be eligible to advance to Phase III. However, the decision as to how many applicants will be interviewed may change based on the quantity of applicants and the overall quality the City receives. Notice of the results of Phase II will be provided in writing via email to the primary contact listed on the application.

Summary of Evaluation Sections:

- Section A. Business Plan (300 points)
- Section B. Labor, Equity, Diversity, and Inclusion Plan (400 points)
- Section C. Safety Plan (200 points)
- Section D. Security Plan (300 points)
- Section E. Qualifications of Owners (300)
- Section F. Neighborhood Compatibility Plan (300 points)
- Section G. Community Benefit and Investment Plan (400 points)
- Section H. Proposed Location (300 points)

SECTION A: BUSINESS PLAN (300 points)

1. Finances* – A budget for construction, operations, maintenance, compensation of employees, equipment, property lease, security equipment and staff, City fees, state fees, utility costs, product purchases and other anticipated contingency costs. The budget must demonstrate sufficient capital in place to pay startup costs and at least three months of operating costs, as well as a description of the sources and uses of funds.

A. Proof of capitalization, in the form of documentation of cash or other liquid assets on hand, Letters of Credit or other equivalent assets which can be verified by the City.

B. A pro forma for at least three years of operations.

C. A schedule for beginning operation, including a narrative outlining any proposed construction and improvements and a timeline for completion.

2. Daily Operations - The Business Plan should describe the day-to-day operations which meet industry best practices for the type of cannabis business you are applying.

2.1 Describe the day-to-day operations for a RETAIL license. This should include at a minimum the following criteria:

A. Describe customer check-in procedures.

B. Identify location and procedures for receiving deliveries during business hours.

C. Identify the name of the Point-of-sale system to be used and the number of Point-of-Sale locations.

D. Estimate the number of customers to be served per hour/day.

E. Describe the proposed product line to be sold and estimate the percentage of sales of flower and manufactured products.

F. If proposed, describe delivery service procedures, number of vehicles and product security during transportation.

G. How the Cannabis Business will conform to local and state laws. See SMC Chapters 19.02, 19.09 and Title 17 as they pertain to retail establishments in the City of Seaside.

H. How cannabis and cannabis products will be tracked and monitored to prevent

diversion. Describe the Point-of-Sale system to be used and how it will interact with the state's mandated track and trace system.

SECTION B: LABOR, EQUITY, DIVERSITY & INCLUSION PLAN (400 points)

1. The application should describe to what extent the cannabis business will adhere to heightened pay and benefits standards and practices, including recognition of the collective bargaining rights of employees.
2. Identify number of employees at initial opening and the maximum number of employees when the business is at full capacity.
3. Describe any diversity and inclusion programs that will be developed as part of the business model which embraces a rich and diverse work force with a diverse set of perspectives, work and life experiences, as well as religious and cultural differences that provide equal opportunities for employee development.
4. Identify all positions and their responsibilities.
5. Describe compensation to and opportunities for continuing education and training for employees.
6. Describe whether the cannabis business is committed to offering employees a Living Wage.
7. Briefly describe benefits provided to employees such as health care, vacation, and medical leave, to the degree they are offered as part of employment.
8. Describe to the extent to which the cannabis business will be a locally owned enterprise and the owner(s) reside within the City of Seaside. In order to qualify for this criteria, an owner must have lived in the City of Seaside for at least one year prior to January 1, 2022.

SECTION C: SAFETY PLAN (200 points)

1. The detailed Safety Plan shall be prepared by a California professional fire prevention and suppression consultant.
2. This plan will describe all fire prevention and suppression measures, fire extinguisher locations, evacuation routes and alarm systems the facility will have in place.
3. Describe all accident and incident reporting procedures.
4. Describe the waste management locations and procedures.

SECTION D: SECURITY PLAN (300 points)

1. The security plan shall be prepared by a professional security consultant. This can be done with in-house staff or a consultant, but it must clearly demonstrate that it meets the professional standards requested to receive the appropriate points for each criterion in this section.
 - A. The plan should demonstrate how the cannabis business wishes to develop the floor plan and address other security issues on the property.

2. Premises Diagram: In addition to the site plans submitted for the Proposed Location (in Section H of Appendix A), a separate Premises Diagram must be included in this Security Plan section (Section D) of the application. The diagram must meet the requirements pursuant to CCR Title 16, Division 42, §5006 Premises Diagram.

A. The diagram shall show the boundaries of the property and the proposed location to be licensed, showing all boundaries, dimensions, entrances and exits, interior partitions, walls, rooms, windows, and doorways, and shall include a brief statement or description of the principal activity to be conducted therein.

B. The diagram shall show and identify commercial cannabis activities that will take place in each area of the premises and identify all limited-access areas.

C. The diagram shall show where all cameras are located and assign a number to each camera for identification purposes.

D. The diagram should be accurate, dimensioned and to-scale (minimum scale of 1/4").

E. If the proposed location consists of only a portion of a property, the diagram must be labeled indicating which part of the property will be used for the licensed premises and what activities will be used for the remaining property.

3. Description of operational security, including but not limited to general security for access/visitor control, inventory control and cash handling procedures.

4. Description of perimeter security, on-site security guards, lighting, and parking.

5. Identify transportation techniques and security procedures.

6. Description of employee training and general security policies.

SECTION E: QUALIFICATION OF OWNERS (300 points)

1. Experience – Demonstrate the business owner's experience in owning, managing, and operating a cannabis business. For purposes of this section, owner shall mean the State definition of owner in the State Business and Professions Code Section 26001 and all persons, companies, and entities that will be directing, controlling, and/or managing the day-to-day operations of the business. Evidence that prior experience was from legally permitted activities.

2. Cannabis Industry Knowledge – Demonstrate overall knowledge of the cannabis industry (as demonstrated throughout the screening application), including identification of how industry best practices and State regulations have been incorporated in existing/prior legal businesses outside the City of Seaside.

3. Ownership Team – Describe the involvement of the ownership team in day-to-day operation of the business. Owner is defined based upon the State definition of owner, see Business and Professions Code Section 26001.

SECTION F: NEIGHBORHOOD COMPATIBILITY PLAN (300 points)

1. Describe how the business will proactively address and respond to complaints

related to noise, light, odor, and vehicle and pedestrian traffic.

2. Describe how the business will be managed to avoid becoming a nuisance or having impacts on its neighbors and the surrounding community.

3. Describe odor mitigation practices:

A. Identify potential sources of odor.

B. Describe odor control devices and techniques employed to ensure that odors from cannabis are not detectable beyond the licensed premises.

C. Describe all proposed staff training and system maintenance plans.

4. Describe the waste management plan. The plan shall include waste disposal locations, security measures, methods of rendering all waste unusable and unrecognizable, and the vendor in charge of disposal.

5. The application should include the following information about the proposed location:

A. Physical address and a detailed description of the proposed location, including the overall property, building, and interior floor plan.

B. Description of all known nearby State and local sensitive use areas. The cannabis business must have the appropriate zoning and meet all the locational requirements as described in SMC section 19.02.010 and Chapter 17.

C. List any nearby well-traveled paths to schools and describe how the cannabis business will proactively protect the youth on these paths from exposure to the cannabis business.

D. Describe how the business will proactively take steps about community concerns to protect the youth generally from the impacts of the cannabis business.

E. Proof of ownership, lease agreement, or a Letter of Intent to Lease.

F. Vicinity map.

G. Photographs of existing site and buildings.

H. Evidence that the location has access to public transportation for employees or customers.

SECTION G: COMMUNITY BENEFITS AND INVESTMENTS PLAN (400 points)

The cannabis business should describe the benefits the business will provide to the local community, for example by directly aiding, participating in, or funding the work of local non-profits, community-based organizations, civic organizations, or social services organizations. Benefits may be in the form of volunteer services, monetary donations, financial support of City-sponsored activities or organizations, in-kind donations to the City or other charitable organizations and/or any other economic incentives to the City which will meet the strategic strategy goals established by the City Council.

SECTION H: PROPOSED LOCATION (300 points)

In addition to the location related details required in the Security Plan section of this

application, the application shall include a thorough narrative description of the proposed location, including but not limited to the overall site, existing and/or proposed building(s), parking spaces, driveways, pedestrian sidewalks/rights-of-way, and neighboring businesses on the parcel. Description of floor plans and interior design are not a requirement of this section. In addition to the narrative description of the proposed locations, Applicants shall also include the following items.

1. The CDL applicant must have the appropriate zoning and meet all the locational requirements as described in SMC Section 19.02.010 and Chapter 17.
2. The application shall include photographs of the front (street facing) side of the building. In the event the proposed location is undeveloped land, photographs shall depict the property from all vantage points of the property.
3. The application must include a (Site) diagram depicting all details described in the narrative description of the proposed location. The diagram required for this section need not include a description of any building interior, floor plan or security detail.
4. Please described how the business proposes to rehabilitate a vacant or substandard building in which the business proposes to operate.

PHASE III: Selection

Upon the completion of Phase II, the City Manager will present to the City Council the top Applicants that will be interviewed by them in order to make a final determination as to who will be awarded a CDL License(s). Each Applicant should be prepared to conduct a brief presentation and to be interviewed by the City Council. After the City Council has made a determination as to who if any Applicants may be awarded a CDL license, the Applicant(s) will be informed and directed to apply for and obtain a conditional use permit for the physical location where the CDL will be operated. In addition, and as a condition of issuance of the regulatory license, the operator of each cannabis facility shall enter into a development/operational agreement with the City setting forth the terms and conditions under which the cannabis facility will operate that are in addition to the requirements of Chapter 19.02 and 19.08, including, but not limited to community benefits such as public outreach and education, community service, payment of fees and other charges as mutually agreed, and such other terms and conditions that will protect and promote the public health, safety and welfare. It shall be very important for each applicant to strategically understand the Council Policy direction on reaching its economic incentive goals related to the community benefit when negotiating it with the City. Should an applicant fail to apply for and secure a Conditional Use Permit in a reasonable timeframe, the City will move forward with another applicant based on the ranking established by the City.

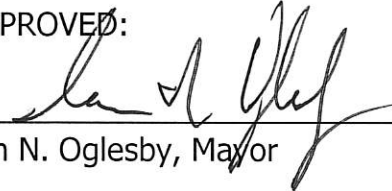
Any Applicant wishing to appeal Phase I or Phase II of the Application Process may appeal to the City Council or appointed hearing officer within ten (10) days of the Applicant receiving a notice that they will not move forward in the application process or be issued a license. Such appeals shall comply with the requirements of SMC Section 19.10.020 but only as it pertains to the denial of the initial application and not to the suspension or revocation of the conditional use permit as a result of this application process.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside held on the 20th day of January, 2021, by the following vote:

AYES:	5	COUNCIL MEMBERS	Campbell, Garcia-Arrazola, Oglesby, Pacheco, Wizard
NOES:	0	COUNCIL MEMBERS	None
ABSENT:	0	COUNCIL MEMBERS	None
ABSTAIN:	0	COUNCIL MEMBERS	None



APPROVED:



Ian N. Oglesby, Mayor

ATTEST:



Dominique L. Davis, City Clerk

APPROVED AS TO FORM:



Sheri L. Damon, City Attorney

	Rater 1	Rater 2
Business Plan (300 points)	300	300
Labor and DEI (400 pts)	400	400
Safety Plan (200 pts)	200	200
Security Plan (300 pts)	300	300
Qualifications of Owners (300pts)	300	300
Neighborhood Compatibility (300pts)	300	300
Community Benefit and Investment Plan (400pts)	200	200
Proposed Location (300pts)	300	300
TOTALS	2,300 (92%)	2,300 (92%)



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 10.B.

TO: City Council

FROM: Nicholas Borges, Acting City Manager

BY: Nisha Patel, Public Works Director/City Engineer
Kirstin van Gend, Administrative Analyst II

DATE: June 20, 2024

SUBJECT: ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICE AGREEMENT WITH KIMLEY-HORN AND ASSOCIATES, INC. FOR DEVELOPER PROJECT MANAGEMENT AND PLAN REVIEW SERVICES FOR THE CAMPUS TOWN PROJECT IN AN AMOUNT NOT TO EXCEED \$230,000.00 TO BE REIMBURSED BY THE DEVELOPER

RECOMMENDATION

Adopt a resolution authorizing the City Manager to execute a professional services agreement with Kimley-Horn and Associates, Inc. for Developer Project Management and Plan Review Services for the Campus Town Project for an amount not to exceed \$230,000.00 to be reimbursed by the Developer.

BACKGROUND

The Campus Town Project will construct and operate residential and commercial property as well as recreational space and roadway improvements near the freeway interchange at Lightfighter Avenue and Highway 1, bounded by Lightfighter to the north, Gigling Road to the South, 1st Avenue to the West and 8th Avenue to the East. Due to a shortage of personnel resources, the City has had a Consultant supporting the Project Management and Plan Review aspects of the project since 2022 and continues to require these consultant services.

Kimley-Horn and Associates (Kimley-Horn) is on the City's list of On-Call Engineering Consultants. Since 2022, Kimley-Horn has provided project management and plan review services to support the Campus Town Project for both City efforts and developer project management services. The developer project management and plan review

services are reimbursed by the developer, KB Homes and the Bakewell Development Company (KB-B). Kimley-Horn's contract term was from February 28, 2022, through June 30, 2024. The City Engineering staff requested a new proposal from Kimley-Horn staff to provide developer program management and plan review services related for Developer Project Management efforts only, to be reimbursed by the developer. On June 5, 2024, Kimley-Horn provided a proposal to provide the requested services in an amount not to exceed \$230,000.00. Services are to be paid on a time and materials basis according to the Kimley-Horn rate schedule. The services in the proposal include Project Management, MCWD Coordination on Recycled Water, Affordable Housing Coordination, Purchase and Sale Agreement Amendment Support, Planning Support for the Implementation of Campus Town Development, Final Map(s) for Subsequent Phases for the Development of Campus Town, Improvement Plans Review, Building/Grading Permit Review, Review and Coordination of Army and Campus Town Drainage, Jurisdictional Acquisition and Coordination, and Travel and Reimbursable Expenses. The staff reviewed the proposal and found the scope and fee acceptable.

Staff recommends authorizing a professional services agreement (PSA) for Kimley-Horn to provide Developer Project Management and Plan Review services for the Campus Town Project for an amount not to exceed \$230,000.00 and reimbursed by the Developer. A 10% contingency adds \$23,000.00 for a total PSA amount of \$253,000.00 to be charged to deposit account no. 601-2214 funded by the Developer.

FISCAL IMPACT

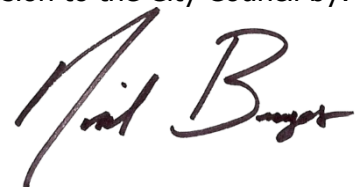
The professional services agreement with Kimley-Horn will have no fiscal impact on the General Fund. The City's adopted fee schedule requires the Developer to pay actual costs for plan review for commercial and multifamily developments greater than 1 acre in size. Expenses associated with the professional services agreement with Kimley-Horn will be charged to deposit account no. 601-2214 funded by the Developer.

Projects of this size and complexity have the potential to encounter unforeseen conditions requiring specialized review. Staff recommends the City Council authorize the City Manager to execute amendments to a professional services agreement in the amount of \$23,000.00 to be funded by Developer deposits.

ATTACHMENTS

1. Resolution
2. Professional Services Agreement

Reviewed for Submission to the City Council by:



Nicholas Borges, Acting City Manager

RESOLUTION NO. 24-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICE AGREEMENT WITH KIMLEY-HORN AND ASSOCIATES, INC. FOR DEVELOPER PROJECT MANAGEMENT AND PLAN REVIEW SERVICES FOR THE CAMPUS TOWN PROJECT IN AN AMOUNT NOT TO EXCEED \$230,000.00 TO BE REIMBURSED BY THE DEVELOPER

WHEREAS, the Campus Town Project will construct and operate residential and commercial property as well as recreational space and roadway improvements near the freeway interchange at Lightfighter Avenue and Highway 1, bounded by Lightfighter to the north, Gigling road to the South, 1st Avenue to the West and 8th Avenue to the East; and

WHEREAS, due to shortage of personnel resources, the City has had a Consultant supporting the Project Management and Plan Review aspects of the project since 2022 and continues to require these consultant services; and

WHEREAS, Kimley-Horn and Associates (Kimley-Horn) is on the City's list of On-Call Engineering Consultants; and

WHEREAS, since 2022, Kimley-Horn has provided project management and other services to support the Campus Town Project, including plan review and project management support to the developer, KB Homes and the Bakewell Development Company (KB-B), which was reimbursed by the developer; and

WHEREAS, at the request of the City, Kimley-Horn submitted a new proposal to provide developer project management and plan review services; and

WHEREAS, the staff have reviewed the proposal and finds the scope and fee acceptable.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Seaside does hereby authorize the City Manager to execute a professional services agreement with Kimley-Horn and Associates, Inc. for Developer Project Management and Plan Review Services for the Campus Town Project for an amount not to exceed \$230,000.00 and written amendments such that the total agreement does not exceed \$253,000.00, all to be reimbursed from the Developer deposit account (No. 601-2214).

PASSED AND ADOPTED at a Regular meeting of the City Council of the City of Seaside duly held on the 20th day of June 2024, 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 TO FORM:

Sheri L. Damon, City Attorney



**CITY OF SEASIDE
PROFESSIONAL SERVICE AGREEMENT FOR
DEVELOPER PROJECT MANAGEMENT AND PLAN REVIEW
FOR THE CAMPUS TOWN PROJECT**

This PROFESSIONAL SERVICE AGREEMENT (PSA) FOR NON-CONSTRUCTION PROJECT ("AGREEMENT"), is made and effective as of July 1, 2024, between the City of Seaside ("AGENCY"), a municipal corporation and **Kimley-Horn and Associates, Inc.**, 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 July 1, 2024 and shall remain and continue in effect until tasks described herein are completed, but in no event later than **June 30, 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 Public Works Director/City Engineer and/or Project Manager shall represent the 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 V. 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 A**, 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 **Two Hundred Thirty Thousand dollars (\$230,000.00)** 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 monthly for actual services performed. Invoices shall be submitted on or about the first business day of each month, or as soon thereafter as practical, for services provided in the previous month. 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 V.

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. Upon completion of, or in the event of termination or suspension of this Agreement, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, computer discs, and reports prepared by the Contractor under this Agreement shall become the sole property of City and may be used, reused, or otherwise disposed of by City without the permission of Contractor. With respect to computer files, Contractor shall make available to City, at City's office and upon reasonable written request by City, the necessary computer software and hardware for purposes of accessing, compiling, transferring, and printing computer files.

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 B** 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

from informing the AGENCY of such Discovery. AGENCY retains the right, but has no obligation, to represent CONSULTANT and/or be present at any deposition, hearing, or similar proceeding as allowed by law. Unless AGENCY is a party to the lawsuit, arbitration, or administrative proceeding and is adverse to CONSULTANT in such proceeding, CONSULTANT agrees to cooperate fully with AGENCY and to provide the opportunity to review any response to discovery requests provided by CONSULTANT. However, AGENCY's right to review any such response does not imply or mean the right by AGENCY to control, direct, or rewrite said response.

XVI. NOTICES

Any notices which either party may desire to give to the other party under this AGREEMENT must be in writing and may be given either by (i) personal service, (ii) delivery by a reputable document delivery service, such as but not limited to, Federal Express, which provides a receipt showing date and time of delivery, or (iii) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the party as set forth below or at any other address as that party may later designate by notice:

To AGENCY:	<u>City of Seaside</u>
	<u>440 Harcourt Ave.</u>
	<u>Seaside, CA 93955</u>
	<u>Attention: City Clerk</u>

To CONSULTANT:	<u>Kimley-Horn and Associates</u>
	<u>1100 W. Town & Country Road, Suite 700</u>
	<u>Orange, CA 92868</u>

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. **Elizabeth A. Cobb** may use assistants, under 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 Elizabeth A. Cobb from CONSULTANT's employ. Should 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 Qualifications, **Exhibit C** hereto and incorporated herein by this reference, and the contents of the proposal submitted by the CONSULTANT, **Exhibit A** 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: _____
Nikki Kerry, PE (CA 58449)
Principal

Date: _____

Nicholas Borges
Acting City Manager
City of Seaside

Date: _____

Attachments:	Exhibit A	Scope of Work/Consultant Proposal
	Exhibit B	Insurance Requirements
	Exhibit C	RFQ: On-Call Consultants – Engineering Services
	Exhibit D	Resolution 22-62 Approving On-Call Engineering Services

EXHIBIT A

SCOPE OF WORK/CONSULTANT PROPOSAL

June 5, 2024

Submitted Electronically

Ms. Nisha Patel
City Engineer
Project Manager
CITY OF SEASIDE
440 Harcourt Avenue
Seaside, CA 93955

RE: “Campus Town – Developer Reimbursable” Contract Services,

Dear Ms. Patel:

Kimley-Horn and Associates, Inc. (“Kimley-Horn” or “Consultant”) is pleased to submit to the City of Seaside (“Client”) for providing project management and general civil, planning and landscape oversight for the processing of subdivision, improvement plans, building plans and associated agreements specific to the Campus Town Redevelopment Project (“Project”) and related project efforts, located on the former Fort Ord Reuse Authority (FORA) property. This redevelopment project is understood to be undertaken by KB-Bakewell (“Applicant”) through separate agreement(s) previously negotiated and executed with the Client.

In coordination with you and staff, the scope of services fee is attached for Campus Town – “Developer Reimbursable” (Attachment 1) As directed, we have included travel as a cost under the Developer Reimbursable since the Applicant will be reimbursing these costs. Also attached is Kimley-Horn rate schedule. These scopes and fees will be set up as new contracts for all efforts and compensation going forward starting on July 1, 2024, for a 12-month period.

We appreciate the opportunity to continue efforts on Campus Town implementation and look forward to working with staff toward Phase I closing and future efforts.

Sincerely,



Elizabeth A. Cobb
Associate, Project Manager

C: Adolfo Gonzalez, City of Seaside
Kirstin van Gend, Administrative Analyst II

ATTACHMENTS:

1. Campus Town – Developer Reimbursable

ATTACHMENT 1

Campus Town – Developer Reimbursable

SCOPE OF SERVICES

1. Project Management
 - a. Meeting Coordination
 - i. Assumes the following standing meetings:
 1. Civil Meeting
 2. General City Meeting
 3. Army Meeting
 4. Other Agencies Meetings (as required)
 - ii. Prepare Meeting Agendas and Notes
 - iii. Prepare Action Item List
 - b. Project Schedule
 - i. In coordination with City staff and Developer prepare Master schedules
 1. Update Phase 1A bi-monthly.
 2. Prepare schedule for Phase 1B and update bi-monthly
 3. Prepare schedule for Phase 2A/B and update bi-monthly
 - ii. Provide bi-monthly check-in updates with developer
 - iii. Provide bi-monthly check-in updates with City
 - iv. Monthly Project Tracking Report of Action that Occurred, Projected Actions for following Month and Critical Milestone Status
 - c. Project correspondence and documentation
 - i. Document city directives/decisions
 - ii. Document interpretations of Specific Plan.
 - d. Campus Town CFD Coordination
 - i. Provide support and required documentation needed for the city to process Campus Town CFD Annexation.
 - ii. Project Management and coordination
2. MCWD Coordination on recycled water
3. Affordable Housing
 - a. Coordinate with Builder in identifying compatible sites for off-site affordable housing.
 - b. Coordinate with MCWD on Water Allocation
4. Purchase and Sale Agreement Amendment
 - a. Review and coordination with City Attorney.
 - b. Confirm against project development plan and assumptions.
 - c. Title review and prepare supporting documents for requested items to be removed from title.
 - d. Property Closing Support
 - i. Coordinate with city and developer the required documents needed for closing. Developer is assumed to take lead with title and escrow company.

ATTACHMENT 1

Campus Town – Developer Reimbursable

Page 2 of 2

5. Planning Support for the implementation of Campus Town development
 - a. Specific Plan Conformance
 - b. Specific Plan Substantial Conformance Findings for Planning Director Review and Approval.
 - c. Specific Plan Amendment in redline format, not restated.
 - d. MMRP and Conditions of Approval Compliance and Reporting
 - e. Staff Report Preparation as directed by the City.
6. Final Map (s) for Subsequent phases for the development of Campus Town
 - a. Map review for conformance with underlying entitlements
 - i. MMRP and COA conformance
 - b. Subdivision Improvement Agreement Review and Approval on behalf of the city.
 - c. Developer Cost Estimate Review and Approval
 - d. Title Clean-up – assist and follow-up with City Attorney
 - e. License Agreement with Army – Assist with coordinating and Documenting
 - f. Staff Report Preparation as directed by the City
7. Improvement Plans
Improvement Plans assumes: On-Site, Off-site grading and site improvements, Landscape Improvements, and Park Plans.
 - a. Review of Interim Improvements for Phase 1A
 - b. Review of Interim Improvements for Phase 1B
 - c. Review of Campus Town Improvement Plans for Phase 1B and, and subsequent phases.
8. Building/Grading Permits
 - a. Planning Review and Conformance with underlying entitlements (Specific Plan, FEIR and Associated Conditions) for city staff designee sign-off
 - i. Site Plan/Plot Plan (Outstanding)
 - ii. Architectural Plans & details
 - iii. Landscape Plans & details
 - b. Public Work Review for city staff designee sign-off
 - i. Grading
 - ii. Infrastructure
 - iii. Street Improvements
 - iv. Landscape Improvements
 - v. Encroachment (ARMY to be determined)
 - vi. Street Name and Addressing (Prepare City Council Report to Adopt)
 - c. Building Permit Fee Estimate
9. Review and Coordination of Army and Campus Town Drainage
10. Jurisdictional Acquisition and Coordination
 - a. 7th Avenue
 - b. Additional locations as directed by the City
11. Travel and Reimbursable Expenses
 - a. Transportation expenses
 - b. Lodging expenses
 - c. Meal expenses

Attachment 1
Campus Town – Developer Reimbursable

Page 3 of 3

COMPENSATION

The City shall pay the consultant on a time and materials basis in accordance with the standard billing rates shown below, not to exceed two-hundred and thirty thousand dollars **(\$230,000) for 12-months** (July 1, 2024, to June 30, 2025). Travel and reimbursable expenses are treated as costs reimbursed by the Applicant and has been assumed in the total compensation. The estimated travel and reimbursable expenses are assumed to be fourteen thousand (\$14,000) over a 12-month period.

Hourly Labor Rate Schedule

Classification	Rate
Analyst I	\$135 - \$165
Analyst II	\$175 - \$205
Professional	\$200 - \$235
Senior Professional I	\$250 - \$325
Senior Professional II	\$345 - \$420
Senior Technical Support	\$120 - \$300
Technical Support	\$105 - \$170
Support Staff	\$90 - \$150

Effective through June 30, 2025

Subject to annual adjustment thereafter

Internal Reimbursable Expenses will be charged at 5% of Labor Billings

External Reimbursable Expenses will be charged at 15% mark-up, or per the Contract

Sub-Consultants will be billed per the Contract

EXHIBIT B

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.

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.

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.

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;
- Concurrency 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 C
REQUEST FOR QUALIFICATION

REQUEST FOR QUALIFICATIONS ON-CALL CONSULTANTS - ENGINEERING FOR CITY OF SEASIDE

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Introduction

The City of Seaside (City) seeks Request for Qualifications (RFQs) from qualified consulting firms or individuals to provide On-Call Engineering Services for miscellaneous undetermined projects. The selected engineering firms may be requested to help with the design of federal, state and locally funded capital improvement projects. The City intends to select multiple consultants for a three-year period, with the option of two (2) one-year extensions through mutual consent between the City and the chosen Consultant(s). Consultants do not need to be able to provide all services described in the “Preliminary Scope of Services,” below. Selection will be based on demonstrated expertise in providing support to the City of Seaside Public Works and Engineering Department.

Proposal Requirements

Statement of Qualifications (SOQ) must be received by 5:00 PM Friday, April 22, 2022 at the following address:

City of Seaside
440 Harcourt Avenue
Seaside, CA 93955

SOQ received after this deadline will not be accepted. Incomplete responses that do not conform to the requirements specified herein will not be considered. The SOQ and any accompanying documents shall be submitted in a sealed envelope with the words “**On-Call Consultants-Engineering**” clearly marked in the lower left-hand corner of the envelope. Three bound copies, plus one electronic copy submitted on CD, USB flash drive, or by email to pwinfo@ci.seaside.ca.us, containing an Adobe pdf copy, should be submitted.

Statement of Qualifications Submittal Requirements

The SOQ should include the following information:

1. Name of proposer and principal contact person, including office location, address, telephone number, fax numbers and e-mail address.
2. Brief description and history of the proposed project team and experience of the principal contact. Clearly describe project team member's experience in work described under "Preliminary Scope of Services". Describe the average project size and scope of the team member's past projects.
3. Provide as exhibits, listings of your firm's and its principals' and project teams experience demonstrating their capabilities and qualifications to perform the assigned task as described in the "Preliminary Scope of Services". For each individual, provide current professional registrations, related experience, educational background and years of experience with the team.
4. Enclosed is a copy of the City's standard contract, which stipulates, among other things, insurance requirements. Please confirm that the project team can accept the terms of the contract and has the required insurance, or can acquire insurance, that meets the minimum standards.
5. Please provide at least three professional references. Indicate which references are public agencies for which the project team, or its principals, have provided services for within the past five years.
6. Standard Hourly Fees: Provide your standard hourly fees by job classification and billing criteria for providing the services described in this RFQ in a separate sealed envelope. Do not provide in the response to this request as an exhibit or in the body of the response

The SOQ will be limited to 10 numbered pages including title sheet and cover letter if provided. Minimum font size is 12. Page size is limited to letter size with no fold-outs. Submittals must be printed on both sides of the paper. A clear front and back cover shall be provided and the front and back clear cover will not count towards the 10 page limit.

Schedule for Selection Process

The proposed consultant selection schedule is as follows.

Release RFQ	Thursday, March 24, 2022
Questions Due	Friday, April 8, 2022
Proposal due	Friday, April 22, 2022
Proposal Ranking	April 24, 2022 – May 20, 2022
Consultant Award (if applicable)	Friday, May 27, 2022

Questions Regarding This Project

All questions and/or contacts regarding this Request should be directed to:

Patrick Grogan
City of Seaside-Engineering Division
440 Harcourt Avenue
Seaside, CA 93955
E-mail: pgrogan@ci.seaside.ca.us or pwinfo@ci.seaside.ca.us
Phone (831) 899-6885

Form of Agreement

A copy of the City of Seaside Consultant Contract is included herewith.

Evaluation and Rating Criteria

City staff will review each SOQ for completeness and content. Each SOQ will be evaluated based upon the relevant qualifications and experience of the consultant. Consultants do not need to be able to provide all services described in the “Preliminary Scope of Services,” below. Staff may conduct interviews if necessary. References may also be verified. The SOQ review will focus upon the following criteria:

1. Experience and demonstrated ability of the team. – 25 points
2. Appropriate relevant experience and skills of personnel (principals, project managers and other key personnel). – 30 points
3. Prime consultant and sub-consultants experience in providing similar projects. – 15 points
4. Client References. – 10 points
5. Overall quality of the response and conformance with SOQ requirements for content (reference Proposal and Submittal Requirements). – 20 points

SOQs will be ranked on the basis of qualifications. The City of Seaside may conduct interviews with some or all of the firms/individuals who submit proposals, or it may complete its evaluation based on the proposals alone. If interviews are conducted, firms/individuals selected for interview will be contacted at that time to arrange the date and time for their interview.

PRELIMINARY SCOPE OF SERVICES

Consultant is required to provide engineering design and professional services for various projects to be implemented throughout the City. The scope of work under this contract may include but not be limited to the following:

A. 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

B. 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

All materials submitted to the City will become the exclusive property of the City of Seaside.

The consultant will not be allowed to provide services when the City determines a potential conflict of interest may exist.

Consultant services will be on an as-needed, on-call basis. Consultant services will be authorized by separate contract(s). The Consultant is responsible for acknowledging receipt of requests for services within two (2) working days. Contracts may vary significantly in size and scope and will be determined in greater detail as each is assigned. The Consultant will be responsible for preparing a detailed scope and fee estimate for each contract request and shall identify the number of hours to be worked and position of each person performing work on a particular proposal. If during actual work the number of hours is increased by more than 20% of the estimate, the consultant shall notify the Project Manager as soon as possible before exceeding the estimated time. The City may elect to reduce the scope of work or may require a revised scope of work to cover the excess time. Work authorization will be issued for each work request. The City shall authorize all consultant quotes for tasks prior to the consultant commencing work. The City may accept the Consultant's scope and fee or negotiate with the Consultant, as appropriate. The City reserves the right to not accept the Consultant's scope and fee.

General Provisions

1. The City will assume no responsibility for any understandings or representations concerning conditions made by any of its officers or employees prior to execution of a final agreement unless they are included in this Request for Qualifications.
2. Any reasonable inquiry to determine the responsibility of a prospective Consultant(s) may be conducted. The submission of Qualifications shall constitute permission by the

prospective Consultant(s) for the City to verify all information contained therein. If the City deems it necessary, additional information may be requested from the prospective Consultant(s) for further consideration.

3. A prospective Consultant(s) may withdraw their Qualifications at any time prior to the date and time which is set forth herein as the deadline for acceptance of Qualifications.
4. Each prospective Consultant(s) submitting Qualifications in response to this Request agrees the preparation of all materials for submittal to the City and all presentations are at the prospective entities sole cost and expense, and the City will not, under any circumstances, be responsible for any costs or expenses incurred by a prospective Consultant(s). In addition, each prospective Consultant(s) agrees that all documentation and materials submitted with Qualifications will remain the property of the City and will become a public document.
5. The City reserves the right to request additional information from any and all prospective entities as deemed necessary by the City in order to evaluate the Qualifications. This process may not be used as an opportunity to submit missing documentation or to make substantive revisions to the original Qualifications.
6. The City reserves the right to reject any and all Qualifications and, in the event the Consultant selected, it may attempt to negotiate an agreement with the Consultant that, in the sole judgment of the City, is the best qualified to provide the services requested.
7. The City shall not enter into an agreement with any prospective Consultant(s) that has previously had an agreement with the City terminated, or that has previously been found to have violated any provision of the Seaside City Code, or related resolutions or ordinances, or any provision of federal law, state, or other local law.
8. The City reserves the right to enter into an agreement with an Consultant(s) at any time, deviate from this Request, reject any or all SOQs, continue to advertise for new Qualifications, negotiate with multiple entities simultaneously, waive any defects in Qualifications, or to proceed otherwise. The Request and the selection process will in no way be deemed to create a binding contract or agreement of any kind between the City and any prospective Consultant(s). The submission of Qualifications does not in any way commit the City to enter into an agreement with any prospective Consultant(s).
9. Each prospective Consultant(s) shall agree to abide by all federal, state, and local laws, rules, and regulations and to secure all necessary licenses, permits, and other forms of identification as may be required in connection with the resulting agreement, all at no additional cost to the City.
10. All Qualifications, charge rates or representations will remain in effect and be legally binding for at least one hundred twenty (120) days from the date of submission.

11. This Request for Qualifications shall be governed in accordance with the laws of the State of California and the jurisdiction of any disputes hereunder shall be had in Monterey County.

Non-Discrimination & Non-Preferential Treatment

The successful Consultant shall not discriminate, in any way, against any person on the basis of race, sex, color, age, religion, sexual orientation, actual or perceived gender identity, disability, ethnicity, or national origin, in connection with or related to the performance of City of Seaside contracts.

Grounds for Disqualification

All prospective entities are expected to conduct themselves with the utmost integrity and responsibility throughout the Request process. Any prospective Consultant(s) that violates these expectations, as determined in the sole discretion of the City, will be subject to disqualification. Generally, the grounds for disqualification include:

1. Contact regarding this procurement with any City official or employee, other than the contact person designated in this Request, from the time of issuance of this Request until the consideration and approval of a professional services agreement.
2. Evidence of collusion, directly or indirectly, among prospective entities in regard to the amount, or the terms and conditions of this Request and the prospective agreement.
3. Influencing, or attempting to influence, any City staff member or official throughout the solicitation process, including the development of specifications beyond those included here, if any.
4. Evidence of submitting incorrect or inaccurate information in response to this Request or misrepresentation or failing to disclose facts during the evaluation or negotiation process.
5. Existence of any lawsuit, claim, or dispute between the prospective Consultant(s) and the City.
6. Evidence of the prospective Consultant(s)'s inability to successfully complete the responsibilities and obligations of the Request process.
7. The prospective Consultant(s)'s default under any City agreement or termination of a previous agreement.

Records and Financial Data

All correspondence with the City, including responses to this Request, will become the exclusive property of the City and will become public records under the California Public Records Act. All documents submitted in response to this Request will be subject to disclosure if requested by a member of the public. There are a very limited number of narrow exceptions to this disclosure requirement.

Personal financial information that a prospective Consultant(s) considers confidential, the disclosure of which would be an unwarranted invasion of personal privacy, should be submitted in a sealed envelope marked "CONFIDENTIAL: PERSONAL FINANCIAL RECORDS; NOT PUBLIC RECORDS." A prospective Consultant(s) should not mark their entire Qualifications as "Confidential." During the selection process, the City will keep such information confidential and will not disclose it, except as otherwise required under applicable law. This means that, depending on the nature of timing of the request, or future court decisions, that personal financial information may not remain private and may be publicly disclosed. Once the selection process is completed, the City will return this information to any prospective agency that is not selected.

If an Consultant(s) is selected, the City may retain any submitted information and disclose it to the City Council, and any subcommittees thereof, and the public in connection with consideration of an agreement with the City as evidence of the entities ability to carry out the development. Given the nature of the applicable law under the California Public Records Act, the City cannot guarantee or warrant that it will be able to keep submitted information, including personal financial records, confidential. The successful Consultant(s) agrees to indemnify, defend, and hold the City harmless from and against any suit brought under the California Public Records Act to obtain the records; otherwise, the City shall not be obligated to defend such suit and may release the records.

EXHIBIT D

RESOLUTION 22-62

RESOLUTION NO. 22-62

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.

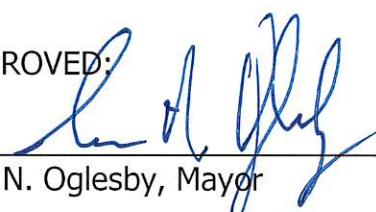
NOW THEREFORE, BE IT RESOLVED, that the City of Seaside City Council approve the firms listed in Exhibit 'A' to provide engineering services on an as needed basis; and

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:

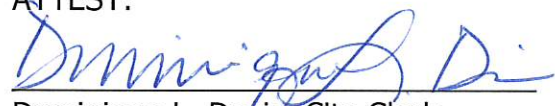
AYES:	5	COUNCIL MEMBERS	Campbell, Garcia-Arrazola, Oglesby, Pacheco, Wizard
NOES:	0	COUNCIL MEMBERS	None
ABSENT:	0	COUNCIL MEMBERS	None
ABSTAIN:	0	COUNCIL MEMBERS	None

APPROVED:



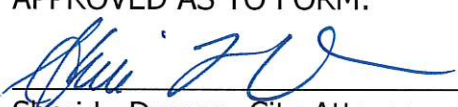
Ian N. Oglesby, Mayor

ATTEST:



Dominique L. Davis, City Clerk

APPROVED AS TO FORM:



Sheri L. Damon, City Attorney



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.: 10.C.

TO: City Council

FROM: Nicholas Borges, Acting City Manager

BY: Nisha Patel, Public Works Director/City Engineer
Kirstin van Gend, Administrative Analyst II

DATE: June 20, 2024

SUBJECT: ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICE AGREEMENT WITH KIMLEY-HORN AND ASSOCIATES, INC. FOR CITY PROJECT MANAGEMENT FOR THE CAMPUS TOWN PROJECT FOR AN AMOUNT NOT TO EXCEED \$90,000.00 TO BE REIMBURSED BY THE FORA DEMOLITION BOND

RECOMMENDATION

Adopt a resolution authorizing the City Manager to execute a professional services agreement with Kimley-Horn and Associates, Inc. for City Project Management for the Campus Town Project for an amount not to exceed \$90,000.00 to be reimbursed by the FORA Demolition Bond.

BACKGROUND

The Campus Town Project will construct and operate residential and commercial property as well as recreational space and roadway improvements near the freeway interchange at Lightfighter Avenue and Highway 1, bounded by Lightfighter to the north, Gigling Road to the South, 1st Avenue to the West and 8th Avenue to the East. Due to a shortage of personnel resources, the City has had a Consultant supporting the Project Management and Plan Review aspects of the project since 2022 and continues to require these consultant services.

Kimley-Horn and Associates (Kimley-Horn) is on the City's list of On-Call Engineering Consultants. Since 2022, Kimley-Horn has provided project management and plan review services to support the Campus Town Project for both City efforts and developer project management services. The city effort project management and plan review

services are paid for by the City's FORA funds. Kimley-Horn's contract term was from February 28, 2022, through June 30, 2024. The City Engineering staff requested a new proposal from Kimley-Horn staff to provide program management and plan review services related to City efforts only, to be paid by the City's FORA funds. On June 5, 2024, Kimley-Horn provided a proposal to provide the requested services in an amount not to exceed \$90,000.00. Services are to be paid on a time and materials basis according to the Kimley-Horn rate schedule. The services in the proposal include Demolition - Soil Characterization Oversight, Management, and Estimation, Infrastructure Fee Estimate, and Parcel Exchange Coordination and Records Search/Management. The staff have reviewed the proposal and found the scope and fee acceptable.

Staff recommends authorizing a professional services agreement (PSA) for Kimley-Horn to provide City Project Management and Plan Review services for the Campus Town Project for City Efforts, not Developer reimbursable, for an amount not to exceed \$90,000.00 and reimbursed by the FORA Demolition Bond. A 10% contingency adds \$9,000 for a total PSA amount of \$99,000 to be charged to project account no. 329-8110-2073.

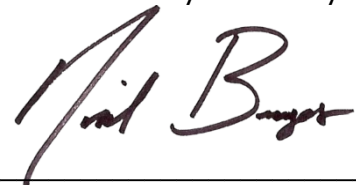
FISCAL IMPACT

There are sufficient funds in the FORA Blight Removal - Subcontracted Work account (no. 329-8110-2073) to fund the PSA with Kimley-Horn for City Project Management and Plan Review services.

ATTACHMENTS

1. Resolution
2. Professional Services Agreement

Reviewed for Submission to the City Council by:



Nicholas Borges, Acting City Manager

RESOLUTION NO. 24-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICE AGREEMENT WITH KIMLEY-HORN AND ASSOCIATES, INC. FOR CITY PROJECT MANAGEMENT FOR THE CAMPUS TOWN PROJECT FOR AN AMOUNT NOT TO EXCEED \$90,000.00 TO BE REIMBURSED BY THE FORA DEMOLITION BOND

WHEREAS, the Campus Town Project will construct and operate residential and commercial property as well as recreational space and roadway improvements near the freeway interchange at Lightfighter Avenue and Highway 1, bounded by Lightfighter to the north, Gigling road to the South, 1st Avenue to the West and 8th Avenue to the East; and

WHEREAS, due to shortage of personnel resources, the City has had a Consultant supporting the Project Management and Plan Review aspects of the project since 2022 and continues to require these consultant services; and

WHEREAS, Kimley-Horn and Associates (Kimley-Horn) is on the City's list of On-Call Engineering Consultants; and

WHEREAS, since 2022, Kimley-Horn has provided project management and plan review services to support the Campus Town Project; and

WHEREAS, at the request of the City, Kimley-Horn submitted a new proposal to provide city project management and plan review services; and

WHEREAS, the staff have reviewed the proposal and find the scope and fee acceptable.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Seaside does hereby authorize the City Manager to execute a professional services agreement with Kimley-Horn and Associates, Inc. for City Project Management for the Campus Town Project for an amount not to exceed \$90,000.00 and written amendments such that the total agreement does not exceed \$99,000.00 to be paid from the FORA Blight Removal – Subconsultant account (No. 329-8110-2073).

PASSED AND ADOPTED at a Regular meeting of the City Council of the City of Seaside duly held on the 20th day of June 2024, 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 TO FORM:

Sheri L. Damon, City Attorney



**CITY OF SEASIDE
PROFESSIONAL SERVICE AGREEMENT FOR
CITY EFFORTS PROJECT MANAGEMENT
FOR THE CAMPUS TOWN PROJECT**

This PROFESSIONAL SERVICE AGREEMENT (PSA) FOR NON-CONSTRUCTION PROJECT ("AGREEMENT"), is made and effective as of July 1, 2024, between the City of Seaside ("AGENCY"), a municipal corporation and **Kimley-Horn and Associates, Inc.**, 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 July 1, 2024 and shall remain and continue in effect until tasks described herein are completed, but in no event later than **June 30, 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 Public Works Director/City Engineer and/or Project Manager shall represent the 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 V. 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 **Ninety Thousand dollars (\$90,000.00)** 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 monthly for actual services performed. Invoices shall be submitted on or about the first business day of each month, or as soon thereafter as practical, for services provided in the previous month. 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 V.

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(s) 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. Upon completion of, or in the event of termination or suspension of this Agreement, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, computer discs, and reports prepared by the Contractor under this Agreement shall become the sole property of City and may be used, reused, or otherwise disposed of by City without the permission of Contractor. With respect to computer files, Contractor shall make available to City, at City's office and upon reasonable written request by City, the necessary computer software and hardware for purposes of accessing, compiling, transferring, and printing computer files.

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

from informing the AGENCY of such Discovery. AGENCY retains the right, but has no obligation, to represent CONSULTANT and/or be present at any deposition, hearing, or similar proceeding as allowed by law. Unless AGENCY is a party to the lawsuit, arbitration, or administrative proceeding and is adverse to CONSULTANT in such proceeding, CONSULTANT agrees to cooperate fully with AGENCY and to provide the opportunity to review any response to discovery requests provided by CONSULTANT. However, AGENCY's right to review any such response does not imply or mean the right by AGENCY to control, direct, or rewrite said response.

XVI. NOTICES

Any notices which either party may desire to give to the other party under this AGREEMENT must be in writing and may be given either by (i) personal service, (ii) delivery by a reputable document delivery service, such as but not limited to, Federal Express, which provides a receipt showing date and time of delivery, or (iii) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the party as set forth below or at any other address as that party may later designate by notice:

To AGENCY:	<u>City of Seaside</u>
	<u>440 Harcourt Ave.</u>
	<u>Seaside, CA 93955</u>
	<u>Attention: City Clerk</u>

To CONSULTANT:	<u>Kimley-Horn and Associates</u>
	<u>1100 W. Town & Country Road, Suite 700</u>
	<u>Orange, CA 92868</u>

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. **Elizabeth A. Cobb** may use assistants, under 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 Elizabeth A. Cobb from CONSULTANT's employ. Should 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 Qualifications, **Exhibit D** hereto and incorporated herein by this reference, and the contents of the proposal submitted by the CONSULTANT, **Exhibit A** 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: _____
Nikki Kerry, PE (CA 58449)
Principal

Date: _____

Nicholas Borges
Acting City Manager
City of Seaside

Date: _____

Attachments:	Exhibit A	Scope of Work/Consultant Proposal
	Exhibit B	Insurance Requirements
	Exhibit C	RFQ: On-Call Consultants – Engineering Services
	Exhibit D	Resolution 22-62 Approving On-Call Engineering Services

EXHIBIT A

SCOPE OF WORK/CONSULTANT PROPOSAL

June 5, 2024

Submitted Electronically

Ms. Nisha Patel
City Engineer
Project Manager
CITY OF SEASIDE
440 Harcourt Avenue
Seaside, CA 93955

RE: “Campus Town – City Efforts Not Developer Reimbursable” Contract Services

Dear Ms. Patel:

Kimley-Horn and Associates, Inc. (“Kimley-Horn” or “Consultant”) is pleased to submit to the City of Seaside (“Client”) for providing project management and general civil, planning and landscape oversight for the processing of subdivision, improvement plans, building plans and associated agreements specific to the Campus Town Redevelopment Project (“Project”) and related project efforts, located on the former Fort Ord Reuse Authority (FORA) property. This redevelopment project is understood to be undertaken by KB-Bakewell (“Applicant”) through separate agreement(s) previously negotiated and executed with the Client.

In coordination with you and staff, the scope of services fee is enclosed for Campus Town – “City Efforts Not Developer Reimbursable” (Attachment 1). As directed, the estimated travel and reimbursable expenses are assumed within the fee estimate. These scopes and fees will be set up as new contracts for all efforts and compensation going forward starting on July 1, 2024, for a 12-month period.

We appreciate the opportunity to continue efforts on Campus Town implementation and look forward to working with staff toward Phase I closing and future efforts.

Sincerely,



Elizabeth A. Cobb
Associate, Project Manager

C: Adolfo Gonzalez, City of Seaside
Kirstin van Gend, Administrative Analyst II

ATTACHMENTS:

1. Campus Town – City Efforts Not Developer Reimbursable

ATTACHMENT 1

Campus Town – City Efforts Not Developer Reimbursable

SCOPE OF SERVICES

1. Demolition – Soil Characterization
 - a. Permitting Oversight and Management of City Activities
 - b. Demolition Plan prepared by City's subconsultant, Review and Comment
 - c. Soil characterization (by others on behalf of the City) – Oversight and Facilitation
 - d. Project Updates
 - e. Removal Estimating
 - f. Staff Report Preparation as directed by the City
2. Infrastructure Fee Estimate – One Time Deliverable
 - a. Public Improvements
 - b. Private streets/open space
3. Parcel Exchange Coordination and Records Search/Management
 - a. Prepare Legal Records/Drawings as directed by the City

COMPENSATION

The City shall pay the consultant on a time and materials basis in accordance with the standard billing rates shown below, not to exceed ninety thousand **(\$90,000) for 12-months** (July 1, 2024, to June 30, 2025). The estimated travel and reimbursable expenses are assumed within the fee estimate and estimated to be fourteen thousand (\$14,000) over the 12-month period.

Hourly Labor Rate Schedule

Classification	Rate
Analyst I	\$135 - \$165
Analyst II	\$175 - \$205
Professional	\$200 - \$235
Senior Professional I	\$250 - \$325
Senior Professional II	\$345 - \$420
Senior Technical Support	\$120 - \$300
Technical Support	\$105 - \$170
Support Staff	\$90 - \$150

Effective through June 30, 2025

Subject to annual adjustment thereafter

Internal Reimbursable Expenses will be charged at 5% of Labor Billings

External Reimbursable Expenses will be charged at 15% mark-up, or per the Contract

Sub-Consultants will be billed per the Contract

EXHIBIT B

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.

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.

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.

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;
- Concurrency 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 C
REQUEST FOR QUALIFICATION

RESOLUTION NO. 22-62

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.

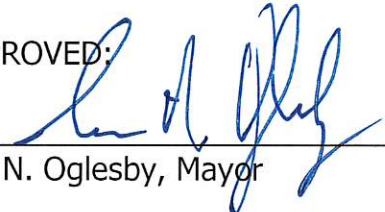
NOW THEREFORE, BE IT RESOLVED, that the City of Seaside City Council approve the firms listed in Exhibit 'A' to provide engineering services on an as needed basis; and

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:

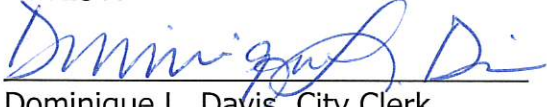
AYES:	5	COUNCIL MEMBERS	Campbell, Garcia-Arrazola, Oglesby, Pacheco, Wizard
NOES:	0	COUNCIL MEMBERS	None
ABSENT:	0	COUNCIL MEMBERS	None
ABSTAIN:	0	COUNCIL MEMBERS	None

APPROVED:



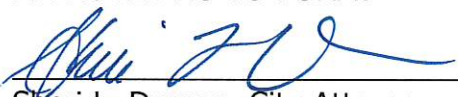
Ian N. Oglesby, Mayor

ATTEST:



Dominique L. Davis, City Clerk

APPROVED AS TO FORM:



Sheri L. Damon, City Attorney



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

EXHIBIT D

RESOLUTION 22-62

REQUEST FOR QUALIFICATIONS ON-CALL CONSULTANTS - ENGINEERING FOR CITY OF SEASIDE

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Introduction

The City of Seaside (City) seeks Request for Qualifications (RFQs) from qualified consulting firms or individuals to provide On-Call Engineering Services for miscellaneous undetermined projects. The selected engineering firms may be requested to help with the design of federal, state and locally funded capital improvement projects. The City intends to select multiple consultants for a three-year period, with the option of two (2) one-year extensions through mutual consent between the City and the chosen Consultant(s). Consultants do not need to be able to provide all services described in the “Preliminary Scope of Services,” below. Selection will be based on demonstrated expertise in providing support to the City of Seaside Public Works and Engineering Department.

Proposal Requirements

Statement of Qualifications (SOQ) must be received by 5:00 PM Friday, April 22, 2022 at the following address:

City of Seaside
440 Harcourt Avenue
Seaside, CA 93955

SOQ received after this deadline will not be accepted. Incomplete responses that do not conform to the requirements specified herein will not be considered. The SOQ and any accompanying documents shall be submitted in a sealed envelope with the words “**On-Call Consultants-Engineering**” clearly marked in the lower left-hand corner of the envelope. Three bound copies, plus one electronic copy submitted on CD, USB flash drive, or by email to pwinfo@ci.seaside.ca.us, containing an Adobe pdf copy, should be submitted.

Statement of Qualifications Submittal Requirements

The SOQ should include the following information:

1. Name of proposer and principal contact person, including office location, address, telephone number, fax numbers and e-mail address.
2. Brief description and history of the proposed project team and experience of the principal contact. Clearly describe project team member's experience in work described under "Preliminary Scope of Services". Describe the average project size and scope of the team member's past projects.
3. Provide as exhibits, listings of your firm's and its principals' and project teams experience demonstrating their capabilities and qualifications to perform the assigned task as described in the "Preliminary Scope of Services". For each individual, provide current professional registrations, related experience, educational background and years of experience with the team.
4. Enclosed is a copy of the City's standard contract, which stipulates, among other things, insurance requirements. Please confirm that the project team can accept the terms of the contract and has the required insurance, or can acquire insurance, that meets the minimum standards.
5. Please provide at least three professional references. Indicate which references are public agencies for which the project team, or its principals, have provided services for within the past five years.
6. Standard Hourly Fees: Provide your standard hourly fees by job classification and billing criteria for providing the services described in this RFQ in a separate sealed envelope. Do not provide in the response to this request as an exhibit or in the body of the response

The SOQ will be limited to 10 numbered pages including title sheet and cover letter if provided. Minimum font size is 12. Page size is limited to letter size with no fold-outs. Submittals must be printed on both sides of the paper. A clear front and back cover shall be provided and the front and back clear cover will not count towards the 10 page limit.

Schedule for Selection Process

The proposed consultant selection schedule is as follows.

Release RFQ	Thursday, March 24, 2022
Questions Due	Friday, April 8, 2022
Proposal due	Friday, April 22, 2022
Proposal Ranking	April 24, 2022 – May 20, 2022
Consultant Award (if applicable)	Friday, May 27, 2022

Questions Regarding This Project

All questions and/or contacts regarding this Request should be directed to:

Patrick Grogan
City of Seaside-Engineering Division
440 Harcourt Avenue
Seaside, CA 93955
E-mail: pgrogan@ci.seaside.ca.us or pwinfo@ci.seaside.ca.us
Phone (831) 899-6885

Form of Agreement

A copy of the City of Seaside Consultant Contract is included herewith.

Evaluation and Rating Criteria

City staff will review each SOQ for completeness and content. Each SOQ will be evaluated based upon the relevant qualifications and experience of the consultant. Consultants do not need to be able to provide all services described in the “Preliminary Scope of Services,” below. Staff may conduct interviews if necessary. References may also be verified. The SOQ review will focus upon the following criteria:

1. Experience and demonstrated ability of the team. – 25 points
2. Appropriate relevant experience and skills of personnel (principals, project managers and other key personnel). – 30 points
3. Prime consultant and sub-consultants experience in providing similar projects. – 15 points
4. Client References. – 10 points
5. Overall quality of the response and conformance with SOQ requirements for content (reference Proposal and Submittal Requirements). – 20 points

SOQs will be ranked on the basis of qualifications. The City of Seaside may conduct interviews with some or all of the firms/individuals who submit proposals, or it may complete its evaluation based on the proposals alone. If interviews are conducted, firms/individuals selected for interview will be contacted at that time to arrange the date and time for their interview.

PRELIMINARY SCOPE OF SERVICES

Consultant is required to provide engineering design and professional services for various projects to be implemented throughout the City. The scope of work under this contract may include but not be limited to the following:

A. 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

B. 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

All materials submitted to the City will become the exclusive property of the City of Seaside.

The consultant will not be allowed to provide services when the City determines a potential conflict of interest may exist.

Consultant services will be on an as-needed, on-call basis. Consultant services will be authorized by separate contract(s). The Consultant is responsible for acknowledging receipt of requests for services within two (2) working days. Contracts may vary significantly in size and scope and will be determined in greater detail as each is assigned. The Consultant will be responsible for preparing a detailed scope and fee estimate for each contract request and shall identify the number of hours to be worked and position of each person performing work on a particular proposal. If during actual work the number of hours is increased by more than 20% of the estimate, the consultant shall notify the Project Manager as soon as possible before exceeding the estimated time. The City may elect to reduce the scope of work or may require a revised scope of work to cover the excess time. Work authorization will be issued for each work request. The City shall authorize all consultant quotes for tasks prior to the consultant commencing work. The City may accept the Consultant's scope and fee or negotiate with the Consultant, as appropriate. The City reserves the right to not accept the Consultant's scope and fee.

General Provisions

1. The City will assume no responsibility for any understandings or representations concerning conditions made by any of its officers or employees prior to execution of a final agreement unless they are included in this Request for Qualifications.
2. Any reasonable inquiry to determine the responsibility of a prospective Consultant(s) may be conducted. The submission of Qualifications shall constitute permission by the

prospective Consultant(s) for the City to verify all information contained therein. If the City deems it necessary, additional information may be requested from the prospective Consultant(s) for further consideration.

3. A prospective Consultant(s) may withdraw their Qualifications at any time prior to the date and time which is set forth herein as the deadline for acceptance of Qualifications.
4. Each prospective Consultant(s) submitting Qualifications in response to this Request agrees the preparation of all materials for submittal to the City and all presentations are at the prospective entities sole cost and expense, and the City will not, under any circumstances, be responsible for any costs or expenses incurred by a prospective Consultant(s). In addition, each prospective Consultant(s) agrees that all documentation and materials submitted with Qualifications will remain the property of the City and will become a public document.
5. The City reserves the right to request additional information from any and all prospective entities as deemed necessary by the City in order to evaluate the Qualifications. This process may not be used as an opportunity to submit missing documentation or to make substantive revisions to the original Qualifications.
6. The City reserves the right to reject any and all Qualifications and, in the event the Consultant selected, it may attempt to negotiate an agreement with the Consultant that, in the sole judgment of the City, is the best qualified to provide the services requested.
7. The City shall not enter into an agreement with any prospective Consultant(s) that has previously had an agreement with the City terminated, or that has previously been found to have violated any provision of the Seaside City Code, or related resolutions or ordinances, or any provision of federal law, state, or other local law.
8. The City reserves the right to enter into an agreement with an Consultant(s) at any time, deviate from this Request, reject any or all SOQs, continue to advertise for new Qualifications, negotiate with multiple entities simultaneously, waive any defects in Qualifications, or to proceed otherwise. The Request and the selection process will in no way be deemed to create a binding contract or agreement of any kind between the City and any prospective Consultant(s). The submission of Qualifications does not in any way commit the City to enter into an agreement with any prospective Consultant(s).
9. Each prospective Consultant(s) shall agree to abide by all federal, state, and local laws, rules, and regulations and to secure all necessary licenses, permits, and other forms of identification as may be required in connection with the resulting agreement, all at no additional cost to the City.
10. All Qualifications, charge rates or representations will remain in effect and be legally binding for at least one hundred twenty (120) days from the date of submission.

11. This Request for Qualifications shall be governed in accordance with the laws of the State of California and the jurisdiction of any disputes hereunder shall be had in Monterey County.

Non-Discrimination & Non-Preferential Treatment

The successful Consultant shall not discriminate, in any way, against any person on the basis of race, sex, color, age, religion, sexual orientation, actual or perceived gender identity, disability, ethnicity, or national origin, in connection with or related to the performance of City of Seaside contracts.

Grounds for Disqualification

All prospective entities are expected to conduct themselves with the utmost integrity and responsibility throughout the Request process. Any prospective Consultant(s) that violates these expectations, as determined in the sole discretion of the City, will be subject to disqualification. Generally, the grounds for disqualification include:

1. Contact regarding this procurement with any City official or employee, other than the contact person designated in this Request, from the time of issuance of this Request until the consideration and approval of a professional services agreement.
2. Evidence of collusion, directly or indirectly, among prospective entities in regard to the amount, or the terms and conditions of this Request and the prospective agreement.
3. Influencing, or attempting to influence, any City staff member or official throughout the solicitation process, including the development of specifications beyond those included here, if any.
4. Evidence of submitting incorrect or inaccurate information in response to this Request or misrepresentation or failing to disclose facts during the evaluation or negotiation process.
5. Existence of any lawsuit, claim, or dispute between the prospective Consultant(s) and the City.
6. Evidence of the prospective Consultant(s)'s inability to successfully complete the responsibilities and obligations of the Request process.
7. The prospective Consultant(s)'s default under any City agreement or termination of a previous agreement.

Records and Financial Data

All correspondence with the City, including responses to this Request, will become the exclusive property of the City and will become public records under the California Public Records Act. All documents submitted in response to this Request will be subject to disclosure if requested by a member of the public. There are a very limited number of narrow exceptions to this disclosure requirement.

Personal financial information that a prospective Consultant(s) considers confidential, the disclosure of which would be an unwarranted invasion of personal privacy, should be submitted in a sealed envelope marked "CONFIDENTIAL: PERSONAL FINANCIAL RECORDS; NOT PUBLIC RECORDS." A prospective Consultant(s) should not mark their entire Qualifications as "Confidential." During the selection process, the City will keep such information confidential and will not disclose it, except as otherwise required under applicable law. This means that, depending on the nature of timing of the request, or future court decisions, that personal financial information may not remain private and may be publicly disclosed. Once the selection process is completed, the City will return this information to any prospective agency that is not selected.

If an Consultant(s) is selected, the City may retain any submitted information and disclose it to the City Council, and any subcommittees thereof, and the public in connection with consideration of an agreement with the City as evidence of the entities ability to carry out the development. Given the nature of the applicable law under the California Public Records Act, the City cannot guarantee or warrant that it will be able to keep submitted information, including personal financial records, confidential. The successful Consultant(s) agrees to indemnify, defend, and hold the City harmless from and against any suit brought under the California Public Records Act to obtain the records; otherwise, the City shall not be obligated to defend such suit and may release the records.



CITY OF SEASIDE STAFF REPORT

Item No.: 10.D.

TO: City Council

FROM: Nicholas Borges, Acting City Manager

BY: Jessica Riley, Assistant Finance Director

DATE: June 20, 2024

SUBJECT: **ADOPT A RESOLUTION APPROVING THE FISCAL YEAR 2024-25 GENERAL AND OTHER FUNDS OPERATING BUDGET, CAPITAL OUTLAY BUDGET, CAPITAL IMPROVEMENT BUDGET, FEE SCHEDULE, INVESTMENT POLICY, POSITION CONTROL LIST, SALARY SCHEDULE, THE APPROPRIATIONS LIMIT, THE CAPITAL IMPROVEMENT PLAN, AND SET RESERVE AMOUNTS**

RECOMMENDATION

Adopt a resolution approving the Fiscal Year 2024-2025 budget; or 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 2024-2025 General and other funds operating budget, capital outlay budget, capital improvement budget, investment policy, fee schedule, position control list, salary schedule, appropriations limit, the capital improvement plan and set reserve amounts.

The City Council held budget study sessions on June 11th & 12th, 2024. At the study session, the Council reviewed the draft budget in great detail and provided staff with direction for revisions. The total changes to the proposed 2024-25 budget are summarized in the following table:

FY 2024/25 Proposed	Operating Budget	Capital Budget	Total Budget
Total Additions	\$451,000	\$0	\$451,000
Total Reductions	<u>(\$403,500)</u>	<u>(\$150,000)</u>	<u>(\$553,500)</u>
	\$47,500	(\$150,000)	(\$102,500)

The details of these revisions have been tabulated and will be presented tonight for further Council review and discussion. The overall impact of these revisions resulted in a reduction in expenditures projected for fiscal year 2024-25 and an improvement in the City's overall unassigned fund balance available.

The revised Draft budget for fiscal year 2024-2025 is also available on the City's website, in the following location:

<https://www.ci.seaside.ca.us/DocumentCenter/View/15350/Revised-Draft-Budget-FY-24-25>

The Draft Budget document has been updated with the revisions proposed at the June 11th & 12th meetings. Once approved, the document will be published. 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.

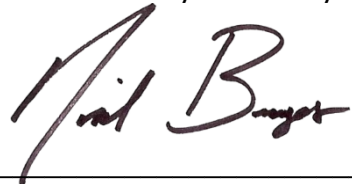
FISCAL IMPACT

The Fiscal Year 2024-2025 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. Budget Reso _ 25
2. Investment Policy FY 24-25
3. Revised Draft Budget FY 24-25, as of 6-17-24

Reviewed for Submission to the City Council by:



Nicholas Borges, Acting City Manager

RESOLUTION NO. 24-XX and 24-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 INVESTMENT POLICY, THE POSITION
CONTROL LIST AND SALARY SCHEDULE, THE ANNUAL APPROPRIATIONS
LIMIT, AND THE RESERVE BALANCES OF THE CITY OF SEASIDE FOR THE
FISCAL YEAR 2024-2025 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 2024-2025 Annual Operating Budget, Other Funds Budgets, Capital Outlay Budget, Capital Improvement Budget and Plan, the Annual Fee Schedule, the Investment Policy, 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 2024-2025 General Fund Operating Budget, as may be modified;
2. The 2024-2025 Other Funds Budgets, as may be modified;
3. The 2024-2025 Capital Outlay Budget, as may be modified;
4. The 2024-2025 Capital Improvement Budget, as may be modified and the 2024-2025 through 2029-2030 Capital Improvement Plan;
5. The 2024-2025 Fee Schedule, as may be modified;
6. The 2024-2025 Investment Policy, as may be modified;

7. The 2024-2025 Position Control List and Salary Schedule;
8. Authorize other actions as necessary to implement the 2024-2025 Budget.
9. The 2024-2025 Adopted Budget will be published as required by the Municipal Code and City Ordinance.
10. The appropriations limit for the Fiscal Year 2024-2025, in accordance with Article XIIIIB of the California State Constitution, calculated as follows:

2024-2025 Appropriations Limit Adjustment Factors:

Increase in Per Capita Personal Income Factor	1.0379
Population Change Factor (City Factor)	<u>1.0004</u>
Combined Factor	<u>1.03831516</u>

2024-2025 Appropriations Limit	\$ 44,691,473
2024-2025 Appropriations Subject to the Limit	<u>\$ 41,170,792</u>
2024-2025 Limit in Excess of Appropriations	<u>\$ 3,520,680</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 2024-2025 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 20th day of June, 2024 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

CITY OF SEASIDE AND THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF SEASIDE

INVESTMENT POLICY

Adopted June 20, 2024

I. Introduction

The purpose of this document is to identify various policies and procedures that enhance opportunities for a prudent and systematic investment process and to organize and formalize investment-related activities. Related activities which comprise sound cash management include accurate cash flow projections, control of disbursements, expedient collection of revenues, cost effective banking relations and a short term borrowing program which coordinates investment opportunity with working capital requirements. The ultimate goal is to enhance the economic status of the City of Seaside while protecting its pooled cash resources.

The investment policies and practices of the City of Seaside are based on state law and prudent money management. All funds will be invested in accordance with the City's Investment Policy and the authority governing investments for municipal governments as set forth in the California Government Code, Sections 53601 through 53659. The investment of bond proceeds are to be restricted by the provisions of relevant bond documents.

II. Scope

It is intended that this policy cover all short-term operating funds and investment activities of the City. These funds are accounted for in the annual audit report, and include:

- ◇ General Fund
- ◇ Special Revenue Funds
- ◇ Debt Service Funds
- ◇ Capital Projects Funds
- ◇ Enterprise Funds
- ◇ Internal Service Funds
- ◇ Fiduciary Funds

This investment policy applies to all City transactions involving the financial assets and related activity of the above mentioned funds. Any additional funds that may be created from time to time shall also be administered with the provisions of this policy and comply with current State Government Code.

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III. Prudence (Standard of Care)

The City of Seaside operates its pooled idle cash investments under the prudent man rule (Civil Code Section 2261, et. seq.). In addition, Government Code Section 53600.3 provides that those persons to whom investment decisions have been delegated are trustees with a fiduciary responsibility to act as a prudent investor.

Investments shall be made with judgment and care - under circumstances then prevailing - which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. This affords a broad spectrum of investment opportunities as long as the investment is deemed prudent under current law.

The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. All persons investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds shall act with care, skill, prudence and diligence under the circumstances then prevailing that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the City.

It is the City's intent at the time of purchase to hold all investments until maturity to ensure the return of all invested principal dollars but sales prior to maturity are permitted.

IV. Objectives

A. Investment Criteria:

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

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

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security defaults.

The primary objectives, in priority order, of the City's investment activities shall be:

1. **Safety** - Safety of principal is the foremost objective of the investment program. The City's investments shall be undertaken in a manner that seeks to ensure preservation of capital in the portfolio. The City shall seek to preserve principal by mitigating the two types of risk, credit risk and market risk. Investment decisions should not incur unreasonable credit or market risks in order to obtain current investment income.
 - a. Credit Risk: Defined as the risk of loss due to failure by the issuer of a security.
 - b. Market Risk: Defined as the risk of market value fluctuations due to overall changes in the general level of interest rates.
2. **Liquidity** - The City's investment portfolio will remain sufficiently liquid to enable the City to meet its cash flow requirements. An adequate portion of the portfolio should be maintained in liquid short term securities which can be converted to cash and guarantee the City's ability to meet operating expenditures.
3. **Return on Investment (Yield)** - The City's investment portfolio shall be designed with the objective of attaining a market rate of return on its' investments consistent with the constraints imposed by its safety objective and cash flow considerations. Yield is to be a consideration only after the basic requirements of adequate safety and liquidity have been met.

B. Market Rate of Return

The investment portfolio shall be managed to attain a market average rate of return throughout budgetary and economic cycles. This takes into account the City's cash flow requirements and investment risk constraints, state and local laws and ordinances or resolutions that restrict the placement of short term funds.

C. Performance Standards

The investment portfolio shall be managed with the objective of producing a yield meeting or exceeding the average return on the one year U.S. Treasury. This index is considered a benchmark for low to moderate risk investment transactions.

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Therefore, they comprise a minimum standard for the portfolio's rate of return. The investment program shall seek to augment returns above this threshold, consistent with risk limitations identified herein and prudent investment principles. This benchmark will be reviewed thoroughly and may be adjusted as required by market conditions to prevent incurring unreasonable risks to attain yield.

D. Diversification

The investment portfolio shall be diversified to prevent incurring unreasonable and avoidable risks regarding specific security types, individual financial institutions or maturity segments.

E. Public Trust

Public Trust - All participants in the investment process shall act responsibly as custodians of the public trust. Investment officials shall recognize that the investment portfolio is subject to public review and evaluation. The overall program shall be designed and managed with a degree of professionalism that is worthy of the public trust.

V. Delegation of Authority

The management and oversight responsibility for the investment program is hereby delegated to the Treasurer who shall monitor and review all investments for consistency with this investment policy. The City Manager and Treasurer shall jointly establish procedures to implement and monitor this investment policy. Such procedures shall include explicit delegation of persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the limits of this policy.

VI. Ethics and Conflict of Interest

Officers and employees involved in the investment process shall refrain from personal business activities that could conflict with proper execution of the investment program, or that could impair their ability to make impartial decisions.

VII. Selection of Financial Institutions and Broker/Dealers

To provide for the optimum yield in the City's portfolio, the City's procedures shall be

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designed to encourage multiple bids and offers on investment transactions from an approved list of broker/dealers. The Treasurer shall maintain a list of authorized broker/dealers and financial institutions which are approved for investment purposes, in the State of California, and it shall be the policy of the City to purchase securities only from authorized institutions or firms. The investment guidelines and procedures shall identify the criteria under which brokers and dealers may qualify to conduct business with the City.

In order to assist in identifying qualified financial institutions, the Treasurer shall forward copies of the City's investment policy to those financial institutions with which the City is interested in doing business and will require written acknowledgment of the policy. In addition, all dealers approved to do business with the City shall receive a copy of the Investment Policy annually. Confirmation of receipt of this policy shall signify that the dealer understands the Investment Policy and intends to present only appropriate investments.

VIII. Permitted Investment Instruments

Allowable investment instruments are defined in the California Government Code Section 53600 et. seq., as amended. If the Code is further revised to allow additional investments or is changed regarding the limits on certain categories of investments, the City is authorized to conform to these changes, excluding those changes that may be prohibited by this policy. Where Government Code Section specifies a percentage limitation for a particular category of investments, that percentage is only applicable only at the date of purchase.

Investments may be made in the following instruments:

1. Government obligations pledged by the full faith and credit of the United States for the payment of principal and interest.
2. Obligations issued by Agencies or Instrumentalities of the U.S. Government.
3. Repurchase Agreements used solely as short term investments not to exceed one year.

The following collateral restrictions will be observed: Only U.S. Treasury securities or Federal Agency securities will be acceptable collateral. All securities underlying Repurchase Agreements must be delivered to the City's custodian bank versus payment. The market value of securities that underlay a Repurchase Agreement

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shall be valued at 102 percent or greater of the funds borrowed against those securities and the value shall be reviewed on a regular basis and adjusted no less than quarterly. Since the market value of the underlying securities is subject to daily market fluctuations, the investment in repurchase agreements shall be in compliance if the value of the underlying securities is brought back to 102 percent no later than the next business day.

4. Banker's Acceptances issued by domestic or foreign banks, which are eligible for purchase by the Federal Reserve System, the short term paper of which is rated in the highest category by Moody's Investors Services or by Standard & Poor's Corporation.

Purchases of Banker's Acceptances may not exceed 180 days maturity or 40 percent of the City's surplus money. However, no more than \$2,000,000 of the City's surplus funds may be invested in the Banker's Acceptance of any one commercial bank.

5. Commercial paper rated in the highest short term rating category, as provided by Moody's Investors Service, Inc. (P-1) or Standard & Poor's Corporation (A-1) provided that the issuing corporation is organized and operating within the United States, has total assets in excess of \$500 million, and has an "A" or higher rating for its long term debt, (if any, as provided by Moody's or Standard & Poor's).

Purchases of eligible commercial paper may not exceed 270 days maturity nor represent more than \$1,000,000 from an issuing corporation.

Purchases of commercial paper may not exceed 15 percent of the City's surplus money that may be invested.

6. Medium term corporate notes of a maximum of five years maturity issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Medium term corporate notes shall be rated in a rating category of "A" or its equivalent or better by a nationally recognized rating agency.

Investments will be limited to a maximum of 30% of the City's portfolio. The maximum principal amount in any one company will not exceed \$1,000,000.

7. FDIC insured or fully collateralized time certificates of deposit in financial institutions

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located in California, including United States branches of foreign banks licensed to do business in California. The maximum maturity of a time deposit shall not exceed 180 days. All time deposits must be collateralized in accordance with California Government Code section 53651 and 53652, either using:

- a) 150% of promissory notes secured by first mortgages and first trust deeds upon improved residential property in California eligible under Section 53601 (m), or
 - b) 110% of eligible marketable securities listed in subsections (a) through (l) and (n).
8. Negotiable certificates of deposit or deposit notes issued by a nationally or state chartered bank or a state or federal savings and loan association or by a state licensed branch of a foreign bank; provided that the senior debt obligations of the issuing institution are rated "AA" or better by Moody's or Standard & Poor's.

Purchase of negotiable certificates of deposit may not exceed 30 percent of the City's surplus money.

9. State of California's Local Agency Investment Fund. (LAIF)

Investment in LAIF may not exceed limits as set forth by the LAIF Board and adjusted from time to time. The current per account limit is \$75 million per account.

10. Shares of beneficial interest issued by diversified management companies (Money Market Mutual Funds) investing in the securities and obligations authorized by sections a through l of Government Code section 53601. To be eligible for investment pursuant to this subdivision these companies shall either: (1) attain the highest ranking letter or numerical rating provided by not less than two of the three largest nationally recognized rating services or (2) have an investment advisor registered with the Securities and Exchange Commission with not less than five years experience investing in securities and obligations authorized by Government Code Section 53601 and with assets under management in excess of \$500,000,000.

The purchase price of shares shall not exceed 10 percent of the City's surplus money.

Table A summarizes the maximum percentage and maturity limits, plus other constraints,

CITY OF SEASIDE AND THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF SEASIDE

INVESTMENT POLICY

by instrument, established for the City's total pooled funds portfolio.

IX. Safekeeping of Securities

To protect against fraud or embezzlement or losses caused by collapse of an individual securities dealer, all securities owned by the City shall be held in safekeeping by a third party bank trust department. Designated third parties shall act as agent for the City under the terms of a custody agreement or PSA agreement (repurchase agreement collateral). All trades executed by a dealer will settle **delivery vs. payment (DVP)** through the City's safekeeping agent. Original copies on non-negotiable certificates of deposit and confirming copies (safekeeping receipts) of all other investment transactions must be delivered to the City. Investment officials shall be bonded to protect the public against possible embezzlement or malice.

Securities held in custody for the City shall be independently audited on an annual basis to verify investment holdings.

X. Maximum Maturity

Investment maturities shall be based on a review of cash flow forecasts. Maturities will be scheduled so as to permit the City to meet all projected obligations.

Investments that mature more than five years from the date of purchase can not occur without prior approval of the City Council. As defined in Government Code Section 53601, "no investment shall be made in any security... that at the time of investment has a term remaining to maturity in excess of five years, unless the legislative body has granted express authority to make that investment either specifically or as a part of an investment approved by the legislative body no less than three months prior to the investment."

XI. Ineligible Investments

Certain investments are prohibited under Government Code Sections 53601.6 and 53631.5. Security types which are prohibited include, but are not limited to:

- (a) "Complex" derivative structures such as range notes, dual index notes, inverse floaters, leveraged or deleveraged floating rate notes, or any other complex variable rate or structured note.
- (b) Interest only strips that are derived from a pool of mortgages or any security that could result in zero interest accrual if held to maturity.

CITY OF SEASIDE AND THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF SEASIDE

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(c) Reverse Repurchase Agreements.

Purchasing these types of instruments does not coincide with this Policy's objectives and would require a thorough review and monitoring of the underlying security. Although some of these transactions are legal under Government Code, they do not meet the objectives contained herein.

By virtue of the allowable investment in the State Pool, the City is investing idle cash with a large number of government agencies. The Pool is managed by outside administrators and are subject of the Government Codes as well as policies put in place by their governing boards. The Pool's investment policy may allow for investment in some of the prohibitions noted above for Seaside. Investment in the State and County Pools is permitted, assuming a diminutive portion of their portfolio's (10% or less) are tied to the high-risk products noted above. The Treasurer is responsible to monitor and review the Pool's portfolio on an ongoing basis. The City shall take any necessary action should the Pool exceed the allowable 10% limit.

XII. Reporting Requirements

Pursuant to Government Code Section 53646, the Treasurer shall render to the City Council a separate quarterly investment report, which shall include, at a minimum, the following information for each individual investment:

- Type of investment instruments (i.e. Treasury Bill, medium term note)
- Issuer names (i.e., General Electric)
- Purchase date (trade and settlement date)
- Maturity date
- Par value
- Current rate of interest
- Purchase price
- Current market value and the source of the valuation
- Overall portfolio yield based on cost
- Weighted average days to maturity

The quarterly report also shall (i) state compliance of the portfolio to the statement of investment policy, or manner in which the portfolio is not in compliance, (ii) include a description of any of the City's funds, investments or programs that are under the management of contracted parties, including lending programs, and (iii) include a

CITY OF SEASIDE AND THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF SEASIDE

INVESTMENT POLICY

statement denoting the ability of the City to meet its expenditure requirements for the next six months, or provide an explanation as to why sufficient money shall, or may, not be available.

Market value adjustments, as required under Government Accounting Standards Board (GASB) Statement No. 31, are treated as year-end accounting adjustments to the financial records of the City. quarterly investment reports will demonstrate market fluctuations and continue to compare purchase price versus market value status. Accounting adjustments under GASB Statement No. 31, which compare changes to beginning and ending par market value in each fiscal year, are not included as part of the quarterly investment reports.

This quarterly report shall be submitted to the City Council within 45 days following the end of the quarter. Reporting to the California Debt and Investment Advisory Commission (CDIAC) commenced January 2001. Seaside will comply with CDIAC or any other oversight agency reporting requirements.

XIII. Policy Adopting Changes and Updates

The Treasurer shall annually render to the Council a statement of investment policy, which the Council shall consider at a public meeting.

The policy shall be reviewed annually by the City Manager and Treasurer to ensure its consistency with the global objective of preservation of investment principal, sufficient liquidity, rate of return and relevance to current laws and financial trends. Any modifications to the policy must be approved by the City Council.

XIV. Internal Controls

The Treasurer shall establish and implement a system of internal controls, which shall be documented in writing. The controls shall be designed to prevent losses of public funds arising from fraud, employee error, and misrepresentation by third parties, unanticipated changes in financial markets or imprudent actions by employees and officers of the City.

XV. Depositories

The Treasurer shall establish selection criteria for pre-approval of institutions that do business with the City of Seaside. To qualify for consideration, an institution must have an office in California. The Treasurer will maintain a listing of approved institutions.

**CITY OF SEASIDE AND THE SUCCESSOR AGENCY TO THE
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INVESTMENT POLICY

XVI. Risk Tolerance

The City recognizes that investment risk can result from issuer defaults, market price changes or various technical complications leading to temporary illiquidity. Portfolio diversification is employed as a way to minimize and control these risks.

CITY OF SEASIDE AND THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF SEASIDE

INVESTMENT POLICY

GLOSSARY OF TERMS

Bankers' Acceptances - negotiable time drafts or bills of exchange drawn on and accepted by a commercial bank. Acceptance of the draft obligates the bank to pay the bearer the face amount of the draft at maturity. In addition to the guarantee by the accepting bank, the transaction is identified with a specific commodity. The sale of the underlying goods will generate the funds necessary to liquidate the indebtedness. Banker's Acceptances are usually created to finance the import and export of goods, the shipment of goods within the United States and the storage of readily marketable staple commodities. Banker's Acceptances are sold at a discount from par and the amount and maturity dates are fixed. Bankers' Acceptances have the backing of both the bank and the pledged commodities with no known principal loss in over 70 years. State law permits cities to invest up to 40% in bankers' acceptances.

Certificate of Deposit - A deposit insured up to \$100,000 by the FDIC at a set rate for a specified period of time.

Collateral - Securities, evidences of deposit or pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposit of public moneys.

Corporate Medium Term Notes - Unsecured promissory notes issued by corporations operating within the United States. The notes mature in one to five year periods. Purchase of these notes may not exceed 30% of the City's portfolio and the notes must have at least an "A" rating by a nationally recognized rating service.

Commercial Paper - An unsecured promissory note of industrial corporations, utilities and bank holding companies having assets in excess of \$500 million and an "A" or higher rating for the issuer's debentures. Interest is discounted from par and calculated using the actual number of days on a 360-day year. The notes are in bearer form, mature from one to 270 days and generally start at \$100,000. There is a secondary market for commercial paper and an investor may sell them prior to maturity. Unused lines of credit back commercial paper from major banks. State law permits cities to invest up to 30% in commercial paper.

Credit Risk - Defined as the risk of loss due to failure of the issuer of a security. This loss shall be mitigated by investing in investment grade securities and by diversifying the investment portfolio so that the failure of any one issuer does not unduly harm the City's capital base and cash flow.

Current Yield - The interest paid on an investment expressed as a percentage of the current

CITY OF SEASIDE AND THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF SEASIDE

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price of the security.

Custody - A banking service that provides safekeeping for the individual securities in a customer's investment portfolio under a written agreement which also calls for the bank to collect and pay out income, to buy, sell, receive and deliver securities when ordered to do so by the principal.

Delivery vs. Payment (DVP) - Delivery of securities with a simultaneous exchange of money for the securities.

Fannie Mae - Trade name for the Federal National Mortgage Association (FNMA), a United States sponsored corporation.

Federal Reserve System - The central bank of the United States which consists of a seven member Board of Governors, 12 regional banks and 5,700 commercial banks that are members.

Federal Deposit Insurance Corporation (FDIC) - Insurance provided to customers of a subscribing bank that guarantees deposits to a set limit (currently \$250,000) per account.

Freddie Mac - Trade name for the Federal Home Loan Mortgage Corporation (FHLMC), a United States sponsored corporation.

Ginnie Mae - Trade name for the Government National Mortgage Association (GNMA), a direct obligation bearing the full faith and credit of the United States Government.

Interest Rate - The annual yield earned on an investment, expressed as a percentage.

Liquidity - Refers to the ability to rapidly convert an investment into cash.

Local Agency Investment Fund (LAIF) Demand Deposit - Was established by the state to enable treasurers to place idle funds in a pool for investment. Each agency is currently limited by LAIF to an investment of \$75 million plus any bond proceeds.

Market Risk - Defined as market value fluctuations due to overall changes in the general level of interest rates. Adverse fluctuation possibilities shall be mitigated by limiting the maximum maturity of any one security to five years, structuring the portfolio based on historic and current cash flow analysis, and eliminating the need to sell securities prior to maturity. Also, avoiding the purchase of long term securities for the sole purpose of short-term speculation mitigates marker risk.

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Market Value - The price at which a security is trading and could presumably be purchased or sold.

Maturity - the date the principal or stated value of an investment becomes due and payable.

Portfolio - Collection of securities held by an investor.

Purchase Date - The date in which a security is purchased for settlement on that or a later date.

Rate of Return - The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond or the current income return.

Repurchase Agreement (REPO) - Are contractual arrangements between a financial institution or dealer and an investor. The investor puts up their funds for a certain number of days at a stated yield. In return, they take title to a given block of securities as collateral. At maturity, the securities are repurchased and the funds are repaid with interest.

Reverse Repurchase Agreement (Reverse REPO) - A transaction where the seller (City) agrees to buy back from the buyer (bank) the securities at an agreed upon price after a stated period of time.

Sallie Mae - Trade name for the Student Loan Marketing Association (SLMA), a United States sponsored corporation.

Treasury Bills - United States Treasury Bills which are short term, direct obligations of the United States Government issued with original maturities of 13 weeks, 26 weeks and 52 weeks; sold in minimum amounts of \$10,000 in multiples of \$5,000 above the minimum. Issued in book entry form only. T-bills are sold on a discount basis.

United States Government Agencies - Instruments issued by various United States Government Agencies most of which are secured only by the credit worthiness of the particular agency.

**CITY OF SEASIDE AND THE SUCCESSOR AGENCY TO THE
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INVESTMENT POLICY

**Permitted Investments
Table A**

Permitted Investments	Legal Limit (% or \$)	City Policy Legal Limit (% or \$)	Maximum Maturity Constraints	City Policy Other Constraints
U.S. Government Obligations	Unlimited	Unlimited	5 years *	None
U.S. Government Agencies & Instruments	Unlimited	Unlimited	5 years *	None
Repurchase Agreements	Unlimited	Unlimited	1 year	102% Market value on underlying securities
Bankers Acceptances	40%	40%	<i>180 days</i>	No more than \$2,000,000 invested in any one commercial bank
Commercial Paper	30%	30%	<i>270 days</i>	U.S. Corporations with assets in excess of \$500,000,000; "A" debt rating; maximum of \$1,000,000 from an issuing corporation
Medium Term Corporate Notes	30%	30%	5 years	U.S. Corporations; "A" debt rating maximum of \$1,000,000 per issuing company

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Certificates of Deposit	Unlimited	Unlimited	5 years *	Must be collateralized to 110% of the CD value by other eligible securities or 150% by promissory notes secured by California Deeds & Mortgages
Negotiable Certificates of Deposit	30%	30%	5 years *	State and Federally chartered banks and savings institutions, "AA" rating by one agency
LAIF State Pool	\$75,000,000 **	\$75,000,000 **	N/A	Limited to 15 transactions per month, per account, per State Policy - last changed 11/16/09.
Mutual Funds	15%	10%	N/A	Funds invested as defined in Section 53601 (a) to (l); highest debt rating from 2 of top 3 national rating services OR investment advisor registered with SEC for at least 5 years and assets under management in excess of \$500,000,000.

* Maximum terms unless the City Council expressly authorizes longer maturities and within the prescribed time frame for said approval.

** Not set by Government Code, but instead by LAIF Governing Board.

City of SEASIDE



Proposed 2024-2025 Annual Budget



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June 20, 2024

Honorable Mayor and Members of the City Council:

I am pleased to submit to you this Proposed operating and capital budget for the fiscal year beginning July 1, 2024 and ending June 30, 2025. This budget message outlines a balanced budget that addresses the community's immediate service needs, while positioning the City to enhance services and progress.

Economic Conditions

The fiscal year 2024-25 budget has been developed in an economic environment that is showing an increased risk of recession despite continued elevated levels of inflation in the national, state and local economy. After two years of exceptional and unexpected growth, the City's revenue streams have begun to flatten out, while at the same time the City's costs continue to rise. Headwinds that the City continues to monitor and plan for include:

- The nation continues to see inflation above the 2% target rate. According to the U.S Labor Department the annual inflation rate for the United States was 3.4% for the 12 months ending April 2024.
- Expenses are likely to increase (due to inflation as well as increased cost of labor) and revenues are likely to flatten out.
- PERS unfunded liabilities continue to grow.
- Geopolitical unrest continues.

Within the confines of these conditions, I am pleased to deliver the Council a proposed budget that balances ongoing operating revenues with ongoing operating costs.

Summary of Service Level Changes

The Proposed Budget continues to fund staff and programs designed to enrich the lives of the residents of Seaside, including ongoing park, street, and facility maintenance, parks and recreation programs, police and fire safety programs, a continuation of the new parking enforcement program, and Muni Water billing services. Preventative public works maintenance programs include the ongoing "See,Click,Fix" program. After increasing initiatives to make the City's Code Enforcement more proactive, the City was able to legally eliminate a home deemed to be a drug house and the City received a substantial portion of the sale to help reimburse the legal efforts.

The City also launched a community based project called HIGH-5 (Helping Improve Gardens and High Weeds 5 Homes a Year). This program will help our seniors, disabled and low income families who struggle in keeping their yards maintained.

In 2021, the City was awarded a state of California, CalHome grant in the amount of \$1M to be used to fund loans to residents for the purpose of building accessory dwelling units. The program is restricted to low income applicants. The City's Housing Program was one of only two organizations in the state that successfully issued a CalHome ADU loan in addition to becoming the second jurisdiction in the County to receive state certification of our Housing Element. City staff in collaboration with the City Council have also begun the process of setting up a Housing non-profit. The non-profit will originally be supported by City funds and City staff. The long term goal will be for the non-profit to stand on its own, with diversified revenue streams and a staff of its own. This will be a long process, but one the City believes will be fruitful in terms of creating affordable housing in the City of Seaside.

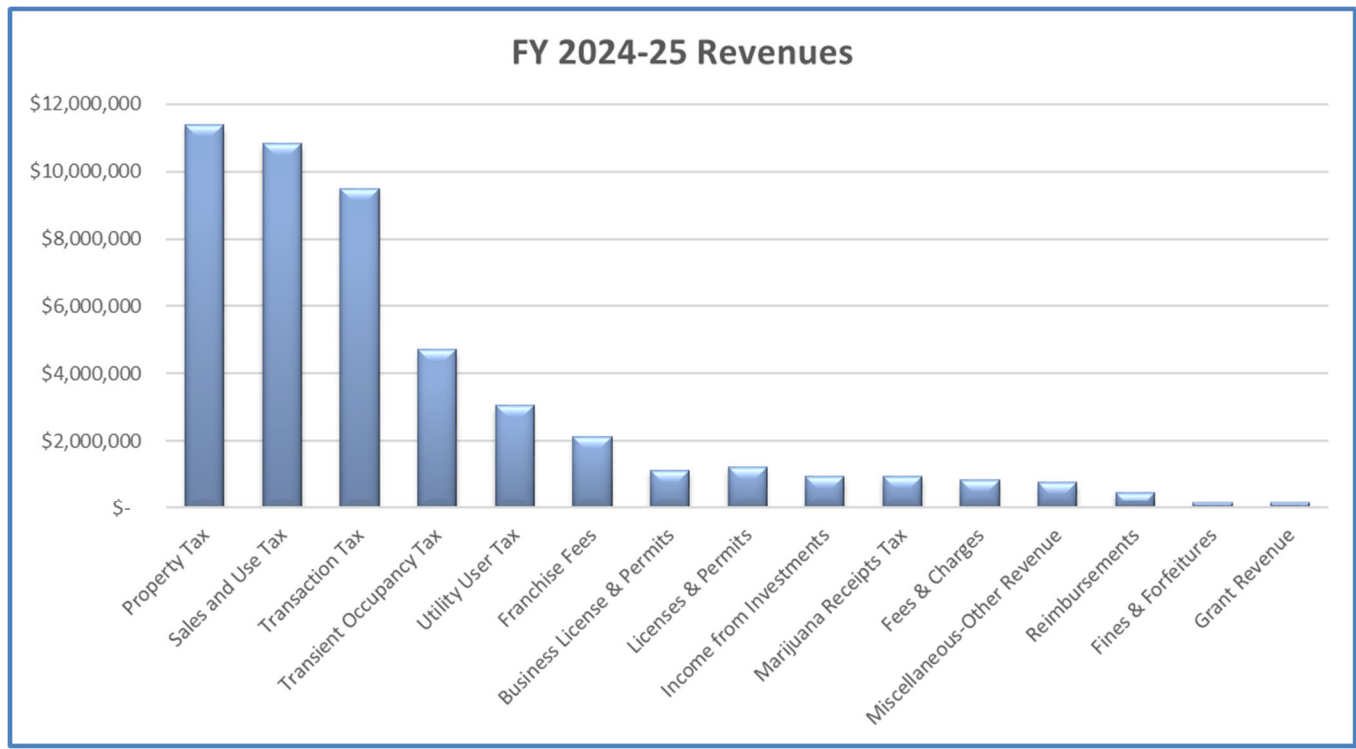
The Proposed Budget includes a Capital Improvement Program (CIP). The CIP also includes continued street and sidewalk improvements (\$12.9M), funding multiple park and downtown enhancement projects (\$3.2M), completing necessary maintenance on Fire Station #1 (\$270k) and the purchase of portable office space to be used as a "Fab Lab" (a computer, internet and other technology lab) by the community (\$350k).

These are but a few of the exciting new initiatives that the City is working on.

Budget Summary

With \$48.2 million of budgeted operating revenue and \$48.1 million of budgeted operating expenditures (including transfers), the 2024-2025 Proposed General Fund Budget, shows an operating surplus of \$86 thousand. In addition, \$4.3 million of available fund balance has been set aside to pay for the annual Capital Improvement Program (CIP) projects, and \$2.3 million of available fund balance has been set aside for streets operations. Despite this spend down of fund balance, the City's rainy day reserves are fully funded for fiscal year 2024-25.

GENERAL FUND REVENUES



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 81%, or approximately \$39.5 million, of the \$48.2 million in ongoing General Fund revenues. The City continues to move the Seaside Grand Hyatt and the Campus Town development projects forward. Both of these developments have the potential to increase City revenues significantly.

GENERAL FUND EXPENDITURES

Total 2024-2025 proposed general fund operating expenditures (including operating transfers) are \$46.1 million with an additional assignment of \$4.3 million to pay the City's Capital Improvement Program (CIP). The CIP is funded from existing unassigned 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 \$86 thousand. As noted, the 2024-2025 budgeted expenditures reflect each department's effort to improve community service delivery and move Council priorities forward, all while maintaining a balanced budget.

Personnel costs continue to be the City's largest cost at \$35 million or 72% of total costs. While the City has a few critical positions that are currently vacant (City Manager, Assistant Public Works Director, Human Resources Director) staff also proposes budgetary freeze for several positions (Communications & Public Engagement Coordinator, Risk Management Technician, Police Deputy Chief, 1 Police officers, 1 Senior Civil Engineers, 1 Building Inspectors, 1

Administrative Assistant, 1 Administrative Analyst, 1 Building Maintenance Specialist, 1 Maintenance Field Supervisor, and 1 Maintenance Worker III).

The freezing of these positions is one of the tools used to balance the budget and on a year over year basis, the position control list is in fact showing a net decrease of 4 positions. Overall, while the City has made a few reorganizational choices, staffing levels have been held level.

Fiscal Year 2024-25	Actual	Projected Budget as of Q3	Budget
Expenditures By Category:	2023	2024	2025
<u>Personnel Services</u>			
Salaries	17,455,433	18,768,131	20,591,245
Overtime	1,381,881	1,374,444	1,161,542
Health Insurance	2,534,127	2,567,735	3,002,814
Dental/Vision Insurance	145,622	143,867	152,531
Other Benefits	1,867,361	2,286,203	2,189,010
Retirement	6,419,239	6,194,476	7,120,360
Retiree Health Insurance	619,217	580,372	610,448
Total Personnel Services	30,422,880	31,915,229	34,827,950
<u>Non Personnel Services</u>			
Services & Supplies	10,230,038	9,383,560	9,776,142
Internal Service Charge	2,528,925	2,406,017	3,095,134
Debt Service	414,531	560,273	532,514
Capital Outlay	566,360	1,263,152	727,127
Administrative Allocation	(1,421,225)	(2,205,198)	(2,768,493)
Transfers	5,024,669	8,759,918	6,266,394
Total Non- Personnel Services	17,343,298	20,167,721	17,628,819
Total Expenditures	47,766,178	52,082,950	52,456,768

Ongoing in the annual budget review is a Long Term Forecast prepared by the City's Acting Finance Director. The forecast, which serves as a guide to the City's financial future, shows that the City has the opportunity to maintain adequate financial performance over the course of the next five years. In order to do so, the City will have to make challenging choices between alternatives. By making difficult choices, the City can reduce its rate of spending and maintain policy level reserves.

Community Social Services Funding

The City of Seaside supports and works with many local non-profit organizations with a focus on social welfare and social justice programming. The City also provides social welfare programs “in-house” as City services. The fiscal year 2024-25 budget includes the following funding for social welfare and social justice programs: Community Social Services Grant Program (\$510k), Summer Youth Intern Grant Program (\$50k), CDBG (\$600k), and City Council Community Support (\$50k).

In fiscal year 2024-25 the City donated \$53k from the Mayor’s Youth Fund and is likely to donate a similar amount in fiscal year 2024-25. The City also contributes to various non-profits in the form of fee waivers. Since fees are designed to offset City costs, these may be thought of as a donation even though there is no transfer of cash. Across all programs, the total amount the City is likely to spend on Community Social Services in fiscal year 2024-25 is approximately \$1.0 million.

Closing & Acknowledgement

This document represents the continuation of an extraordinary joint effort from staff, employees and the Council to maintain the lowest costs possible while still providing core services to our community. This approach reflects the City’s continued commitment for future fiscal sustainability and is in keeping with stated City Council policies. The City will need to hold costs down in the next few years including operating costs, non-profit donations and capital project funding, or risk cutting into our rainy day reserves. The City is certainly up to the challenge.

The proposed budget has been developed and assembled by the City’s budget team under the direction of Ms. Jessica Riley, Acting Finance Director, with assistance from Juan Carlos Amaya-Hernandez, Financial Analyst. I would also like to thank the entire executive team for their assistance in helping us to reach our fiscal goals of a balanced budget. Thank you all for a job well done.

Sincerely,

Acting City Manager

Nicholas Borges

RESOLUTION NO. 24-XX and 24-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 INVESTMENT POLICY, THE POSITION
CONTROL LIST AND SALARY SCHEDULE, THE ANNUAL APPROPRIATIONS
LIMIT, AND THE RESERVE BALANCES OF THE CITY OF SEASIDE FOR THE
FISCAL YEAR 2024-2025 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 2024-2025 Annual Operating Budget, Other Funds Budgets, Capital Outlay Budget, Capital Improvement Budget and Plan, the Annual Fee Schedule, the Investment Policy, 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 2024-2025 General Fund Operating Budget, as may be modified;
2. The 2024-2025 Other Funds Budgets, as may be modified;
3. The 2024-2025 Capital Outlay Budget, as may be modified;
4. The 2024-2025 Capital Improvement Budget, as may be modified and the 2024-2025 through 2029-2030 Capital Improvement Plan;
5. The 2024-2025 Fee Schedule, as may be modified;
6. The 2024-2025 Investment Policy, as may be modified;

7. The 2024-2025 Position Control List and Salary Schedule;
8. Authorize other actions as necessary to implement the 2024-2025 Budget.
9. The 2024-2025 Adopted Budget will be published as required by the Municipal Code and City Ordinance.
10. The appropriations limit for the Fiscal Year 2024-2025, in accordance with Article XIII B of the California State Constitution, calculated as follows:

2024-2025 Appropriations Limit Adjustment Factors:

Increase in Per Capita Personal Income Factor	1.0379
Population Change Factor (City Factor)	<u>1.0004</u>
Combined Factor	<u>1.03831516</u>

2024-2025 Appropriations Limit	\$ 44,691,473
2024-2025 Appropriations Subject to the Limit	<u>\$ 41,170,792</u>
2024-2025 Limit in Excess of Appropriations	<u>\$ 3,520,680</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 2024-2025 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 20th day of June, 2024 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



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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
Alexis Garcia-Arrazola
Rita Burks
Alex Miller

Acting City Manager
Nicholas Borges

City Attorney
Sheri Damon

Acting Assistant City Manager Jose Bazua
City Clerk.....Dominique Davis
Acting Finance Director Jessie Riley
Acting Human Resources Director/Risk Manager .Samantha Sakhrani
Police Chief.....Nick Borges
Fire Chief Mary Gutierrez
Recreation Services Director Dan Meewis
Public Works Director/City EngineerNisha Patel
Chief Building Official.....Vacant



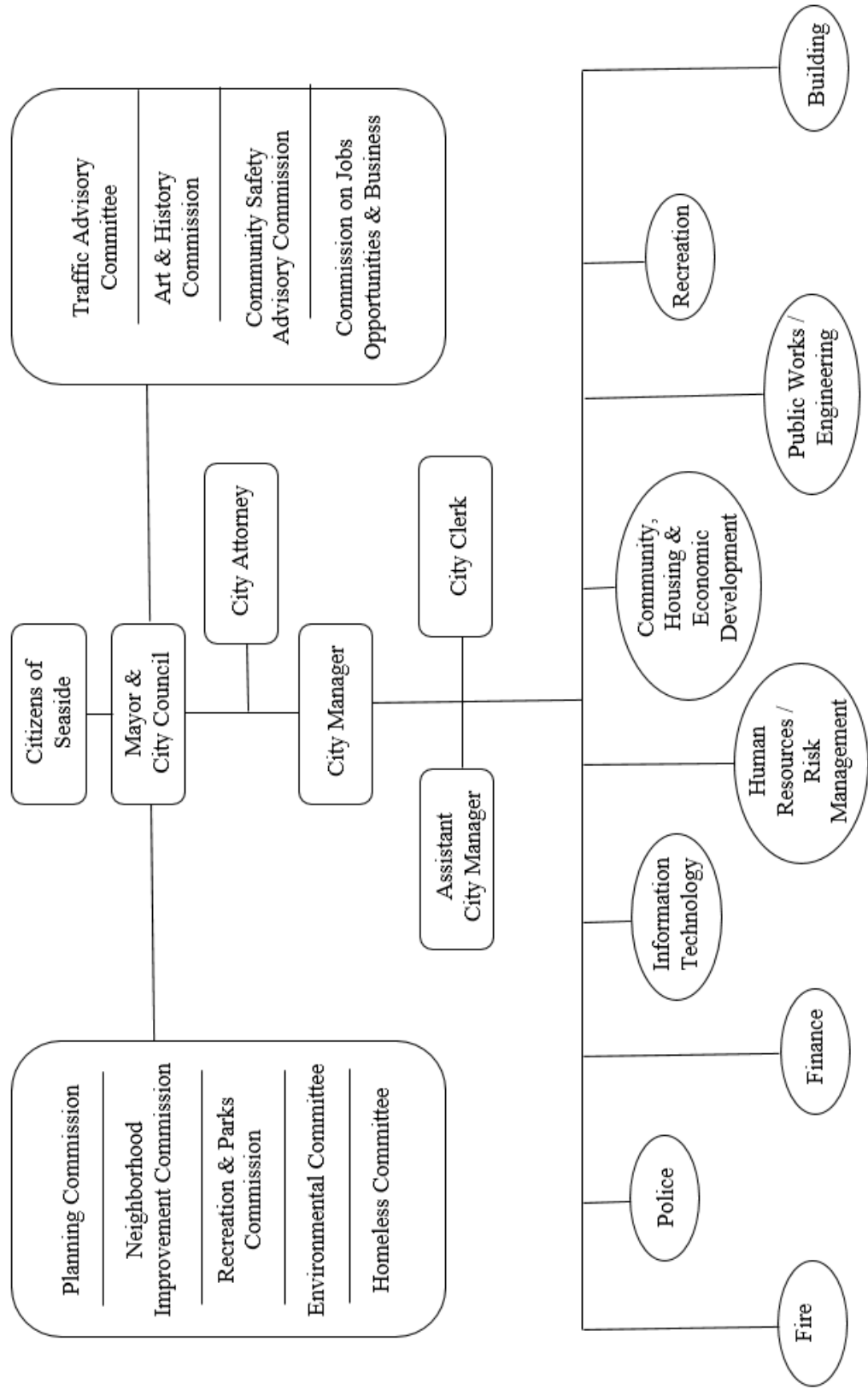
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MISSION STATEMENT

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 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; levy and collect taxes authorized by law and exercise such other and further powers as may be especially conferred by law or as may be necessarily implied from those expressed.

CITY COUNCIL

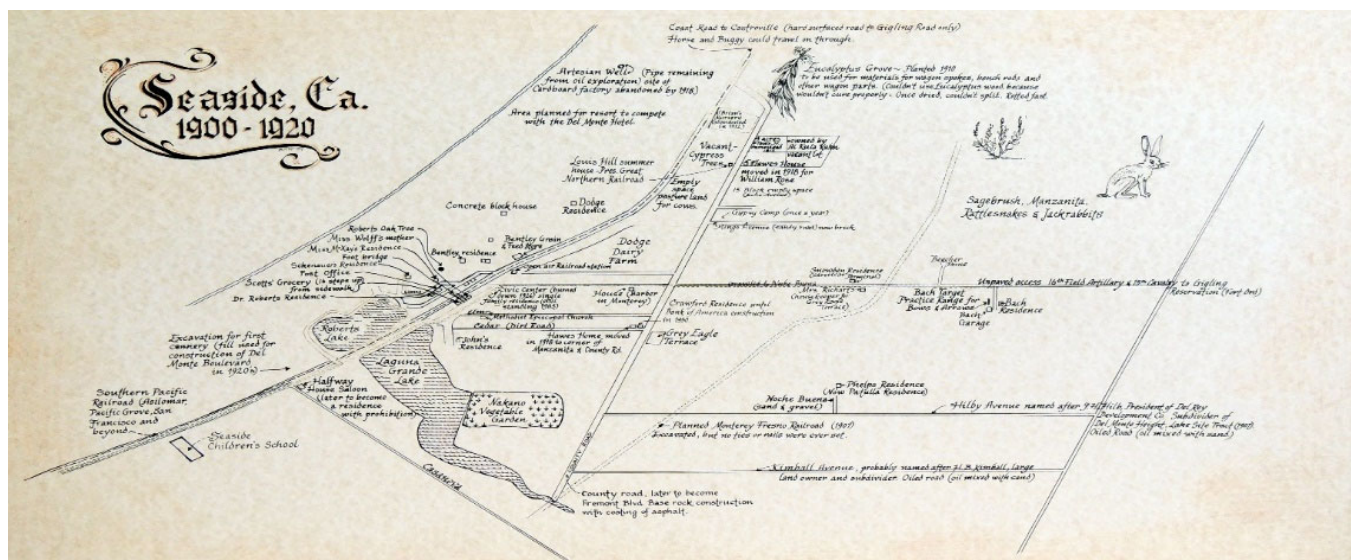
Members of the Seaside City Council are elected by the voters every two years in a general election in November of even-numbered years. The Mayor serves 2-year terms and the four members of the City Council have rotating 4-year terms; every two years, two members of the City Council are also selected 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.

ADMINISTRATION AND MANAGEMENT

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.

CITY SERVICES

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 third time with the Fiscal Year 2023-24 Budget document:



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Seaside
California**

For the Fiscal Year Beginning

July 01, 2023

Christopher P. Morill

Executive Director

BUDGET ORGANIZATION

The FY 2024/25 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 (Fund Analysis) and individual summaries of revenues and expenditures for All Funds and the General Fund. The fund analysis table also demonstrates 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, custodial 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 strategic 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 funds.
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 comment 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.

2024-2025 Budget Process: The Adopted Budget for the 2024-2025 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 2023-2024 Budget for presentation to City Council. The presentation was made on April 18, 2024.

Schedule for Development of the FY 2024-25 Budget:	
Activity	Deadline
Mid - Year Budget Review	4/18/2024
Finance Provides Initial revenue forecasts to CM	4/18/2024
Finance provides payroll cost projections	4/18/2024
Finance Provides Budget Spreadsheets to Departments as well as instructions re: Narratives & Appropriation requests	4/19/2024
Finance requests updates to Fee Schedule from Departments	4/19/2024
Depts submit proposed departmental expense budgets and narratives to finance (including special revenue, grants and capital projects)	5/2/2024
CM, HR & Finance meet with all Depts; review appropriations requests, department summaries and staffing	5/6/2024 thru 5/10/2024
Finance posts revised budget worksheets in budget folder for review by Depts.; Report any discrepancies to Finance	5/15/2024
Finance reviews total revenues vs Expenditures with CM - adjust as necessary - Finalize #s for document preparation	5/16/2024
Department Narratives & Org Charts Due	5/21/2024
Internal review/quality control/draft budget document	5/21/2024 thru 5/28/2024
Finalize draft budget document	6/4/2024
CM completes budget transmittal letter	6/5/2024
Finance distributes proposed budget	6/7/2024
City Council budget review and direction (study session) 5pm to 9pm	6/11/2024 & 6/12/2024
Finance distributes revised budget	6/17/2024
Present Draft Budget to Council (consideration of adoption)	6/20/2024

In April, each department was provided information on the prior year actuals, the 2023-2024 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 trend 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' initial requests, the Finance Department assembled a draft of the budget for review by the City Manager. The Draft Budget was finalized after this review

The 2024-2025 Draft Budget was presented to the City Council on June 11th & June 12th, 2024 for initial review, discussion and direction. The Draft Budget was then updated according to Council direction and presented again to the City Council on June 20, 2024 for consideration of adoption.

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 reclassified the Seaside County Sanitation District in Fiscal Year 2021-22 from a component unit to a custodial fund.

Private-Purpose Trust Funds Private-purpose trust funds are used to report trust arrangements, other than pension and investment trusts, under which principal and income benefit individuals, private organizations, or other governments. The resources held under this type of fund are not available 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.

Custodial Funds account for resources held by the City in a custodial capacity for other governments, private organizations, or individuals. The resources held under this type of fund are not available to support the government's own programs. The City reclassified the Seaside County Sanitation District in Fiscal Year 2021-22 from a component unit to a custodial fund. Although it is a legally separate entity, the Seaside County Sanitation District's operations are managed by City staff.

COST ALLOCATION PLAN AND INDIRECT CHARGES

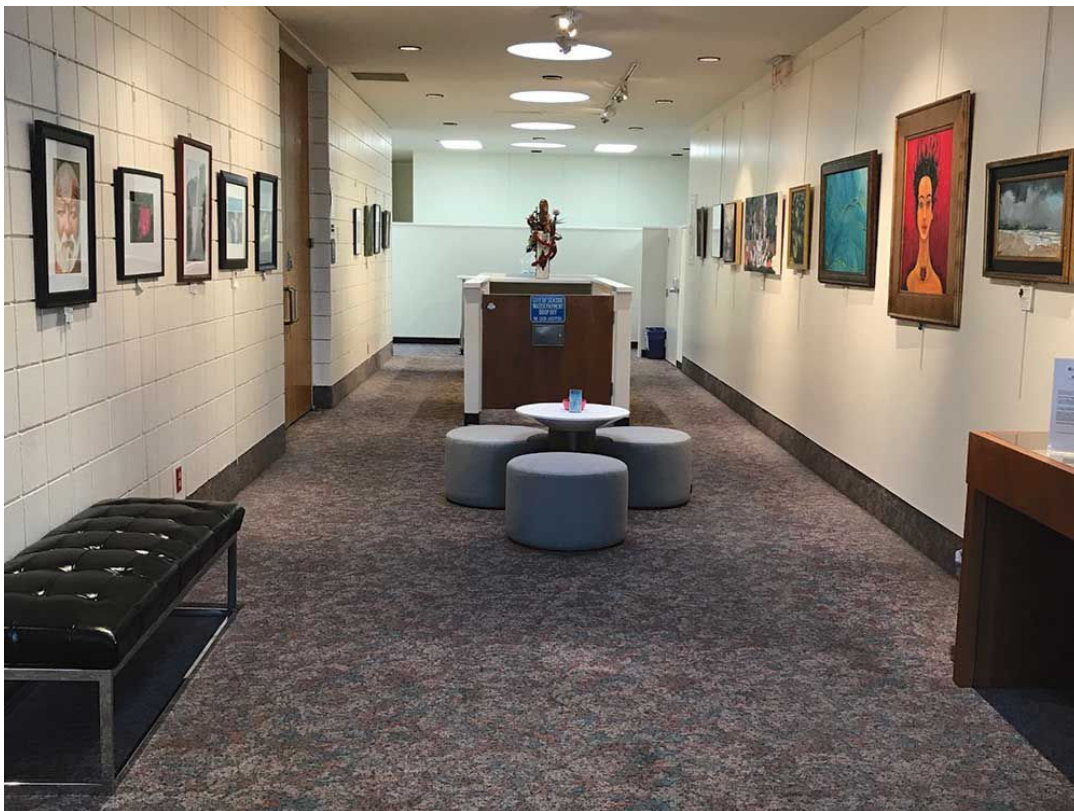
Costs of the City's central service departments are allocated through the City's Cost Allocation Plan (CAP). The CAP allocates costs that originate in one department but benefit one or more other departments. By way of example; the City Clerk Department performs the function of "Records Management" which 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 2024. 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. 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. All other appropriations are subject to review and approval by the City Council with each successive budget and are not considered automatically recurring.

- 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 will 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 annually prepared Cost Allocation Plan.

STREET REPAIR FUNDING POLICY:

Each year, at the mid-year budget review a projected year-end operating surplus or deficit will be calculated for the City's general fund. Fifty percent (50%) of any projected surplus will be committed to the following year's pavement rehabilitation project or streets operations expenditures. This amount will be in addition to any Maintenance of Effort (MOE) imposed upon the City by any outside agency. Furthermore, solid waste franchise fees collected by the City will be applied to pavement rehabilitation project costs and hot spot repair costs.

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 2024-2025 BUDGET

Fund #	Fund Name	Fund Type	Managing Department	Beginning Balance July 1, 2023	2023/24 Estimated Revenues	2023/24 Net Transfers	2023/24 Estimated Expenditures	Estimated June 30, 2024 Fund Balance	2024/25 Budgeted Revenues	2024/25 Net Transfers	2024/25 Budgeted Expenditures	Estimated June 30, 2025 Fund Balance
Governmental Funds (continued)												
100	General Fund	General Fund	All	\$ 44,753,707	\$ 46,945,630	\$ (8,759,918)	\$ 43,289,829	\$ 39,649,590	\$ 48,208,077	\$ (8,606,677)	\$ 46,133,731	\$ 33,117,258
246-297	Housing	Special Revenue	Community, Housing & Economic Development	7,500,108	188,596	390,871	320,705	7,758,871	79,478	256,598	515,031	7,579,916
247	Housing Non-Profit	Special Revenue	Community, Housing & Economic Development	(7,813)	-	-	21,277	(29,090)	-	79,090	50,000	1
271	Stormwater	Special Revenue	Public Works & Engineering	(358,228)	138,285	1,599,844	1,553,770	(173,870)	11,034	2,038,989	2,038,989	(162,836)
329	FORA Bond	Special Revenue	Public Works & Engineering	4,931,940	-	-	605,050	4,326,890	-	-	75,968	4,250,922
357	Measure X Debt Service	Debt Service	Finance	(2,357)	741	641,450	641,845	(2,011)	3,496	642,150	666,124	(22,489)
103	Laguna Grande Project	Special Revenue	Public Works & Engineering	-	-	-	-	-	-	-	-	-
113	POMA	Special Revenue	Public Works & Engineering	679,986	1,013,811	-	1,288,159	405,638	1,514,417	-	1,509,588	410,467
200	CDBG	Special Revenue	Community, Housing & Economic Development	520,941	453,646	(284,497)	445,597	244,493	600,000	(340,000)	268,427	236,066
210	Streets, Gas Tax Fund	Special Revenue	Public Works & Engineering	(359,297)	1,060,712	771,486	1,857,288	(384,387)	874,171	2,340,283	2,830,067	-
211	Transportation Safety & Investment	Special Revenue	Public Works & Engineering	1,668,801	1,266,172	(1,150,351)	5,495	1,779,127	1,302,455	(1,944,605)	5,494	1,131,483
212	Transportation Capital Projects	Special Revenue	Public Works & Engineering	(403,618)	-	4,198,133	3,401,195	393,320	-	12,875,086	12,875,432	392,974
214	SB1-RMRA	Special Revenue	Police/Fire	2,417,074	783,084	(1,961,263)	-	1,238,895	837,075	(837,075)	-	1,238,895
220	Proposition 172	Special Revenue	Police/Fire	98,222	153,657	-	231,711	20,167	155,229	-	230,914	(55,518)
2xx	Public Safety	Special Revenue	Police/Fire	236,457	68,709	-	66,633	238,533	47,208	-	74,564	211,177
221	Supplemental Law Enforcement	Special Revenue	Police	330,467	148,019	-	53,743	424,743	152,478	-	162,150	415,071
106-231	SAFER FEMA Grant	Special Revenue	Police/Fire	(167,017)	-	-	-	(167,017)	-	-	-	(167,017)
251- 257	Community Services	Special Revenue	Recreation	199,954	23,012	27,699	56,629	194,036	23,444	50,000	58,057	209,424
225	State of California Grants	Special Revenue	All	-	317,235	(317,235)	-	-	9,943,708	(9,943,708)	-	-
226	Other Federal Grants	Special Revenue	All	-	-	-	-	-	1,872,000	(1,872,000)	-	-
261	Impact Fees	Special Revenue	Finance	883,547	80,673	(541,609)	-	422,612	-	-	-	422,612
262	Disability Access	Special Revenue	Finance	3,415	-	-	-	3,415	-	-	-	3,415
291	PEG Access	Special Revenue	Finance	28,353	50,000	-	50,000	28,353	50,000	-	50,000	28,353
332-335	FORA Non-Bond	Special Revenue	Public Works & Engineering	3,088,256	273,077	-	567,072	2,794,260	703,750	-	2,861,202	636,808
304-348	General Capital Projects	Capital Projects	Public Works & Engineering	(508,030)	-	5,769,388	4,913,476	347,882	-	4,936,000	5,059,768	224,114
602	Recreation Endowment	Special Revenue	Recreation	159,891	1,325	(57,699)	-	103,517	1,728	(50,000)	-	55,246

FUND ANALYSIS

CITY OF SEASIDE
FUND BALANCE ANALYSIS
FISCAL YEAR 2024-2025 BUDGET

Fund #	Fund Name	Fund Type	Managing Department	Beginning Balance July 1, 2023	2023/24 Estimated Revenues	2023/24 Net Transfers	2023/24 Estimated Expenditures	Estimated June 30, 2024 Fund Balance	2024/25 Budgeted Revenues	2024/25 Net Transfers	2024/25 Budgeted Expenditures	Estimated June 30, 2025 Fund Balance
Governmental Funds (continue d)												
997	Housing Settlement	Special Revenue	Community, Housing & Economic Development	1,186,011	5,731	-	-	1,191,742	7,203	-	-	1,198,945
355	Pension Obligation Bond	Debt Service	Finance	37,007	761,622	-	761,267	37,362	793,943	-	795,345	35,960
356	Outlino Park Debt Service	Debt Service	Finance	1,116,235	146	(326,300)	378,535	411,546	1,487	375,869	387,839	401,064
Subtotal Governmental Funds:				\$ 68,034,012	\$ 53,733,883	\$ (0)	\$ 60,509,276	\$ 61,258,619	\$ 67,182,382	\$ -	\$ 76,648,690	\$ 51,792,310
*Internal Service Funds:												
501	Equipment Maintenance	Internal Service	Public Works & Engineering	\$ (111,881)	\$ 1,055,042	\$ -	\$ 962,713	\$ (19,552)	\$ 1,513,475	\$ -	\$ 1,193,825	\$ 300,098
502	Self Insurance	Internal Service	Human Resources & Risk Management	1,232,902	3,988,899	-	3,843,995	1,377,806	3,942,235	-	3,619,490	1,700,551
503	Management Information Systems	Internal Service	City Manager	299,261	633,135	-	783,650	148,746	1,115,514	-	1,009,408	254,852
Subtotal Internal Service Funds:				\$ 1,420,282	\$ 5,677,076	\$ -	\$ 5,590,358	\$ 1,507,000	\$ 6,571,224	\$ -	\$ 5,822,723	\$ 2,255,501
*Enterprise Funds:												
401	Seaside Municipal Water System	Enterprise	Public Works & Engineering	\$ (6,134,496)	\$ 1,225,017	\$ -	\$ 1,052,795	\$ (5,962,274)	\$ 4,084,213	\$ -	\$ 4,616,810	\$ (6,494,870)
354-405	Golf Course Enterprise	Enterprise	Finance	(170,088)	304,440	-	358,047	(223,694)	329,715	-	353,938	(247,917)
Subtotal Enterprise Funds:				\$ (6,304,584)	\$ 1,529,456	\$ -	\$ 1,410,842	\$ (6,185,968)	\$ 4,413,928	\$ -	\$ 4,970,747	\$ (6,742,787)
Private Purpose Trust Funds:												
951-954	**Sanitation District	Custodial	Public Works & Engineering	\$ 4,543,667	\$ 3,782,934	\$ -	\$ 1,526,711	\$ 6,799,890	\$ 2,945,078	\$ -	\$ 2,121,059	\$ 7,623,909
961-973	Successor Agency Funds	Trust	Finance	12,965,168	6,865	-	230,640	12,741,394	9,079	-	225,734	12,524,739
Subtotal Component Unit & Trust Funds:				\$ 17,508,835	\$ 3,789,799	\$ -	\$ 1,757,350	\$ 19,541,284	\$ 2,954,157	\$ -	\$ 2,346,792	\$ 20,148,649
City-wide Total				\$ 80,658,545	\$ 64,730,216	\$ (0)	\$ 69,267,827	\$ 76,120,934	\$ 81,121,691	\$ -	\$ 89,788,953	\$ 67,453,672



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BUDGET SUMMARY –ALL FUNDS

BUDGET BACKGROUND

On April 18, 2024, The City's annual mid-year budget review was presented to the City Council. At the meeting, the Council was informed of an estimated FY 2024-25 operating budget surplus of \$3.3M. That night Council approved a transfer of \$830,556 per the established Street Repair funding policy that was established at mid-year in fiscal year 2022-23. Council also approved multiple budget amendments including an additional transfer to the street pavement rehabilitation program, various professional services, capital outlay, contributions to park improvements and supplies and services. Total budget amendments resulting from the mid-year budget review totaled \$1.9M.

The process for developing the fiscal year 2024-25 budget began internally in early February and with a draft budget expected to be presented to the City Council at a special meeting on June 11 and June 12, 2024. Staff will receive direction from the City Council at the June budget meetings and then plans to bring a revised budget to the next regularly scheduled City Council meeting on June 20, 2024. Staff may receive further input and direction from Council at that meeting or Council may adopt the budget on that night. If further direction is given, staff will present a revised budget accordingly for adoption at a special meeting (likely to be scheduled for June 28, 2024).

OVERVIEW

The City of Seaside has a combined annual budgeted appropriations request for FY 2024-25 of \$89.8M. This amount includes appropriations from all funds (\$89.8M). Appropriations for FY 2024-25 are \$20.5M more than projected for FY 2023-24, primarily due to grant supported Capital Improvement Projects.

The City's appropriations 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 \$89.8M 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 \$89.8M total annual appropriations budget amount is the City's Custodial Fund (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.

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: 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. Transfers-out for FY 2024-25 are budgeted at \$23.7M. At the all funds level, however, all interfund transfers net to zero.

When Internal Service Funds, the Custodial Fund, and the Private Purpose Trust Fund are excluded from the total, the adjusted total Annual Appropriations Budget amounts to \$81.7M.

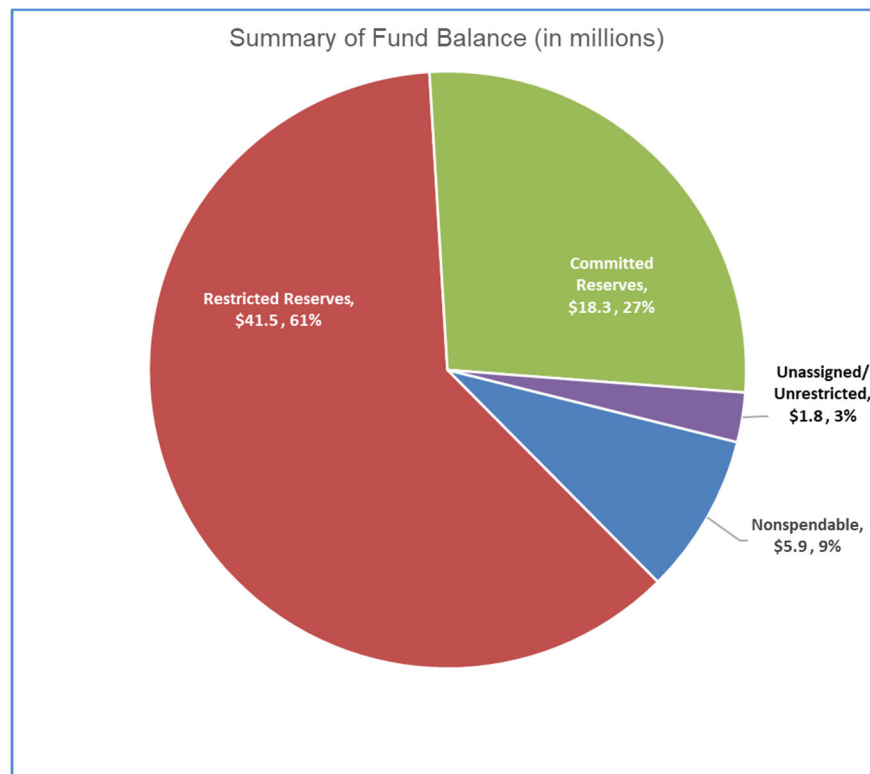
CHANGES IN OBLIGATIONS & INTERFUND LOANS

The FY 2024-25 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, 2024. Additionally, late in FY 2021-22 the City's general fund loaned the City's water enterprise \$7.5M to connect to the Marina Coast Water District's recycled water distribution system. By watering the City's Golf Course with recycled water rather than drawing from the ground water basin, the Seaside Municipal Water System will accumulate water credits in an equal amount. This is a significant asset for the Seaside Municipal Water System that may enable it to grow in size over the coming years. The loan includes a two year deferral period and thereafter is payable in twenty (20) annual installments of \$394,838. Interest will be charged at the then-current LAIF rate of 0.37%. 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 2023-24 projected "all funds" year-end fund balance is \$76.1M and the FY 2024-25 all funds combined balance is projected at \$67.5M. 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" at fiscal year-end 2024-25 is estimated at approximately \$1.8M.

	FY 2024/25 Proposed
Total All Funds Balance	<u>\$ 67,453,672</u>
Less Nonspendable (interagency receivables etc.)	5,851,504
Less Restricted Reserves (externally enforceable)	
Special Revenue Funds	17,349,122
Debt Service Reserves	414,534
Pension Trust	3,500,000
Recreation Endowment	55,246
Sanitation District	7,623,909
Successor Agency Funds	12,524,739
Less Committed Reserves (Set by Council resolution)	
Capital Reserve	2,406,114
Special Reserve	4,812,228
Emergency Reserve	7,218,342
Loan to Muni Water Seaside	7,522,232
Capital Projects in Process	224,114
Community Services	209,424
Impact Fees	422,612
Internal Service Fund balances	2,255,501
Enterprise Fund balances	(6,742,787)
Subtotal	<u>65,646,833</u>
Unassigned/Unrestricted Balance	<u>\$ 1,806,839</u>



FUND BALANCE TRENDS

	FY 2022/23		FY 2023/24		FY 2024/25	
	Actual		Projected		Proposed	
Total All Funds Balance	\$	80,658,545	\$	76,120,934	\$	67,453,672

Year over year, the City's All Funds balance is likely to decrease in FY 2024-25 by approximately \$8.7M. The decrease is the result of several factors including: \$4.3M in new Capital Improvement Program expenditures, a spend-down of FORA Non-Bond funds (\$2.2M), and end of Measure X Bond Funds to support street maintenance operations. Fund balance decreases are offset increases in the Gas Tax Fund (\$874k) and the Sanitation District Fund (\$824k).

ALL FUNDS - REVENUE DISCUSSION

Overall, City revenues are projected to increase 25% or \$16M. The increase is largely because of increases in special revenue and grant revenue. The Streets fund expects a \$9.3M ATP grant as well as \$175k from a separate the RSTP grant. Additionally, the City applied for a \$4.7M in federal grants to repair the San Pablo Bridge and for repairs to the Seaside Municipal Water Well.

Budget Comparison by Budget Year**ALL FUNDS****Revenue Summary by Fund Type**

	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	Proposed
	Actual	Actual	Actual	Projected	Proposed	vs. FY 24
	Revenues	Revenues	Revenues	Budget	Budget	+/- (%)
Revenues						
General Fund	\$ 42,468,338	\$ 45,908,062	\$ 49,704,755	\$ 46,945,630	\$ 48,208,077	3%
Special Revenue Funds	7,034,296	\$ 14,484,378	\$ 7,656,431	6,024,419	18,173,651	202%
Internal Service Funds	4,884,657	\$ 4,829,074	\$ 5,326,063	5,677,076	6,571,224	16%
Sanitation District	2,678,115	\$ 2,708,613	\$ 2,918,081	3,782,934	2,945,078	-22%
Enterprise Funds	1,370,288	\$ 1,642,259	\$ 1,443,075	1,529,458	4,413,928	189%
Debt Service Funds	3,013	\$ 778,293	\$ 831,010	762,509	798,926	5%
Successor Agency Funds	416,186	\$ 129,608	\$ 164,286	6,865	9,079	32%
Capital Projects	1,400	\$ 184	\$ 143,058	-	-	
Trust Funds	3,559	\$ 2,963	\$ 14,321	1,325	1,728	30%
Total Revenues - All Funds	\$ 58,859,852	\$ 70,483,433	\$ 68,201,079	\$ 64,730,216	\$ 81,121,691	25%

As discussed at the mid-year budget review, actual tax revenue collections are flattening compared to the prior year. Indications are that FY 2024-25 will see tax revenues continue to plateau. General Fund revenue is expected to increase a modest 3% or approximately \$1.2M 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.

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 \$312k, due to increased capital project work. The Internal Service Funds (combined) show a projected increase of \$894k.

The final rate increase in the Council and voter approved Seaside Municipal Water System rate schedule went into effect on January 1 of 2023. A fee study is being assessed, but no rate increases are currently scheduled for fiscal year 2024-25. The department does, however, expect revenue collection to continue to improve post-pandemic and therefore Water Enterprise revenue is expected to increase slightly. The large increase in revenue is mostly attributed to an application for a federal grant in the amount of \$2.8M to support a new well project for the Seaside Municipal Water System.

Income from Investments is expected to increase due to rising interest rates and increasing the interest income on the City's fund balance. A decrease is expected in fees and charges, as reimbursements related to permits and inspections received from development projects returns to normal operating levels. Lastly, miscellaneous revenue is expected to decrease on a year-over-year basis due to the discontinuation of the water release permit program for ADUs.

Discussion of Significant Revenue Sources

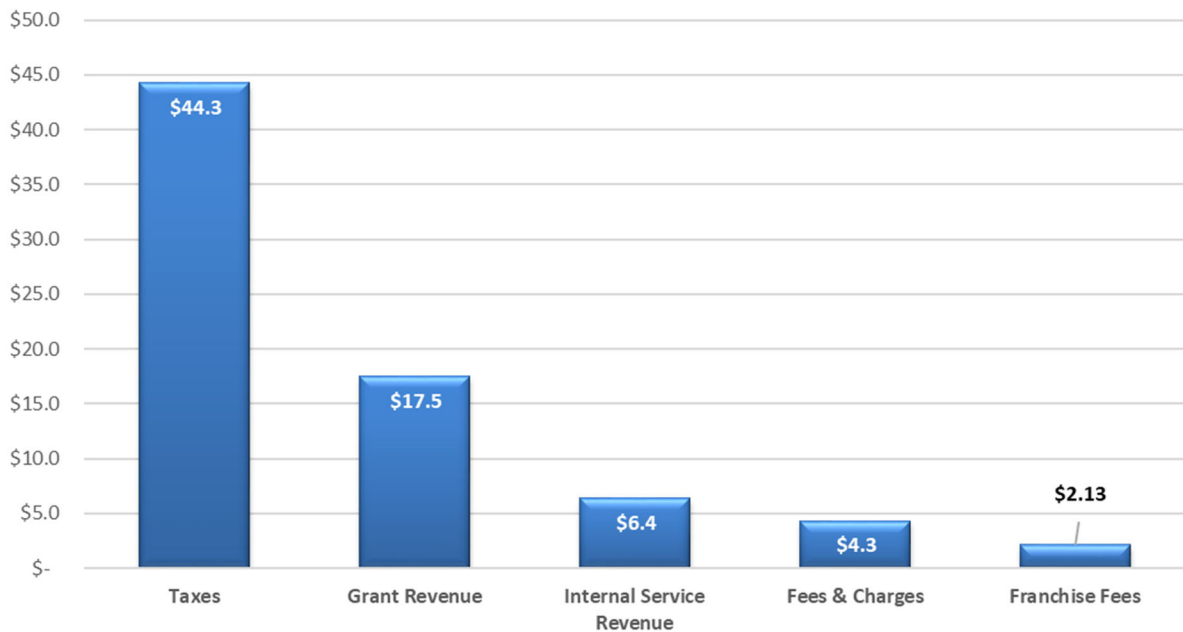
Budget Comparison by Budget Year

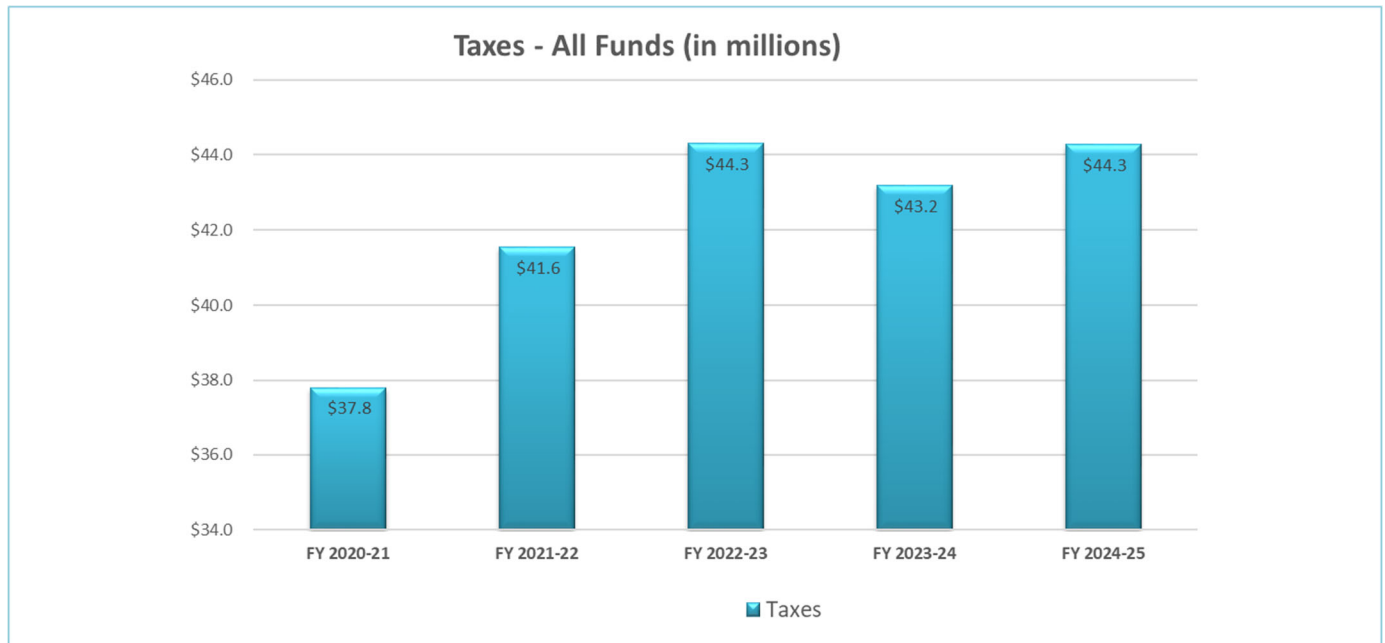
ALL FUNDS

Revenue Summary by Category

	FY 2020-21 Actual Revenues	FY 2021-22 Actual Revenues	FY 2022-23 Actual Revenues	FY 2023-24 Projected Budget	FY 2024-25 Proposed Budget	Proposed vs. FY 24 +/- (%)
Revenues						
Taxes	\$ 37,811,605	\$ 41,558,746	\$ 44,314,389	\$ 43,193,444	\$ 44,271,791	2%
Grant Revenue	4,521,509	12,368,769	4,312,293	2,852,850	17,476,046	513%
Internal Service	4,582,331	4,575,989	5,132,686	5,567,916	6,355,515	14%
Fees & Charges	3,536,572	4,311,534	4,327,623	5,296,946	4,301,306	-19%
Franchise Fees	1,764,355	1,899,159	1,928,742	1,977,733	2,126,063	8%
Reimbursements	295,353	1,134,315	1,089,995	1,117,788	1,301,324	16%
Income from Investments	2,745,805	1,151,123	2,612,560	1,332,459	1,785,359	34%
Business License & Permits	630,058	710,672	798,448	1,092,230	1,135,868	4%
Miscellaneous-Other	1,134,780	1,338,388	2,786,510	975,790	1,016,641	4%
Licenses & Permits	517,163	1,033,729	747,722	1,163,337	1,212,013	4%
Fines & Forfeitures	89,791	79,310	150,112	159,722	139,766	-12%
Other Agency Revenue	1,230,530	321,698	-	-	-	n/a
Total Revenues - All Funds	\$ 58,859,852	\$ 70,483,433	\$ 68,201,079	\$ 64,730,216	\$ 81,121,691	25%

Top 5 Revenue Sources by Category (in millions)

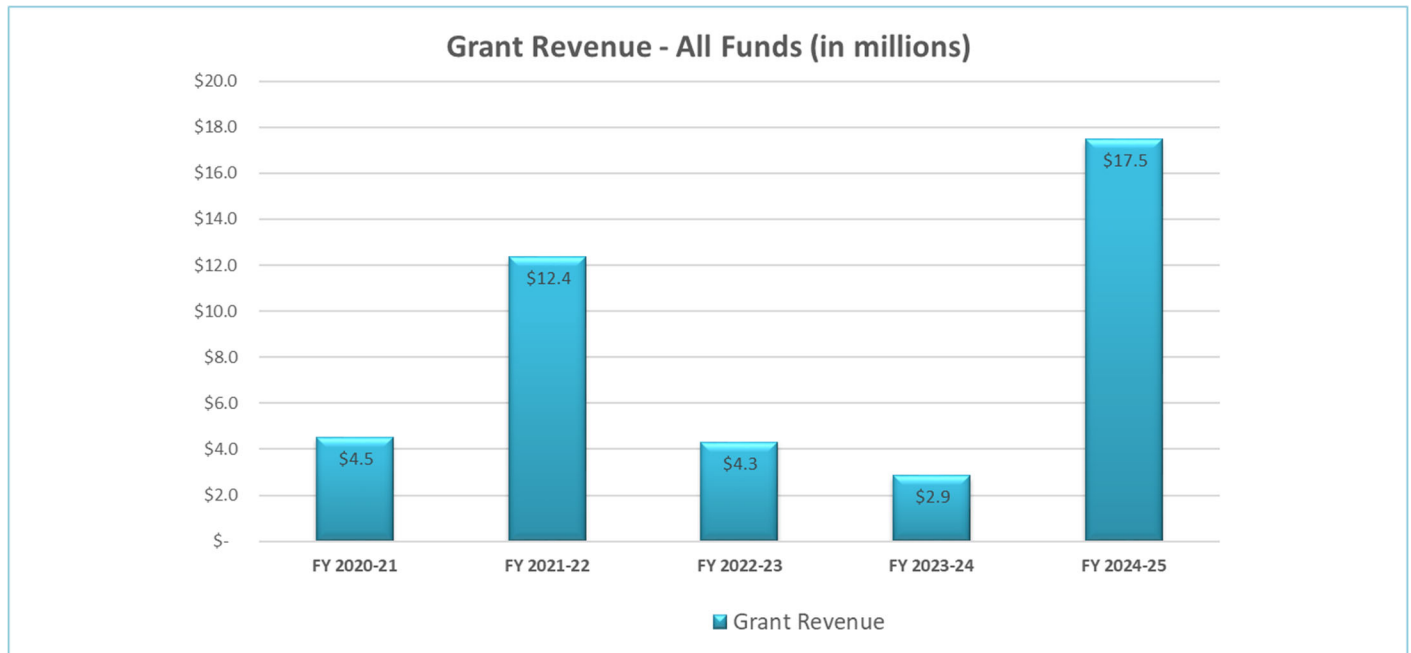


Taxes:

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 \$20.0M in FY 2023-24 and \$20.3M in FY 2024-25 (46% of total taxes City Wide).

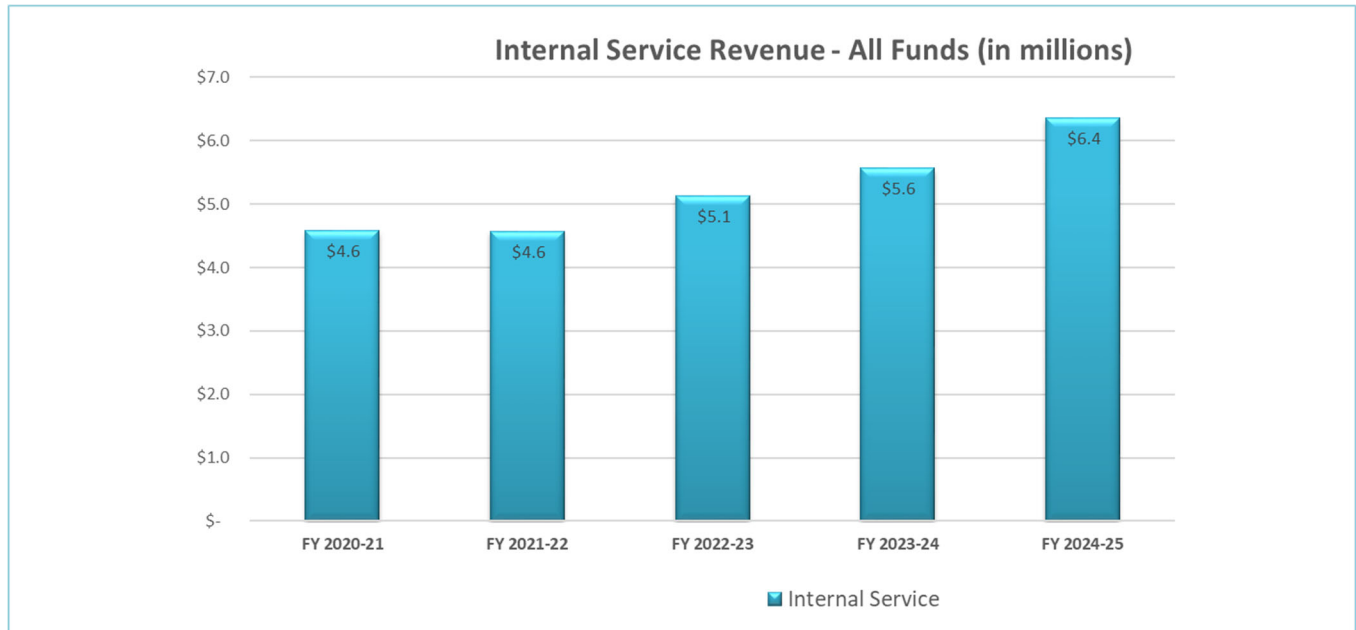
Property Taxes are expected to flatten out with a 1% increase forecast; going from \$11.2M to \$11.4M. Increasing mortgage interest rates may slow the pace of real estate sales in the year to come, but while home prices remain high and inventory low, tax collections are likely to stay strong as homes in the Enclave development area are sold.

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 2024-245 include a \$318K RSTP grant for the recreation trail program, a \$9.5M ATP grant for Broadway Corridor improvements, and a \$1.9M federal grant for the San Pablo Bridge repairs. Additionally the City continues to realize nearly \$1M per year in grant funds from the United State Army for maintenance activities on the Presidio of Monterey Authority (POMA). Lastly, the City expects \$600k in Community Development Block Grants from the federal government.

The federal grants in the amount of \$1.9 million for the San Pablo Bridge repair is still pending award, but is currently in the appropriation phase.

Internal Service Revenue:

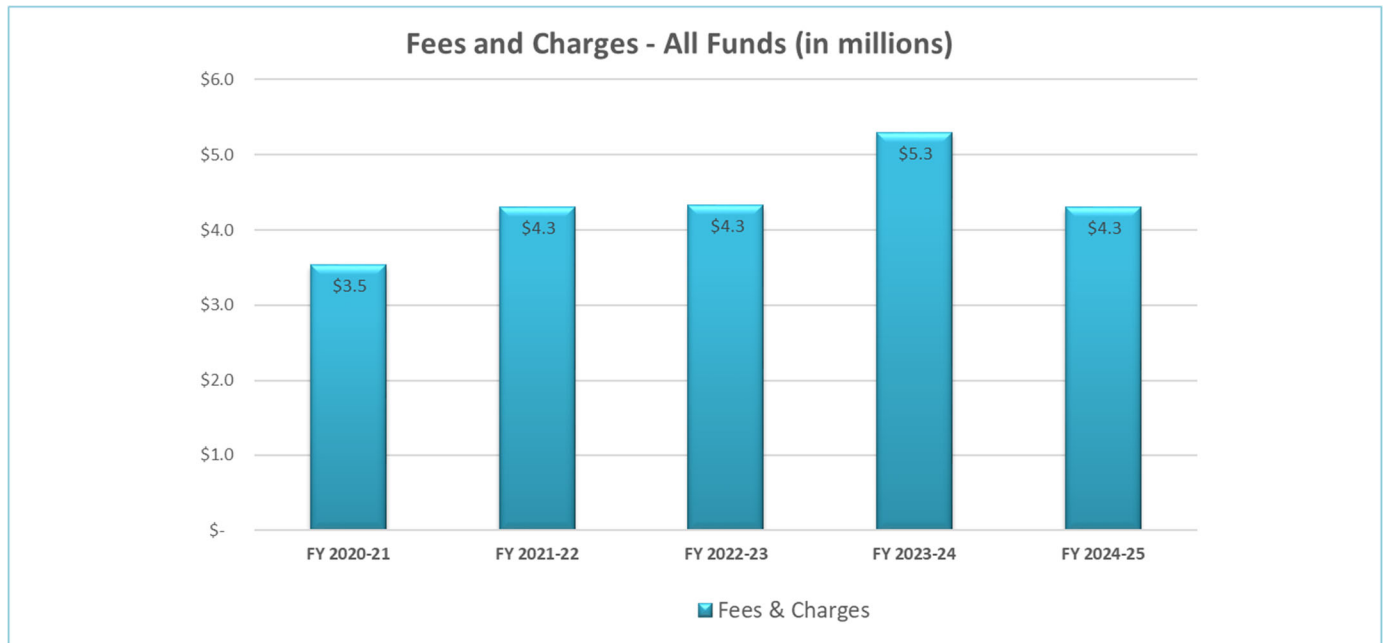


The revenue to the Internal Service Funds has a direct correlation to budgeted expenditures in the City's other funds. This is because the City's other funds must pay for the services provided by the Internal Service Funds on a cost recovery basis. Internal Service revenue shows a steady increase over 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 14% or roughly \$788k.

The City's Vehicle & Equipment Maintenance fund is budgeted to increase \$231k due to increasing costs of fuel and repair equipment.

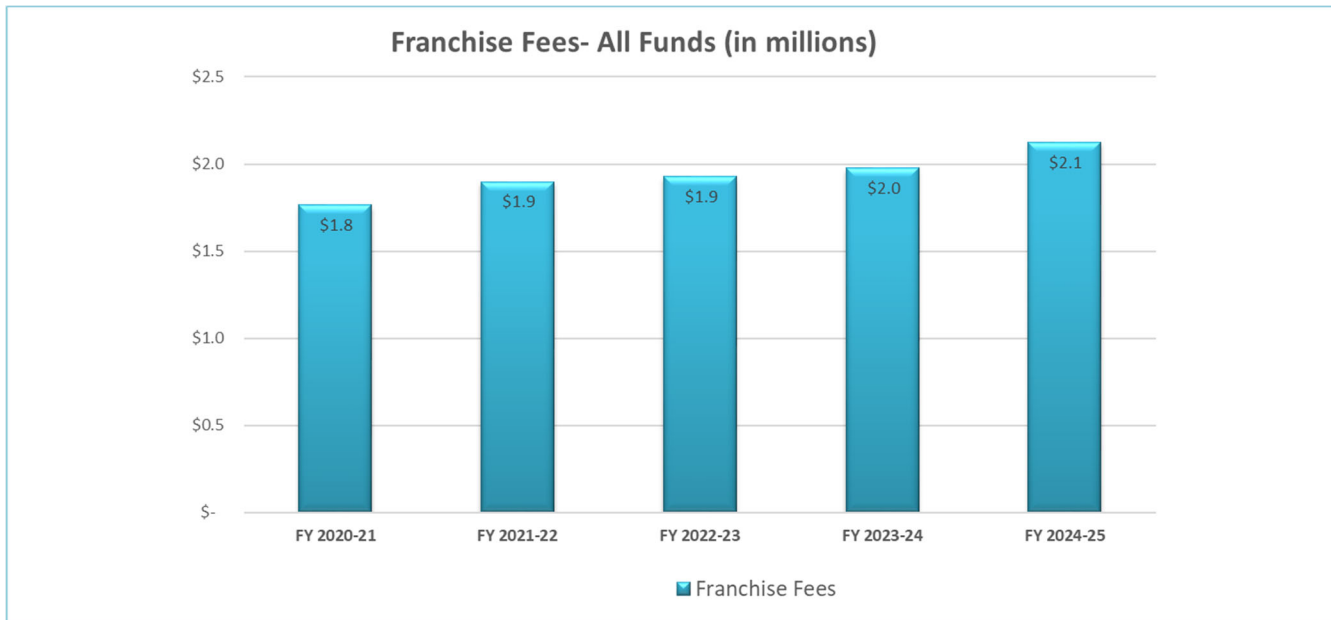
The Insurance fund, including liability insurance and worker's compensation insurance is budgeted to decrease \$225k due largely to a decline in worker's compensation insurance. With rising costs, the fund must charge the participating funds and departments accordingly. Worker's compensation insurance is budgeted to decline 9% from \$2.4M to \$2.2M. Similarly, liability insurance declined from \$1.0M to \$0.9M.

The Management Information Systems fund revenue is budgeted to increase by \$482k reflecting augmented staffing and increased costs of software used city-wide.

Fees and Charges:

Programs that usually generate revenue such as the community center, swim center and recreational day camps are expected to continue to recover from the decline in activity caused by the COVID-19 pandemic in fiscal year 20-21 and increase in fiscal year 24-25 consistent with the 4% inflation adjustment to most fees in the master fee schedule. During fiscal year 23-24 the City received \$1M in one-time fees related to development projects in the form of sanitation connection fees and development impact fees. The decline in revenue from fees and charges in fiscal year 2024-25 reflects the former one-time development project related fees received in the previous year. With no water rate increases schedule, revenue from the Seaside Municipal Water system are expected to be flat.

Franchise Fees:



Franchise fees are a fee imposed on certain businesses operating within the City. For many years, Cities have defined Franchise Fees as a fee “imposed for entrance or use of local government property, or the purchase, rental, or lease of local government property”. This definition has been challenged, however, in court. The challengers allege that the fee is not a fee at all, but rather a tax. If the courts ultimately decide that the fee is in fact a tax, the City would have two options; 1) Prepare detailed analysis demonstrating the nexus between the amount of the fee and the cost to the city, or 2) Complete a proposition 218 procedure establishing the fee as a tax.

Over the years, franchise fees have been a very steady source of income for the City. As may be seen in the chart, this source of revenue has been essentially flat for the past three years. The City expect franchise fees to continue to increase at the same rate as the previous year to \$2.1M in fiscal year 2024-25.

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 2024-25 Budget proposes appropriations totaling \$89.7M when Internal Service Funds and Fiduciary Fund are included in the total and \$81.6M when these items are excluded. The budget includes a robust capital improvement budget (\$22.3M) with much of the financing coming from grants and special revenue funds (\$14.4M).

Budget Comparison by Budget Year

ALL FUNDS

Expenditures by Function/Program

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Projected	FY 2024-25 Proposed	Proposed vs. FY 24
	Expenditures	Expenditures	Expenditures	Budget	Budget	+/- (%)
Expenditures						
Legislative Body	\$ (130,223)	\$ 102,268	\$ 274,352	\$ 1,218,048	\$ 815,855	-33%
City Manager	(28,865)	421,990	\$ 882,854	\$ 710,568	\$ (178,065)	-125%
City Clerk	236,416	121,163	\$ 95,974	120,956	\$ 589,212	387%
City Attorney	92,015	350,575	\$ 480,021	218,917	\$ 638,555	192%
Human Resources & Risk Management	2,610,243	3,479,180	\$ 4,157,617	4,527,745	\$ 3,663,258	-19%
Finance Department	2,997,272	3,096,690	\$ 3,491,517	2,713,938	\$ 2,888,830	6%
IT Department	729,321	774,516	\$ 888,354	783,650	\$ 1,009,408	29%
Community, Housing & Economic Development						
Community Development	1,262,613	1,293,182	\$ 549,368	565,105	\$ 1,350,773	139%
Economic Development	1,030,643	3,028,153	\$ 3,544,274	918,620	\$ 951,973	4%
Planning	552,925	512,069	\$ 784,955	731,099	\$ 1,056,955	45%
Building and Code Enforcement	875,053	1,009,534	\$ 989,930	1,317,488	\$ 1,532,480	16%
Police Department	13,891,210	14,762,540	\$ 15,090,155	15,829,553	\$ 17,825,840	13%
Fire Department	8,217,122	9,614,618	\$ 10,369,271	10,966,454	\$ 11,339,501	3%
Public Works/Engineering	16,871,666	15,441,255	\$ 21,623,313	22,477,149	\$ 40,089,526	78%
Recreation	2,746,135	4,111,529	\$ 5,122,035	6,168,537	\$ 6,214,853	1%
Total Expenditures- All Funds	\$ 51,953,547	\$ 58,119,261	\$ 68,343,991	\$ 69,267,827	\$ 89,788,953	30%

Discussion of Significant Variances - Expenditures by Function/Program

Overall, for fiscal year 2024-25 most departments/functions declined on a year over year basis, or increased at a moderate rate, compared to fiscal year 2023-24 as city staff made a concerted effort to reduce expenditures in the face of flattening revenue available to the city. After the City cut its workforce in fiscal year 2022-21 in response to the COVID-19 pandemic, the City focused on rebuilding the workforce through fiscal year 2023-34. The effort to rebuild the workforce has unfortunately been setback as a partial hiring freeze for non-essential positions was necessary to achieve an operating surplus for fiscal year 2024-25.

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, City Clerk’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 increase 52% or \$1.1M in FY 2024-25. The year over year increase is largely due to the continuing successful operating activities of the City's Housing Program and Community Development Block Grant (CDBG) program. Additional cost increases stem from consultant services related to the Maingate development project and for other projects that include updating the City's zoning ordinance and performing a city-wide parking study.

Human Resources & Risk Management is slated to decrease 19% (\$864K) in fiscal year 2024-25 primarily driven by a decline in the City's worker's compensation and general liability insurance premium. There was a small decline in personnel, as the savings from vacant positions will be partially offset by the 4% cost of living adjustment and increased pension liability costs. The remainder of the variance comes from the fluctuation in central service charges. The City's cost allocation plan is based on actual costs one year in arrears. This arrearage often causes a disconnect between allocated costs and current budget requests.

The **Finance Department** is budgeted to increase 6% or \$174K in FY 2024-25. The increase was due to cost allocation plan fluctuations (\$9K) and an increase in consultant costs to pursue a city-wide fee study in fiscal year 2024-25. Additionally, the IT department (which will be moved from the Finance Department to the City Manager budget in fiscal year 2024-25) will increase \$226K due increased cost of city-wide software and the strategic decision to augment the IT staff by one full-time employee.

Public Works/Engineering expenditures are budgeted to increase by 78% or \$17.6M in FY 2024-25 due to several factors. Capital spending can be irregular due to project timing and funding availability. Overall, capital outlay will increase \$9.0M on a year over year basis. Capital spending is budgeted to increase in the following categories; Storm water (\$244K), Parks (\$1.5M), Streets (\$9.5M), and FORA (1.1M). Contrastingly, Government Facility projects are budgeted to decrease by \$0.2M and sanitation projects are budgeted to decrease \$89K. On the operating side, personnel costs are expected to increase \$1.2M as the department ramps back up.

Recreation expenditures are budgeted to decline by \$46K or 1% in FY 2024-25. Personnel costs are projected to increase \$310K on a year over year basis as the department continues to expand the youth summer intern program and cost of living adjustments take effect. Cost allocation plan fluctuations will decrease \$410k.

The Community Social Services grant has again been funded at \$510k as well as grants for outside entity internship programs at \$50k.

Budget Comparison by Budget Year

ALL FUNDS

Expenditures by Category

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Projected	FY 2024-25 Proposed	Proposed vs. FY 24
	Expenditure	Expenditure	Expenditure	Budget	Budget	+/- (%)
Expenditures						
Personnel Services	\$26,494,183	\$30,575,884	\$34,530,651	\$36,112,755	\$40,277,806	12%
Services & Supplies	11,485,584	14,376,490	18,481,620	16,508,574	22,673,675	37%
Capital Outlay-Projects	7,542,782	6,828,150	8,295,665	10,968,301	20,010,331	82%
Debt Service	2,936,792	3,058,522	3,283,187	2,913,198	2,956,259	1%
Internal Service Charge	2,965,727	2,750,165	3,003,638	2,886,244	3,867,982	34%
Other	344,126	341,697	546,619	3,050	3,008	n/a
Depreciation	184,354	188,353	202,611	-	-	n/a
Administrative Allocation	-	-	-	(124,294)	(107)	-100%
Total Expenditures- All Funds	\$51,953,547	\$58,119,261	\$68,343,991	\$69,267,827	\$89,788,954	30%

Discussion of Significant Variances - Expenditures by Category

The **Personnel Services** category is budgeted to increase 12% or \$4.2M in FY 2024-25. As mentioned previously, the City agreed to 4% cost of living adjustments for all of the labor groups. Salaries and overtime are budgeted to increase \$1.8M. Normally, with the increase in base pay, the City would also expect a corresponding increase in pension costs. Following a rare time when PERS costs decreased (\$241k) in fiscal year 2023-24 due to exceptionally strong CalPERS investment returns in 2021 the estimated PERS liability increased due to investment losses in 2022. Healthcare cost are projected to increase 8% (\$435k). As was mentioned previously, Worker's Compensation Insurance is budgeted to decrease \$200k.

Despite ongoing efforts, the City currently has approximately 36 vacant positions. In an effort to present Council with a balanced proposed budget, 11 positions were frozen, including; 1 Risk Manager, 1 Senior Administrative Assistant, 1 Senior Civil Engineer, 1 building inspector, 1 police officer and 1 Deputy Police Chief. On the other hand, staff proposes reclassifying 1 Human Resources Analyst to an Assistant Human Resources Director.

The **Services & Supplies** category is budgeted to increase 37% or \$6.2M in FY 2024-25. \$1M of the variance is due to the FORA Eucalyptus road repair (\$1.1M). A notable increase is the budget is for the Neighborhood Improvement Commission (NIC) (\$398k). The NIC budget is based on 50% of projected short term rental TOT. Also increasing is the cost of watering the City golf course using recycled water (\$1.2M). Additionally the City's Municipal Water System is planning to undertake a \$3.5M project for work related to a new potable water well in fiscal year 2024-25 if grant funding applications are successful.

The **Capital Outlay-Projects** category is budgeted to increase 82% from \$10.9M in FY 2023-24 to \$20.0M in FY 2024-25. Capital spending is budgeted to decrease in the following categories; Sanitation (\$89k), and Government Facilities (\$0.2M). Contrastingly, Street projects are budgeted to increase by \$9.5M and Parks are expected to increase \$1.5M.

Fund Summaries

General Fund:

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

Other Funds:

The City's budget document contains 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 4.0%.

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.



BUDGET SUMMARY – GENERAL FUND



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OVERVIEW

The City of Seaside's fiscal year (FY) 2024-25 General Fund operating appropriations budget (including transfers) is proposed at \$48.1M. 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.

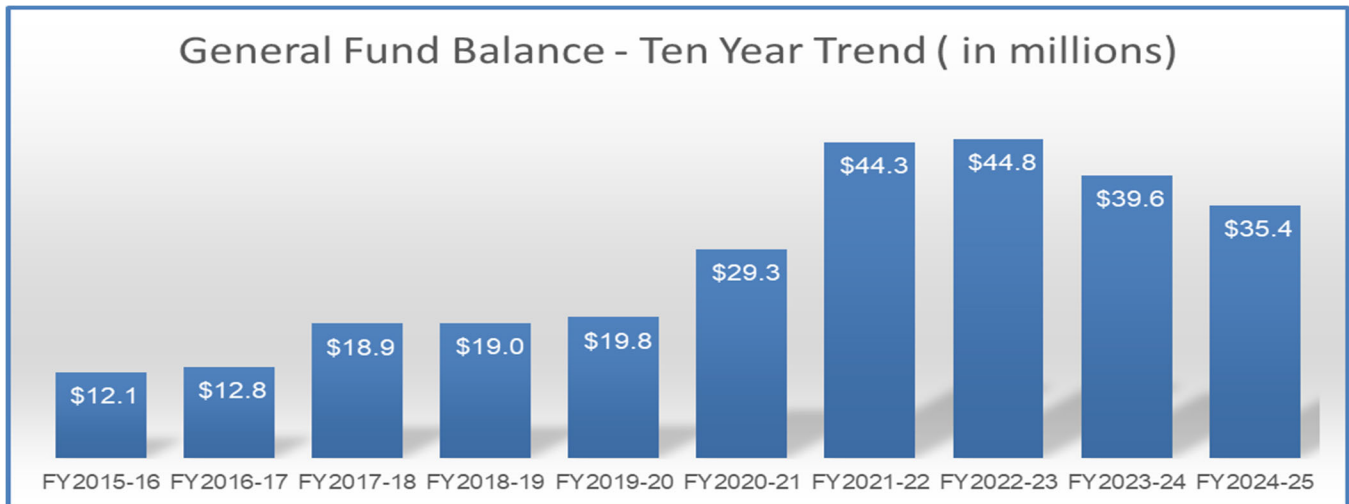
The FY 2024-25 budget is showing a \$85.8k operating surplus. In addition, the City's general fund will fund \$4.3M of capital projects using existing fund balance.

FY 2024/25 Proposed	Operating Budget	Non-Operating Budget	Total Budget
Revenue	\$ 48,208,077	\$ -	\$ 48,208,077
Fund Balance		4,277,848	4,277,848
Expenditures	(48,122,277)	(4,277,848)	(52,400,125)
Surplus(Deficit)	\$ 85,800	\$ -	\$ 85,800

Although staff is pleased to propose a balanced General Fund budget for FY 2024-25, it is always important that the City continue enhancing General Fund revenue streams and containing costs. Cost pressure is likely due to persistent inflation in the national economy. Additional cost pressure will continue on the City's General Fund due to substantial pension cost increases, which are expected to continue beyond FY 2024-25 as a result of CalPERS lowering the actuarial discount rate for their investment portfolio and changing actuarial assumptions regarding mortality. 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 2015-16 through FY 2024-25 is shown below. General Fund balance has been steadily increasing as shown in the graph. The spike in fund balance in fiscal year 2021-22 was largely driven by American Rescue Plan Act revenue backfill. The decline in fiscal year 2023-24 is the result of multiple transactions, including various capital improvement projects at a cost of over \$6.4M. The balance is expected to decrease approximately \$4.2M in FY 2024-25 due to funding of capital projects with use of fund balance.



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 2024-25 budget commits fund balance in the General Fund to the following reserves:

- \$2.4M to the Capital Reserve
- \$4.8M to the Special Reserve
- \$7.2M to the Emergency Reserve

As shown below, the General Fund's "unassigned fund balance" in FY 2024-25 is estimated at about \$1.8M.

	FY 2024/25 Proposed
Total General Fund Balance	<u>\$ 33,117,258</u>
Less Nonspendable (interagency receivables etc.)	5,851,504
Less Restricted Reserves (externally enforceable)	
Pension Trust	3,500,000
Less Committed Reserves (Set by Council Resolution)	
Capital Reserve	2,406,114
Special Reserve	4,812,228
Emergency Reserve	7,218,342
Loan to Muni Water Seaside	7,522,232
Subtotal	<u>31,310,419</u>
Unassigned Balance	<u>\$ 1,806,839</u>

GENERAL FUND REVENUE

Budget Comparison by Budget Year

GENERAL FUND

100 - Revenues Summary

	FY 2020-21 Actual Revenues	FY 2021-22 Actual Revenues	FY 2022-23 Actual Revenues	FY 2023-24 Projected Budget	FY 2024-25 Proposed Budget	Proposed vs. FY 24 +/- (%)
Revenues						
Property Tax	\$ 9,407,980	\$ 10,030,828	\$ 12,078,650	\$ 11,249,306	\$ 11,387,579	1%
Sales and Use Tax	9,700,113	10,524,058	10,535,132	10,537,411	10,822,003	3%
Transaction Tax	8,094,864	9,379,567	9,752,158	9,393,000	9,497,000	1%
Transient Occupancy Tax	2,662,172	4,121,251	4,171,851	4,384,080	4,702,854	7%
Utility User Tax	2,803,550	2,744,471	3,071,788	2,935,843	3,053,277	4%
Franchise Fees	1,764,355	1,899,159	1,928,742	1,977,733	2,126,063	8%
Marijuana Receipts Tax	1,416,668	1,198,045	984,095	983,736	951,821	-3%
Business License & Permits	630,058	710,672	798,448	1,092,230	1,135,868	4%
Licenses & Permits	517,163	1,033,729	747,722	1,163,337	1,212,013	4%
Fees & Charges	414,590	731,727	781,364	840,458	846,462	1%
Miscellaneous-Other Revenue	812,516	1,128,221	2,516,405	792,253	775,353	-2%
Reimbursements	262,000	341,261	238,223	277,533	468,697	69%
Income from Investments	1,450,347	616,358	1,534,734	731,608	946,799	29%
Fines & Forfeitures	89,791	79,310	150,112	159,722	139,766	-12%
Grant Revenue	2,442,171	1,369,404	415,332	427,379	142,521	-67%
Subtotal Revenues	42,468,338	45,908,062	49,704,755	46,945,630	48,208,077	3%
Transfer In	-	-	-	-	-	
Total Revenues - General Fund	\$ 42,468,338	\$ 45,908,062	\$ 49,704,755	\$ 46,945,630	\$ 48,208,077	3%

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 modestly in FY 2024-25 with the total annual revenue projected at \$48.2M, a 3% year over year increase.

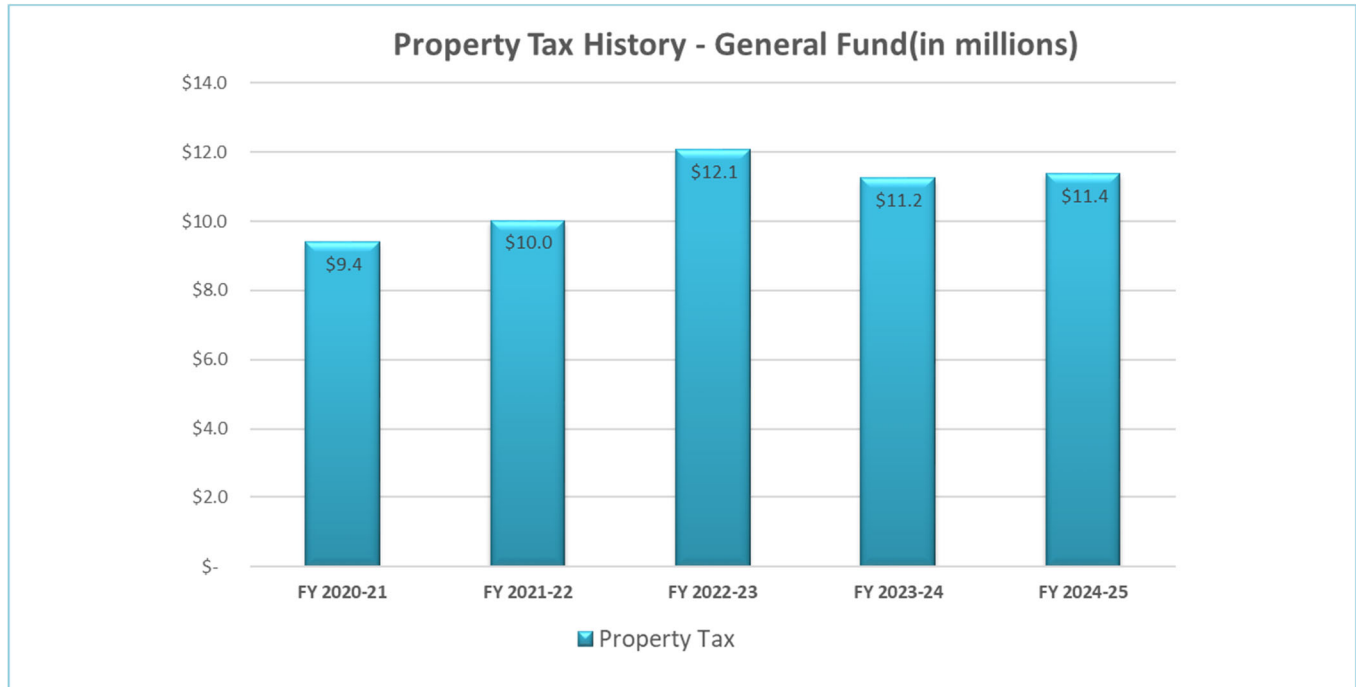
Taxes remain the largest resource supporting General Fund operations in the FY 2024-25 Operating Budget. Taxes represent 90% of all General Fund revenues with the primary taxes comprised of sales and use tax, transaction tax, and property tax.

Other revenue sources include licenses and permits, fees and charges, fines and forfeitures, grant revenue, reimbursements and 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 2024-25.

Discussion of Significant General Fund Revenue Sources

Property Tax

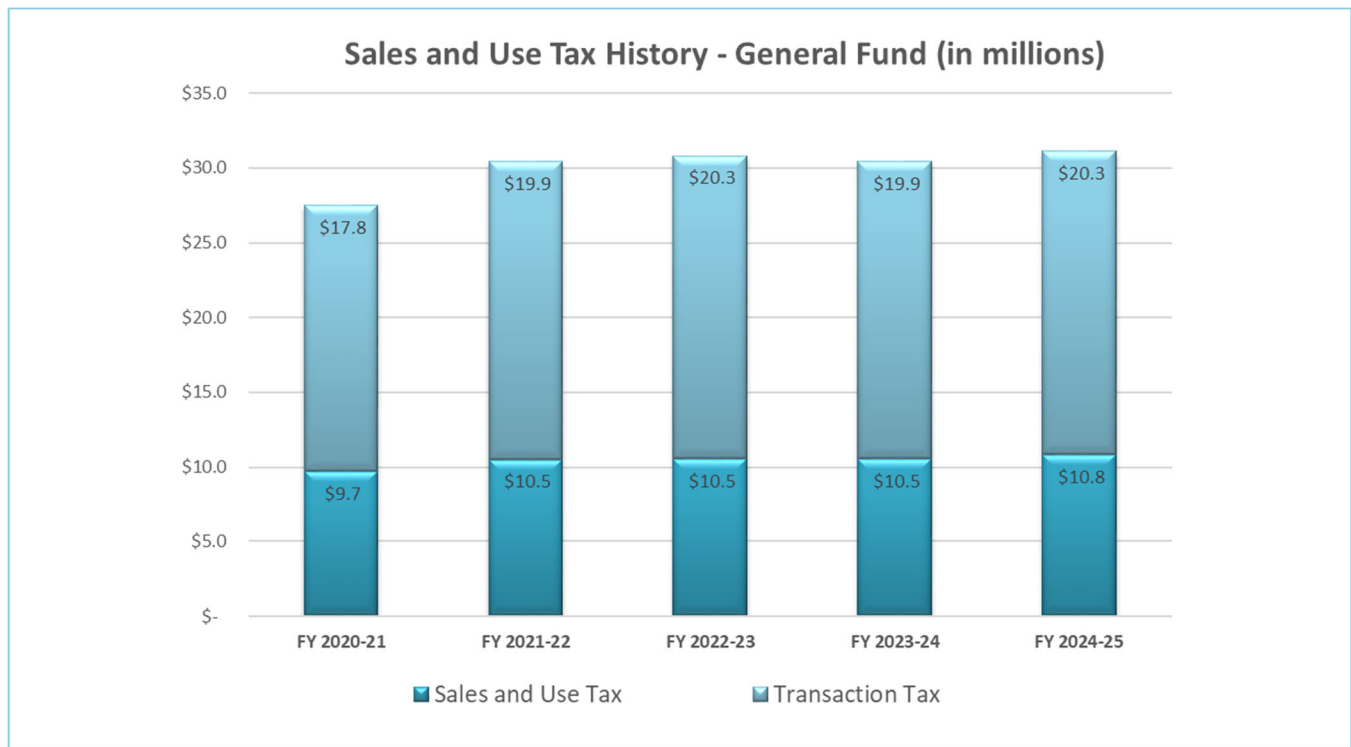


Over the last few years, the City of Seaside has seen a steady increase in property tax receipts. In recent years, sales prices and number of sales have increased. FY 2024-25 is showing an increase in this revenue source of \$138k or 1% over the previous fiscal year.

Although mortgage interest rates have rapidly increased, a short supply of housing inventory has led to home values remaining elevated. Homes which were sold at a higher value the last few years result in taxable valuation increases. Thus far, the market has declined in the number of sales, but not necessarily in the price of the properties sold. Additionally, as the recognized obligations of the previous Redevelopment Agency are paid down or settled, more property tax becomes available for excess distribution.

Overall, property tax revenues are expected to increase 1% in FY 2024-25 to \$11M (including the Vehicle License in Lieu Fee). While still solid growth, the rate of increase appears to be flattening. With home prices remaining elevated, however, affordable housing remains problematic in the community.

Sales, Use & Transaction Tax

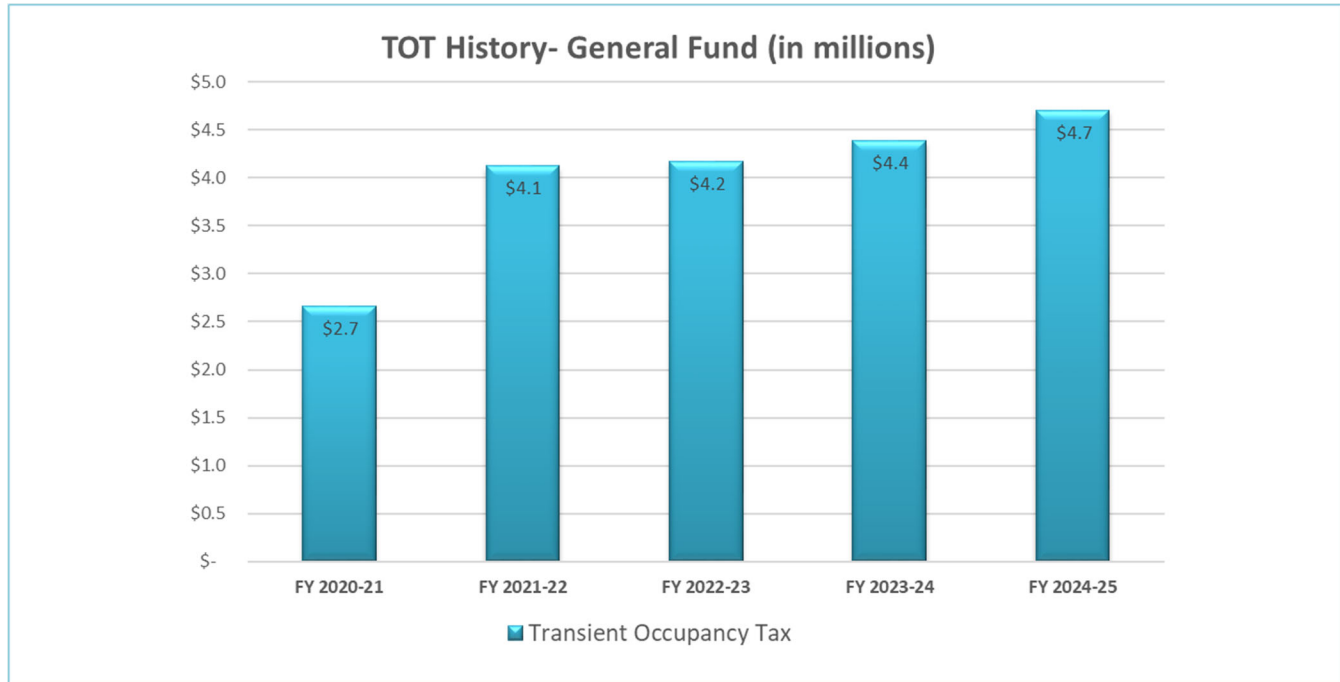


Sales tax revenues include the City's 1 cent general sales tax as well as a 1 cent transaction tax approved by the voters in 2008 (Measure R) and a ½ cent transaction tax approved by the voters in 2017 (Measure L). Based on an analysis of trends in year-to-date tax receipts, macroeconomic conditions and an examination of local business data, it is anticipated that the City will receive sales tax revenue of \$19.9M in FY 2023-24 and \$20.3M in FY 2024-25.

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 showed a flattening in FY 2024-25 predominantly in the areas of auto sales. However, the city saw strong results in the areas of Building and Construction and Food and Drugs and in its share of County aggregated online sales tax. This fiscal year also saw gas prices decline which has compressed service station profits. The growth in Sales tax revenue for fiscal year 2024-25 is expected to continue to flatten out. 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.

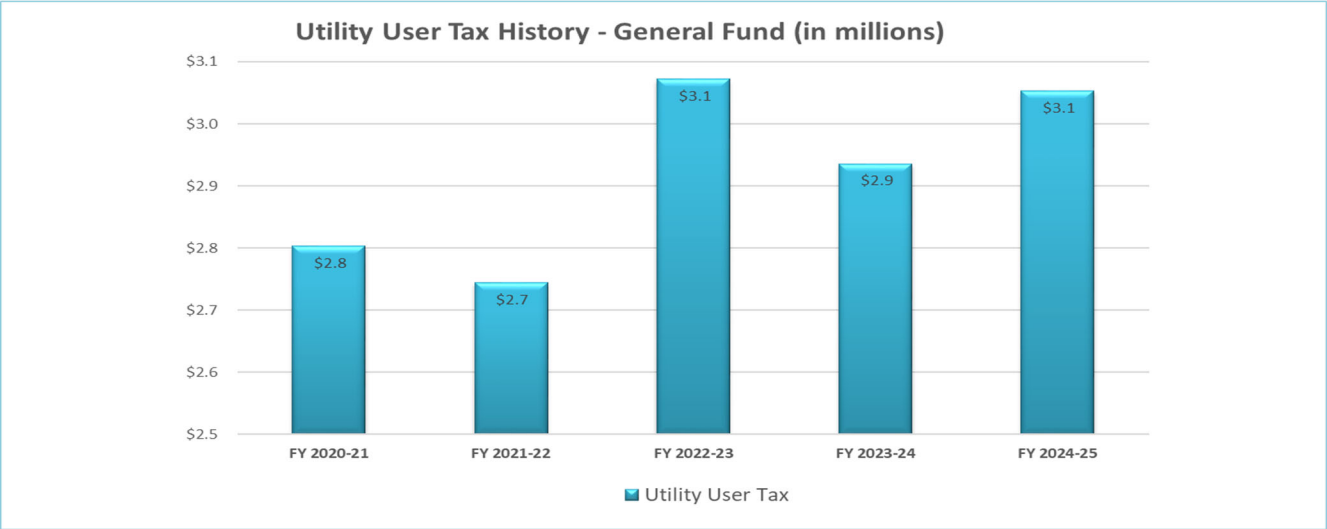
Transient Occupancy Tax



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. The outlook for the hospitality sector began to improve in FY 2021-22 with reduced restrictions on travel and gatherings. With the pandemic now moving to an endemic phase, the City expects TOT receipts to grow again in FY 2024-25.

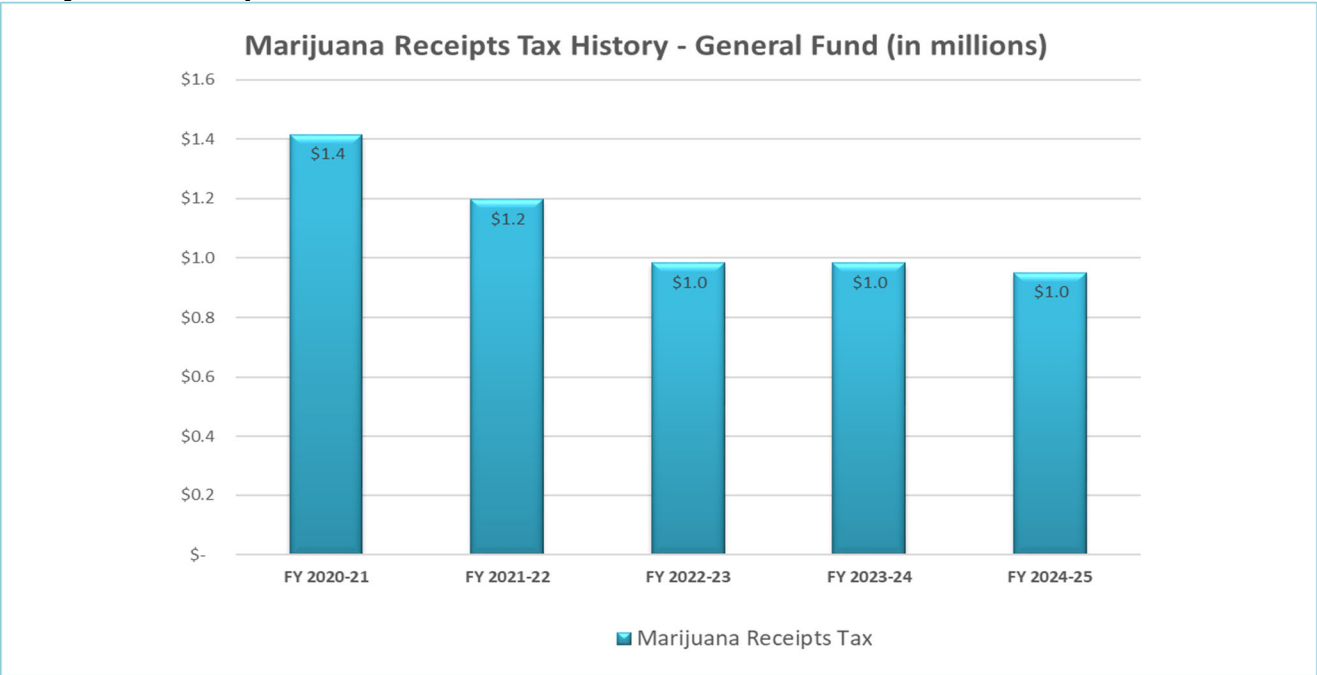
Based on year-to-date receipts, FY 2023-24 year-end TOT revenues are projected to be approximately \$4.4M. Staff is projecting a 7% increase to \$4.7M in TOT revenue for FY 2024-25.

Utility User Tax



Over the years, the City’s Utility User’s Tax has been a stable source of revenue. FY 2024-25 may see an increase of \$117k or 4% on a year over year basis. The increase is due to increasing utility rates and an improved ability to pay on the part of customers as they transition out of the pandemic.

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. This revenue source appears to be flattening out as and is expected to be \$1.0M in fiscal year 2024-25.

General Fund Revenue Detail

Budget Comparison by Budget Year

GENERAL FUND

100 - Revenues Summary

	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	Proposed
	Actual	Actual	Actual	Projected	Proposed	vs. FY 24
	Revenues	Revenues	Revenues	Budget	Budget	+/- (%)
Revenues (continued)						
3101 PROPERTY TAX SECURED	\$ 1,982,751	\$ 2,054,060	\$ 2,184,619	\$ 2,204,112	\$ 2,344,757	6%
3104 PROPERTY TRANSFER TAX	99,361	155,462	105,982	100,000	114,773	15%
3105 VEHICLE LICENSE FEE IN-LIEU	3,991,924	4,216,229	4,468,083	4,790,265	4,933,973	3%
3108 SUPPLEMENTAL ROLL	122,347	148,197	165,887	193,741	209,240	8%
3109 PROPERTY TAX UNSECURED	73,991	90,277	91,729	100,190	116,413	16%
3110 RESIDUAL CO RPTTF DISTRIBUTION	2,174,133	2,297,507	3,482,441	2,647,918	2,490,293	-6%
3111 TRANSACTION TAX - MEASURE R	5,162,732	6,560,976	6,516,871	6,264,000	6,331,000	1%
3112 PENALTIES AND INTEREST	-	-	-	30	-	-100%
3113 SA PASS THROUGH DISTRIBUTION	955,155	1,021,802	1,519,891	1,149,868	1,083,125	-6%
3114 TRANSACTION TAX - MEASURE L	2,932,132	2,818,592	3,235,287	3,129,000	3,166,000	1%
3115 PROPOSITION 172 SALES TAX	-	2,008	-	-	-	n/a
3116 SAND CITY SETTLEMENT PAYMENT	364,522	364,522	364,522	364,522	364,522	0%
3117 CARES ACT REIMBURSEMENT	630,178	-	68,934	21,009	62,521	198%
3119 ROPS FORA SURPLUS H&S 33492.71D	-	41,829	51,880	55,000	88,000	60%
3118 GREAT PLATES ACCRUAL	1,391,086	(48,406)	-	149,187	-	-100%
3120 STR TRANSIENT OCCUPANCY TAX	526,170	699,617	689,917	781,741	797,376	2%
3121 SALES & USE TAX	9,700,113	10,522,050	10,669,585	10,628,107	10,822,003	2%
3122 TRANSIENT OCCUPANCY TAX	2,136,002	3,421,635	3,439,501	3,592,339	3,885,478	8%
3123 FRANCHISE-PG&E	239,829	260,545	295,829	301,746	324,376	8%
3124 FRANCHISE-TELEVISION	229,324	265,725	198,693	202,667	217,867	8%
3125 FRANCHISE-TRASH COLLECTION	1,088,740	1,029,623	1,078,082	1,099,644	1,182,117	8%
3126 FRANCHISE-WATER	103,929	110,699	117,987	120,347	129,373	8%
3127 FRANCHISE-SANITATION	102,531	232,567	238,150	253,330	272,329	8%
3128 BUSINESS LICENSE TAX	630,058	710,672	798,448	1,092,180	1,135,868	4%
3129 TRANSIENT OCCUPANCY TAX - SHORT-	-	-	-	-	-	n/a
3130 MARIJUANA RECEIPTS TAX	1,416,668	1,198,045	967,985	961,436	951,821	-1%
3131 UTILITY USER - ELECTRIC & GAS	1,452,001	1,539,727	1,807,254	1,597,892	1,661,808	4%
3132 UTILITY USER TELEPHONE	273,752	278,123	217,222	268,220	278,949	4%
3133 UTILITY USER CAL AM WATER	669,519	550,494	701,760	655,596	681,820	4%
3134 UTILITY USER-CITY WATER	48,137	148,189	50,317	84,819	88,212	4%
3135 UTILITY USER-CABLE	263,659	208,974	241,306	227,534	236,635	4%
3137 LATE TAX PAYMENT PENALTY	-	-	16,110	22,300	-	-100%
3136 UTILITY USERS - MARINA COAST	96,483	28,598	73,291	101,782	105,853	4%
3140 FINANCE ADMIN RECOVERY	1,730	2,129	1,835	2,123	2,093	-1%
3201 BINGO PERMIT	-	-	-	50	-	-100%
3202 ANIMAL LICENSE	3,686	3,851	3,277	3,707	3,855	4%
3204 COUNCIL CHAMBERS RENTAL	-	-	-	-	-	n/a
3210 PLAN CHECK FEES	128,656	151,226	128,145	161,444	167,902	4%
3211 BUILDING PERMIT	298,006	757,639	419,165	859,722	894,111	4%
3212 ELECTRICAL PERMIT	67,018	99,234	109,985	82,917	86,234	4%
3213 PLUMBING PERMIT	31,689	32,573	37,062	37,813	39,325	4%
3214 CERTIFICATE OF OCCUPANCY	4,410	6,042	4,627	6,172	6,419	4%
3215 SEWER PERMIT	(797)	(32)	153	-	-	n/a
3216 ABANDONED RESIDENTIAL PROP. FE	289	583	59	183	288	57%
3220 STR PROGRAM FEES	-	-	42,433	10,000	20,000	100%
3221 SIGN PERMIT	1,623	1,301	3,059	2,995	3,115	4%
3222 WATER RELEASE PERMIT	151,000	374,250	277,962	32,500	-	-100%
3223 HOME OCCUPATION/GARAGE SALES	4,183	4,547	5,133	5,345	5,558	4%
3224 USE PERMIT	-	-	-	-	-	n/a
3225 USE PERMIT	5,963	12,300	7,600	15,520	16,140	4%
3231 STREET OPENING/ENCR PERMIT	97,212	95,624	117,313	132,540	137,841	4%

Budget Comparison by Budget Year

GENERAL FUND

100 - Revenues Summary

	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	Proposed
	Actual	Actual	Actual	Projected	Proposed	vs. FY 24
	Revenues	Revenues	Revenues	Budget	Budget	+/- (%)
3232 TREE PERMITS	11,298	12,525	10,580	10,097	10,501	4%
3233 WATER ALLOCATION PERMIT	(8,000)	-	21,244	750	-	-100%
3242 OTHER LICENSES & PERMITS	308	80	213	259	269	4%
3245 SB 1473 ADMINISTRATIVE 10%	-	-	-	-	-	n/a
3246 AB 717 ADMINISTRATIVE 4%	16,611	33,584	21,969	40,010	22,979	-43%
3247 SB1186 ADMINISTRATIVE 5%	-	-	-	-	-	n/a
3301 REVENUE/RECOVERY	19,528	13,391	25,958	18,779	19,029	1%
3302 PARKING FINES	12,094	22,697	90,867	62,738	75,000	20%
3303 OTHER COURT FINES	75,553	40,974	49,165	52,645	52,781	0%
3304 PROPERTY MAINTENANCE FINES	-	2,840	100	5,506	1,514	-73%
3350 ADMINISTRATIVE CITATION	2,144	12,800	9,980	38,833	10,471	-73%
3401 INTEREST INCOME	41,735	60,452	478,080	165,973	734,942	343%
3405 LAND/CHAMBERS/EQUIP RENTAL INC	62,062	80,639	78,474	85,912	79,556	-7%
3406 PROPERTY RENT	7,500	6,005	1,995	5,635	5,635	0%
3407 RENT- CITY PROPERTIES	-	5,537	25,000	-	-	n/a
3408 GOLF COURSE RENTAL (GENERAL FUND)	100,000	121,674	136,480	200,000	200,000	0%
3409 STARBUCKS RENTAL INCOME	4,667	6,222	6,222	-	6,222	n/a
3502 HOMEOWNER PROPERTY TAX RELIEF	8,318	5,465	8,136	8,212	7,005	-15%
3504 POLICE OFFICER TRAINING STDS.	9,335	12,149	40,963	49,929	51,427	3%
3505 LAND/CHAMBERS/EQUIP RENTAL INC	15,003	-	-	-	-	n/a
3506 SB90 REIMBURSEMENT	281	12,018	30,410	15,787	50,768	222%
3509 TRAFFIC SAFETY FINES	588	380	512	1,674	459	-73%
3510 CSA 74 EMS - MONTEREY COUNTY	27,792	27,003	26,845	39,878	27,303	-32%
3541 GRANT REVENUE	173,968	54,058	25,000	257,183	-	-100%
3545 GRANT REVENUE - RENTAL ASSISTANCE	246,939	1,363,752	159,617	-	-	n/a
3547 GRANT REVENUE - REAP	-	-	161,782	-	80,000	n/a
3551 MISCELLANEOUS INCOME	329	1,742	2,591	2,474	2,166	-12%
3563 OTHER REVENUES	-	-	2,508	447	-	-100%
3601 DRUG/DUI POLICE	-	-	-	-	-	n/a
3602 VEHICLE ABATEMENT FEE	22,979	17,620	16,033	8,062	16,615	106%
3603 FIXIT TICKET FEE	1,602	1,791	2,520	2,706	2,401	-11%
3605 FINGERPRINT FEE	-	-	-	-	-	n/a
3606 ANIMAL SHELTER FEE	2,579	4,204	3,118	3,516	3,661	4%
3608 POLICE FALSE ALARM	-	1,220	240	10,839	8,339	-23%
3613 FIRE-FIREWORKS FEE	17,588	18,177	21,083	20,586	19,630	-5%
3614 FIRE CONTRACTS	156,413	271,441	164,327	224,711	227,515	1%
3623 FIRE INSPECTION-BUSINESS	3,982	6,995	8,690	10,712	13,172	23%
3628 PLAN CHECK-BLDG/FIRE SPRINKLRR	15,667	32,243	25,618	53,710	31,417	-42%
3629 FIRE FALSE ALARM	-	-	-	-	-	n/a
3652 REAL PROPERTY CERTIFICATION	32,325	40,260	22,248	22,702	30,016	32%
3653 BAR REVIEW	7,275	6,265	12,892	19,000	8,313	-56%
3654 SALE OF MAPS,PUBS,RPTS	1,174	1,160	305	9,263	885	-90%
3657 VARIANCE APPLI. FILING FEE	4,237	10,923	6,271	5,503	4,941	-10%
3658 ENVIRONMENTAL REVIEW FEE	-	-	-	5,331	-	-100%
3659 PLAN CHECK INSPECTION	7,039	5,499	10,448	10,079	6,005	-40%
3660 APPEALS/PLANNING/BAR	1,500	900	936	2,466	1,642	-33%
3661 SUBDIVISION MAP FEE	-	-	1,724	-	-	n/a
3662 MARIJUANA PERMIT APPLICATION	-	-	-	-	-	n/a
3664 PLANNING APPLICATION REVIEW	500	500	-	-	-	n/a
3665 TRAFFIC ADVISORY COMMITTEE FEE	122	1,804	408	429	583	36%
3666 ENGINEERING PLAN CHECK	25,710	15,314	28,276	12,098	19,317	60%
3667 SITE PLAN REVIEW	-	-	-	-	-	n/a
3668 ZONING/PLAN AMENDMENTS	1,091	2,763	250	4,096	2,536	-38%

Budget Comparison by Budget Year

GENERAL FUND

100 - Revenues Summary

	FY 2020-21 Actual Revenues	FY 2021-22 Actual Revenues	FY 2022-23 Actual Revenues	FY 2023-24 Projected Budget	FY 2024-25 Proposed Budget	Proposed vs. FY 24 +/- (%)
3670 JAZZ ART SHOW	-	-	-	-	-	n/a
3672 CENTER RENTALS/DEPOSITS	(3,051)	38,581	50,007	52,470	54,569	4%
3673 PRE-SCHOOL FEE	2,743	18,500	20,956	3,984	20,320	410%
3674 OTHER COMMUNITY CLASSES	5,209	25,563	32,058	25,715	29,675	15%
3675 ART COMMISSION	-	359	730	-	-	n/a
3676 SWIMMING POOL REVENUE	15,069	91,672	138,128	142,273	147,964	4%
3677 SWIMMING POOL RENT	-	924	-	1,602	1,762	10%
3679 RECREATION DAY CAMP	24,468	61,797	51,593	62,355	58,396	-6%
3683 SUMMER CONCERTS	-	1,223	206	2,693	2,800	4%
3685 PROGRAM DONATIONS- RECREATION	100	10,182	16,275	10,553	10,975	4%
3691 PARK RENTAL FEES	9,082	53,042	59,574	45,783	57,997	27%
3694 NSF FEE	-	62	-	91	93	2%
3695 SPECIAL EVENT APPLICATION	564	8,045	8,311	5,502	8,644	57%
3699 POLICE SERVICE CHARGES	24,293	29,942	43,645	42,810	44,523	4%
3709 SALE OF REAL PROPERTY	700,000	-	-	-	-	n/a
3720 MISCELLANEOUS REVENUE	57,964	33,942	102,077	45,331	68,010	50%
3721 ONE TIME REVENUE	379,167	416,467	440,000	360,000	-	-100%
3722 PROCEEDS - LRPMP	217,279	-	-	-	-	n/a
3754 OTHER FINANCING SOURCES	-	-	1,508,132	-	-	n/a
3755 LEASE PROCEEDS	-	-	483,566	-	-	n/a
3759 CAL RECYCLE	8,564	8,280	8,326	9,000	8,000	-11%
3762 REIMBURSEMENTS-CITY MANAGER	-	46,298	-	-	-	n/a
3764 REIMBURSEMENTS - ADMIN SERVICES	55,348	3,015	4,614	6,860	11,450	67%
3765 REIMBURSEMENTS - POLICE	3,396	8,424	11,147	49,944	30,545	-39%
3766 REIMBURSEMENTS - FIRE	161,762	221,694	131,753	76,665	180,000	135%
3767 REIMBURSEMENTS - PUBLIC WORKS	11,329	15,556	8,179	34,522	36,810	7%
3768 REIMBURSEMENTS - OTHER	6,000	110	-	2,500	2,500	0%
3769 REIMBURSEMENTS- PLNG&ECON DEV	4,975	-	27,643	15,000	15,000	0%
3770 REIMBURSEMENTS-CITY CLERK	2,298	-	-	250	500	100%
3771 REIMBURSEMENTS - FIREWORKS	-	-	-	-	-	n/a
3772 REIMBURSEMENTS-POLICE SRO	-	563	-	18,103	-	-100%
3773 REIMBURSEMENTS-BUILDING DEPT	-	-	-	-	-	n/a
3775 EMPLOYEE HOME LOAN PAYMENT	-	-	-	-	-	n/a
3777 LOAN REVENUE 2020 eMERGENCY	-	-	22,500	-	-	n/a
3778 REIMBURSEMENTS-CITY ATTORNEY	-	-	-	17,447	18,145	4%
3779 REIMBURSEMENTS-RECREATION	-	-	-	-	100,000	n/a
3790 DONATIONS	-	4,000	-	2,694	5,000	86%
3795 UNCLAIMED REVENUE	-	14,222	(7,111)	-	-	n/a
3799 CASH OVER/SHORT	48	569	(81)	100	-	-100%
3800 CONTRA REVENUE - UUT ADMIN COSTS	-	(9,635)	(19,362)	-	-	n/a
3801 CONTRA REVENUE - SALES & USE TAX	-	-	(134,453)	(90,696)	-	-100%
3802 CONTRA REVENUE - INVESTMENT INCOME	-	-	(59,109)	-	-	n/a
Total	\$ 42,468,338	\$ 45,908,062	\$ 49,704,755	\$ 46,945,630	\$ 48,208,077	3%

GENERAL FUND EXPENDITURES

Budget Comparison by Budget Year

GENERAL FUND

Expenditures by Function/Program

	FY 2020-21 Actual Expenditures	FY 2021-22 Actual Expenditures	FY 2022-23 Actual	FY 2023-24 Projected Budget	FY 2024-25 Proposed Budget	Proposed vs. FY 24 +/- (%)
Expenditures						
Legislative Body	\$ 284,898	\$ 439,308	\$ 490,458	\$ 1,434,250	\$ 1,018,113	-29%
City Manager	400,275	895,947	\$ 1,293,521	1,532,417	934,578	-39%
City Clerk	392,290	298,376	\$ 302,895	320,539	796,080	148%
City Attorney	456,201	890,936	\$ 905,893	1,043,467	1,173,508	12%
Human Resources & Risk Management	550,317	761,560	\$ 935,056	934,514	910,902	-3%
Finance Department	1,017,516	1,219,368	\$ 1,422,150	1,419,965	1,615,760	14%
Community, Housing & Economic Development						
Community Development	237,579	295,179	\$ 313,524	441,937	469,098	6%
Economic Development	1,030,643	2,965,812	\$ 3,498,446	860,887	745,864	-13%
Planning	372,463	399,899	\$ 770,349	699,405	980,821	40%
Building and Code Enforcement	580,112	773,571	\$ 893,578	1,198,816	1,433,337	20%
Police Department	12,288,972	13,208,895	\$ 13,668,362	14,107,660	15,909,759	13%
Fire Department	7,522,040	8,836,530	\$ 9,741,617	10,081,470	10,449,859	4%
Public Works/Engineering	4,492,292	3,880,285	\$ 5,378,616	6,152,644	6,764,450	10%
Recreation	2,121,105	3,462,808	\$ 4,548,270	5,300,261	5,756,739	9%
Subtotal Expenditures	31,746,704	38,328,473	44,162,734	45,528,230	48,958,867	8%
Administrative Allocation	(1,344,047)	(1,331,538)	(1,421,376)	(2,238,401)	(2,825,136)	26%
Transfer Out	1,657,365	5,024,669	5,110,935	8,759,918	8,606,677	-2%
Total Expenditures- General Fund	\$ 32,060,022	\$ 42,021,604	\$ 47,852,293	\$ 52,049,747	\$ 54,740,408	5%

General Fund expenditures (excluding transfers-out and administrative allocations) in FY 2023-24 are projected at \$45.5M. Expenditures are proposed to increase to \$48.9M in FY 2024-25. Overall, the General Fund appropriations budget is proposed to increase \$3.4M or 7% over the previous fiscal year. When transfers-out and administrative allocations are included, the City budget is approximately \$54.7. Transfers out are comprised of \$4.3M in Capital Improvement Program funding, \$2.0M in operating transfers, and new for FY 24-25 a transfer from the unassigned fund balance to support streets operations. 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 decrease 29% or \$416k in FY 2024-25. Most of this decline is the result of \$850,000 legal settlement payment that took place in fiscal year 2023-24. By controlling for this payment, the legislative budget increased \$400k. One significant budget increase is the Neighborhood Improvement Committee budget, which is forecast to be \$398k, which is \$300k higher than actual spending projected in the previous year. The NIC budget is estimated at 50% of the City's short-term rental transient occupancy tax.

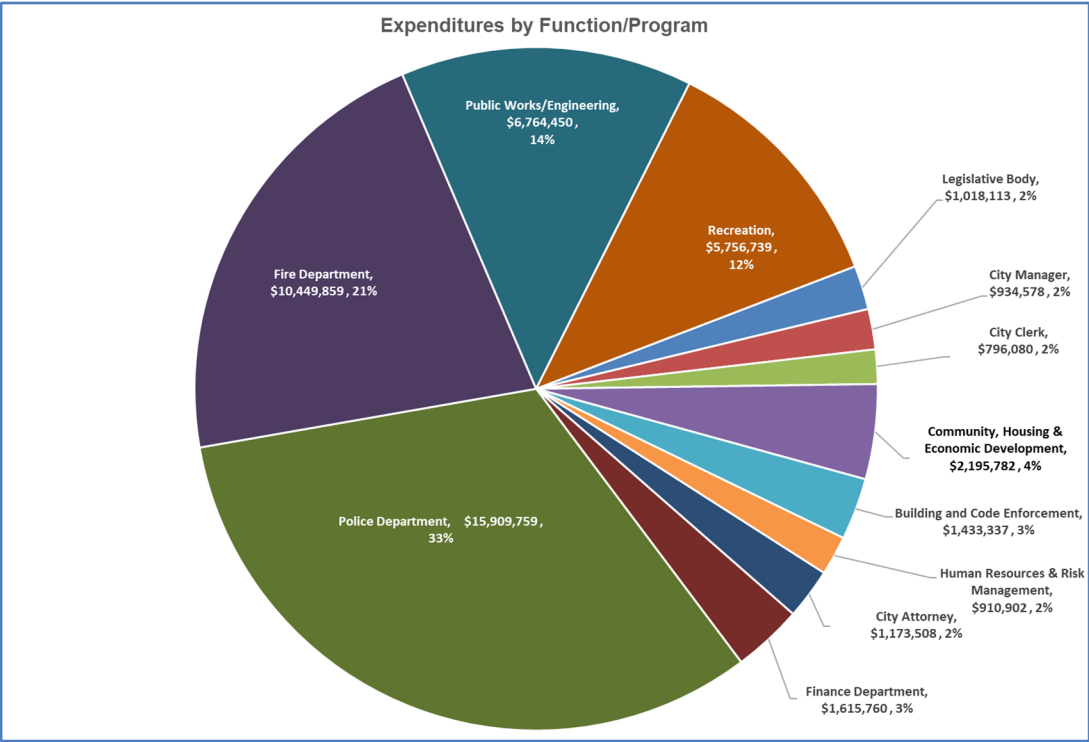
The **City Manager's** office is expected to decrease 39% or \$597k in FY 2024-25. This decline was due to a technical reclassification of 2 full-time positions to the City Clerk budget. Personnel costs are budgeted to decline \$444k due to vacancies in the City Manager and Assistant City Manager positions. The Declines in the City Manager budget were augmented by a significant offset from the cost allocation plan allocation.

The **City Clerk’s** budget increased 148% or \$475,542 due to a technical reclassification of two full-time positions, as mentioned previously. Furthermore, an increase of 176k was due to costs associated for the 2024 election.

The **Police Department** is budgeted to increase \$1.8M or 13%. Nearly all of the variance may be attributed to personnel costs, which are expected to increase by \$1.3M as the department continues to rebuild its police force and cost of living adjustments take effect. It should be noted that the Police Department continues to struggle filling vacancies. These struggles are by no means unique to the City of Seaside. Police Departments throughout the state and the nation continue to struggle filling vacancies. The fiscal year budget includes amounts for the following vacant positions: Five Police Officers and one Records Technician. In an effort to present the Council with a balanced budget, the Police Department opted to freeze the Deputy Chief position, 1 Police Officer position, and 1 Administrative Analyst position.

The **Fire Department** is budgeted to increase \$368k or 4%. Personnel costs are expected to increase by \$585k as cost of living adjustments take effect. There was a notable decrease in capital outlay & debt for the Fire Department budget due to large capital purchases in fiscal year 2023-24, which included a fire engine and 3 incident command vehicles. This year, service & supplies expenditures for the Fire Department include budget for contract services (\$100k) related to development permits. This cost, however is offset by reimbursement revenue which will be attributed to the department. Furthermore, funding to pursue a new fire engine for the Fire Department will appear in the Capital Improvement Section of the budget.

Significant variances for other departments, such as **Human Resources, Finance, Public Works/Engineering** and **Recreation**, are discussed in the “All Funds” section of the budget.



Budget Comparison by Budget Year

GENERAL FUND

Expenditures by Category

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Projected Budget	FY 2024-25 Proposed Budget	Proposed vs. FY 24 +/- (%)
Expenditures						
Personnel Services	\$23,233,852	\$27,153,691	\$30,422,880	\$31,915,229	\$34,838,950	9%
Services & Supplies	5,553,931	7,899,860	10,230,038	9,383,560	9,765,142	4%
Internal Service Charge	2,411,946	2,135,415	2,528,925	2,406,017	3,095,134	29%
Capital Outlay-Projects	357,059	901,620	566,360	1,263,152	727,127	-42%
Debt Service	189,914	237,888	414,531	560,273	532,514	-5%
Administrative Allocation	(1,344,047)	(1,331,538)	(1,421,376)	(2,238,401)	(2,825,136)	26%
Subtotal Expenditures	30,402,657	36,996,935	42,741,358	43,289,829	46,133,731	7%
Transfer Out	1,657,365	5,024,669	5,110,935	8,759,918	8,606,677	-2%
Total Expenditures- General Fund	\$32,060,022	\$42,021,604	\$47,852,293	\$52,049,747	\$54,740,408	5%

Discussion of Significant Variances - Expenditures by Category

Personnel Services costs are the largest category of expenditures in the General Fund, representing 72% of the expenses for FY 2024-25. Overall, personnel costs will increase \$2.9M on a year over year basis or 9%. Personnel turnover in key positions has unfortunately offset many of the City's recruiting successes during the fiscal year 2023-24. The effort to recruit management positions, including a City Manager, therefore will continue into fiscal year 2024-25. Positions proposed to be frozen include a Police Deputy Chief, a Police Officer, a Building Inspector, a Senior Engineer, a Maintenance Field Supervisor, a Building Maintenance Specialist, a Maintenance Worker III, an Administrative Analyst, an Administrative Assistant, a Communications and Public Engagement Coordinator, and a Risk Management Technician.

The **Services & Supplies** category is budgeted to increase 4% or \$381K in FY 2024-25. The year over year increase is largely due the increase costs of supplies due to inflation. To balance the impact of inflations, department's limited additional supplies and equipment purchases to help maintain an operating surplus. Also, the rental assistance program that was funded by a grant from the United Way will not continue into FY2024-25. Notable increases also include the continued contribution to the Neighborhood Improvement Commission (\$398k).

The **Capital Outlay-Projects** category is budgeted to decrease 42% or \$536k in FY 2024-25. Capital spending can be irregular due to project timing and funding availability. The Fire Department completed the purchase of 3 incident command vehicles and 1 fire engine in 2023-24. With no similar purchase budgeted in fiscal year 2024-25 the department shows a budget decrease for capital outlay.

Transfers-Out are budgeted at \$8.6M. Transfers out are comprised of \$4.3M in Capital Improvement Program funding, \$2.0M in operating transfers, and \$2.3 million to streets. The proposed funding source for the general fund CIP costs in FY 2024-25 and the transfer to streets operations 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 pages 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 2023-24 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 for the fiscal year 2024-25 budget:

- FY2023-24 budget amendments were added
- FY2023-24 projected results were updated

OPERATING OUTLOOK

Late in fiscal year 2021-22, the City agreed to three year labor agreements with all labor groups. This provides more accurate long term forecasting in the area of personnel costs, which is the City's largest cost. Personnel costs are expected to increase steadily over the next several years, particularly pension costs. One mitigation effort the City has adopted to offset rising pension costs, was establishment of a Section 115 Trust on December 1 of 2022. The initial Trust funding and investment returns are expected to provide a modest \$2.86M in pension saving over the next 23 years.

Fire Department personnel costs are expected to push personnel costs up significantly in FY 2027 as Fire Station #2 is planned to come online. Increasing costs will of course also result in increased rainy day reserve levels.

Overall, operating results are expected to produce small increases over the next few years. Those surpluses, however are not large enough to support the current level of capital spending, and streets operations, while at the same time increasing the balance in the City's 115 Pension Trust and keeping pace with increased rainy day reserve levels.

The City Council has appropriated or committed various and significant amounts of fund balance in the first half of fiscal year 2024-25. Those amounts are reflected in the long term forecast in terms of decreasing "unassigned" fund balance.

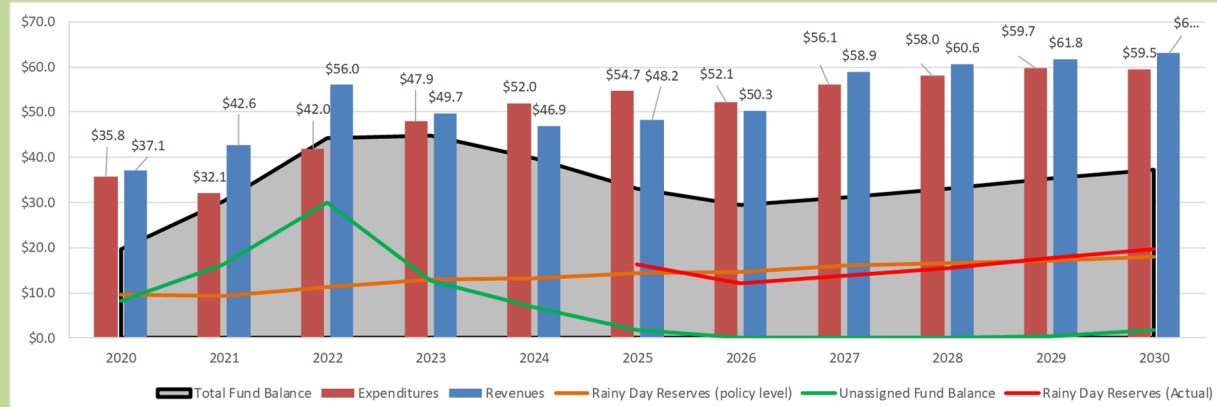
DEVELOPMENT OUTLOOK

Three notable development projects are expected to increase City costs for services and infrastructure, as well as generating revenue; Seaside Resort Development, Campus Town and Main Gate. All three of the projects are expected to increase sales tax and property tax. The Seaside Resort Development and Campus Town Project will also generate significant transient occupancy taxes. The long term forecast uses results of Fiscal Impact Analyses (prepared by outside consultants) where possible and nets revenue and expense so as to make the net effect easier to discern. The City is committed to seeing these projects through and the fiscal impact for the City's operations is likely to be a net positive.

OVERALL OUTLOOK

The LTF indicates that the City may be in a good financial position for the next five years. Substantial capital outlays and other transactions over the course of fiscal year 2024 and proposed for fiscal year 2025 have far outpaced assumptions used in the long term forecast. The net result is that years 2026 thru 2029 are showing a negative unassigned fund balance. Negative fund balance equates to the amount by which the City's rainy day reserves are below policy levels (see the red trend line in the LTF chart). To avoid dipping below Rainy Day policy levels, the City will have to prioritize spending and make challenging choices over the next few years.

Long Term Forecast



Fiscal Year	Year - 4	Current FY B.	Current FY EOY	Projection Year 1	Year 2	Year 3	Year 4	Year 5	Year 6		
	Actual	Actual	Actual	Audited Results	Projected Results	Proposed Budget	Projected	Projected	Projected	Projected	
	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
REVENUES											
Sales, Use & Transaction Tax	13,751,243	17,794,977	19,903,626	20,287,290	19,930,411	20,319,003	20,400,279	20,706,283	21,327,472	21,967,296	22,626,315
Property Tax	8,493,623	9,407,980	10,030,828	12,078,650	11,249,306	11,387,579	12,005,785	12,578,404	13,165,686	13,773,812	14,400,393
Transient Occupancy Tax	3,038,525	2,662,172	4,121,251	4,129,418	4,374,080	4,702,854	4,776,511	4,872,041	4,969,482	5,068,871	5,170,249
Sales of Real/Personal Property	-	-	-	-	-	-	-	-	-	-	-
Utility User Tax	2,405,125	2,803,550	2,744,471	3,071,788	2,935,843	3,053,277	3,175,408	3,302,425	3,368,473	3,435,843	3,504,559
Franchise Fees	1,288,511	1,764,355	1,899,159	1,928,742	1,977,733	2,126,063	2,163,269	2,206,534	2,250,665	2,295,678	2,341,592
Marijuana Receipts Tax	1,209,596	1,416,668	1,198,045	967,985	961,436	951,821	1,008,931	1,049,288	1,080,767	1,113,190	1,146,585
Other Revenues	6,878,513	6,618,637	6,010,683	7,240,883	5,516,821	5,667,480	6,331,576	6,536,921	6,697,256	6,862,401	7,031,618.80
Developer Deposits	-	-	959,369	-	-	-	-	-	-	-	-
Transfer In	-	118,983	9,175,575	-	-	-	-	-	-	-	-
Water Fund Loan Repayment	-	-	-	-	-	-	394,838	394,838	394,838	394,838	394,838
Campus Town Land Sale	-	-	-	-	-	-	-	-	-	-	-
Projected SRD; net revenue	-	-	-	-	-	-	-	3,134,478	3,188,715.96	3,146,108.56	3,101,706.82
Proected Maingate/Campus Town; net revenue	-	-	-	-	-	-	-	4,110,910	4,112,880.18	3,708,322.51	3,286,727.56
Total Revenues	37,065,136	42,587,321	56,043,006	49,704,755	46,945,630	48,208,077	50,256,596	58,892,121	60,556,234	61,766,360	63,004,585
EXPENDITURES BY TYPE											
Personnel Services											
Salaries & Overtime	16,000,725	13,650,954	16,237,862	18,097,874	19,196,675	21,752,787	22,373,984	24,664,266	25,404,191	26,166,314	27,694,392
Benefits	9,244,554	9,574,583	10,916,383	12,325,950	6,282,501	13,086,163	6,914,391	7,535,424	7,883,908	8,204,369	8,493,126
Total Personnel Services	25,245,279	23,225,537	27,154,245	30,423,823	31,771,576	34,838,950	36,994,181	39,542,269	40,997,808	42,388,780	44,526,339

BUDGET SUMMARY – GENERAL FUND

Services & Supplies	4,474,898	5,591,334	7,918,652	10,230,038	9,383,560	9,765,142	8,233,198	10,000,691	10,300,712	10,506,726	10,716,860
Internal Service Charge	2,024,982	2,414,863	2,135,415	2,528,925	2,406,017	3,095,134	3,249,891	3,379,886	3,481,283	3,550,909	3,621,927
Operating Transfer Out	2,517,092	810,540	1,426,159	3,316,459	2,366,834	1,988,546	1,301,279	1,328,012	1,353,389	1,384,515	1,414,066
Debt Service	710,915	189,914	237,888	414,531	560,273	532,514	663,429	698,415	731,297	751,833	714,473
Non-project Capital	1,207,323	282,296	888,962	566,360	1,253,152	727,127	341,698	355,366	366,027	373,348	380,814
Debt Service Fire Station #2	-	-	-	-	-	-	-	825,000	825,000	825,000	825,000
Administrative Allocation	(1,304,327)	(1,344,047)	(1,331,538)	(1,421,376)	(2,238,401)	(2,825,136)	(2,938,141)	(3,055,667)	(3,147,337)	(3,241,757)	(3,339,010)
Total Operating Expenditures	34,876,163	31,170,438	38,429,783	46,058,761	45,659,263	48,122,277	47,845,534	53,073,973	54,908,179	56,539,353	61,652,636
Operating Surplus/(Deficit)	2,188,974	11,416,883	17,613,223	3,645,995	1,286,367	85,800	2,411,063	5,818,149	5,648,055	5,227,007	6,763,889
Capital Outlay	931,830	940,757	3,598,510	1,794,473	6,333,084	4,277,848	4,231,271	3,040,522	3,086,737	3,118,472	3,150,841
Transfer Out to Streets	-	-	-	-	-	2,340,283	2,000,000	1,000,000	500,000	-	-
Net Change in Fund Balance	1,257,144	10,476,126	14,014,713	1,851,522	(5,046,717)	(6,532,331)	(3,820,208)	1,777,627	2,061,318	2,108,535	2,102,120
End of Year Fund Balance	19,815,169	30,291,295	44,306,008	44,753,707	39,706,990	33,174,658	29,354,450	31,132,077	33,193,395	35,301,930	43,210,184
Less Rainy Day Reserves	9,045,764	11,459,000	11,759,718	13,079,195	13,832,422	14,436,683	14,742,210	16,086,379	16,653,330	17,159,474	17,873,880
Less Restricted Balances	2,425,725	2,655,428	2,651,869	18,860,969	19,155,304	16,931,136	17,181,136	17,431,136	17,681,136	17,681,136	17,681,136
Unassigned Fund Balance	8,343,680	16,176,867	29,894,421	12,813,543	6,719,264	1,806,839	(2,568,896)	(2,385,438)	(1,141,071)	461,320	7,655,168



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INTERFUND TRANSFERS

Summary Schedule of Transfers:

Fund #	Fund Name	Net Transfers
100	General Fund	8,606,677
200	CDBG	340,000
210	Streets Fund	(2,340,283)
211	Measure X non-bond	1,944,605
212	Transportation Capital Projects	(13,215,086)
214	Streets Fund	837,075
225	State Grants	9,943,708
226	Federal Grants	1,872,000
246	City Affordable Housing	(335,688)
247	Housing Non-profit	(79,090)
251	Senior Programs	(50,000)
256	Swimming Pool Fund	-
271	Stormwater	(2,038,989)
297	Merged Housing	79,090
342	Parks Improvements	(2,876,000)
343	Special Projects	(300,000)
344	Government Facilities Capital	(1,420,000)
356	Cutino Bond Fund	(375,869)
357	Measure X Debt Service	(642,150)
602	Recreation Endowment	50,000
		<u>0</u>

Detail Schedule of Transfers

Purpose	Class	Fund #	Fund Name	Transfer Out	Fund #	Fund Name	Transfer In
CIP - Streets (City MOE)	Capital	100	General Fund	1,110,556	212	Transportation Capital Projects	(1,110,556)
CIP - Streets (Operations)	Capital	100	General Fund	2,340,283	210	Transportation Operations	(2,340,283)
Short Term Rental Revenue	Operating	100	General Fund	398,688	246	City Affordable Housing	(398,688)
Stormwater Funding	Operating	100	General Fund	1,213,989	271	Stormwater	(1,213,989)
CIP - Stormwater Funding	Capital	100	General Fund	825,000	271	Stormwater	(825,000)
CIP -Parks Improvements	Capital	100	General Fund	685,292	342	Parks Improvements	(685,292)
CIP Funding - various projects	Capital	100	General Fund	300,000	343	Special Projects	(300,000)
CIP Funding - various projects	Capital	100	General Fund	1,357,000	344	Government Facilities Capital	(1,357,000)
Bond payment	Operating	100	General Fund	375,869	356	Cutino Park Bond Fund	(375,869)
Cutino Park Capital Project	Capital	200	CDBG	340,000	212	Transportation Capital Projects	(340,000)
Streets Captial Projects - RSTP	Capital	210	Streets Fund	-	212	Transportation Capital Projects	-
Streets Captial Projects - Measure X	Capital	211	Measure X non-bond	1,302,455	212	Transportation Capital Projects	(1,302,455)
Measure X bond payment	Operating	211	Measure X non-bond	642,150	357	Measure X Debt Service	(642,150)
Streets Captial Projects - SB1	Capital	214	Streets Fund	837,075	212	Transportation Capital Projects	(837,075)
Capital Inprovement Affordable Housing	Capital	225	State Grants	9,625,000	212	Transportation Capital Projects	(9,625,000)
Capital Inprovement Affordable Housing	Capital	225	State Grants	318,708	342	Parks	(318,708)
Capital Inprovement Affordable Housing	Capital	226	Federal Grants	1,872,000	342	Parks	(1,872,000)
Capital Inprovement Affordable Housing	Capital	246	Affordable Housing Fund	63,000	344	Government Facilities Capital	(63,000)
Pool Repairs	Capital	256	Swimming Pool Fund	-	344	Government Facilities Capital	-
Support for Housing Non-profit	Capital	297	Merged Housing Fund	79,090	247	Housing Non-profit	(79,090)
Funding for Senior Programs	Operating	602	Recreation Endowment	50,000	251	Senior Programs	(50,000)
				<u>\$ 23,736,155</u>			
							<u>\$ (23,736,155)</u>



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APPROPRIATIONS LIMIT

CITY OF SEASIDE
APPROPRIATION LIMIT
FOR FISCAL YEAR 2024-25

2023-24 Appropriation Limit		\$ 43,042,300
2024-25 Appropriations Limit Adjustment Factors		
Increase in per Capita Personal Income	1.0379	
Population Change (City Factor)	1.0004	
Combined Factor		1.03831516
2024-25 Appropriation Limit		<u>\$ 44,691,473</u>
2024-25 Appropriations Subject to Limit		<u>\$ 41,170,792</u>
2024-25 Limit in Excess of Appropriations		<u>\$ 3,520,680</u>



THE MAYOR & CITY COUNCIL

Mayor & City Council

Divisions

City Council | Council Commissions

Who We Are:

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 authorizes 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 also 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.

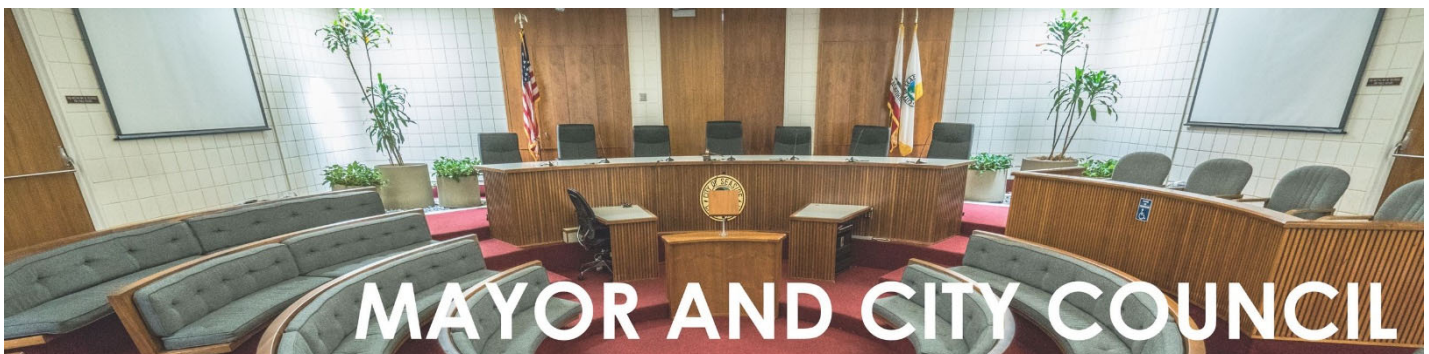
Fiscal Year 2024 Accomplishments and Fiscal Year 2025 Goals:

The Seaside City Council's 2024 fiscal year was one of significant accomplishment and community impact. The Council spearheaded numerous initiatives that enhanced the city's quality of life, safety, and economic vitality.

One of the Council's standout achievements was the reinstatement of the beloved Farmer's Market, which celebrated its one-year anniversary in June 2024. The market has not only provided a vibrant space for local vendors and businesses but also fostered a sense of community connection and access to fresh, local produce.

Addressing the critical need for affordable housing, the Council secured requirements for 21 affordable dwelling units at 1620 Broadway through a Density Bonus Agreement. This initiative is a significant step towards creating a more inclusive and accessible community.

The Seaside City Council's accomplishments in the 2024 fiscal year reflect a commitment to progress, inclusivity, and the well-being of all residents. Through their various initiatives and policies, the Council has laid a strong foundation for a brighter future for Seaside.



Budget Summary Mayor & Council

AUTHORIZED POSITIONS	FY2023 Actual	FY2024 Projected	FY2025 Proposed
Number of Full-Time Employees	5	5	5
DEPARTMENTAL EXPENDITURES			
Personnel Services	\$ 65,231	\$ 58,866	\$ 51,112
Services & Supplies	\$ 386,990	\$ 1,335,907	\$ 866,610
Capital Outlay and Debt	\$ 5,617	\$ 15,000	\$ 65,000
Internal Services & Central Support Charges	\$ (183,486)	\$ (191,725)	\$ (166,867)
Total Expenditures	<u>\$274,352</u>	<u>\$1,218,048</u>	<u>\$ 815,855</u>
DEPARTMENTAL REVENUES			
General Taxes	<u>\$274,352</u>	<u>\$1,218,048</u>	<u>\$815,855</u>
Total Revenues	<u>\$ 274,352</u>	<u>\$ 1,218,048</u>	<u>\$ 815,855</u>

MANAGING DEPARTMENT: Legislative Body
The Mayor & City Council

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-1010-0001	SALARIES	\$ 24,428	\$ 24,000	\$ 17,000	\$ 22,368	\$ 24,000
	BENEFITS	40,648	48,591	14,776	36,276	928
100-1010-0006	WORKERS COMPENSATION	154	222	222	222	184
100-1010-0020	PART-TIME HOURLY WAGES	-	-	-	-	26,000
100-1010-1036	LAFCO ANNUAL CHARGES	46,967	52,465	35,187	39,349	55,100
100-1010-1043	STATE LOBBYIST	-	84,000	24,500	84,000	80,000
100-1010-3095	DEPARTMENT CONSUMABLES	14,015	14,000	7,101	8,776	12,000
100-1010-4114	MEETINGS & TRAINING - CM MILLER	1,714	2,500	675	-	2,500
100-1010-4115	MEETINGS & TRAINING - MAYOR OGLESBY	5,364	6,000	2,207	4,524	6,000
100-1010-4116	MEETINGS & TRAINING - CM BURKE	-	-	-	-	2,500
100-1010-4117	MEETINGS & TRAINING - MPT PACHECO	140	2,500	100	1,350	2,500
100-1010-4118	MEETINGS & TRAINING - CM GARCIA-ARRAZOLA	1,344	2,500	-	1,250	2,500
100-1010-4119	MEETINGS & TRAINING - PRIOR CM	2,478	2,500	-	1,250	-
100-1010-4122	DUES & MEMBERSHIP	3,249	2,500	1,576	1,250	2,500
100-1010-7151	MNTRY BAY AIR RESOURCES DIST	16,034	16,034	15,491	15,491	16,100
100-1010-7160	COMMISSIONER APPRECIATION	-	-	-	-	8,000
100-1010-7161	LEAGUE OF CALIFORNIA CITIES	13,949	14,220	-	14,220	14,220
100-1010-7164	ASSOC. OF MNTRY BAY AREA GOVT	5,676	5,676	5,663	5,663	5,800
100-1010-7165	COMMUNITY EVENT SUPPORT	6,447	10,000	50	10,000	10,000
100-1010-7166	MCCVB	120,162	100,662	51,726	100,662	117,202
100-1010-7167	COMMUNITY FIREWORKS EVENT	17,138	-	-	-	-
100-1010-7170	COMMUNITY SUPPORT	78,322	80,000	39,145	80,000	57,000
100-1010-7176	FAMILY CARE - COUNCIL MEMBERS	19	-	-	-	-
100-1010-7186	PETROVICH SETTLEMENT	-	-	-	850,000	-
100-1010-8127	CITY HALL IMPROVEMENTS	5,617	30,000	11,615	15,000	65,000
	CENTRAL SERVICES AND INTERNAL CHARGES	(184,165)	(195,552)	(85,538)	(195,552)	(170,249)
Total		\$ 219,703	\$ 302,818	\$ 141,496	\$ 1,096,099	\$ 339,785

**MANAGING DEPARTMENT: Recreation
Art & History Commission**

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-1320-3095	DEPARTMENT CONSUMABLES	\$ 3,157	\$ 3,500	\$ 125	\$ 1,777	\$ 3,500
100-1320-7171	COMMISSION ACTIVITIES	-	-	-	-	7,500
100-1320-7301	ART INSTALLATION/MURAL	-	5,000	-	5,000	5,000
Total		\$ 3,157	\$ 8,500	\$ 125	\$ 6,777	\$ 16,000

**MANAGING DEPARTMENT: Recreation
Recreation & Parks Commission**

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-1330-3095	DEPARTMENT CONSUMABLES	\$ 2,431	\$ 3,500	\$ 877	\$ 2,502	\$ 16,500
Total		\$ 2,431	\$ 3,500	\$ 877	\$ 2,502	\$ 16,500

**MANAGING DEPARTMENT: Recreation
Homeless Committee**

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-1340-1024	COMMUNITY SUPPORT	\$ -	\$ 3,500	\$ 3,500	\$ 3,500	\$ 2,500
100-1340-3095	DEPARTMENT CONSUMABLES	-	-	-	-	25,000
Total		\$ -	\$ 3,500	\$ 3,500	\$ 3,500	\$ 27,500

**MANAGING DEPARTMENT: Building and Code Enforcement
Neighborhood improvement Commission**

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-1350-2053	OUTSIDE PRINTING SERVICE	\$ 127	\$ -	\$ 190	\$ 190	\$ -
100-1350-3095	DEPARTMENT CONSUMABLES	344	-	193	193	-
100-1350-7169	NEIGHBORHOOD IMPROVEMENTS	46,769	97,959	10,148	97,959	398,688
	CENTRAL SERVICES AND INTERNAL CHARGES	679	3,827	1,913	3,827	3,382
Total		\$ 47,919	\$ 101,786	\$ 12,444	\$ 102,169	\$ 402,070

**MANAGING DEPARTMENT: Community Development
Environmental Committee**

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-1360-3095	DEPARTMENT CONSUMABLES	\$ -	\$ 3,500	\$ -	\$ 1,750	\$ 3,500
Total		\$ -	\$ 3,500	\$ -	\$ 1,750	\$ 3,500

**MANAGING DEPARTMENT: Planning
Planning Commission**

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-1370-3095	CONSUMABLES	\$ -	\$ 3,500	\$ -	\$ 1,750	\$ 3,500
Total		\$ -	\$ 3,500	\$ -	\$ 1,750	\$ 3,500

**MANAGING DEPARTMENT: Economic Development
Commission on Jobs Opportunities & Business (C-Jobs)**

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-1385-3095	DEPARTMENT CONSUMABLES	\$ 1,143	\$ 3,500	\$ -	\$ 1,750	\$ 3,500
Total		\$ 1,143	\$ 3,500	\$ -	\$ 1,750	\$ 3,500

**MANAGING DEPARTMENT: Police
Citizen / Police Committee**

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-1390-3095	DEPARTMENT CONSUMABLES	\$ -	\$ 3,500	\$ -	\$ 1,750	\$ 3,500
Total		\$ -	\$ 3,500	\$ -	\$ 1,750	\$ 3,500



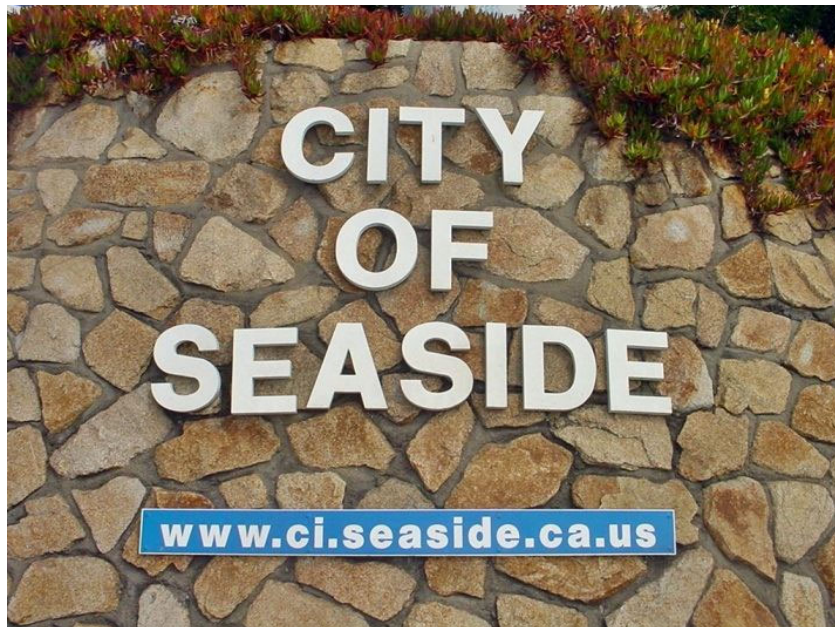
CITY MANAGER

City Manager

Divisions City Manager

Who We Are:

The City Manager acts as the policy principal advisor to the City Council. Making recommendations on items placed before the City Council for action. Follows up on City Council decisions and implements City Council Policy; directs the operations of the City and supervises the Department Heads; presents a recommended budget, and serves as the Executive Director of the Successor Agency and Seaside County Sanitation District.

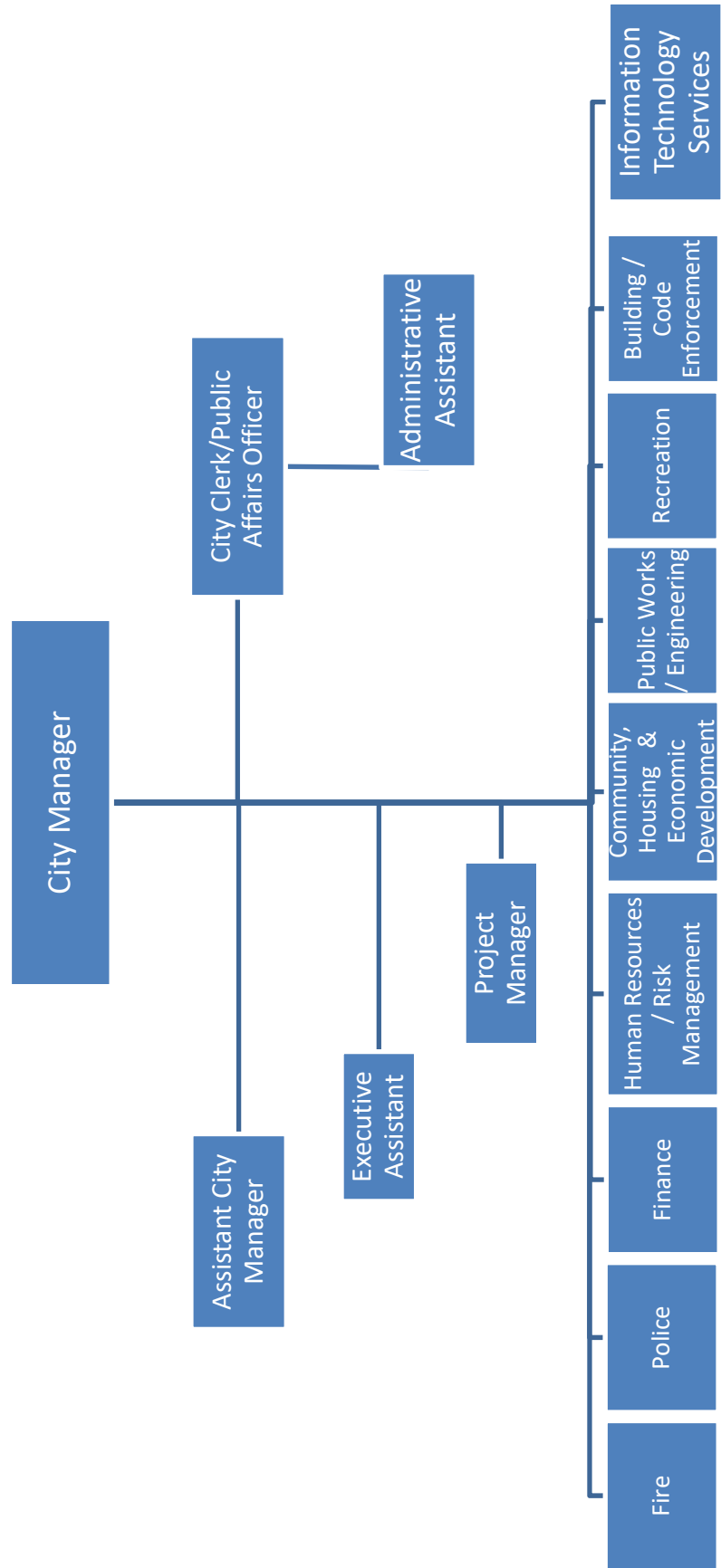


Fiscal Year 2024 Accomplishments and Fiscal Year 2025 Goals:

The City Manager focused on moving key projects forward and keeping them on track. Those projects include the Grand Hyatt Hotel, Campus Town development and The Main Gate development. The City Manager's Office strengthened the partnership with MPUSD with continued work on the safe routes program, facilitated an internship student program with CSUMB and created a community program to assist seniors, disabled and low-income families with keeping their yards maintained (HIGH-5 program).

The strategic goals for 2025 include, continued efforts to secure water for future City development; creating a jobs training program; finalizing the general plan, and continuing to undertake programmatic enhancements to downtown. Additionally, the Grand Hyatt Hotel Project and Campus Town Project continue to press forward and remain immediate and future goals of the City Manager.

City Manager's Office



Budget Summary City Manager

AUTHORIZED POSITIONS	FY2023 Actual	FY2024 Projected	FY2025 Proposed
Number of Full-Time Employees	4	5	4
DEPARTMENTAL EXPENDITURES			
Personnel Services	\$ 1,002,108	\$ 1,248,727	\$ 804,415
Services & Supplies	\$ 230,167	\$ 244,015	\$ 64,000
Capital Outlay and Debt	\$ 10,301	\$ 480	\$ 10,000
Internal Services & Central Support Charges	\$ (359,722)	\$ (782,655)	\$ (1,056,480)
Total Expenditures	<u>\$882,854</u>	<u>\$710,568</u>	<u>\$ (178,065)</u>
DEPARTMENTAL REVENUES			
General Taxes	<u>\$882,854</u>	<u>\$710,568</u>	<u>(\$178,065)</u>
Total Revenues	<u>\$ 882,854</u>	<u>\$ 710,568</u>	<u>\$ (178,065)</u>

MANAGING DEPARTMENT: City Manager
City Manager Administration

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-2010-0001	SALARIES	\$ 605,853	\$ 774,569	\$ 382,892	\$ 774,569	\$ 523,924
100-2010-0002	OVERTIME	2,566	-	5,991	4,571	2,225
	BENEFITS	390,542	377,350	216,061	384,394	273,986
100-2010-0006	WORKERS COMPENSATION	1,888	2,716	2,716	2,716	2,254
100-2010-0020	PART-TIME HOURLY WAGES	889	-	52,300	80,452	-
100-2010-1024	COMMUNITY RELATIONS	46,100	68,000	2,156	68,000	5,000
100-2010-1029	TRAINING & EDUCATION	2,688	5,000	2,025	5,000	1,000
100-2010-1030	CONSULTANT	145,032	134,553	103,631	143,631	50,000
100-2010-1033	FITNESS PROGRAM	370	2,025	562	2,025	2,025
100-2010-2044	COPIER SERVICES	2,030	2,000	2,055	3,907	1,000
100-2010-2053	OUTSIDE PRINTING SERVICE	784	1,000	5,330	2,502	-
100-2010-2074	BANK FEES & MISC CHARGES	652	-	-	-	-
100-2010-3095	DEPARTMENT CONSUMABLES	11,697	15,000	5,207	15,000	5,000
100-2010-4121	MEETINGS & TRAVEL	203	4,000	1,311	2,474	1,000
100-2010-4122	DUES & MEMBERSHIP	900	3,000	-	3,000	1,000
100-2010-4123	BOOKS & PERIODICALS	14	500	-	250	-
100-2010-4124	MAIL SERVICES	-	500	-	250	-
100-2010-7171	COMMISSION ACTIVITIES	20,067	-	-	-	-
100-2010-8187	DEPARTMENT EQUIPMENT	10,301	8,500	240	480	10,000
	CENTRAL SERVICES AND INTERNAL CHARGES	(359,722)	(782,655)	(371,730)	(782,655)	(1,056,480)
Total		\$ 882,854	\$ 616,058	\$ 410,747	\$ 710,568	(\$ 178,065)



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***PUBLIC AFFAIRS &
CITY CLERK***

City Clerk

Divisions

City Clerk | Elections

Who We Are:

The City Clerk is the information and affairs 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 oversees the support of the Mayor and City Council, manages the City records, and serves as the City's Public Affairs Officer by overseeing and working with the Communications team, 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 ensuring the City's legislative processes are open and transparent. This office offers friendly customer service, knowledgeable staff, and easy accessibility through technology; manages elections administration, coordinates with all city departments through the agenda management program, processing all legislative actions, preserving of Seaside's legislative history, 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

Fiscal Year 2024 Accomplishments and Fiscal Year 2025 Goals:

During fiscal year 2023-2024, the City Clerk/Public Affairs officer made significant contributions to the City of Seaside: the production of the Seaside City News broadcast, ensuring residents have access to important information. Recognizing the need for inclusivity, they initiated and established Spanish translation services for City Council meetings via Zoom, along with Spanish translations of the agenda. Committed to professional development, they provided training support to over 200 California City Clerks at the Technical Training for Clerks Institute at UC Riverside. Their work extended beyond the City as they maintained strong intergovernmental affairs by coordinating with agencies like Monterey 1 Water, CSUMB, the Monterey Bay Football Club, and Monterey Peninsula College. To enhance internal efficiency, they cross-trained eight administrative assistants to clerk for board and commission meetings. Additionally, they authored the remote meeting participation policy, ensuring clear guidelines for virtual participation. Finally, they played a pivotal role in facilitating the process for two ballot measures scheduled for the upcoming November 5, 2024 general election.

City Clerk/Public Affairs Officer's goals for fiscal year 2024-2025:

Enhance Communication and Access: Oversee the redesign of the City's website by October 2024 to improve user experience and information accessibility; establish the Public Affairs Office as the central hub for City communications, ensuring consistent messaging across departments; Develop an internal standard operating procedures manual to streamline citywide systems and processes.

Foster Community Engagement: Organize and host a board and commission appreciation event to acknowledge their contributions; Implement internship programs in collaboration with high schools, community colleges, universities, and community service organizations.

Ensure Election Integrity:

Conduct the upcoming November 5, 2024 general election efficiently and securely.

Budget Summary City Clerk

AUTHORIZED POSITIONS	FY2023 Actual	FY2024 Projected	FY2025 Proposed
Number of Full-Time Employees	2	2	2
DEPARTMENTAL EXPENDITURES			
Personnel Services	\$ 174,259	\$ 170,953	\$ 339,102
Services & Supplies	\$ 112,598	\$ 137,309	\$ 442,600
Capital Outlay and Debt	\$ 222	\$ -	\$ -
Internal Services & Central Support Charges	\$ (191,105)	\$ (187,306)	\$ (192,490)
Total Expenditures	<u>\$95,974</u>	<u>\$120,956</u>	<u>\$ 589,212</u>
DEPARTMENTAL REVENUES			
Fees, Fines and Reimbursements	\$ -	\$ 250	\$ 500
General Taxes	<u>\$95,974</u>	<u>\$120,706</u>	<u>\$ 588,712</u>
Total Revenues	<u>\$ 95,974</u>	<u>\$ 120,956</u>	<u>\$ 589,212</u>

MANAGING DEPARTMENT: City Clerk
City Clerk Administration

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-2021-0001	SALARIES	\$ 131,088	\$ 124,251	\$ 107,144	\$ 124,251	\$ 226,172
100-2021-0002	OVERTIME	-	-	-	-	2,500
	BENEFITS	42,002	46,987	31,217	45,019	108,494
100-2021-0006	WORKERS COMPENSATION	1,169	1,682	1,682	1,682	1,396
100-2021-1029	TRAINING AND EDUCATION	6,408	5,000	4,155	5,000	6,000
100-2021-1033	FITNESS PROGRAM	-	540	-	-	540
100-2021-2043	TEMPORARY CONTRACT SERVICES	-	-	-	-	20,000
100-2021-2044	COPIER SERVICES	83	500	333	-	-
100-2021-2053	OUTSIDE PRINTING SERVICE	1,279	2,000	790	1,417	-
100-2021-2063	PUBLISHING & LEGAL ADVERTISING	12,597	25,000	12,974	25,000	10,000
100-2021-2067	CITY CODE UPDATE	13,151	2,000	16,698	2,000	-
100-2021-2075	CONTRACT SERVICES	62,278	91,500	65,641	91,500	225,000
100-2021-3095	DEPARTMENT CONSUMABLES	9,390	4,000	4,047	7,892	2,500
100-2021-4121	MEETINGS AND TRAVEL	5,681	3,000	1,008	3,000	3,000
100-2021-4122	DUES AND MEMBERSHIPS	1,273	1,000	525	1,000	1,000
100-2021-4123	BOOKS & PERIODICALS	458	500	216	500	100
100-2021-8187	DEPARTMENT EQUIPMENT	222	750	-	-	-
	CENTRAL SERVICES AND INTERNAL CHARGES	(192,579)	(188,073)	(87,898)	(188,073)	(193,255)
Total		\$ 94,500	\$ 120,638	\$ 158,533	\$ 120,189	\$ 413,447

MANAGING DEPARTMENT: City Clerk
Elections

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-2022-2043	TEMPORARY CONTRACT SERVICES	\$ -	\$ -	\$ -	\$ -	\$ 175,000
	CENTRAL SERVICES AND INTERNAL CHARGES	1,474	767	383	767	765
Total		\$ 1,474	\$ 767	\$ 383	\$ 767	\$ 175,765



CITY ATTORNEY

City Attorney

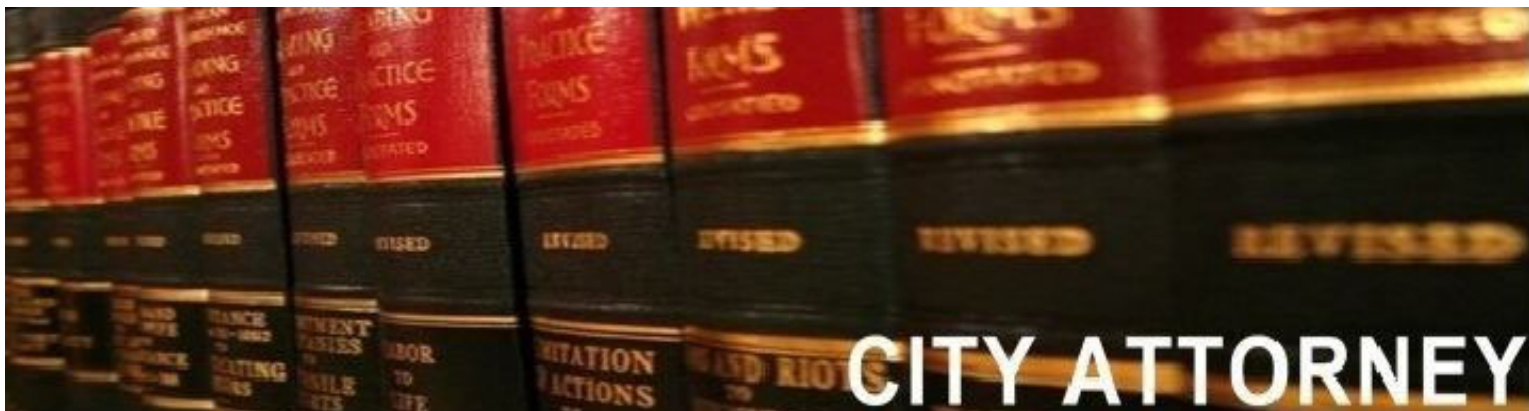
Divisions

City Attorney | Legal Assistant

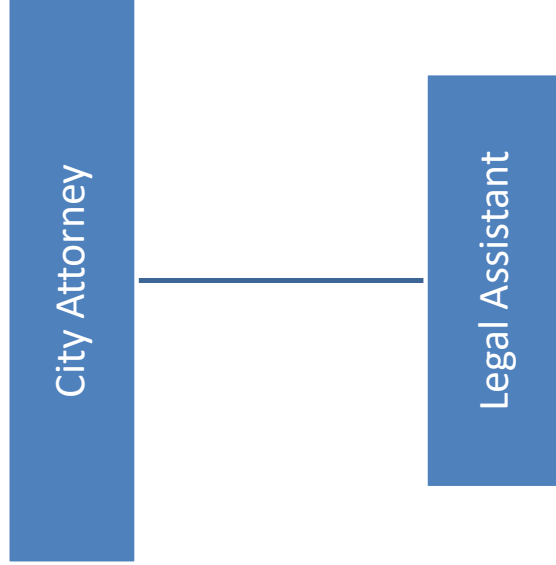
The City Attorney's office is a small but dynamic office that provides advisory and litigation services to the City. Our mission is to provide excellent and ethical legal advice, zealous legal representation for the City Council, City officers and City employees to help a growing city succeed. In furtherance of that mission the City Attorney's office reviews and advises on resolutions and ordinances, reviews all types of legal documents, supervises and coordinates outside counsel and performs such activities as the City Council may direct. The City Attorney's office also supervises and manages the Environmental Services Clean-Up Agreement team which is funded primarily by an Army contract and regionally helps to encourage the safe use of the former Fort Ord military base.

Fiscal Year 2024 Accomplishments and Fiscal Year 2025 Goals:

- Fiscal Year 2023-24 the City Attorney received a favorable order of attorneys' fees and costs in a drug house abatement action. Additionally, this past fiscal year saw the implementation of water documents moving the Ascent project into construction.
- Fiscal Year 2024-25 will see the City Attorney continuing to provide excellent advisory advice and review of documents, defending the City in litigation, promoting ongoing professional skill for staff in the City Attorney's office, assisting with the Seaside Housing Collaborative and increasing public participation in community events.



City Attorney's Office



Budget Summary City Attorney

AUTHORIZED POSITIONS	FY2023 Actual	FY2024 Projected	FY2025 Proposed
Number of Full-Time Employees	2	2	2
DEPARTMENTAL EXPENDITURES			
Personnel Services	\$ 466,561	\$ 437,064	\$ 506,233
Services & Supplies	\$ 394,126	\$ 571,304	\$ 626,700
Internal Services & Central Support Charges	\$ (380,666)	\$ (789,450)	\$ (494,378)
Total Expenditures	<u>\$480,021</u>	<u>\$218,917</u>	<u>\$ 638,555</u>
DEPARTMENTAL REVENUES			
Fees, Fines and Reimbursements	\$ -	\$ -	\$ 100,000
General Taxes	<u>\$480,021</u>	<u>\$218,917</u>	<u>\$ 538,555</u>
Total Revenues	<u>\$ 480,021</u>	<u>\$ 218,917</u>	<u>\$ 638,555</u>

MANAGING DEPARTMENT: City Attorney
City Attorney

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-3010-0001	SALARIES	\$ 300,739	\$ 323,832	\$ 200,282	\$ 292,221	\$ 323,378
	BENEFITS	164,898	158,241	91,325	143,513	180,672
100-3010-0006	WORKERS COMPENSATION	924	1,329	1,329	1,329	1,103
100-3010-1022	LEGAL SERVICES	223,798	450,000	270,970	450,000	500,000
100-3010-1023	LEGAL SERVICES - SPECIAL	151,864	100,000	58,029	104,177	100,000
100-3010-1029	TRAINING	-	3,200	-	1,600	3,200
100-3010-1030	CONSULTANT	7,200	20,000	8,800	8,800	10,000
100-3010-1033	FITNESS PROGRAM	-	1,080	-	-	1,080
100-3010-3095	DEPARTMENT CONSUMABLES	3,286	6,000	886	903	4,500
100-3010-4121	MEETINGS & TRAVEL	1,000	2,000	625	-	1,500
100-3010-4122	DUES & MEMBERSHIPS	5,974	7,000	6,159	5,824	7,000
100-3010-4123	BOOKS & PERIODICALS	1,004	500	-	-	500
	CENTRAL SERVICES AND INTERNAL CHARGES	(380,666)	(789,450)	(377,175)	(789,450)	(494,378)
Total		\$ 480,021	\$ 283,732	\$ 261,232	\$ 218,917	\$ 638,555



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HUMAN RESOURCES & RISK MANAGEMENT

Human Resources

Divisions

Human Resources | Risk Management

Who We Are:

The Human Resources Department is a pivotal component of the municipal government's operations, responsible for managing and supporting the city's diverse and dedicated workforce. Committed to fostering a dynamic and inclusive work environment, the HR department serves as a hub for talent acquisition, employee development, and labor relations. The department plays a vital role in ensuring the recruitment of top-tier staff, administering employee benefits, training, and maintaining compliance with labor laws and regulations.

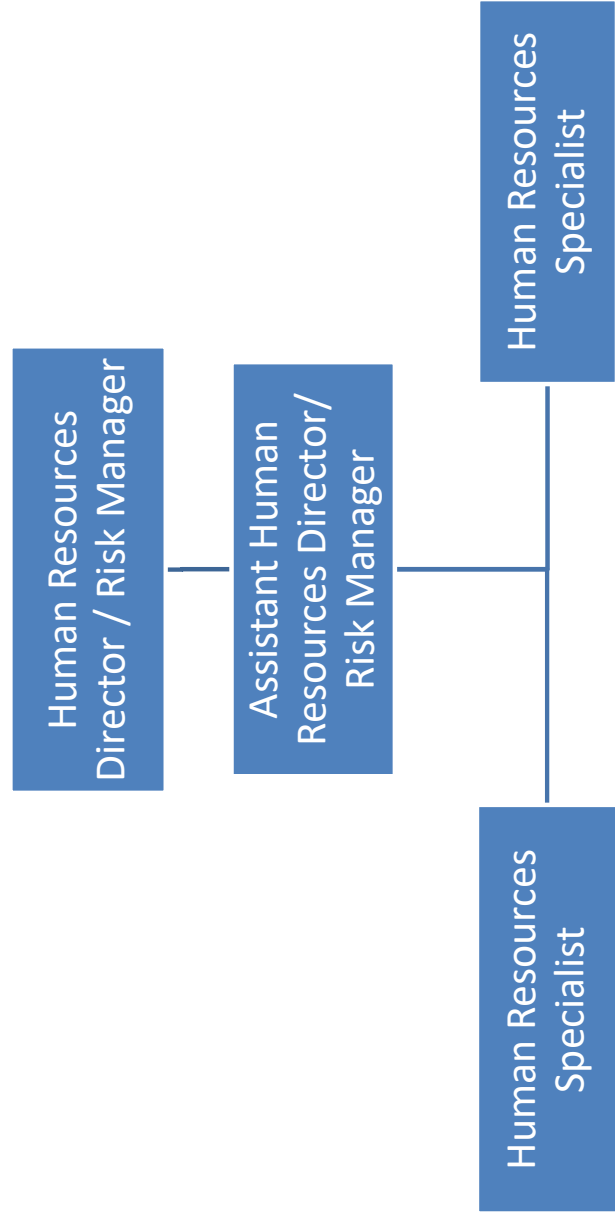
Fiscal Year 2024 Accomplishments and Fiscal Year 2025 Goals:

In fiscal year 2023-2024, the HR Department received over 750 applications; administrated 14 in-house and outside recruitments; processed over 55 new employees including volunteers and student interns; and managed over 50 worker's compensation claims.

The fiscal year 2024-25 work plan is robust. The department will focus on maximizing HR services with the implementation of many new programs, positions, and training opportunities.



Human Resources / Risk Management Department



Budget Summary Human Resources & Risk Management

AUTHORIZED POSITIONS	FY2023 Actual	FY2024 Projected	FY2025 Proposed
Number of Full-Time Employees	5	4	4
DEPARTMENTAL EXPENDITURES			
Personnel Services	\$ 747,463	\$ 694,086	\$ 687,323
Services & Supplies	\$ 3,372,216	\$ 3,811,067	\$ 3,608,555
Capital Outlay and Debt	\$ -	\$ 710	\$ 800
Internal Services & Central Support Charges	\$ 37,938	\$ 21,882	\$ (633,420)
Total Expenditures	<u>\$4,157,617</u>	<u>\$4,527,745</u>	<u>\$ 3,663,258</u>
DEPARTMENTAL REVENUES			
Internal Service Fund	\$ 3,843,935	\$ 3,988,899	\$ 3,942,235
General Taxes	<u>\$313,682</u>	<u>\$538,846</u>	<u>(\$278,977)</u>
Total Revenues	<u>\$ 4,157,617</u>	<u>\$ 4,527,745</u>	<u>\$ 3,663,258</u>

MANAGING DEPARTMENT: Human Resources & Risk Management**Human Resources**

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-2031-0001	SALARIES	\$ 476,918	\$ 445,274	\$ 446,121	\$ 458,808	\$ 454,567
100-2031-0002	OVERTIME	643	500	1,670	3,269	3,000
	BENEFITS	264,905	223,514	167,051	227,486	225,697
100-2031-0006	WORKERS COMPENSATION	2,143	3,082	3,082	3,082	2,558
100-2031-0020	PART-TIME HOURLY WAGES	1,824	-	-	-	-
100-2031-1028	TRAINING (CITYWIDE)	6,522	15,000	9,528	10,063	15,000
100-2031-1029	TRAINING AND EDUCATION	8,863	3,500	3,287	3,500	3,500
100-2031-1030	CONSULTANT	76,097	50,000	77,631	87,127	77,000
100-2031-1033	FITNESS PROGRAM	1,030	675	820	1,440	1,500
100-2031-1037	EMPLOYEE RECOGNITION	4,848	8,000	4,220	8,439	9,000
100-2031-1038	EMPLOYEE ASSISTANCE PROGRAM	15,102	10,000	14,212	17,650	17,000
100-2031-2064	PERSONNEL RECRUITMENT	14,934	90,000	29,308	67,500	40,000
100-2031-2065	POLICE & FIRE EXAMS	391	2,200	347	693	600
100-2031-2074	BANK FEES & MISC CHARGES	19	-	-	-	-
100-2031-3092	STATIONARY SUPPLIES	61	-	138	138	500
100-2031-3095	DEPARTMENT CONSUMABLES	4,200	1,000	278	557	600
100-2031-3102	COMPUTER SUPPLIES	2,308	3,500	2,695	4,214	9,000
100-2031-4121	MEETINGS AND TRAVEL	536	1,000	(87)	-	1,500
100-2031-4122	DUES AND MEMBERSHIPS	2,135	1,000	244	1,000	2,000
100-2031-4123	BOOKS AND PERIODICALS	1,507	1,500	-	-	-
100-2031-4124	MAIL SERVICES	105	150	19	38	200
100-2031-7207	VOLUNTEER PROGRAM	-	1,500	-	-	1,500
100-2031-7208	SAFETY COMMITTEE	-	500	-	250	-
100-2031-8187	DEPARTMENT EQUIPMENT	-	500	355	710	800
	CENTRAL SERVICES AND INTERNAL CHARGES	(127,447)	(212,215)	(86,833)	(212,215)	(821,755)
Total		\$ 757,644	\$ 650,181	\$ 674,086	\$ 683,750	\$ 43,768

MANAGING DEPARTMENT: Human Resources & Risk Management**Insurance**

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
502-5120-1022	LEGAL SERVICES	\$ -	\$ 1,000	\$ -	\$ -	\$ -
502-5120-1029	TRAINING AND EDUCATION	-	2,500	-	-	5,000
502-5120-1030	CONSULTANT	-	1,000	-	-	-
502-5120-2088	JUDGEMENTS/DAMAGES	19,092	-	39,284	51,689	-
502-5120-2090	INSURANCE	1,094,111	1,031,411	1,031,812	1,031,812	1,119,925
502-5120-2091	WORKERS COMPENSATION DEPOSIT	2,092,274	2,454,080	2,454,080	2,454,080	2,220,913
502-5120-2097	TAIL CLAIMS	29,111	30,000	54,961	72,317	85,317
	CENTRAL SERVICES AND INTERNAL CHARGES	165,385	234,097	117,049	234,097	188,335
Total		\$ 3,399,973	\$ 3,754,088	\$ 3,697,185	\$ 3,843,995	\$ 3,619,490



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FINANCE DEPARTMENT

Finance

Divisions

Finance

Who We Are:

The Finance Department provides a variety of support services to the residents of Seaside, city employees, and departments.

Residents: Our priority....

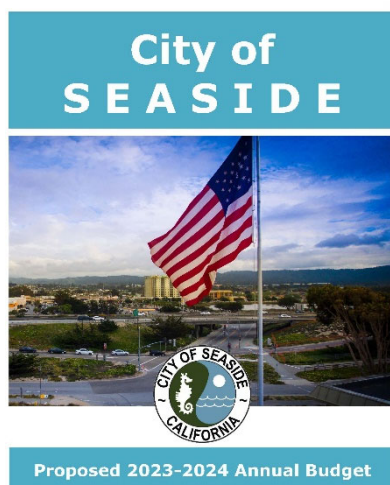
Our staff ensures accuracy and time efficiency in paying City employees, assisting departments in acquiring services, equipment, and supplies and documenting and processing payments.

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 in order to make informed decisions in a precise and prompt manner.

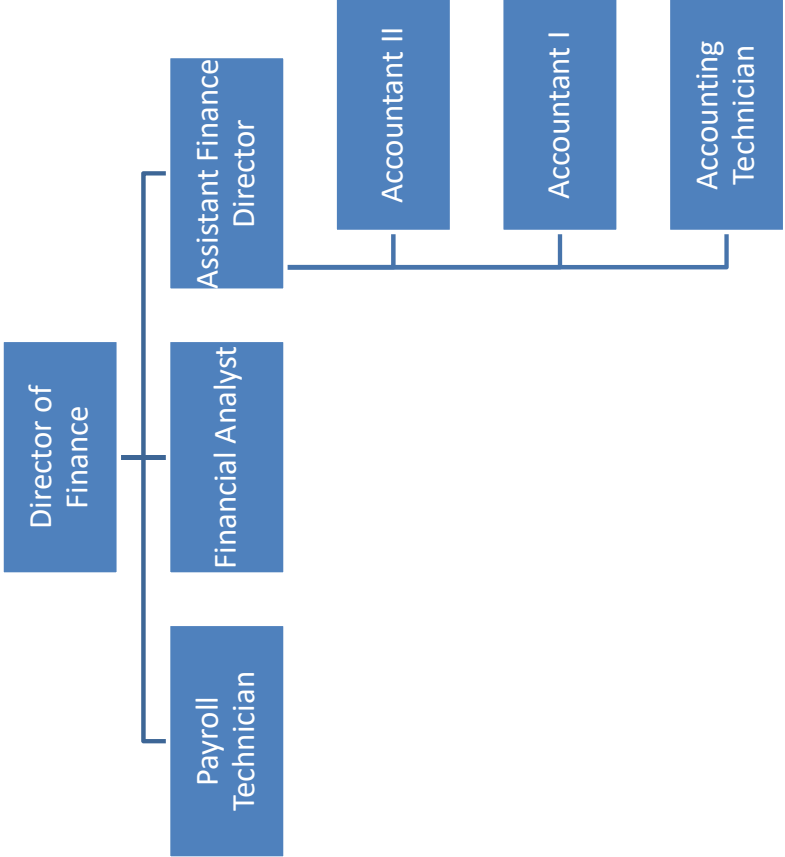
Fiscal Year 2024 Accomplishments and Fiscal Year 2025 Goals:

The Finance department had a successful year with many accomplishments: The department relocated to a new office located in a modular trailer outside of City Hall, provided finance training to new non-finance department hires, provided data for a municipal water rate study, engaged in extensive cross-training within the finance department, and received the GFOA budget award for the FY 2023-24 budget.

Goals for fiscal year 2024-25 include: Developing a Budget in Brief document, increasing the City's investment portfolio diversity, and issuing an RFP for a services to perform a city-wide fee study.



Finance Department



Budget Summary Finance Department

AUTHORIZED POSITIONS	FY2023 Actual	FY2024 Projected	FY2025 Proposed
Number of Full-Time Employees	8	9	9
DEPARTMENTAL EXPENDITURES			
Personnel Services	\$ 1,286,873	\$ 1,499,127	\$ 1,717,966
Services & Supplies	\$ 640,375	\$ 623,689	\$ 798,100
Capital Outlay and Debt	\$ 2,785,887	\$ 2,313,574	\$ 2,330,028
Internal Services & Central Support Charges	\$ (776,516)	\$ (938,802)	\$ (947,856)
Total Expenditures	<u>\$3,936,619</u>	<u>\$3,497,588</u>	<u>\$3,898,238</u>
DEPARTMENTAL REVENUES			
Fees, Fines and Reimbursements	\$ 652,392	\$ 378,468	\$ 958,250
Special Revenue Fund	\$ 41,139	\$ 50,000	\$ 50,000
Debt Service Fund	\$ 831,010	\$ 762,509	\$ 798,926
Enterprise Fund	\$ 338,784	\$ 304,440	\$ 329,715
Internal Service Fund	\$ 836,086	\$ 633,135	\$ 1,115,514
Successor Agency Funds	\$ 164,286	\$ 6,865	\$ 9,079
Grants and Other Revenue	\$ 125,270	\$ 68,807	\$ 91,298
General Taxes	<u>\$947,653</u>	<u>\$1,293,364</u>	<u>\$545,455</u>
Total Revenues	<u>\$ 3,936,619</u>	<u>\$ 3,497,588</u>	<u>\$ 3,898,238</u>

MANAGING DEPARTMENT: Finance

Finance Administration

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-5110-0001	SALARIES	\$ 688,785	\$ 832,491	\$ 598,527	\$ 804,408	\$ 795,167
100-5110-0002	OVERTIME	2,606	1,500	1,850	2,891	3,000
	BENEFITS	203,845	301,213	203,668	285,486	364,734
100-5110-0006	WORKERS COMPENSATION	3,746	5,389	5,389	5,389	4,472
100-5110-1015	BENEFITS ADMINISTRATION	22,403	24,000	17,733	23,508	26,000
100-5110-1025	CITY AUDIT	39,425	51,600	35,006	51,600	53,000
100-5110-1029	TRAINING & EDUCATION	6,346	6,800	6,338	6,800	7,800
100-5110-1030	CONSULTANT	60,672	81,146	31,798	39,500	130,000
100-5110-1033	FITNESS PROGRAM	984	3,240	1,173	1,572	3,240
100-5110-1040	PROPERTY TAX ADMIN FEES	24,370	24,000	159	24,000	25,000
100-5110-2043	TEMPORARY CONTRACT SERVICES	2,352	-	-	-	-
100-5110-2044	COPIER SERVICES	6,984	8,200	7,770	11,282	12,000
100-5110-2053	OUTSIDE PRINTING SERVICE	3,684	5,000	2,714	5,000	5,000
100-5110-2074	BANK FEES & MISC CHARGES	88,510	29,800	49,932	67,028	67,800
100-5110-2078	OTHER EXPENSE	20,894	2,500	1,382	1,992	3,000
100-5110-3095	DEPARTMENT CONSUMABLES	10,294	10,000	5,271	10,304	12,000
100-5110-3102	COMPUTER SUPPLIES	1,235	5,000	2,170	4,340	5,000
100-5110-4121	MEETINGS & TRAVEL	259	-	-	-	-
100-5110-4122	DUES & MEMBERSHIP	550	2,000	605	1,605	2,200
100-5110-4123	BOOKS & PERIODICALS	-	250	65	250	250
100-5110-4124	MAIL SERVICES	19,001	15,000	17,064	22,461	24,000
100-5110-9101	CAPITAL OUTLAY	1,508,132	-	-	-	-
	CENTRAL SERVICES AND INTERNAL CHARGES	(901,631)	(1,075,811)	(512,631)	(1,075,811)	(1,133,812)
100-5110-9999	TRANSFER OUT	1,500,000	-	-	-	-
Total		\$ 3,313,447	\$ 333,318	\$ 475,981	\$ 293,605	\$ 409,852

MANAGING DEPARTMENT: Finance Department**AMP PEG Fees**

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
291-2010-1047	AMP - PRODUCTION & BROADCAST	\$ 20,985	\$ -	\$ -	\$ 50,000	\$ 50,000
Total		\$ 20,985	\$ -	\$ -	\$ 50,000	\$ 50,000

MANAGING DEPARTMENT: Finance Department**POB**

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
	CENTRAL SERVICES AND INTERNAL CHARGES	\$ 179	\$ 220	\$ 110	\$ 220	\$ 6,589
355-5110-9602	PRINCIPAL PAYMENTS	690,000	680,000	-	680,000	745,000
355-5110-9605	INTEREST PAYMENTS	115,987	78,147	39,074	78,147	40,856
355-5110-9606	OTHER DEBT SERVICE EXPENSES	2,817	2,900	214	2,900	2,900
Total		\$ 808,983	\$ 761,267	\$ 39,397	\$ 761,267	\$ 795,345

MANAGING DEPARTMENT: Finance Department**Cutino Bond**

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
	CENTRAL SERVICES AND INTERNAL CHARGES	\$ 114	\$ 241	\$ 121	\$ 241	\$ 9,845
356-5110-9602	PRINCIPAL PAYMENTS	200,000	200,000	-	210,000	220,000
356-5110-9605	INTEREST PAYMENTS	174,369	174,369	83,184	166,369	155,869
356-5110-9606	OTHER DEBT SERVICE EXPENSES	3,249	1,750	1,925	1,925	2,125
Total		\$ 377,732	\$ 376,360	\$ 85,230	\$ 378,535	\$ 387,839

MANAGING DEPARTMENT: Finance Department**Measure X Bond**

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
	CENTRAL SERVICES AND INTERNAL CHARGES	\$ 114	\$ 220	\$ 110	\$ 220	\$ 22,049
357-5110-9602	PRINCIPAL PAYMENTS	245,000	245,000	-	245,000	270,000
357-5110-9605	INTEREST PAYMENTS	394,700	394,700	192,450	394,700	372,150
357-5110-9606	OTHER DEBT SERVICE EXPENSES	3,249	1,750	1,925	1,925	1,925
Total		\$ 643,063	\$ 641,670	\$ 194,485	\$ 641,845	\$ 666,124

MANAGING DEPARTMENT: Finance Department

Golf Course

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
	CENTRAL SERVICES AND INTERNAL CHARGES	\$ 10,014	\$ 11,917	\$ 5,959	\$ 11,917	\$ 21,247
405-5110-9602	PRINCIPAL PAYMENTS	(2,568)	130,000	130,000	130,000	135,000
405-5110-9603	DEPRECIATION EXPENSE	145,089	-	-	-	-
405-5110-9605	INTEREST PAYMENTS	215,605	213,038	104,381	213,038	194,691
405-5110-9606	OTHER EXPENSES	2,866	2,100	2,350	3,092	3,000
Total		\$ 371,006	\$ 357,055	\$ 242,690	\$ 358,047	\$ 353,938

MANAGING DEPARTMENT: Moved to City Manager's Office

IT

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
503-4010-0001	SALARIES	\$ 243,151	\$ 247,380	\$ 180,188	\$ 237,089	\$ 336,179
	BENEFITS	144,059	119,041	110,937	158,936	210,209
503-4010-0006	WORKERS COMPENSATION	2,334	3,357	3,357	3,357	3,020
503-4010-1029	TRAINING & EDUCATION	235	2,500	1,285	1,690	2,500
503-4010-1030	CONSULTANT	6,000	6,500	3,000	6,500	7,500
503-4010-1033	FITNESS PROGRAM	-	-	-	-	945
503-4010-3095	DEPARTMENT CONSUMABLES	414	500	400	500	500
503-4010-3102	COMPUTER SUPPLIES	207,794	185,000	119,300	170,000	205,000
503-4010-5132	TELEPHONE	36,547	36,000	32,709	43,038	50,000
503-4010-5135	MOBILE COMMUNICATIONS	5,225	5,000	1,936	2,548	3,500
503-4010-5138	DATA COMMUNICATION	68,093	70,000	44,878	70,000	65,000
503-4010-8182	COMPUTER EQUIPMENT	42,311	-	402	402	-
503-4010-8187	DEPARTMENT EQUIPMENT	4,475	40,000	3,997	5,259	30,000
	CENTRAL SERVICES AND INTERNAL CHARGES	80,194	84,332	54,916	84,332	95,055
503-4010-9603	DEPRECIATION EXPENSE	47,522	-	-	-	-
Total		\$ 888,354	\$ 799,609	\$ 557,303	\$ 783,650	\$ 1,009,408

MANAGING DEPARTMENT: Finance Department
SA Capital

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
961-9610-1022	LEGAL SERVICES	\$ -	\$ -	\$ 743	\$ 977	\$ 2,000
961-9610-1041	PROPERTY TAXES/ASSESSMENTS	1,569	4,000	1,838	1,838	4,000
	CENTRAL SERVICES AND INTERNAL CHARGES	532	226	113	226	116
Total		\$ 2,101	\$ 4,226	\$ 2,693	\$ 3,041	\$ 6,116

MANAGING DEPARTMENT: Finance Department
LMIHF

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
	CENTRAL SERVICES AND INTERNAL CHARGES	-	3	2	3	-
Total		\$ -	\$ 3	\$ 2	\$ 3	\$ -

MANAGING DEPARTMENT: Finance Department
SA Merged Capital Project

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
	BENEFITS	\$ 350	\$ -	\$ -	\$ -	\$ -
971-9710-1023	LEGAL SRVCS - OVERSIGHT BOARD	-	-	1,238	1,628	2,000
971-9710-1041	PROPERTY TAXES/ASSESSMENTS	42	-	42	42	50
	CENTRAL SERVICES AND INTERNAL CHARGES	604	13	7	13	140
971-9710-9599	RENTAL PROPERTY EXP & MAINT	1,383	-	2,223	2,223	2,500
971-9710-9604	AMORTIZATION EXPENSE	108,830	-	-	-	-
Total		\$ 111,209	\$ 13	\$ 3,510	\$ 3,907	\$ 4,690

MANAGING DEPARTMENT: Finance Department
SA Merged Debt Service

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
	CENTRAL SERVICES AND INTERNAL CHARGES	\$ 33,364	\$ 39,481	\$ 19,741	\$ 39,481	\$ 30,768
972-9710-9603	DEPRECIATION EXPENSE	518,765	-	-	-	-
972-9710-9604	FEES & EXPENSES	3,301	-	1,875	2,467	-
972-9710-9807	2014 BOND PRINCIPAL PAYMENT	-	120,000	120,000	120,000	125,000
972-9710-9809	2014 BOND INTEREST EXPENSE	63,387	57,513	30,256	57,513	54,513
Total		\$ 618,816	\$ 216,994	\$ 171,872	\$ 219,461	\$ 210,281

MANAGING DEPARTMENT: Finance Department
SA Merged LMIHF

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
	BENEFITS	\$ 13	\$ -	\$ -	\$ -	\$ -
	CENTRAL SERVICES AND INTERNAL CHARGES	-	356	178	356	147
973-9710-9526	AFFORDABLE HOUSING	1,902	1,500	2,469	2,752	3,000
973-9710-9599	RENTAL PROPERTY EXP & MAINT	735	1,000	620	1,121	1,500
Total		\$ 2,650	\$ 2,856	\$ 3,267	\$ 4,229	\$ 4,647



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***COMMUNITY, HOUSING, &
ECONOMIC DEVELOPMENT***

Economic Development & Community Planning

Divisions

Economic Development | Community Development | Housing

Who We Are:

The Economic Development Department stimulates business and development activity, to provide employment and tax revenue opportunities for Seaside. Community Development aligns land use policies to meet the needs of the community. CDBG federal grant funds are utilized for public service and eligible capital projects. Housing works with developers on affordable housing matters, promotes ADUs, affordable housing programs, and works to secure grant funding as available.

Fiscal Year 2024 Accomplishments and Fiscal Year 2025 Goals:

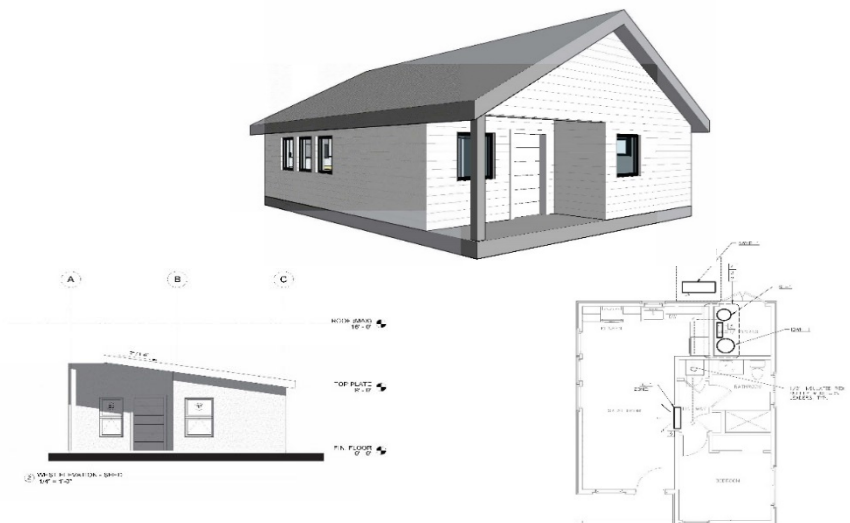
Notable accomplishments achieved during Fiscal Year 2024 include becoming the second jurisdiction in Monterey County to achieve a state-certified 6th Cycle Housing Element, commencing construction of the Grand Hyatt Hotel and Ascent mixed-use development, proceeding with the General Plan Update, initiating implementation of the CalHome ADU Loan Program and issuing the second CalHOME ADU Loan in the state.

Fiscal Year 2025's strategic goals include the implementation of the City's 2023-2031 Housing Element along with robust community engagement, continuing to support the Seaside Housing Collaborative, and exploring new housing programs and grants to expand the availability and affordability of Seaside's housing.

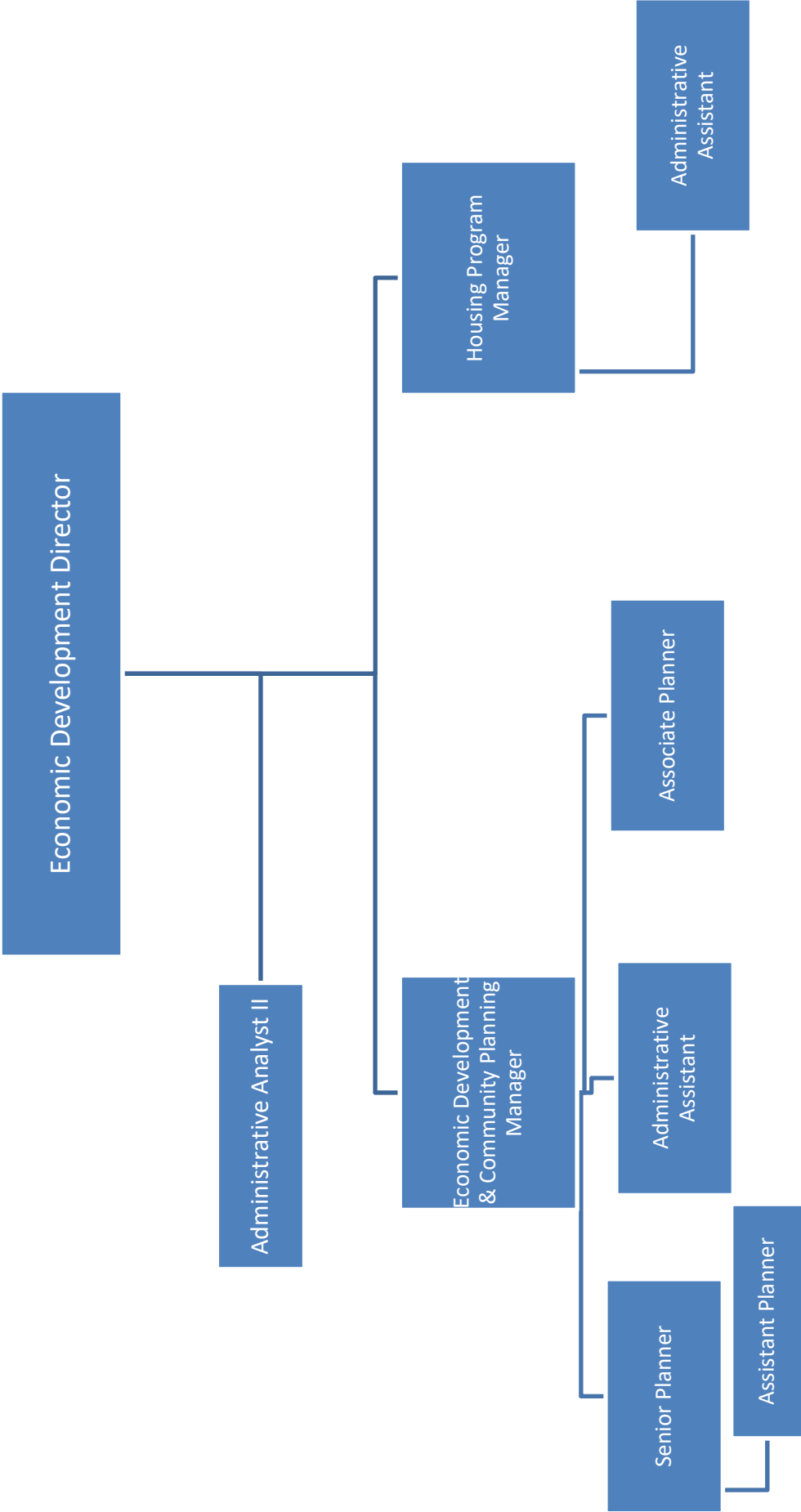


DESIGN OPTIONS

OPTION ONE: GABLE ROOF WITH STORAGE LOFT



Economic Development & Community Planning Department



Budget Summary Economic & Community Development

AUTHORIZED POSITIONS	FY2023 Actual	FY2024 Projected	FY2025 Proposed
Number of Full-Time Employees	10	10	10
DEPARTMENTAL EXPENDITURES			
Personnel Services	\$ 1,301,261	\$ 1,350,533	\$ 1,700,479
Services & Supplies	\$ 3,433,102	\$ 885,520	\$ 917,363
Capital Outlay and Debt	\$ 450,453	\$ 377,529	\$ 219,273
Internal Services & Central Support Charges	\$ (314,031)	\$ (420,033)	\$ 472,586
Total Expenditures	<u>\$4,870,785</u>	<u>\$2,193,548</u>	<u>\$ 3,309,700</u>
DEPARTMENTAL REVENUES			
Fees, Fines and Reimbursements	\$ 83,125	\$ 93,869	\$ 69,921
Special Revenue Fund	\$ 1,336,329	\$ 728,647	\$ 686,681
Grants and Other Revenue	\$ 354,724	\$ 266,183	\$ 88,000
General Taxes	<u>\$3,096,607</u>	<u>\$1,104,849</u>	<u>\$2,465,099</u>
Total Revenues	<u>\$ 4,870,785</u>	<u>\$ 2,193,548</u>	<u>\$ 3,309,700</u>

MANAGING DEPARTMENT: Community, Housing, & Economic Development
Community development Administration

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-7110-0001	SALARIES	\$ 115,729	\$ 135,537	\$ 76,918	\$ 108,935	\$ 58,096
100-7110-0002	OVERTIME	194	-	213	64	-
	BENEFITS	140,089	102,698	87,104	110,675	61,590
100-7110-0006	WORKERS COMPENSATION	1,308	1,881	1,881	1,881	3,123
100-7110-0020	PART-TIME HOURLY WAGES	18,996	112,840	-	-	-
100-7110-1029	TRAINING & EDUCATION	1,912	15,000	703	3,500	15,000
100-7110-1030	CONSULTANT	6,853	165,000	11,122	165,000	190,000
100-7110-1033	FITNESS PROGRAM	-	1,080	-	-	1,080
100-7110-2044	COPIER SERVICES	-	4,000	1,567	884	4,000
100-7110-2053	OUTSIDE PRINTING SERVICE	-	5,000	-	2,500	5,000
100-7110-2063	PUBLISHING & LEGAL ADVERTISIN	-	-	-	-	3,000
100-7110-2073	SUBCONTRACTED WORK	1,096	-	-	-	-
100-7110-3092	STATIONARY SUPPLIES	-	2,000	-	1,000	2,000
100-7110-3095	DEPARTMENT CONSUMABLES	1,951	2,000	2,059	4,118	20,000
100-7110-3102	COMPUTER SUPPLIES	2,884	10,000	-	5,000	55,000
100-7110-4121	MEETINGS & TRAVEL	-	8,000	-	4,000	20,000
100-7110-4122	DUES & MEMBERSHIP	-	25,000	9,286	17,080	15,000
	CENTRAL SERVICES AND INTERNAL CHARGES	(509,213)	(647,111)	(314,906)	(647,111)	64,426
Total		(\$ 218,201)	(\$ 57,074)	(\$ 124,052)	(\$ 222,473)	\$ 517,315

MANAGING DEPARTMENT: Community, Housing, & Economic Development

Planning & Zoning

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-7310-0001	SALARIES	\$ 263,429	\$ 309,619	\$ 151,615	\$ 204,822	\$ 478,786
	BENEFITS	144,639	152,039	80,090	112,072	244,791
100-7310-0006	WORKERS COMPENSATION	15,486	22,278	22,278	22,278	18,491
100-7310-0020	PART-TIME HOURLY WAGES	38,629	119,573	25,289	32,284	59,737
100-7310-1029	TRAINING & EDUCATION	1,653	-	-	-	-
100-7310-1030	CONSULTANT	-	-	-	-	125,000
100-7310-1033	FITNESS PROGRAM	897	1,620	383	495	1,620
100-7310-1035	CONSULTANT - GENERAL PLAN	50,000	40,000	-	-	-
100-7310-1046	CONSULTANT - HOUSING ELEMENT	177,389	241,045	197,989	281,045	-
100-7310-2040	MARKETING MATERIALS	-	2,500	-	-	-
100-7310-2063	PUBLISHING & LEGAL ADVERTISIN	1,371	2,000	371	742	-
100-7310-3092	STATIONARY SUPPLIES	32	-	-	-	-
100-7310-3095	DEPARTMENT CONSUMABLES	550	10,000	2,717	4,623	-
100-7310-3102	COMPUTER SUPPLIES	977	20,000	264	10,195	-
100-7310-4122	DUES & MEMBERSHIP	455	-	-	-	-
100-7310-8185	PLASTICS ORDINANCE SMALL BUSINESS SUPPORT	34,776	-	-	-	15,000
	CENTRAL SERVICES AND INTERNAL CHARGES	54,671	62,543	46,696	62,543	113,530
Total		\$ 784,955	\$ 983,218	\$ 527,692	\$ 731,099	\$ 1,056,955

MANAGING DEPARTMENT: Community, Housing, & Economic Development

Economic Development

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-7410-0001	SALARIES	\$ 297,866	\$ 398,366	\$ 297,105	\$ 394,797	\$ 309,891
	BENEFITS	140,737	144,362	93,789	141,526	116,097
100-7410-0006	WORKERS COMPENSATION	1,888	2,716	2,716	2,716	2,254
100-7410-0020	PART-TIME HOURLY	-	61,580	761	1,522	8,246
100-7410-1029	TRAINING AND EDUCATION	2,423	-	-	-	-
100-7410-1030	CONSULTANT	42,780	25,000	976	-	150,000
100-7410-1033	FITNESS PROGRAM	356	1,215	531	495	1,215
100-7410-2040	MARKETING MATERIALS	-	10,000	197	5,197	55,000
100-7410-2044	COPIER SERVICES	2,384	-	1,019	2,465	-
100-7410-2074	BANK FEES & MISC CHARGES	4	-	-	-	-
100-7410-2085	PROPERTY EXPENSE	2,745,699	-	-	-	-
100-7410-3095	DEPARTMENT CONSUMABLES	2,743	4,000	1,893	2,874	-
100-7410-3102	COMPUTER SUPPLIES	-	100,000	-	-	10,000
100-7410-4121	MEETINGS AND TRAVEL	283	-	-	-	-
100-7410-4122	DUES & MEMBERSHIPS	9,535	-	-	-	-
100-7410-4201	UTILITY ASSISTANCE PRGM	9,904	-	19,572	19,572	-
100-7410-4202	RENTAL ASSISTANCE PGRM	136,104	-	175,393	175,393	-
100-7410-4203	BUSINESS DEV PRGM	(5,000)	-	-	-	5,000
100-7410-4207	SATELLITE OFFICE	31,964	42,000	26,992	42,070	42,000
100-7410-4208	FACADE IMPROVEMENT PRGM	30,664	35,000	32,758	35,000	-
100-7410-7185	BROADWAY EVENTS	-	35,000	-	-	-
	CENTRAL SERVICES AND INTERNAL CHARGES	93,939	94,993	66,126	94,993	252,270
Total		\$ 3,544,274	\$ 954,231	\$ 719,828	\$ 918,620	\$ 951,973

MANAGING DEPARTMENT: Community, Housing, & Economic Development

Community Development Block Grant

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
200-5410-0001	SALARIES	\$ 20,405	\$ -	\$ 13,781	\$ 18,133	\$ 31,607
	BENEFITS	561	3,049	398	524	11,286
200-5410-0006	WORKERS COMPENSATION	257	370	370	370	614
200-5410-0020	PART-TIME HOURLY WAGES	-	41,053	507	668	5,497
200-5410-1025	CITY AUDIT	10,000	5,000	2,882	5,000	5,000
200-5410-1030	CONSULTANT	9,898	26,000	9,596	12,627	45,000
200-5410-2063	PUBLISHING & LEGAL ADVERTISIN	1,477	2,000	553	728	5,000
200-5410-7180	CV3 - All programs	44,628	-	-	-	-
200-5410-7192	LEGAL SERVICES FOR SENIORS	12,217	12,086	4,681	6,160	11,273
200-5410-7197	GIRLS, INC.	12,344	12,086	9,639	12,086	11,273
200-5410-7400	GREATER VICTORY TEMPLE - COMMUNITY PROJECT	12,343	12,086	4,816	12,086	11,273
200-5410-7402	ECHO	9,390	9,390	3,819	9,390	11,273
200-5410-7403	MEALS ON WHEELS OF THE MONT PENIN	12,344	12,086	6,040	12,086	11,273
	CENTRAL SERVICES AND INTERNAL CHARGES	7,401	5,740	5,740	5,740	6,787
200-5410-9814	PARKS IMPRV TRANS TO FUND 342	307,209	284,497	-	250,000	-
200-5410-9819	BOYS & GIRLS CLUB FAC IMPROV	49,949	50,000	-	50,000	50,000
200-5410-9820	COMMUNITY HUMAN SVCS FAC IMPRO	40,000	40,000	-	40,000	40,000
200-5410-9827	GATHERING FOR WOMEN - MONTEREY	10,000	10,000	5,269	10,000	11,273
Total		\$ 560,424	\$ 525,443	\$ 68,093	\$ 445,597	\$ 268,427

MANAGING DEPARTMENT: Community, Housing, & Economic Development Affordable Housing

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
246-2010-0001	SALARIES	\$ 80,272	\$ 167,713	\$ 105,025	\$ 138,190	\$ 192,392
	BENEFITS	19,524	65,243	40,386	58,083	94,066
246-2010-4208	PROGRAM COSTS	13,963	20,000	10,029	20,000	20,000
	CENTRAL SERVICES AND INTERNAL CHARGES	10,853	23,050	15,700	23,050	26,391
Total		\$ 124,612	\$ 276,005	\$ 171,140	\$ 239,324	\$ 332,849

MANAGING DEPARTMENT: Community, Housing, & Economic Development Seaside Housing Collaborative

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
247-7993-8202	HOUSING NON-PROFIT	\$ 7,813	\$ -	\$ 16,170	\$ 21,277	\$ -
247-7993-1030	CONSULTANT	-	-	-	-	41,568
247-7993-2075	CONTRACT SERVICES	-	-	-	-	5,000
247-7993-2090	NONPROFIT INSURANCE	-	-	-	-	3,000
	CENTRAL SERVICES AND INTERNAL CHARGES	-	-	-	-	432
Total		\$ 7,813	\$ -	\$ 16,170	\$ 21,277	\$ 50,000

MANAGING DEPARTMENT: Community, Housing, & Economic Development Merged Housing

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
297-7993-1030	CONSULTANT	\$ -	\$ 15,000	\$ 1,200	\$ 10,000	\$ 50,000
297-7993-1041	PROPERTY TAXES/ASSESSMENT	63	100	100	100	-
297-7993-2078	OTHER EXPENSE	263	500	-	-	2,000
297-7993-3102	COMPUTER SUPPLIES	2,783	3,000	1,443	3,000	3,000
297-7993-7603	AFF HSNG LOW INTEREST LOAN	-	750,000	-	-	35,000
297-7993-8187	DEPARTMENT EQUIPMENT	115	500	368	368	8,000
297-7993-8202	HOUSING NON-PROFIT	-	50,000	-	-	-
297-7993-8203	ADU PROJECTS	25,000	80,000	20,390	20,390	10,000
	CENTRAL SERVICES AND INTERNAL CHARGES	28,317	40,752	20,376	40,752	9,182
297-7993-9599	RENTAL PROPERTY EXP & MAINT	18,180	5,500	6,524	6,770	15,000
Total		\$ 74,721	\$ 945,352	\$ 50,401	\$ 81,381	\$ 132,182



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BUILDING & CODE ENFORCEMENT

Building & Code Enforcement

Divisions

Building | Code Enforcement

Who We Are:

Building & Code Enforcement's primary responsibility is to protect the health, safety and general welfare of all Seaside residents and visitors. Our approach reflects a fundamental respect for individuals and property rights.

The Department oversees adherence to all applicable building codes and regulations in order to ensure the safe occupancy of all residential and commercial structures within the City of Seaside. The permitting, plan review and inspection process helps us ensure the health, safety and well-being of all who visit, and live in our community.

Code Enforcement is responsible for responding and abating code violations. Unabated violations can pose serious threats to public safety. To help prevent and minimize the effects of structure fires and other hazards, our staff strive to educate persons about regulations and provide options to remedy code violations. Where abatement of a public nuisance or other violations cannot be achievable through voluntary compliance, our staff is required to heighten enforcement strategies to abate the nuisance through legal remedies.

Fiscal Year 2024 Accomplishments and Fiscal Year 2025 Goals:

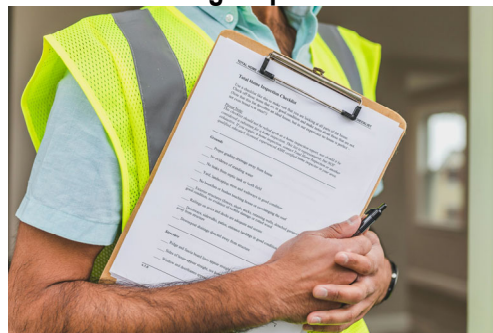
Fiscal year 2024 has been an exciting time for the Building & Code Enforcement Department! To date, we have issued 509 permits and conducted 2,169 field inspections. The Ascent Project is the city's newest retail and residential development; foundation, utilities and framing inspections are well underway. The residential development, "The Enclave", situated on the Bayonet & Blackhorse Golf Course has moved to phase 3 of the 4 phases. The Grand Hyatt Seaside Resort Hotel is in the midst of breaking ground. The "Community Enhancement Specialist" continues proactive patrols through the city for nuisance and unsightly conditions, and personally works with our community on resolution. This fiscal year, Code Enforcement has opened 1,127 new cases and closed 665 of them.

The Building Department currently has administrative and inspection vacancies. Our goal for fiscal year 2025 is a fully staffed department to serve our community the best we can. Staff training & certification will remain a priority in fiscal year 2025.

Plan Reviews



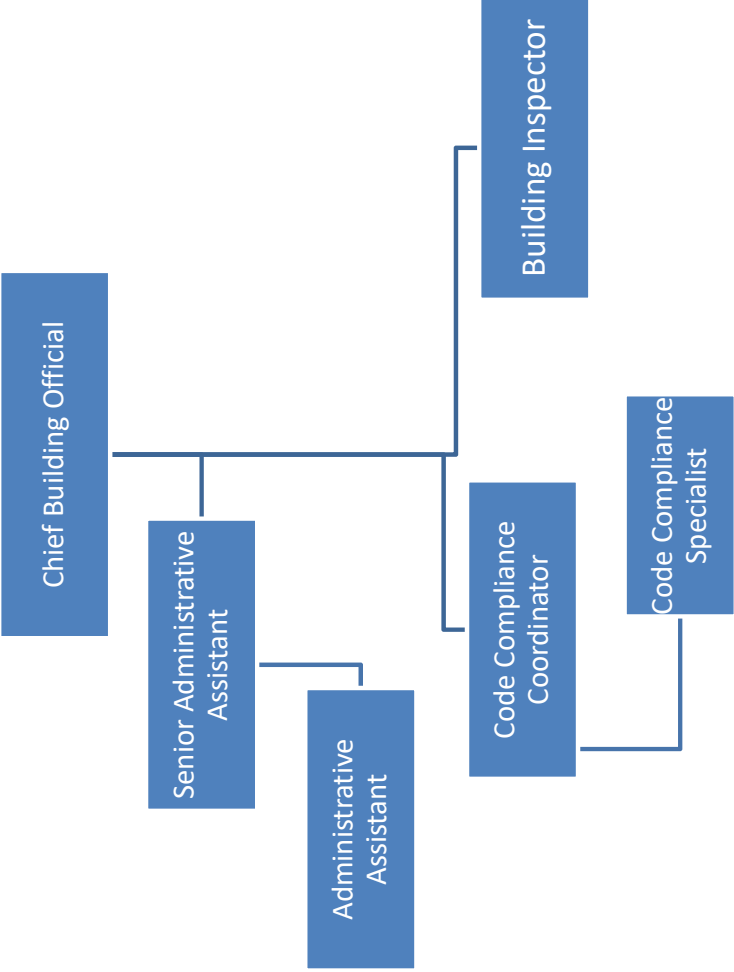
Building Inspections



Code Enforcement



Building Department



Budget Summary Building & Code Enforcement

AUTHORIZED POSITIONS	FY2023 Actual	FY2024 Projected	FY2025 Proposed
Number of Full-Time Employees	8	7	6
DEPARTMENTAL EXPENDITURES			
Personnel Services	\$ 782,290	\$ 880,778	\$ 1,032,992
Services & Supplies	\$ 17,801	\$ 219,141	\$ 260,850
Capital Outlay and Debt	\$ 16,911	\$ 20,584	\$ 35,447
Internal Services & Central Support Charges	<u>\$ 172,928</u>	<u>\$ 196,984</u>	<u>\$ 203,192</u>
Total Expenditures	<u>\$989,930</u>	<u>\$1,317,488</u>	<u>\$ 1,532,480</u>
DEPARTMENTAL REVENUES			
Fees, Fines and Reimbursements	\$ 714,237	\$ 1,187,620	\$ 1,200,998
General Taxes	<u>\$275,634</u>	<u>\$129,685</u>	<u>\$331,194</u>
Total Revenues	<u>\$ 989,930</u>	<u>\$ 1,317,488</u>	<u>\$ 1,532,480</u>

MANAGING DEPARTMENT: Building and Code Enforcement**Building**

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-7210-0001	SALARIES	\$ 279,136	\$ 366,395	\$ 155,600	\$ 329,756	\$ 421,366
100-7210-0002	OVERTIME	-	-	201	333	-
	BENEFITS	166,180	186,065	166,303	202,791	191,601
100-7210-0006	WORKERS COMPENSATION	11,415	16,421	16,421	16,421	14,748
100-7210-0020	PART-TIME HOURLY WAGES	321	-	-	-	-
100-7210-1029	TRAINING & EDUCATION	1,065	2,500	4,762	4,454	6,000
100-7210-1033	FITNESS PROGRAM	540	1,485	-	-	2,500
100-7210-2073	SUBCONTRACTED WORK	155	100,000	24,038	100,000	116,500
100-7210-2074	BANK FEES & MISC CHARGES	6	100	39	77	-
100-7210-3095	DEPARTMENT CONSUMABLES	7,171	5,000	5,978	7,006	10,000
100-7210-3102	COMPUTER SUPPLIES	1,000	20,000	1,260	11,260	40,000
100-7210-4121	MEETINGS & TRAVEL	-	500	527	1,425	4,500
100-7210-4122	DUES & MEMBERSHIP	409	600	1,086	3,600	3,600
100-7210-4123	BOOKS & PERIODICALS	4,031	3,500	-	-	3,500
100-7210-8187	DEPARTMENT EQUIPMENT	921	8,800	1,262	2,524	20,000
	CENTRAL SERVICES AND INTERNAL CHARGES	122,410	130,097	101,355	130,097	154,295
100-7210-9602	PRINCIPAL PAYMENTS	14,342	16,461	11,604	18,060	15,447
100-7210-9605	INTEREST EXPENSE	1,647	-	-	-	-
Total		\$ 610,749	\$ 857,924	\$ 490,435	\$ 827,802	\$ 1,004,056

MANAGING DEPARTMENT: Building and Code Enforcement**Code Enforcement**

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-7220-0001	SALARIES	\$ 212,535	\$ 195,224	\$ 141,803	\$ 188,307	\$ 216,100
100-7220-0002	OVERTIME	-	-	101	-	-
	BENEFITS	96,468	112,543	77,422	108,083	145,029
100-7220-0006	WORKERS COMPENSATION	4,393	6,320	6,320	6,320	5,245
100-7220-0020	PART-TIME SALARIES	7,517	31,729	16,072	25,505	31,729
100-7220-1029	TRAINING AND EDUCATION	2,206	2,200	3,450	2,600	3,500
100-7220-0092	MEDICARE TAX	3,120	3,291	2,259	3,037	3,594
100-7220-1033	FITNESS PROGRAM	665	1,080	113	226	1,080
100-7220-2073	SUBCONTRACTED WORK	-	40,000	65,211	87,018	65,250
100-7220-3095	DEPARTMENT CONSUMABLES	890	500	301	602	1,000
100-7220-4121	MEETINGS AND TRAVEL	127	500	-	250	4,000
100-7220-4122	DUES AND MEMBERSHIP	100	200	200	100	500
100-7220-4123	BOOKS AND PERIODICALS	-	-	-	-	1,000
100-7220-8187	DEPARTMENT EQUIPMENT	643	1,500	-	750	1,500
	CENTRAL SERVICES AND INTERNAL CHARGES	50,518	66,888	36,294	66,888	48,897
Total		\$ 379,181	\$ 461,975	\$ 349,545	\$ 489,685	\$ 528,424



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POLICE DEPARTMENT

Police

Divisions

Police | Patrol, Investigations, Parking, Animal Control, Police Services, Records

Who We Are:

As the most visible symbol of government, the Seaside Police Department provides ethical, procedurally just, and compassionate law enforcement serves through the highest standards of performance and conduct. Our Motto is TRUST; Transparency, Respect, Unity, Service & Training.

Fiscal Year 2024 Accomplishments and Fiscal Year 2025 Goals:

During the 23/24 fiscal year, the Seaside Police Department established the CHAMP program, a program to youth leaders from the community. The police department has also established a traffic enforcement team comprising of four motor officers. The police department also worked with Flock Safety to install fireworks detecting devices to help curb firework violations. Crime was reduced at an all-time low of 37%, exceeding our goal of a 10% crime reduction.

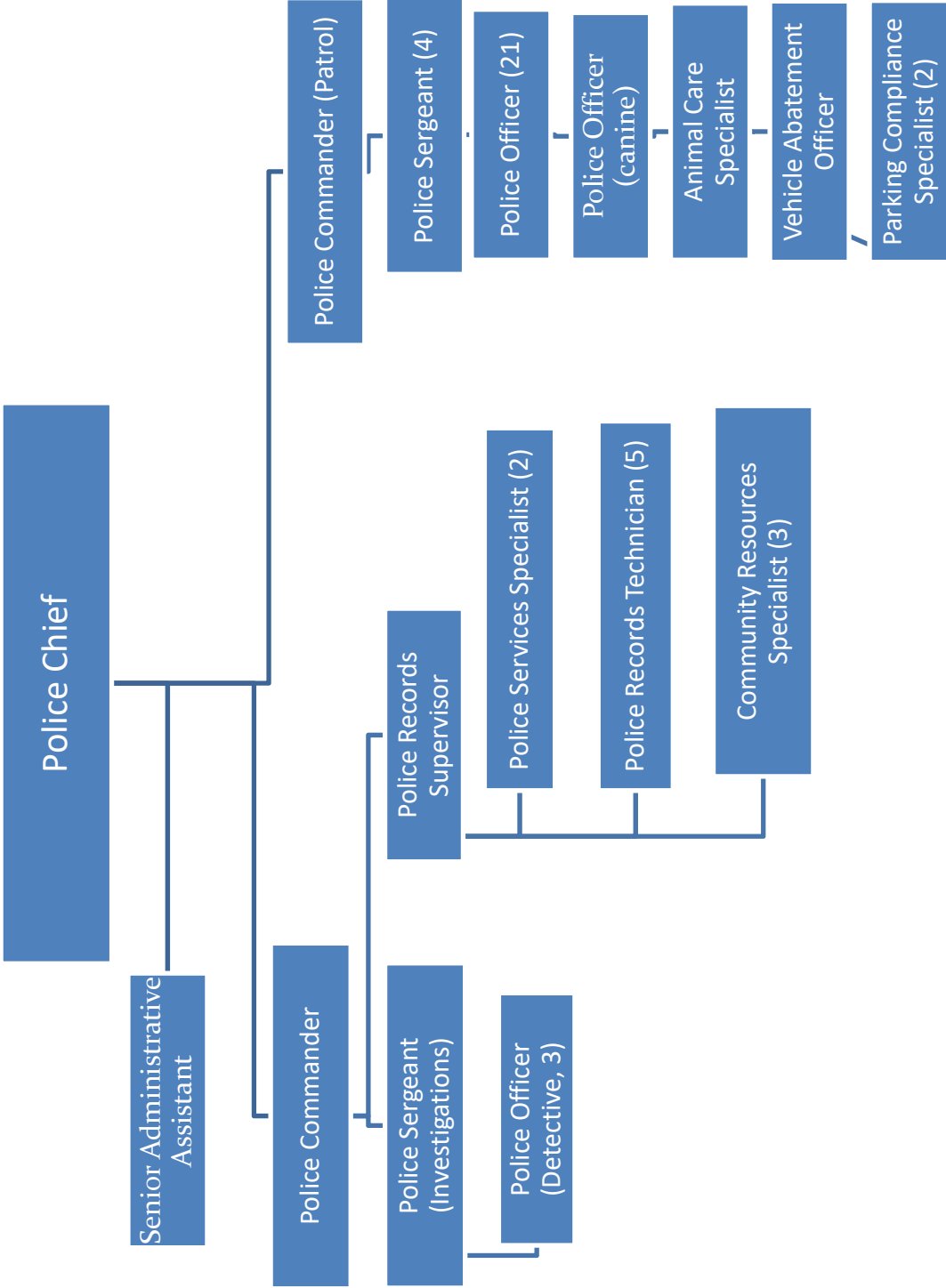
The goals of the Seaside Police Department for this upcoming fiscal year is to increase the investigations division staffing, add a lead records technician position, add reserve officer positions, continue to expand the traffic enforcement team, expand the Flock Safety camera network, and expand the police department drone team.

2023 UCR PART I CRIME



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Police Department



Budget Summary Police Department

AUTHORIZED POSITIONS	FY2023 Actual	FY2024 Projected	FY2025 Proposed
Number of Full-Time Employees	51	51	49
DEPARTMENTAL EXPENDITURES			
Personnel Services	\$ 11,326,429	\$ 11,723,183	\$ 13,108,806
Services & Supplies	\$ 1,475,776	\$ 1,447,412	\$ 1,838,647
Capital Outlay and Debt	\$ 198,482	\$ 361,836	\$ 267,191
Internal Services & Central Support Charges	\$ 2,061,257	\$ 2,278,784	\$ 2,611,196
Total Expenditures	<u>\$15,061,943</u>	<u>\$15,811,214</u>	<u>\$ 17,825,840</u>
DEPARTMENTAL REVENUES			
Fees, Fines and Reimbursements	\$ 272,903	\$ 312,540	\$ 311,926
Special Revenue Fund	\$ 341,556	\$ 357,884	\$ 342,915
Grants and Other Revenue	\$ 40,963	\$ 49,929	\$ 51,427
General Taxes	<u>\$14,406,521</u>	<u>\$15,090,861</u>	<u>\$17,119,572</u>
Total Revenues	<u>\$ 15,061,943</u>	<u>\$ 15,811,214</u>	<u>\$ 17,825,840</u>

MANAGING DEPARTMENT: Police Department

Police Administration

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-6110-0001	SALARIES	\$ 942,054	\$ 1,134,122	\$ 710,028	\$ 1,020,709	\$ 1,056,959
100-6110-0002	OVERTIME	29,661	33,000	15,401	23,173	30,000
	BENEFITS	685,261	728,469	441,079	620,128	682,897
100-6110-0003	HOLIDAY OVERTIME	19,563	61,068	12,325	31,416	47,018
100-6110-0006	WORKERS COMPENSATION	74,810	107,622	107,622	96,860	96,795
100-6110-0020	PART-TIME HOURLY WAGES	22,132	-	21,767	14,472	-
100-6110-1024	COMMUNITY RELATIONS	15,214	15,000	21,613	23,962	20,000
100-6110-0099	TUITION REIMBURSEMENTS	6,327	3,000	4,142	4,632	6,000
100-6110-1026	MEDICAL EXAMS	6,509	10,000	4,104	8,208	10,000
100-6110-1027	BACKGROUND INVESTIGATION	41,225	50,000	28,308	26,857	50,000
100-6110-1029	TRAINING & EDUCATION	11,053	50,000	19,431	23,930	50,000
100-6110-1030	CONSULTANT	23,085	10,000	5,900	10,600	10,000
100-6110-1033	FITNESS PROGRAM	1,367	5,400	1,132	1,194	5,400
100-6110-1037	EMPLOYEE RECOGNITION	2,130	1,000	1,000	2,000	5,000
100-6110-1040	BSCC WELLNESS GRANT	-	-	-	-	25,000
100-6110-1041	CHAMP PROGRAM	-	-	-	-	5,000
100-6110-2041	COUNTY COMMUNICATIONS	558,629	533,557	496,111	533,557	533,557
100-6110-2042	AUTOMATED CRIMINAL JUSTICE	132,929	110,000	-	110,000	180,000
100-6110-2043	TEMPORARY CONTRACT SERVICES	-	5,000	-	-	-
100-6110-2044	COPIER SERVICES	9,448	10,000	1,287	2,573	5,000
100-6110-2049	UNIFORM SERVICE/LAUNDRY	3,029	3,500	1,077	2,154	3,500
100-6110-2053	OUTSIDE PRINTING SERVICE	5,952	3,000	3,542	3,164	3,000
100-6110-2054	EQUIPMENT REPAIR	1,060	1,000	125	625	1,000
100-6110-2057	PEST CONTROL	1,800	1,800	1,350	1,800	1,800
100-6110-2064	PERSONNEL RECRUITMENT	3,947	10,000	570	1,140	8,000
100-6110-2066	COMPUTER MAINTENANCE	42,847	42,847	46,275	46,275	45,000
100-6110-2074	BANK FEES & MISC CHARGES	118	-	-	-	-
100-6110-2078	OTHER EXPENSE	15,690	20,000	13,781	22,566	22,000
100-6110-3092	STATIONARY SUPPLIES	-	3,000	19	37	3,000
100-6110-3095	DEPARTMENT CONSUMABLES	29,108	25,000	14,321	22,064	25,000
100-6110-3102	COMPUTER SUPPLIES	55,118	54,298	51,951	46,568	68,500
100-6110-4121	MEETINGS & TRAVEL	2,164	3,000	4,019	2,793	4,000
100-6110-4122	DUES & MEMBERSHIP	3,912	4,000	985	1,080	4,000
100-6110-4123	BOOKS & PERIODICALS	1,111	-	262	-	-
100-6110-4124	MAIL SERVICES	684	1,200	412	596	1,200
100-6110-4201	SRU ANNUAL CONTRIBUTION	5,000	5,000	5,000	5,000	5,000
100-6110-5132	TELEPHONE	21,729	25,000	18,221	35,082	35,000
100-6110-8187	DEPARTMENT EQUIPMENT	29,591	25,000	18,717	25,000	25,000
	CENTRAL SERVICES AND INTERNAL CHARGES	1,158,104	1,129,436	828,140	1,129,436	1,270,990
100-6110-9602	PRINCIPAL PAYMENTS	-	6,515	-	-	-
100-6110-9605	INTEREST-COPIER LEASE	-	1,728	-	-	-
Total		\$ 3,962,363	\$ 4,232,563	\$ 2,900,012	\$ 3,899,651	\$ 4,344,616

MANAGING DEPARTMENT: Police Department

Police Field Operations

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-6120-0001	SALARIES	\$ 2,992,724	\$ 3,849,568	\$ 2,340,933	\$ 3,191,150	\$ 3,601,784
100-6120-0002	OVERTIME	452,944	350,000	356,195	480,000	350,000
	BENEFITS	2,714,034	2,954,692	1,855,449	2,615,956	2,935,507
100-6120-0003	HOLIDAY OVERTIME	96,792	200,894	73,852	127,029	165,423
100-6120-0006	WORKERS COMPENSATION	917,095	1,234,202	1,234,202	1,141,637	1,045,696
100-6120-0022	BONUS	30,000	-	20,000	-	-
100-6120-1029	TRAINING & EDUCATION	91,723	55,000	34,821	55,021	65,000
100-6120-0099	TUITION REIMBURSEMENTS	3,975	-	6,825	3,825	15,000
100-6120-1033	FITNESS PROGRAM	1,315	11,340	1,193	1,245	11,340
100-6120-2049	UNIFORM SERVICE/LAUNDRY	3,992	5,000	1,960	3,920	3,500
100-6120-2052	RADIO REPAIR	1,003	3,500	-	1,750	2,500
100-6120-2060	BLOOD ALCOHOL	3,008	2,000	5,775	864	2,000
100-6120-2061	PRISONER MEALS	100	1,500	61	811	1,500
100-6120-3091	CANINE MAINTENANCE	23,267	12,000	8,581	11,824	12,000
100-6120-3096	CSA74 APPROVED MEDICAL SUPP	5,428	5,000	1,793	2,718	5,000
100-6120-3097	SAFETY EQUIPMENT	3,904	5,000	2,931	4,698	5,000
100-6120-3103	AMMUNITION	5,254	17,500	12,082	17,500	17,500
100-6120-5135	MOBILE COMMUNICATION	10,264	11,000	6,722	11,763	11,000
100-6120-8128	PD OFFICE SPACE	-	10,000	10,000	10,000	10,000
100-6120-8134	BODY CAMERAS	-	94,349	-	94,349	91,627
100-6120-8187	DEPARTMENT EQUIPMENT	28,452	60,000	47,284	60,000	30,000
100-6120-9101	CAPITAL ASSET	45,772	44,374	44,374	44,374	-
	CENTRAL SERVICES AND INTERNAL CHARGES	726,143	945,096	639,063	945,096	1,116,999
100-6120-9602	PRINCIPAL PAYMENTS	-	55,510	14,470	-	-
Total		\$ 8,157,189	\$ 9,927,524	\$ 6,718,569	\$ 8,825,529	\$ 9,498,375

MANAGING DEPARTMENT: Police Department

Police Support

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-6130-0001	SALARIES	\$ 931,023	\$ 759,987	\$ 644,204	\$ 805,007	\$ 1,107,490
100-6130-0002	OVERTIME	163,961	90,000	114,984	143,476	145,000
	BENEFITS	685,432	640,577	499,602	673,285	1,086,909
100-6130-0003	HOLIDAY OVERTIME	38,070	37,298	24,528	27,408	57,162
100-6130-0006	WORKERS COMPENSATION	261,890	376,754	376,754	376,754	312,699
100-6130-1024	COMMUNITY RELATIONS	-	4,600	-	-	4,600
100-6130-1029	TRAINING & EDUCATION	12,736	25,000	8,140	12,649	15,000
100-6130-1033	FITNESS PROGRAM	820	4,320	450	585	4,320
100-6130-2070	ALARM SERVICE	1,000	758	789	1,033	2,000
100-6130-2074	BANK FEES & MISC CHARGES	-	-	1,039	1,039	-
100-6130-4125	INVESTIGATION EXPENSE	7,102	20,000	6,677	13,950	20,000
100-6130-8187	EQUIPMENT	2,234	10,000	4,372	10,000	10,000
	CENTRAL SERVICES AND INTERNAL CHARGES	148,803	169,874	84,937	169,874	182,856
100-6130-9602	PRINCIPAL PAYMENTS	6,276	27,938	42,294	115,545	75,564
100-6130-9605	INTEREST	851	-	-	-	-
Total		\$ 2,260,198	\$ 2,167,106	\$ 1,808,771	\$ 2,350,603	\$ 3,023,600

MANAGING DEPARTMENT: Police Department

Police Vehicle Abatement

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-6150-0001	SALARIES	\$ 106,506	\$ 102,645	\$ 77,440	\$ 104,609	\$ 105,725
100-6150-0002	OVERTIME	-	5,000	183	340	5,000
	BENEFITS	94,153	74,528	59,197	83,199	98,777
100-6150-0003	HOLIDAY OVERTIME	-	-	-	-	5,000
100-6150-0006	WORKERS COMPENSATION	4,575	6,582	6,582	6,582	5,463
100-6150-1029	TRAINING	-	1,500	-	-	1,500
100-6150-1033	FITNESS PROGRAM	-	540	-	-	540
100-6150-8187	DEPARTMENT EQUIPMENT	84,270	3,000	1,025	2,050	3,000
	CENTRAL SERVICES AND INTERNAL CHARGES	12,589	16,817	8,408	16,817	22,164
Total		\$ 302,093	\$ 210,612	\$ 152,835	\$ 213,597	\$ 247,169

MANAGING DEPARTMENT: Police Department
Police Animal Control

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-6160-0001	SALARIES	\$ 29,052	\$ 67,650	\$ 50,013	\$ 67,559	\$ 74,078
100-6160-0002	OVERTIME	1,255	2,000	-	-	-
	BENEFITS	13,619	40,001	33,118	45,982	48,389
100-6160-0003	HOLIDAY OVERTIME	-	-	-	-	3,989
100-6160-0006	WORKERS COMPENSATION	16,287	23,430	23,430	23,430	19,447
100-6160-1029	TRAINING & EDUCATION	9,439	3,500	200	1,950	3,300
100-6160-1033	FITNESS PROGRAM	32	-	-	-	-
100-6160-2051	VETERINARY SERVICES	-	13,000	10,446	20,370	44,000
100-6160-2073	SUBCONTRACTED WORK	81,285	70,000	49,357	68,170	80,000
100-6160-3095	DEPARTMENT CONSUMABLES	-	400	464	811	2,000
100-6160-8187	DEPARTMENT EQUIPMENT	1,036	4,000	259	518	10,000
	CENTRAL SERVICES AND INTERNAL CHARGES	9,246	10,848	5,424	10,848	11,449
Total		\$ 161,251	\$ 234,829	\$ 172,711	\$ 239,638	\$ 296,652

MANAGING DEPARTMENT: Police Department
BJA Grant

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
203-6120-3097	SAFETY EQUIPMENT-B.P. VESTS	\$ 3,536	\$ 4,800	\$ -	\$ 4,000	\$ 4,800
Total		\$ 3,536	\$ 4,800	\$ -	\$ 4,000	\$ 4,800

MANAGING DEPARTMENT: Police Department
County Grant Domestic Violence

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
207-6180-2073	SUBCONTRACTED WORK	\$ 12,074	\$ 14,000	\$ 6,000	\$ 12,000	\$ 14,000
Total		\$ 12,074	\$ 14,000	\$ 6,000	\$ 12,000	\$ 14,000

MANAGING DEPARTMENT: Police Department
Prop 172 Sales Tax

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
220-6110-2041	COUNTY COMMUNICATIONS	\$ 78,396	\$ -	\$ 205,740	\$ 205,740	\$ 205,740
	CENTRAL SERVICES AND INTERNAL CHARGES	6,372	6,713	3,356	6,713	5,174
Total		\$ 84,768	\$ 6,713	\$ 209,096	\$ 212,453	\$ 210,914

MANAGING DEPARTMENT: Police Department
CA Supplemental Law Enforcement

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
221-6120-8184	POLICE EQUIPMENT	\$ 118,471	\$ 102,150	\$ 7,999	\$ 53,743	\$ 162,150
Total		\$ 118,471	\$ 102,150	\$ 7,999	\$ 53,743	\$ 162,150

MANAGING DEPARTMENT: Police Department
PRVNT

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
243-6110-3095	DEPARTMENT CONSUMABLES	\$ 4,574	\$ -	\$ 3,522	\$ 4,635	\$ 5,000
243-6110-4125	INVESTIGATION EXPENDITURE	-	-	2,100	2,763	5,000
243-6110-8184	PRVNT EQUIPMENT	21,845	-	9,864	9,864	12,000
	CENTRAL SERVICES AND INTERNAL CHARGES	1,793	1,637	818	1,077	1,564
Total		\$ 28,212	\$ 1,637	\$ 16,305	\$ 18,339	\$ 23,564



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FIRE DEPARTMENT

Fire

Divisions

Administration / Operations/ Training and EMS / Prevention

Who We Are:

The Seaside Fire Department is an "All Hazards" organization serving the residents and visitors of the cities of Seaside and Del Rey Oaks. The Fire Department had a busy year running 3,469 calls for service from a single fire station. The department ran an additional 230 calls for service in 2023, having run 3,239 calls for service in 2022. The Seaside Fire Department takes pride in serving our diverse communities through professional services, and efficient response. It is the "vision" of the Seaside Fire Department to be a leader in the fire service industry through technical programs such as our Hazardous Materials Response and Drone Teams. Seaside Fire is proud to have worked alongside the police department to launch a Fire / Police Cadet Program called CHAMP in 2023. The program allows community youth to explore and learn about a future in becoming a firefighter or police officer. CHAMP = Change / Hope / Accountability / Mentorship /

Fiscal Year 2023/2024 Accomplishments

- 90% Design and Development of Fire Station 2 / CEQA for 1st & Gigling Fire Station Parcel Completed
- Host Sister City of Oaxaca & provide essential donations of surplus fire equipment
- Hired 2 Additional Firefighters (October 2023 & May 2024)
- Hosted 2023 Fire Prevention Week Open House at the Fire Station
- Collect and Deliver Toy during Christmas to 8 non-profit agencies serving over 500 children
- Conducted Fire Engineer Promotion and New Firefighter Badge Pinning
- Acknowledge FF of the Year Lee Whitney, Reserve FF of the Year Kelsey Kutter, Drone Operator of the Year Jared Apperson and Admin of the Year Rosalinda Barrios Chavez at City Council
- Design / Award Construction Bid / Remodel Fire Station Kitchen
- Receive New Type 1 Fire Engine (May 1, 2024)
- Conduct Extensive Firefighter Recruitment & Outreach Campaign
- Receive Tactical Firefighter of the Year for 2nd year in a row from MCPOA
- Host Table-Top Emergency Operations Exercise with Executive Mgt. Team and City Council

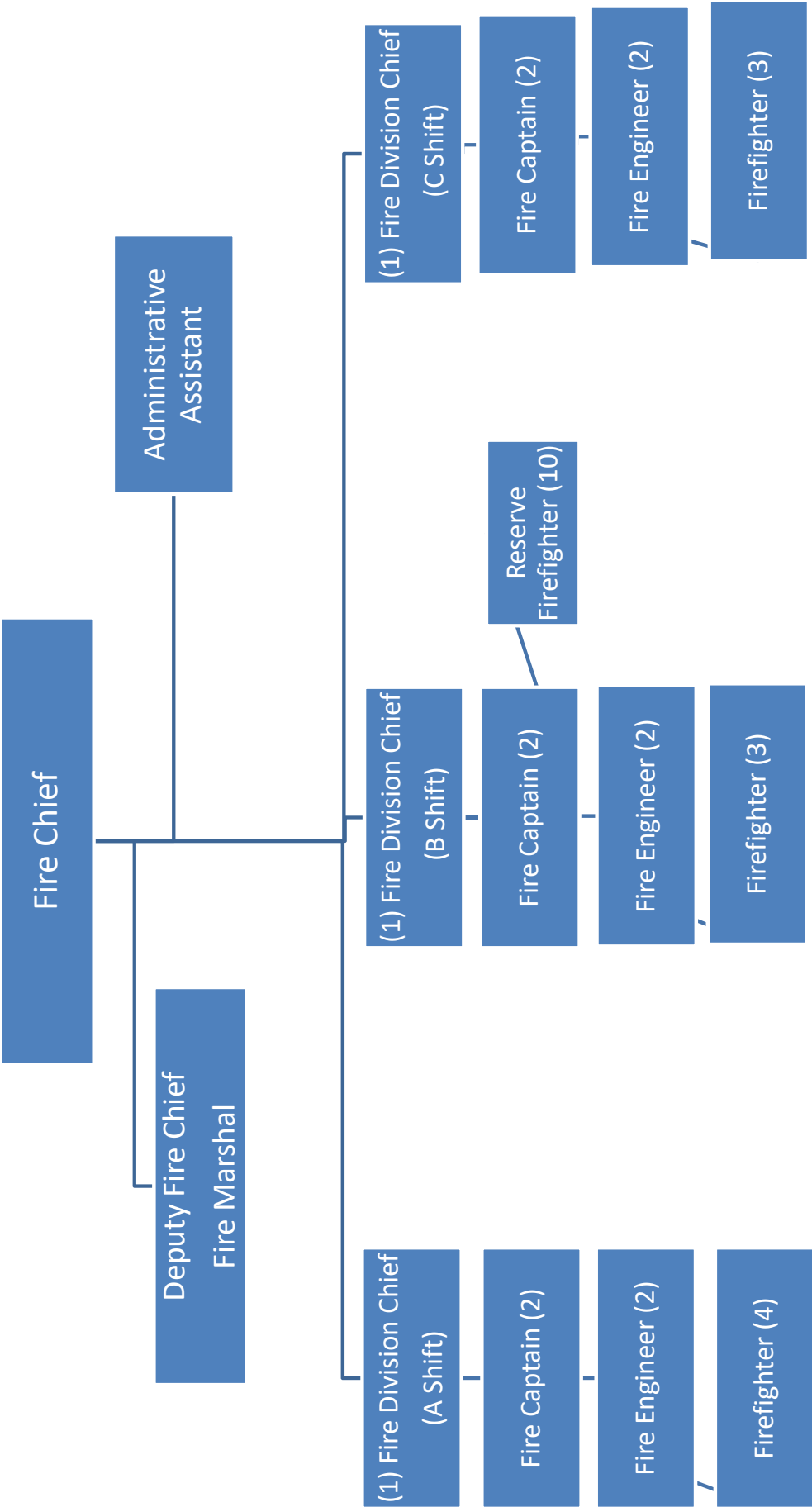
Fiscal Year 2024/2025 GOALS

Train 3 new Firefighters, Promote 1 Fire Engineer, Hire 6-10 Reserve FF Kitchen Remodel completed, Install new Emergency Fire Station Alert System, Renovate Fire Station Locker Rooms, Order Type 1 Engine, Receive Type 3



	2019	2020	2021	2022	2023
Fires	73	68	78	87	100
EMS	1642	1,406	1,485	1641	1648
Hazmat	133	145	163	122	150
Service Calls	386	341	300	392	336
Good Intent	710	764	778	820	1003
False Alarms	188	131	148	142	229
Miscellaneous	14	2	13	35	3
TOTAL ALL INCIDENTS	3,146	2,857	2,965	3,239	3,469
Additional Data Included in the Incident Totals Above					
Mutual Aid Received	135	67	62	67	77
Mutual Aid Provided	52	28	35	39	70
Del Rey Oaks Calls	216	136	129	151	163
Drone Deployments	7	7	7	17	14

FIRE DEPARTMENT



Budget Summary Fire Department

AUTHORIZED POSITIONS	FY2023 Actual	FY2024 Projected	FY2025 Proposed
Number of Full-Time Employees	27	28	28
DEPARTMENTAL EXPENDITURES			
Personnel Services	\$ 8,295,164	\$ 8,056,118	\$ 8,641,695
Services & Supplies	\$ 456,924	\$ 516,035	\$ 752,840
Capital Outlay and Debt	\$ 521,182	\$ 1,083,916	\$ 532,589
Internal Services & Central Support Charges	<u>\$ 1,096,000</u>	<u>\$ 1,310,385</u>	<u>\$ 1,412,378</u>
Total Expenditures	<u>\$10,369,271</u>	<u>\$10,966,454</u>	<u>\$ 11,339,501</u>
DEPARTMENTAL REVENUES			
Fees, Fines and Reimbursements	\$ 187,143	\$ 161,764	\$ 244,311
Special Revenue Fund	\$ 1,264	\$ -	\$ -
General Taxes	<u>\$9,989,692</u>	<u>\$10,540,101</u>	<u>\$10,840,372</u>
Total Revenues	<u>\$ 10,369,271</u>	<u>\$ 10,966,454</u>	<u>\$ 11,339,501</u>

MANAGING DEPARTMENT: Fire

Fire Administration

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-6610-0001	SALARIES	\$ 281,902	\$ 309,798	\$ 210,218	\$ 283,545	\$ 309,503
100-6610-0002	OVERTIME	-	1,000	171	-	500
	BENEFITS	232,071	166,836	106,822	153,389	176,311
100-6610-0006	WORKERS COMPENSATION	15,473	22,259	22,259	22,259	20,025
100-6610-1029	TRAINING & EDUCATION	(75)	1,000	1,000	1,000	2,000
100-6610-1033	FITNESS PROGRAM	273	-	387	532	-
100-6610-2041	COUNTY COMMUNICATIONS	110,541	101,000	85,583	101,000	138,906
100-6610-2043	TEMPORARY CONTRACT SERVICES	15,389	23,400	14,346	17,000	16,000
100-6610-2044	COPIER SERVICES	2,795	2,600	2,199	3,727	4,000
100-6610-2045	ACCREDITATION	600	-	-	-	-
100-6610-2053	OUTSIDE PRINTING SERVICE	-	100	-	-	200
100-6610-2074	BANK FEES & MISC CHARGES	27	27	16	31	35
100-6610-3095	DEPARTMENT CONSUMABLES	8,839	10,000	6,136	5,202	6,000
100-6610-3102	COMPUTER SUPPLIES	-	5,000	868	3,368	15,000
100-6610-4121	MEETINGS & TRAVEL	102	1,200	31	631	2,000
100-6610-4122	DUES & MEMBERSHIP	317	300	175	300	400
100-6610-4123	BOOKS & PERIODICALS	33	-	-	-	100
100-6610-5133	WATER	5,106	-	1,757	1,757	2,000
100-6610-8187	DEPARTMENT EQUIPMENT	1,046	2,000	-	2,000	1,000
	CENTRAL SERVICES AND INTERNAL CHARGES	537,114	517,958	419,727	517,958	570,438
100-6610-9602	PRINCIPAL PAYMENTS	4,458	4,636	3,641	4,567	4,716
100-6610-9605	INTEREST EXPENSE	1,521	1,582	1,247	1,816	1,263
Total		\$ 1,217,532	\$ 1,170,696	\$ 876,584	\$ 1,120,083	\$ 1,270,398

MANAGING DEPARTMENT: Fire

Fire Prevention

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-6620-1029	TRAINING & EDUCATION	\$ 1,710	\$ 1,000	\$ 650	\$ 1,300	\$ 2,500
100-6620-2043	TEMPORARY CONTRACT SERVICES	19,811	100,000	21,023	70,011	100,000
100-6620-2053	OUTSIDE PRINTING SERVICE	-	200	-	100	100
100-6620-4121	MEETINGS & TRAVEL	424	2,000	-	500	2,000
100-6620-4122	DUES & MEMBERSHIP	175	1,925	-	-	300
100-6620-4123	BOOKS & PERIODICALS	542	600	30	500	500
100-6620-8187	DEPARTMENT EQUIPMENT	583	2,000	792	2,000	1,500
Total		\$ 23,245	\$ 107,725	\$ 22,495	\$ 74,411	\$ 106,900

MANAGING DEPARTMENT: Fire

Fire Training

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
	BENEFITS	\$ -	\$ -	\$ -	\$ -	\$ 10,000
100-6630-1029	TRAINING & EDUCATION	22,003	13,000	2,515	9,015	40,400
100-6630-3095	DEPARTMENT CONSUMABLES	10,700	10,069	582	1,165	10,000
100-6630-4121	MEETINGS & TRAVEL	51	6,000	1,315	3,316	-
100-6630-4122	DUES & MEMBERSHIP	30	120	136	136	150
100-6630-4123	BOOKS & PERIODICALS	-	250	208	208	500
Total		\$ 32,785	\$ 29,439	\$ 4,756	\$ 13,839	\$ 61,050

MANAGING DEPARTMENT: Fire

Fire Operations

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-6640-0001	SALARIES	\$ 3,356,953	\$ 3,489,260	\$ 2,494,917	\$ 3,294,430	\$ 3,571,686
100-6640-0002	OVERTIME	639,981	420,000	403,835	603,172	450,000
	BENEFITS	3,324,529	3,212,088	2,168,058	3,169,495	3,548,519
100-6640-0003	HOLIDAY OVERTIME	155,716	186,851	118,917	155,802	152,288
100-6640-0006	WORKERS COMPENSATION	287,165	324,234	324,234	311,265	290,438
100-6640-1026	MEDICAL EXAMS	19,749	36,225	31,028	33,748	27,000
100-6640-1027	BACKGROUND INVESTIGATION	5,100	5,000	2,000	4,500	9,000
100-6640-1033	FITNESS PROGRAM	2,094	11,340	1,989	2,280	11,340
100-6640-2043	TEMPORARY CONTRACT SERVICES	-	45,000	24,413	39,045	52,520
100-6640-2049	UNIFORM SERVICE/LAUNDRY	1,422	4,000	1,115	1,752	2,000
100-6640-2055	FIRE EQUIPMENT REPAIR	26,144	30,000	10,417	25,189	18,000
100-6640-2074	BANK FEES & MISC CHARGES	-	250	22	147	250
100-6640-3093	JANITORIAL SUPPLIES	4,613	4,300	3,090	4,572	4,500
100-6640-3095	DEPARTMENT CONSUMABLES	26,086	27,000	17,660	30,562	20,000
100-6640-3096	CSA 74 PURCHASES	16,656	21,000	10,149	17,000	15,000
100-6640-3097	SAFETY EQUIPMENT	60,298	60,000	35,173	60,000	137,500
100-6640-5135	MOBILE COMMUNICATIONS	12,996	15,000	10,535	14,148	15,000
100-6640-8180	INCIDENT COMMAND VEHICLES	-	340,000	-	340,000	-
100-6640-8187	DEPARTMENT EQUIPMENT	233,672	545,172	97,613	545,172	243,700
	CENTRAL SERVICES AND INTERNAL CHARGES	558,886	792,427	473,942	792,427	841,940
100-6640-9602	PRINCIPAL PAYMENTS	133,977	142,391	(25,542)	71,196	94,494
100-6640-9605	INTEREST ON LEASE	39,845	-	13,527	-	81,578
100-6640-9609	LEASE PRINCIPAL-PNC	96,629	100,494	99,133	100,494	104,337
100-6640-9610	LEASE PRINCIPAL	-	16,672	-	16,672	-
Total		\$ 9,002,511	\$ 9,828,703	\$ 6,316,225	\$ 9,633,067	\$ 9,691,090

MANAGING DEPARTMENT: Fire Fire Public Education & Relations

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-6650-3095	DEPARTMENT CONSUMABLES	\$ 10,458	\$ 15,000	\$ 8,890	\$ 10,777	\$ 16,500
Total		\$ 10,458	\$ 15,000	\$ 8,890	\$ 10,777	\$ 16,500

MANAGING DEPARTMENT: Fire Fire Reserves

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-6660-0006	WORKERS COMPENSATION	\$ 494	\$ 710	\$ 710	\$ 710	\$ 590
100-6660-0020	PART-TIME HOURLY WAGES	-	2,700	272	994	19,215
	BENEFITS	-	-	4	8	279
100-6660-1026	MEDICAL EXAMS	529	2,400	-	-	5,000
100-6660-1027	BACKGROUND INVESTIGATION	300	500	-	250	5,600
100-6660-1029	TRAINING & EDUCATION	17,731	8,000	346	4,346	8,000
100-6660-2064	PERSONNEL RECRUITMENT	-	500	-	-	754
100-6660-3097	SAFETY EQUIPMENT	3,487	10,000	5,527	11,055	8,000
Total		\$ 22,541	\$ 24,810	\$ 6,860	\$ 17,363	\$ 47,438

MANAGING DEPARTMENT: Fire Fire Hazardous Materials

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-6670-1029	TRAINING & EDUCATION	\$ -	\$ -	\$ 6,000	\$ -	\$ 5,610
100-6670-3095	DEPARTMENT CONSUMABLES	125	-	-	362	500
100-6670-9610	BAD DEBT - WRITE OFF	9,451	-	-	-	-
Total		\$ 9,576	\$ -	\$ 6,000	\$ 362	\$ 6,110

MANAGING DEPARTMENT: Fire Fire Emergency Services

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-6680-1029	TRAINING & EDUCATION	\$ -	\$ 1,000	\$ -	\$ -	\$ 1,815
100-6680-1030	CONSULTANT	1,356	-	-	-	-
100-6680-2043	TEMPORARY CONTRACT SERVICES	5,000	5,000	5,000	5,000	5,000
100-6680-3095	DEPARTMENT CONSUMABLES	-	250	-	-	-
Total		\$ 6,356	\$ 6,250	\$ 5,000	\$ 5,000	\$ 6,815

MANAGING DEPARTMENT: Fire
Fire - OES

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-6690-0002	OVERTIME - OES	\$ -	\$ 80,000	\$ -	\$ 40,000	\$ 80,000
100-6690-3095	STRIKE TEAM CONSUMABLES	-	1,200	-	-	1,000
Total		\$ -	\$ 81,200	\$ -	\$ 40,000	\$ 81,000

MANAGING DEPARTMENT: Fire Department
Haz Mat Grants

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
218-6670-0002	OVERTIME - CSTI BACKFILL	\$ 5,794	\$ 60,000	\$ 9,757	\$ 20,000	\$ 10,000
	BENEFITS	1,338	-	2,563	3,372	-
218-6670-1026	MEDICAL EXAMS	3,204	3,600	-	-	6,000
218-6670-1029	TRAINING (CSTI)	14,745	30,000	845	1,112	10,000
218-6670-2073	SUBCONTRACTED WORK	787	5,000	91	2,500	1,200
218-6670-4121	MEETING AND TRAVEL (CSTI)	6,690	12,000	1,706	5,310	5,000
Total		\$ 32,558	\$ 110,600	\$ 14,962	\$ 32,294	\$ 32,200

MANAGING DEPARTMENT: Fire Department
Prop 172 Sales Tax

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
220-6610-2041	COUNTY COMMUNICATION	\$ 8,602	\$ -	\$ 19,258	\$ 19,258	\$ 20,000
Total		\$ 8,602	\$ -	\$ 19,258	\$ 19,258	\$ 20,000

MANAGING DEPARTMENT: Fire Department
SAFER

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
231-6660-0020	PART-TIME HOURLY WAGES	\$ 3,063	\$ -	\$ 368	\$ -	\$ -
	BENEFITS	44	-	5	-	-
Total		\$ 3,107	\$ -	\$ 373	\$ -	\$ -



PUBLIC WORKS

Public Works

Divisions

Engineering | Maintenance and Utilities

Who We Are:

Maintenance & Utilities:

Parks, Streets, Water, Sewer, Storm Drains, Government Buildings, Vehicle Maintenance, Municipal & Professional Services Contracts with Local and Federal Agencies

Engineering:

Capital Project Management, Environmental Review, Regulatory Compliance, Permit Issuance, and Development Review.

Fiscal Year 2023/24 Accomplishments and Fiscal Year 2024/25 Goals:

Achievements:

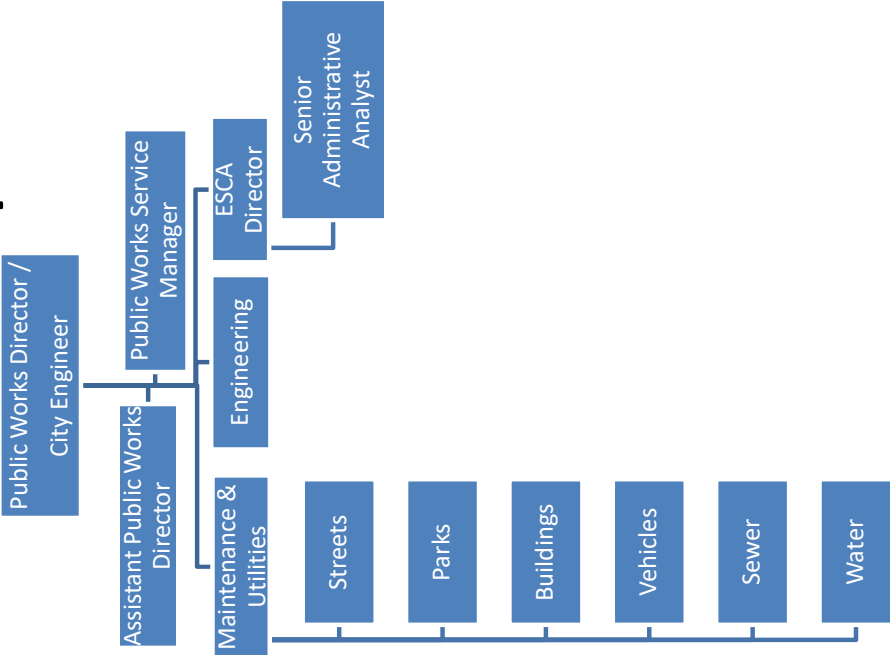
Patullo Swim Center Flooring, City Hall and Library Parking lot, 1583/ 1579 Del Monte Boulevard Improvements, Soper Community Center Flooring, City Facilities Plan, Corporation Yard Reroof, Highland Otis Park – Lower Area, Lincoln Cunningham - Park Basketball Court, Sabado Park, Fernando Park, Cutino Park – Part 2 Phase 1, Havana Soliz Park Revitalization, Wheeler Street Tennis Court Resurfacing and Screen, Hot Spot Pavement Repair Program, Yosemite Storm Drain Inlet Improvement, Stormwater Master Plan Update, Street Regulatory Sign Upgrades, Ord Terrace School Crossing Improvements, Arch Flash Hazard Mitigation, Minor Miscellaneous Well Upgrades, and Sutter Street Sewer Rehabilitation.

Objectives for FY 24/25:

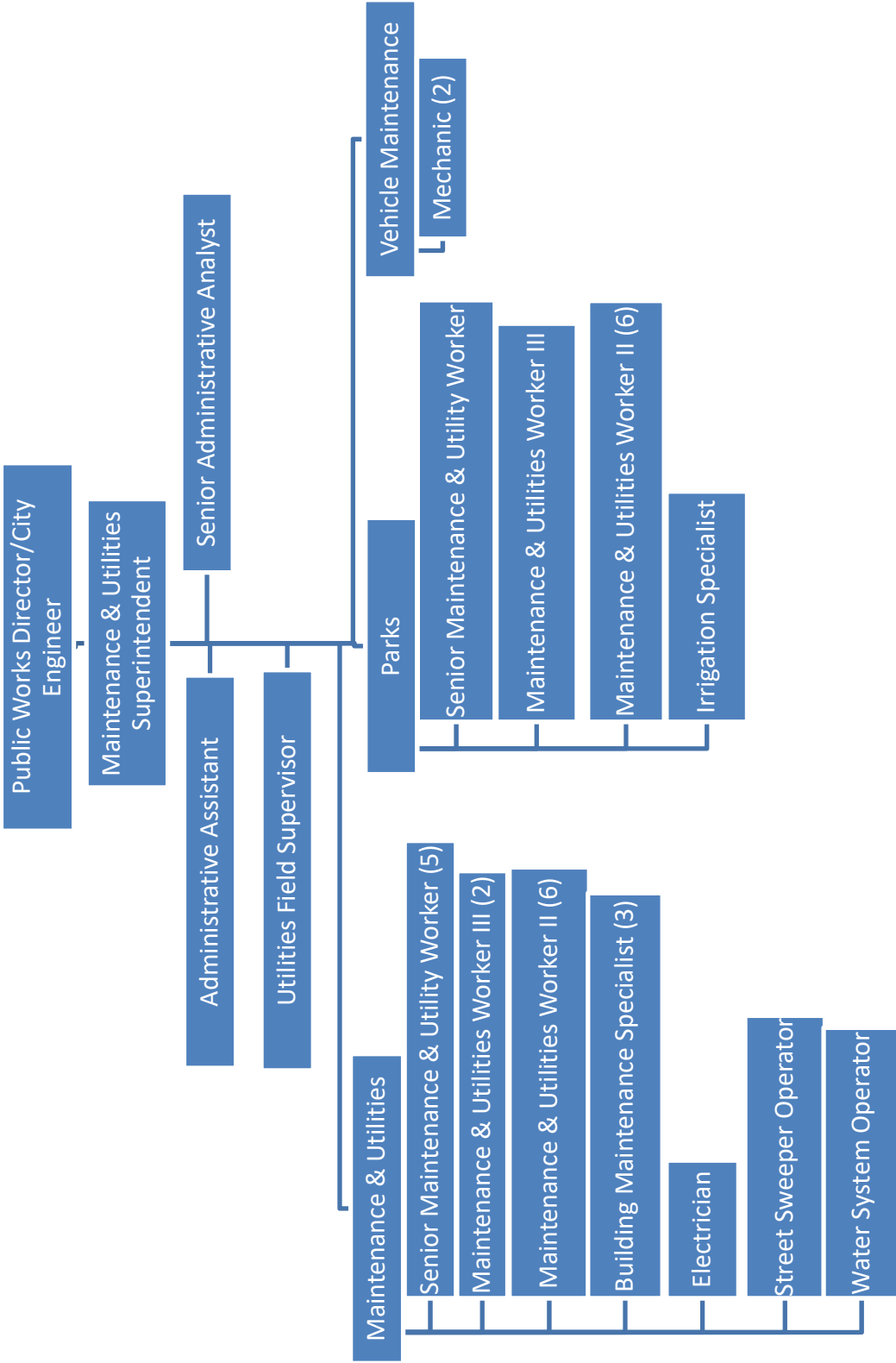
Police Department Parking Lot Upgrades, Fire Station Kitchen Renovation, City Hall Staff Trailer Improvements, Trailer for Fab Lab, Fort Ord Building Demolition and Soil Abatement (Phase 1B), Oldemeyer Building Refurbishment, Fire Station 1 Alert System, Corporation Yard Repairs, 1124 Wheeler Street Repairs, City of Seaside Welcome Sign, Cutino Park Mural, Oldemeyer Center Mural, Utility Box Artwork, San Pablo Avenue Bridge Demolition, Laguna Grande Regional Park Trails, Fremont Center Medians, Pump Track Concept Plan, Lincoln Cunningham Park Trail, Courthouse Project, SMWS Back-up Water Well, 90" Storm Drain Outfall Repair, Eucalyptus Road Storm Drain Infiltrator Project, Mingo Avenue Storm Drain Replacement, Local Roadway Safety Plan, 2023 Pavement Rehabilitation, Bike Safe Grate Upgrades, Traffic Calming Projects, Pavement Management Program Update, MCWD Intertie, Water Rate Study, Sewer Main Replacement Project, Sewer Master Plan, and Sewer Lateral Program



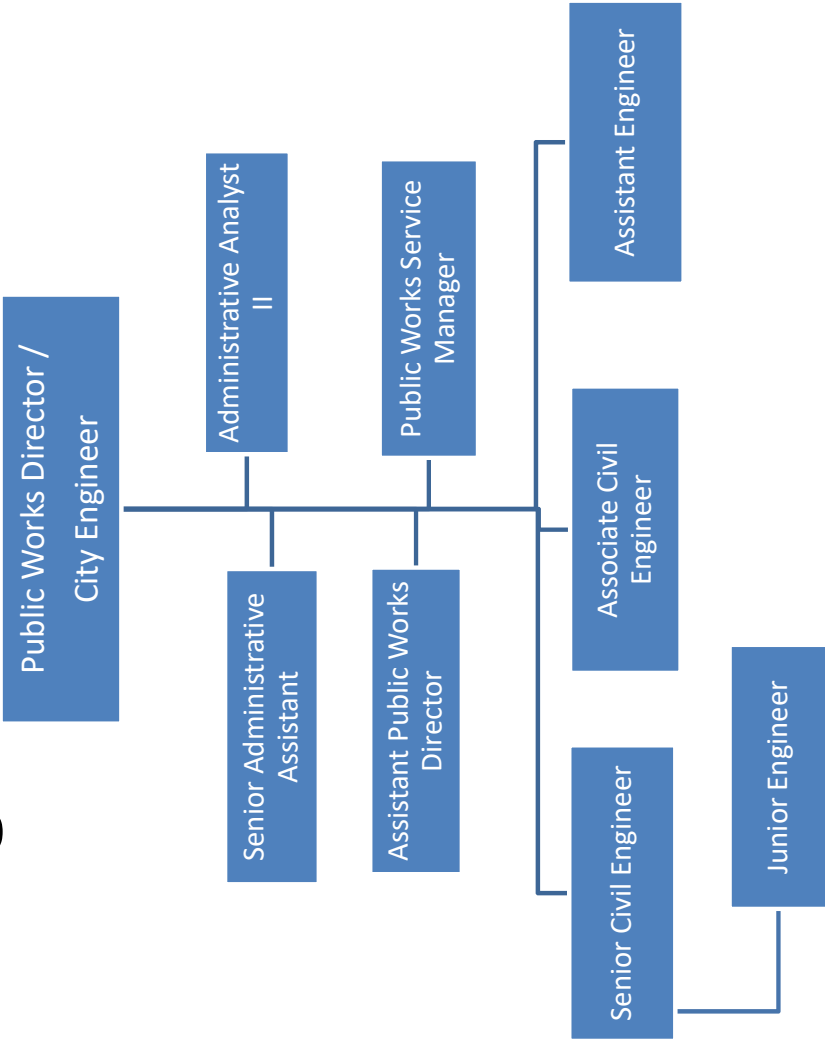
Public Works Department



Maintenance & Utilities Department



Engineering Department



Budget Summary Public Works & Engineering

AUTHORIZED POSITIONS	FY2023 Actual	FY2024 Projected	FY2025 Proposed
Number of Full-Time Employees	48	47	46
DEPARTMENTAL EXPENDITURES			
Personnel Services	\$ 5,470,764	\$ 5,642,400	\$ 6,862,126
Services & Supplies	\$ 6,481,370	\$ 5,352,891	\$ 10,809,592
Capital Outlay and Debt	\$ 7,342,121	\$ 9,133,987	\$ 19,114,490
Internal Services & Central Support Charges	\$ 546,439	\$ 724,878	\$ 1,181,913
Total Expenditures	<u>\$19,840,694</u>	<u>\$20,854,156</u>	<u>\$ 37,968,121</u>
DEPARTMENTAL REVENUES			
Fees, Fines and Reimbursements	\$ 2,126,015	\$ 2,196,644	\$ 2,360,593
Special Revenue Fund	\$ 5,898,800	\$ 4,852,376	\$ 16,739,902
Enterprise Fund	\$ 1,104,291	\$ 1,225,017	\$ 4,084,213
Internal Service Fund	\$ 651,543	\$ 1,055,042	\$ 1,513,475
Grants and Other Revenue	\$ 853,380	\$ 418,031	\$ 427,043
General Taxes	\$9,206,665	\$11,107,045	\$12,842,895
Total Revenues	<u>\$ 19,840,694</u>	<u>\$ 20,854,156</u>	<u>\$ 37,968,121</u>

MANAGING DEPARTMENT: Public Works/Engineering

Public Works - Operations

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-8110-2074	BANK FEES & MISC CHARGES	\$ 5	\$ -	\$ -	\$ -	\$ -
100-8110-3095	DEPT CONSUMABLES - CV RESPONSE	305	-	-	-	-
100-8110-9814	PARKS IMPROVEMENTS	-	10,000	-	-	-
100-8110-9992	TRANSFER OUT STR-AFF HOUSING	310,462	-	-	-	-
Total		\$ 310,772	\$ 10,000	\$ -	\$ -	\$ -

MANAGING DEPARTMENT: Public Works/Engineering

Government Buildings

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-8310-0001	SALARIES	\$ 134,103	\$ 277,086	\$ 87,778	\$ 158,649	\$ 110,682
100-8310-0002	OVERTIME	34,436	24,000	16,949	21,365	26,564
	BENEFITS	120,972	168,884	90,652	132,459	102,253
100-8310-0006	WORKERS COMPENSATION	51,791	47,959	47,959	47,959	83,317
100-8310-0097	UNALLOCATED PAGER	-	-	13,151	52,588	-
100-8310-1029	TRAINING & EDUCATION	-	2,000	702	1,125	2,000
100-8310-1033	FITNESS PROGRAM	18	594	-	-	594
100-8310-2044	COPIER SERVICES	1,579	2,200	424	603	2,000
100-8310-2049	UNIFORM SERVICE / LAUNDRY	4,375	4,000	3,526	5,337	5,000
100-8310-2057	PEST CONTROL	5,153	7,000	3,127	4,394	7,000
100-8310-2070	ALARM SERVICE	10,703	13,000	10,653	20,740	14,000
100-8310-2073	SUBCONTRACTED WORK	221,812	160,000	138,419	160,000	160,000
100-8310-2074	BANK FEES & MISC CHARGES	-	-	24	24	-
100-8310-2078	OTHER EXPENSE	114	1,000	1,704	1,704	1,000
100-8310-2087	EQUIPMENT RENTAL	929	1,000	1,799	500	1,000
100-8310-3093	JANITORIAL SUPPLIES	-	2,000	400	799	2,000
100-8310-3095	DEPARTMENT CONSUMABLES	76,543	80,000	41,343	72,394	70,000
100-8310-3097	SAFETY EQUIPMENT	594	1,500	-	1,500	1,500
100-8310-3099	CHEMICALS	8,969	26,000	6,123	4,777	22,000
100-8310-5131	GAS & ELECTRIC	362,585	319,000	257,332	355,075	350,000
100-8310-5133	WATER	97,465	97,000	74,830	114,113	100,000
100-8310-5136	SEWER SERVICE CHARGE	19,961	19,000	17,187	25,610	21,000
100-8310-8124	CAPITAL IMPROVEMENTS	4,935	6,000	-	3,000	4,000
100-8310-8137	FACILITIES REPAIR/MAINTENANCE	20,564	80,000	-	30,000	60,000
100-8310-8187	DEPARTMENT EQUIPMENT	3,827	-	-	-	50,000
	CENTRAL SERVICES AND INTERNAL CHARGES	(832,906)	(900,434)	(316,289)	(900,434)	(972,407)
100-8310-9602	PRINCIPAL PAYMENTS	27,308	28,482	67,816	113,058	46,429
100-8310-9605	INTEREST EXPENSE	9,422	9,716	6,421	8,675	7,756
100-8310-9616	LOAN PAYMENT	21,954	22,832	14,636	21,954	18,557
Total		\$ 407,205	\$ 499,819	\$ 586,667	\$ 457,967	\$ 296,246

**MANAGING DEPARTMENT: Public Works/Engineering
Parks - Administration**

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-8410-0001	SALARIES	\$ 53,476	\$ 29,453	\$ 37,728	\$ 55,610	\$ 33,536
100-8410-0002	OVERTIME	-	-	1	1	-
	BENEFITS	32,855	18,789	21,623	31,884	28,515
100-8410-0006	WORKERS COMPENSATION	2,077	2,987	2,987	2,987	2,479
100-8410-1033	FITNESS PROGRAM	36	-	-	-	-
100-8410-2049	UNIFORM SERVICE/LAUNDRY	22	-	-	-	-
100-8410-2074	SUBCONTRACTED WORK	-	-	91	91	-
100-8410-3095	DEPARTMENT CONSUMABLES	-	-	65	65	-
100-8410-7185	FOSPA MATCH	27,413	-	2,509	1,725	-
100-8410-7186	LAGUNA GRANDE TRAIL MAINTENANCE	6,200	-	-	-	-
	CENTRAL SERVICES AND INTERNAL CHARGES	(71,115)	23,391	13,196	23,391	(167,887)
100-8410-9602	PRINCIPAL PAYMENTS	22,723	58,900	29,382	46,675	38,902
100-8410-9605	INTEREST	3,233	-	-	-	-
Total		\$ 76,920	\$ 133,520	\$ 107,582	\$ 162,429	(\$ 64,455)

MANAGING DEPARTMENT: Public Works/Engineering Parks - Operations

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-8420-0001	SALARIES	\$ 335,701	\$ 382,028	\$ 234,811	\$ 319,856	\$ 423,000
100-8420-0002	OVERTIME	10,311	17,000	6,075	6,962	16,564
	BENEFITS	202,305	178,841	112,802	166,251	226,697
100-8420-0006	WORKERS COMPENSATION	56,057	62,712	62,712	62,712	73,379
100-8420-0020	PART-TIME HOURLY WAGES	-	-	91	182	-
100-8420-1029	TRAINING & EDUCATION	870	1,000	299	1,000	1,000
100-8420-0092	MEDICARE TAX	4,820	5,539	3,410	4,674	6,134
100-8420-1033	FITNESS PROGRAM	911	4,077	357	386	4,077
100-8420-2041	COUNTY COMMUNICATIONS	-	7,000	-	14,269	7,000
100-8420-2049	UNIFORM SERVICE/LAUNDRY	12,716	12,000	9,514	14,269	14,000
100-8420-2068	REFUSE DISPOSAL	760	1,500	-	-	-
100-8420-2073	SUBCONTRACTED WORK	170,332	205,000	118,610	190,229	180,550
100-8420-2087	EQUIPMENT RENTAL	3,431	3,000	2,204	3,806	3,000
100-8420-3095	DEPARTMENT CONSUMABLES	78,008	70,000	42,149	54,745	70,000
100-8420-3097	SAFETY EQUIPMENT	6,475	5,250	3,425	3,040	4,000
100-8420-3099	CHEMICALS	-	1,000	-	-	-
100-8420-3106	ROCK/SAND/GRAVEL	-	1,000	-	1,000	1,000
100-8420-3107	TOOLS	4,551	3,000	1,483	2,825	3,000
100-8420-4121	MEETINGS & TRAVEL	200	1,000	80	580	1,000
100-8420-4122	DUES & MEMBERSHIPS	700	750	300	300	500
100-8420-4123	BOOKS & PERIODICALS	-	500	-	-	500
100-8420-5131	GAS & ELECTRIC	29,317	22,000	15,175	21,202	22,750
100-8420-5133	WATER	151,611	1,100,000	900,427	1,100,000	1,200,000
100-8420-7185	FOSPA MATCH	-	50,000	9,977	1,509	40,000
100-8420-8187	DEPARTMENT EQUIPMENT	63,689	50,000	19,151	50,000	76,000
	CENTRAL SERVICES AND INTERNAL CHARGES	126,178	44,351	36,639	44,351	358,675
100-8420-9602	PRINCIPAL PAYMENTS	1,760	1,831	-	-	-
100-8420-9605	LEASE INTEREST	11	11	-	-	-
100-8420-9616	LOAN PAYMENT	847	881	565	847	-
Total		\$ 1,261,560	\$ 2,231,271	\$ 1,580,255	\$ 2,064,995	\$ 2,732,826

MANAGING DEPARTMENT: Public Works/Engineering

Community Projects

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-8430-0001	SALARIES	\$ 26,039	\$ 14,341	\$ 20,595	\$ 34,071	\$ 15,132
100-8430-0002	OVERTIME	7,511	13,000	9,789	11,693	13,000
	BENEFITS	46,464	10,928	13,220	20,382	13,153
100-8430-0006	WORKERS COMPENSATION	12,534	18,031	18,031	18,031	14,966
100-8430-1033	FITNESS PROGRAM	9	648	-	-	-
100-8430-2073	SUBCONTRACTED WORK	209,538	193,816	121,613	206,435	140,000
100-8430-2087	EQUIPMENT RENTAL	854	4,000	1,136	2,273	3,000
100-8430-3095	DEPARTMENT CONSUMABLES	6,977	50,000	49,309	98,012	55,000
100-8430-7168	CHRISTMAS DECORATIONS	46,357	21,505	12,984	12,984	-
100-8430-7175	SUMMER PARK CONCERTS	1,250	3,000	-	-	2,000
100-8430-7185	BROADWAY EVENTS	-	-	-	-	500
	CENTRAL SERVICES AND INTERNAL CHARGES	161,725	259,849	129,925	259,849	39,836
Total		\$ 519,257	\$ 589,119	\$ 376,603	\$ 663,730	\$ 296,587

MANAGING DEPARTMENT: Public Works/Engineering

Irrigation

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-8440-0001	SALARIES	\$ 115,957	\$ 132,331	\$ 104,657	\$ 144,012	\$ 139,541
100-8440-0002	OVERTIME	2,814	-	6,123	12,245	-
	BENEFITS	93,218	101,214	63,452	95,437	114,125
100-8440-0006	WORKERS COMPENSATION	13,708	19,720	19,720	19,720	16,367
100-8440-2049	UNIFORM SERVICE / LAUNDRY	40	-	-	-	-
100-8440-5133	WATER	580,350	-	7,194	-	-
	CENTRAL SERVICES AND INTERNAL CHARGES	38,272	39,501	19,751	39,501	136,844
Total		\$ 844,358	\$ 292,765	\$ 220,896	\$ 310,914	\$ 406,877

MANAGING DEPARTMENT: Public Works/Engineering

Trees

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-8450-0001	SALARIES	\$ 26,868	\$ -	\$ 15,773	\$ 13,422	\$ -
100-8450-0002	OVERTIME	1,554	2,500	396	-	2,500
	BENEFITS	33,234	-	7,254	6,144	-
100-8450-0006	WORKERS COMPENSATION	10,768	15,490	15,490	15,490	12,857
100-8450-2049	UNIFORM SERVICE / LAUNDRY	1,097	1,000	856	1,283	1,000
100-8450-2073	SUBCONTRACTED WORK	50,050	60,000	44,400	73,800	69,960
100-8450-3095	DEPARTMENT CONSUMABLES	1,980	2,000	1,741	3,278	2,000
100-8450-3097	SAFETY EQUIPMENT	-	500	-	250	500
100-8450-3107	TOOLS	900	3,000	2,759	1,500	3,000
	CENTRAL SERVICES AND INTERNAL CHARGES	62,043	103,207	51,604	103,207	31,925
Total		\$ 188,493	\$ 187,697	\$ 140,272	\$ 218,374	\$ 123,742

MANAGING DEPARTMENT: Public Works/Engineering Engineering

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-8910-0001	SALARIES	\$ 623,606	\$ 1,028,669	\$ 570,889	\$ 790,427	\$ 1,066,504
100-8910-0002	OVERTIME	16,898	5,000	1,412	2,371	10,000
	BENEFITS	361,692	472,881	253,675	379,627	503,217
100-8910-0006	WORKERS COMPENSATION	19,058	27,417	27,417	27,417	22,755
100-8910-0022	BONUS	7,500	-	-	-	-
100-8910-1029	TRAINING & EDUCATION	-	5,000	-	-	5,000
100-8910-1030	CONSULTANT	184,657	399,078	42,329	227,840	275,000
100-8910-1033	FITNESS PROGRAM	1,092	2,376	851	965	2,376
100-8910-2044	COPIER SERVICES	6,821	7,000	6,793	8,568	9,000
100-8910-2053	OUTSIDE PRINTING SERVICE	74	1,200	-	600	1,200
100-8910-2074	BANK FEES & MISC CHARGES	-	-	25	25	50
100-8910-2078	OTHER EXPENSE	986	-	-	-	-
100-8910-3095	DEPARTMENT CONSUMABLES	13,787	14,222	8,285	13,198	14,000
100-8910-3097	SAFETY EQUIPMENT	229	1,000	172	500	500
100-8910-3102	COMPUTER SUPPLIES	1,824	2,000	1,575	2,000	2,000
100-8910-3104	COMPUTER SOFTWARE	5,715	5,000	-	500	500
100-8910-4121	MEETINGS & TRAVEL	75	500	-	-	-
100-8910-4122	DUES & MEMBERSHIP	1,146	2,000	522	1,044	1,075
100-8910-4123	BOOKS & PERIODICALS	-	1,000	-	-	-
100-8910-4124	MAIL SERVICES	-	200	-	-	-
100-8910-8187	DEPARTMENT EQUIPMENT	1,589	12,000	1,084	12,000	5,000
	CENTRAL SERVICES AND INTERNAL CHARGES	(93,177)	(613,583)	(273,931)	(613,583)	(788,523)
100-8910-9602	PRINCIPAL PAYMENTS	8,679	10,243	7,399	11,516	9,849
100-8910-9605	INTEREST-COPIER LEASE	1,170	-	-	-	-
Total		\$ 1,163,424	\$ 1,383,203	\$ 648,496	\$ 865,014	\$ 1,139,503

MANAGING DEPARTMENT: Public Works/Engineering

POMA

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
113-8730-0001	SALARIES	\$ 427,113	\$ 434,733	\$ 320,117	\$ 421,206	\$ 456,377
113-8730-0002	OVERTIME	10,098	8,500	5,622	370	9,064
	BENEFITS	170,412	220,655	145,156	208,830	237,891
113-8730-0006	WORKERS COMPENSATION	43,183	62,123	62,123	62,123	51,561
113-8730-1029	TRAINING AND EDUCATION	1,605	7,200	1,688	2,220	7,000
113-8730-1033	FITNESS PROGRAM	278	100	295	389	100
113-8730-2049	UNIFORM SERVICE / LAUNDRY	7,921	6,500	5,820	7,658	7,000
113-8730-2068	REFUSE DISPOSAL	268	250	-	-	250
113-8730-2071	POMA SPECIAL PROJECTS	64,769	25,000	30,676	40,363	25,000
113-8730-2073	SUBCONTRACTED WORK	70,282	76,000	104,507	137,510	139,000
113-8730-2075	CONTRACT SERVICES - NOT BILLED	249	1,500	-	-	1,500
113-8730-2087	EQUIPMENT RENTAL	160	4,000	375	493	500
113-8730-3094	CONSUMABLES-NOT BILLED	(3,858)	750	179	750	750
113-8730-3095	DEPARTMENT CONSUMABLES	70,916	68,000	36,694	70,916	71,000
113-8730-3097	SAFETY EQUIPMENT	839	1,500	593	780	1,500
113-8730-3102	COMPUTER SUPPLIES	375	25,000	1,377	1,812	25,000
113-8730-3107	TOOLS & EQUIP - NOT BILLED	530	1,000	276	363	1,000
113-8730-4121	MEETINGS & TRAVEL	301	2,000	-	-	2,000
113-8730-8186	PUBLIC WORKS EQUIPMENT	-	1,500	13	1,500	1,500
113-8730-8187	DEPARTMENT EQUIPMENT	96,968	220,000	-	96,968	120,000
	CENTRAL SERVICES AND INTERNAL CHARGES	216,391	233,908	141,923	233,908	351,595
Total		\$ 1,178,800	\$ 1,400,219	\$ 857,434	\$ 1,288,159	\$ 1,509,588

MANAGING DEPARTMENT: Public Works/Engineering
Streets Fund - Operations

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
210-8110-0001	SALARIES	\$ 317,948	\$ 303,059	\$ 231,657	\$ 304,811	\$ 520,500
210-8110-0002	OVERTIME	16,776	17,000	14,681	19,318	18,564
	BENEFITS	200,259	172,514	126,694	180,851	297,379
210-8110-0006	WORKERS COMPENSATION	40,565	58,356	58,356	58,356	48,435
210-8110-1029	TRAINING & EDUCATION	-	10,000	267	352	10,000
210-8110-1030	CONSULTANT	-	50,000	-	-	50,000
210-8110-1033	FITNESS PROGRAM	70	200	19	25	200
210-8110-2049	UNIFORM SERVICE/LAUNDRY	4,409	4,000	3,428	4,511	5,000
210-8110-2068	REFUSE DISPOSAL	3,916	8,000	2,093	2,753	8,000
210-8110-2073	SUBCONTRACTED WORK	7,476	40,000	4,265	34,388	40,000
210-8110-3095	DEPARTMENT CONSUMABLES	80,220	80,000	42,950	56,513	80,000
210-8110-3097	SAFETY EQUIPMENT	2,580	2,000	2,399	3,157	2,000
210-8110-4122	DUES & MEMBERSHIP	55	1,350	-	-	-
210-8110-5131	GAS & ELECTRIC	150	500	122	339	500
210-8110-8187	DEPARTMENT EQUIPMENT	422,656	20,000	19,151	20,000	50,000
	CENTRAL SERVICES AND INTERNAL CHARGES	321,902	522,985	325,183	522,985	847,762
210-8110-9602	PRINCIPAL PAYMENTS	23,819	23,819	16,918	23,819	16,976
210-8110-9605	INTEREST EXPENSE	1,094	14,467	438	577	37
210-8110-9616	LOAN PAYMENT	-	6,184	-	-	-
Total		\$ 1,443,894	\$ 1,334,434	\$ 848,623	\$ 1,232,755	\$ 1,995,354

MANAGING DEPARTMENT: Public Works/Engineering
Streets Fund - Maintenance

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
210-8210-2059	STREET LIGHTINGS	\$ 321,067	\$ 250,000	\$ 185,494	\$ 244,072	\$ 265,000
210-8210-2073	SUBCONTRACTED WORK	-	65,000	-	-	65,000
210-8210-2077	TRAFFIC SIGNAL MAINTENANCE	45,270	100,000	63,793	83,938	100,000
210-8210-2080	CONGESTION MANAGEMENT PROGRAM	10,819	11,500	10,715	11,500	11,500
210-8210-9602	PRINCIPAL PAYMENTS	38,233	47,002	-	-	34,904
210-8210-9605	INTEREST PAYMENTS	8,770	-	-	-	-
Total		\$ 424,158	\$ 473,502	\$ 260,002	\$ 339,510	\$ 476,404

MANAGING DEPARTMENT: Public Works/Engineering
Streets Fund - Parks Operations

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
210-8420-0001	SALARIES	\$ 56,335	\$ 165,279	\$ 49,406	\$ 65,008	\$ 118,742
210-8420-0002	OVERTIME	626	1,500	3,374	4,439	3,000
	BENEFITS	38,702	119,785	45,504	59,253	104,466
210-8420-0006	WORKERS COMPENSATION	5,989	8,615	8,615	8,615	7,151
210-8420-2049	UNIFORM SERVICE/LAUNDRY	768	700	599	788	700
210-8420-2093	SUBCONTRACTED WORK	16,200	15,000	9,113	11,990	15,000
210-8420-3095	DEPARTMENT CONSUMABLES	1,598	250	-	-	250
210-8420-3107	TOOLS	141	1,000	-	-	1,000
210-8420-5131	GAS & ELECTRIC	1,681	3,000	5,046	6,640	3,000
210-8420-5133	WATER	99,320	105,000	97,501	128,291	105,000
Total		\$ 221,358	\$ 420,129	\$ 219,157	\$ 285,024	\$ 358,309

MANAGING DEPARTMENT: Public Works/Engineering
Transportation Improvement - Operations

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
211-8110-1025	AUDIT	\$ 5,000	\$ -	\$ 5,150	\$ 5,150	\$ 5,200
211-8110-1030	CONSULTANT	-	5,000	-	-	-
Total		\$ 5,000	\$ 5,000	\$ 5,150	\$ 5,150	\$ 5,200

MANAGING DEPARTMENT: Public Works/Engineering
Transportation Improvement - Engineering

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
	CENTRAL SERVICES AND INTERNAL CHARGES	316	345	173	345	294
Total		\$ 316	\$ 345	\$ 173	\$ 345	\$ 294

MANAGING DEPARTMENT: Public Works/Engineering
Capital Projects - CIP

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
212-8920-9600	CONSTRUCTION IN PROGRESS-RESURFACING	\$ 2,050,797	\$ 4,636,420	\$ 818,313	\$ 1,064,675	\$ 1,167,631
212-8930-9600	CONSTRUCTION IN PROGRESS-SAFE GRATES	14,859	585,141	18,088	181,767	150,000
212-8940-9600	COE & GEN JIM MOORE BLVD INTERSECTION	-	860,000	-	-	-
212-8950-9600	BROADWAY AVE CORRIDOR IMPROVEMENTS	586,011	1,608,602	118,276	1,590,329	9,450,000
212-8960-9578	SIDEWALK IMPROVEMENTS	-	175,000	-	-	300,000
212-8960-9580	TRAFFIC CALMING PROJECT	133,331	922,309	300,182	402,447	1,539,646
212-8960-9600	STREET SIGN UPGRADES	85,619	167,510	54,931	61,255	-
212-8970-9600	STREET STRIPING	-	175,000	-	-	175,000
212-8985-9600	CIP- TRAFFIC CALMING	49,910	80,000	-	-	80,000
212-8990-9600	PAVEMENT MANAGEMENT PROJECT	1,530	57,915	3,000	4,440	12,809
Total		\$ 2,922,056	\$ 9,267,897	\$ 1,312,789	\$ 3,304,913	\$ 12,875,086

MANAGING DEPARTMENT: Public Works/Engineering

Storm Water - Operations

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
271-8110-0001	SALARIES	\$ 233,076	\$ 267,919	\$ 173,499	\$ 228,288	\$ 355,255
271-8110-0002	OVERTIME	9,521	7,500	7,221	9,502	9,064
	BENEFITS	153,100	225,432	144,454	205,830	305,603
271-8110-0006	WORKERS COMPENSATION	28,460	40,943	40,943	40,943	33,982
271-8110-1030	CONSULTANT	440	10,790	-	-	-
271-8110-1033	FITNESS PROGRAM	434	500	335	441	-
271-8110-1044	MRWPCA NPDES FEE	96,103	90,000	17,666	96,103	70,000
271-8110-1045	STATE WASTE DISCHARGE FEE	-	22,000	-	22,000	22,000
271-8110-2049	UNIFORM SERVICE/LAUNDRY	2,601	2,500	1,971	2,594	2,500
271-8110-2053	OUTSIDE PRINTING SERVICES	-	1,000	-	-	1,000
271-8110-2068	REFUSE DISPOSAL	417	4,000	-	-	4,000
271-8110-2073	SUBCONTRACTED WORK	151,250	-	-	-	8,000
271-8110-3095	CONSUMABLES	8,081	10,000	11,799	12,000	10,000
271-8110-3102	COMPUTER SUPPLIES	1,313	2,000	1,365	1,796	2,000
271-8110-5133	WATER	-	2,500	-	-	2,500
271-8110-8187	DEPARTMENT EQUIPMENT	37,041	20,000	19,151	20,000	-
	CENTRAL SERVICES AND INTERNAL CHARGES	123,669	269,327	137,941	269,327	361,866
271-8110-9602	PRINCIPAL PAYMENTS	61,415	61,415	46,879	61,682	26,118
271-8110-9605	INTEREST EXPENSE	3,004	3,004	1,214	1,598	102
Total		\$ 909,926	\$ 1,040,830	\$ 604,439	\$ 972,104	\$ 1,213,989

MANAGING DEPARTMENT: Public Works/Engineering

Storm Water - Engineering

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
271-8910-8000	STORM WATER TRASH AMENDMENT	\$ -	\$ 1,000	\$ -	\$ -	\$ -
271-8910-9961	DEL MONTE MANOR STORM DRN IMPR	668,996	256,911	29,485	36,611	-
271-8910-9963	90-INCH STORM DRAIN IMPROVEMENTS	-	250,000	-	-	255,000
271-8910-9964	LAGUNA GRANDE TRASH CAPTURE	-	35,000	-	-	-
271-8910-9965	CMP REPLACEMENT PROGRAM	350,181	203,625	40,379	53,989	200,000
271-8910-9967	STORMWATER MASTER PLAN	42,497	307,504	58,258	307,562	-
271-8910-9968	DRY WELL INFILTRATION PROJECT	-	118,375	98,356	103,504	-
271-8910-9969	STORMWATER AUDIT CORRECTIONS	-	80,000	-	80,000	-
271-8910-9970	STORM DRAIN CLEANING	-	-	-	-	95,000
271-8910-9971	HILBY AVENUE STORM DRAIN IMPROVEMENT	-	-	-	-	275,000
Total		\$ 1,061,673	\$ 1,252,415	\$ 226,478	\$ 581,666	\$ 825,000

MANAGING DEPARTMENT: Public Works/Engineering
FORA Blight Removal - Administration

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
329-8110-1030	CONSULTANT	\$ 168,505	\$ 608,630	\$ 23,463	\$ 270,856	\$ -
329-8110-2073	SUBCONTRACTED WORK	1,106,323	4,510,383	211,436	295,523	-
Total		\$ 1,274,827	\$ 5,119,013	\$ 234,899	\$ 566,379	\$ -

MANAGING DEPARTMENT: Public Works/Engineering
FORA Blight Removal - Engineering

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
	CENTRAL SERVICES AND INTERNAL CHARGES	13,678	24,586	12,293	24,586	71,375
Total		\$ 13,678	\$ 24,586	\$ 12,293	\$ 24,586	\$ 71,375

MANAGING DEPARTMENT: Public Works/Engineering
FORA Habitat - Administration

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
332-8110-1030	CONSULTANT	\$ 20,695	\$ 200,000	\$ -	\$ -	\$ 200,000
332-8110-2073	SUBCONTRACTED WORK	59,950	801,348	-	-	801,348
	CENTRAL SERVICES AND INTERNAL CHARGES	-	14,085	7,043	14,085	4,593
Total		\$ 80,645	\$ 1,015,433	\$ 7,043	\$ 14,085	\$ 1,005,941

MANAGING DEPARTMENT: Public Works/Engineering
FORA LRA - Administration

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
333-8910-1022	LEGAL SERVICES	\$ 27,225	\$ 30,000	\$ 2,375	\$ 3,125	\$ 30,000
333-8910-2073	SUBCONTRACTED WORK	5,556	25,000	134	20,000	10,000
	CENTRAL SERVICES AND INTERNAL CHARGES	2,018	2,117	1,058	2,117	1,926
Total		\$ 34,799	\$ 57,117	\$ 3,567	\$ 25,242	\$ 41,926

MANAGING DEPARTMENT: Public Works/Engineering
ESCA - Administration

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
335-2010-0001	SALARIES	\$ 245,172	\$ 254,224	\$ 185,177	\$ 243,654	\$ 274,363
	BENEFITS	75,371	108,874	68,380	104,435	110,796
335-2010-1022	LEGAL SERVICES	-	70,000	6,802	50,000	50,000
335-2010-1025	CITY AUDIT	-	-	1,431	1,431	-
335-2010-1029	TRAINING & EDUCATION	1,979	2,000	699	1,329	4,000
335-2010-1033	FITNESS PROGRAM	-	-	-	-	270
335-2010-2073	SUBCONTRACTED WORK	42,960	25,000	9,740	15,000	30,000
335-2010-2074	BANK FEES & MISC CHARGES	-	82,592	20	1,000	1,000
335-2010-2075	POLLUTION LEGAL LIABILITY INSURANCE	-	-	-	-	117,000
335-2010-2087	EQUIPMENT RENTAL	5,280	8,000	1,977	2,601	8,500
335-2010-3095	DEPARTMENT CONSUMABLES	1,619	25,000	6,396	23,000	10,000
335-2010-3102	COMPUTER SUPPLIES	-	8,000	-	1,000	8,000
335-2010-4121	MEETINGS & TRAVEL	-	2,000	64	2,000	2,000
335-2010-4207	DESIGN CENTER	2,497	2,000	6,023	7,925	5,000
335-2010-8187	DEPARTMENT EQUIPMENT	-	1,000	2,943	3,000	5,000
	CENTRAL SERVICES AND INTERNAL CHARGES	54,735	48,012	33,456	48,012	69,914
335-2010-9602	PRINCIPAL	648	-	1,328	1,747	7,907
335-2010-9605	INTEREST PAYMENTS	1,211	-	-	-	-
Total		\$ 431,472	\$ 636,702	\$ 324,435	\$ 506,134	\$ 703,750

MANAGING DEPARTMENT: Public Works/Engineering
FORA Eucalyptus Road Repairs - Administration

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
336-8110-1030	CONSULTANT	\$ 13,370	\$ 30,000	\$ -	\$ 30,000	\$ 30,000
336-8110-2073	SUBCONTRACTED WORK	-	1,089,837	3,900	5,132	1,083,409
	CENTRAL SERVICES AND INTERNAL CHARGES	531	565	283	565	769
Total		\$ 13,901	\$ 1,120,402	\$ 4,183	\$ 35,697	\$ 1,114,178

MANAGING DEPARTMENT: Public Works/Engineering
Capital Projects - Parks Administration

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
	CENTRAL SERVICES AND INTERNAL CHARGES	151	33,203	16,601	33,203	56,643
Total		\$ 151	\$ 33,203	\$ 16,601	\$ 33,203	\$ 56,643

MANAGING DEPARTMENT: Public Works/Engineering
Capital Projects - Parks

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
342-8910-9544	HIGHLAND OTIS PARK IMPROVEMENT	\$ 5,608	\$ 125,889	\$ 96,799	\$ 107,847	\$ -
342-8910-9569	LAGUNA GRANDE PARK IMPROV	23,049	29,931	-	29,931	21,000
342-8910-9570	PARKS IMPROVEMENTS - HAVANA SOLIZ	-	50,000	2,500	2,500	-
342-8910-9571	NEIL PARK	20,570	-	-	-	-
342-8910-9573	PORTAL PROJECT	-	70,000	119	119	-
342-8910-9574	ELLIS PARK	797,247	6,218	-	6,218	-
342-8910-9575	SAN PABLO PEDESTRIAN BRIDGE	36,942	853,172	2,009	556,000	2,680,000
342-8910-9576	PARK MASTER PLAN	38,987	101,013	82,859	91,893	-
342-8910-9577	RECREATION TRAILS PROGRAM	-	-	-	-	360,000
342-8910-9578	LINCOLN CUNNINGHAM IMPROVEMENTS	29,323	452,337	407,044	435,304	-
342-8910-9579	FREMONT CENTER MEDIANS	12,487	545,514	7,759	20,114	120,000
342-8910-9580	PUMP TRACK	-	25,000	-	-	-
342-8910-9581	PHASE I TRAILS	32,314	1,816,786	75,282	142,086	-
342-8910-9582	FERNANDO PARK IMPROVEMENT	25,890	282,673	267,997	282,640	-
342-8910-9599	SABADO PARK IMPROVEMENTS	-	82,141	82,134	82,134	10,000
342-8910-9600	WHEELER TENNIS COURTS IMPROVEMENTS	-	80,000	-	-	-
Total		\$ 1,022,417	\$ 4,520,672	\$ 1,024,501	\$ 1,756,784	\$ 3,191,000

MANAGING DEPARTMENT: Public Works/Engineering
Capital Projects - Special Projects

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
	CENTRAL SERVICES AND INTERNAL CHARGES	\$ -	\$ 6,196	\$ 3,098	\$ 6,196	\$ 6,710
343-8910-9550	NEW WELL PROJECT STUDY	121,131	55,903	8,272	55,903	-
343-8910-9551	FIRE ENGINE 2024	-	-	-	-	300,000
343-8910-9552	COURT HOUSE PROJECT	-	1,150,000	-	-	-
Total		\$ 121,131	\$ 1,212,099	\$ 11,370	\$ 62,099	\$ 306,710

MANAGING DEPARTMENT: Public Works/Engineering

Capital Projects - Government Facilities

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
	CENTRAL SERVICES AND INTERNAL CHARGES	\$ -	\$ 70,083	\$ 35,042	\$ 70,083	\$ 65,814
344-8910-9550	OLDEMEYER CENTER	-	-	-	-	60,000
344-8910-9551	PATTULLO SWIM CENTER	-	30,000	-	-	-
344-8910-9552	CITY HALL/LIBRARY PARKING LOT	47,651	671,134	546,592	647,948	-
344-8910-9553	DEL MONTE BLVD IMPROVEMENTS	-	125,000	-	-	-
344-8910-9555	POLICE DEPARTMENT	35,827	764,173	17,624	20,424	260,000
344-8910-9556	FIRE STATION 1	351,484	357,046	100,249	149,070	270,000
344-8910-9557	FIRE STATION 2	282,433	1,059,241	272,394	796,026	-
344-8910-9559	SEASIDE STARS	56,556	105,288	92,631	92,631	50,000
344-8910-9561	CORP YARD AND AUTO SHOP CAPITAL REPAIRS	10,950	60,000	51	60,051	185,000
344-8910-9562	CITY HALL ADDITION	357,551	16,473	17,956	17,956	162,000
344-8910-9563	CITY FACILITIES PLAN	45,689	104,311	47,679	52,859	-
344-8910-9564	SOPER COMMUNITY CENTER IMPROVEMENTS	-	30,000	-	-	-
344-8910-9565	FABLAB	-	350,000	-	-	370,000
Total		\$ 1,188,140	\$ 3,742,749	\$ 1,130,219	\$ 1,907,049	\$ 1,422,814

MANAGING DEPARTMENT: Public Works/Engineering

Cutino Park - Capital Project

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
	CENTRAL SERVICES AND INTERNAL CHARGES	\$ -	\$ 1,363	\$ 682	\$ 1,363	\$ 27,599
348-8910-9570	PARKS IMPROVEMENTS	498,276	1,400,713	1,084,899	1,152,977	25,000
Total		\$ 498,276	\$ 1,402,076	\$ 1,085,580	\$ 1,154,340	\$ 52,599

MANAGING DEPARTMENT: Public Works/Engineering
Water - Administration

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
401-8610-0001	SALARIES	\$ 12,179	\$ 7,363	\$ 9,056	\$ 11,916	\$ 7,658
401-8610-0002	OVERTIME	3,215	-	67	88	-
	BENEFITS	249,307	4,697	5,675	8,433	6,096
401-8610-0006	WORKERS COMPENSATION	4,143	5,960	5,960	5,960	4,947
401-8610-1033	FITNESS PROGRAM	9	-	-	-	-
401-8610-2074	BANK FEES & MISC CHARGES	25	-	-	-	-
401-8610-4122	DUES & MEMBERSHIP	7,540	-	7,952	7,952	-
401-8610-4124	POSTAGE	40	-	-	-	-
	CENTRAL SERVICES AND INTERNAL CHARGES	256,533	374,873	205,790	374,873	459,473
401-8610-9603	DEPRECIATION EXPENSE	78,321	-	-	-	-
401-8610-9610	BAD DEBT - WRITE OFF	(82)	-	(42)	(42)	-
Total		\$ 611,230	\$ 392,894	\$ 234,457	\$ 409,180	\$ 478,174

MANAGING DEPARTMENT: Public Works/Engineering

Water - Operations

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
401-8620-0001	SALARIES	\$ 194,232	\$ 281,734	\$ 170,211	\$ 223,962	\$ 208,895
401-8620-0002	OVERTIME	8,818	7,000	9,791	12,882	12,564
	BENEFITS	120,987	175,102	91,670	126,182	142,129
401-8620-0006	WORKERS COMPENSATION	12,459	17,923	17,923	17,923	14,876
401-8620-1029	TRAINING & EDUCATION	579	11,500	4,963	9,000	10,000
401-8620-1033	FITNESS PROGRAM	346	500	268	352	500
401-8620-2049	UNIFORM SERVICE/LAUNDRY	3,775	4,500	2,570	3,382	4,000
401-8620-2053	OUTSIDE PRINTING SERVICE	2,715	1,800	1,866	2,455	2,000
401-8620-2072	WATER SAMPLING	7,044	7,500	2,735	7,000	7,000
401-8620-2073	SUBCONTRACTED WORK	53,690	20,000	22,600	29,737	31,000
401-8620-2078	OTHER EXPENSE	457	1,000	-	-	1,000
401-8620-3095	DEPARTMENT CONSUMABLES	33,696	24,919	16,435	21,626	25,000
401-8620-3097	SAFETY EQUIPMENT	1,132	1,000	36	48	1,000
401-8620-3104	COMPUTER SOFTWARE	2,155	2,100	1,668	2,195	2,500
401-8620-3107	TOOLS	622	1,000	1,527	2,010	2,000
401-8620-4121	MEETINGS & TRAVEL	200	1,500	-	-	1,500
401-8620-4122	DUES & MEMBERSHIP	866	6,000	391	1,000	1,000
401-8620-4123	BOOKS & PERIODICALS	161	500	-	-	500
401-8620-4124	POSTAGE	4,278	4,000	3,241	4,265	4,000
401-8620-5131	GAS & ELECTRIC	53,265	56,000	40,346	53,087	56,000
401-8620-7110	WATER PURCHASES	191,826	-	-	-	-
401-8620-8187	DEPARTMENT EQUIPMENT	22,649	81,074	30,813	40,543	30,000
	CENTRAL SERVICES AND INTERNAL CHARGES	14,825	11,257	11,257	11,257	19,932
401-8620-9602	PRINCIPAL PAYMENTS	1,348	39,460	-	-	10,231
401-8620-9603	DEPRECIATION EXPENSE	3,579	-	-	-	-
401-8620-9605	INTEREST EXPENSE	45,959	8	-	-	8
Total		\$ 781,662	\$ 757,378	\$ 430,313	\$ 568,906	\$ 587,636

MANAGING DEPARTMENT: Public Works/Engineering
Water - Engineering

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
401-8910-9125	WATERMASTER ASSESSMENT	\$ 27,957	\$ 36,358	\$ -	\$ -	\$ 26,000
401-8910-9214	SCADA SECURITY UPGRADES	12,131	-	-	-	-
401-8910-9558	CAPITAL IMPROVEMENT	-	38,143	-	-	-
401-8910-9566	WATER MASTER PLAN	83,875	86,125	20,873	46,000	-
401-8910-9567	WATER SECURITY UPDATES	6,852	-	-	-	-
401-8910-9568	ARC FLASH HAZARD MITIGATION	-	120,000	-	-	-
401-8910-9569	WELL REPLACEMENT	-	1,500,000	-	-	3,500,000
401-8910-9570	MCWD INTERTIE	-	325,000	21,819	28,710	25,000
401-8910-9571	MINOR MISC WELL UPGRADES	-	30,000	-	-	-
Total		\$ 130,815	\$ 2,135,625	\$ 42,692	\$ 74,710	\$ 3,551,000

MANAGING DEPARTMENT: Public Works/Engineering
Maintenance - Administration

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
501-8510-0001	SALARIES	\$ 15,804	\$ 14,727	\$ 12,413	\$ 16,333	\$ -
501-8510-0002	SALARIES	-	-	1	1	-
	BENEFITS	12,181	9,395	8,295	11,684	-
501-8510-0006	WORKERS COMPENSATION	632	909	909	909	-
501-8510-1029	TRAINING & EDUCATION	450	-	-	-	-
501-8510-1033	FITNESS PROGRAM	18	100	-	-	-
501-8510-2074	BANK FEES & MISC CHARGES	-	-	18	23	-
501-8510-3095	DEPARTMENT CONSUMABLES	-	-	33	43	-
501-8510-5131	GAS & ELECTRIC	4,546	-	2,263	2,978	-
	CENTRAL SERVICES AND INTERNAL CHARGES	142,226	149,280	96,494	149,280	182,047
501-8510-9602	PRINCIPAL PAYMENTS	1,959	16,127	(31,004)	(40,795)	7,127
501-8510-9603	DEPRECIATION EXPENSE	16,075	-	-	-	-
501-8510-9605	INTEREST EXPENSE	1,021	-	-	-	-
Total		\$ 194,912	\$ 190,537	\$ 89,421	\$ 140,456	\$ 189,174

MANAGING DEPARTMENT: Public Works/Engineering Maintenance - Operations

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
501-8520-0001	SALARIES	\$ 164,288	\$ 168,777	\$ 125,708	\$ 165,406	\$ 199,814
501-8520-0002	OVERTIME	1,245	-	1,217	1,601	1,000
	BENEFITS	108,682	123,498	79,990	115,977	149,898
501-8520-0006	WORKERS COMPENSATION	27,890	40,123	40,123	40,123	66,602
501-8520-1029	TRAINING & EDUCATION	311	1,000	-	-	1,000
501-8520-1033	FITNESS PROGRAM	-	-	-	-	100
501-8520-2049	UNIFORM SERVICE/LAUNDRY	2,748	2,600	2,143	2,820	2,800
501-8520-2068	REFUSE DISPOSAL	3,935	7,000	4,918	6,471	7,000
501-8520-2078	OTHER EXPENSE	1,364	1,300	684	901	1,300
501-8520-3095	DEPARTMENT CONSUMABLES	2,630	4,500	1,774	2,334	5,000
501-8520-3097	SAFETY EQUIPMENT	742	500	250	500	500
501-8520-3107	TOOLS	3,664	2,000	1,633	2,148	2,000
501-8520-4121	MEETINGS & TRAVEL	704	1,000	-	-	1,000
501-8520-4122	DUES & MEMBERSHIP	92	500	-	-	500
501-8520-4123	BOOKS & PERIODICALS	2,123	2,100	1,392	1,832	2,500
501-8520-5131	GAS & ELECTRIC	436	1,500	-	-	1,500
501-8520-6144	VEHICLE PARTS	98,057	84,000	81,697	107,496	80,000
501-8520-6145	VEHICLE FUEL	254,069	250,000	157,701	207,501	280,000
501-8520-6146	OIL & LUBRICANTS	5,606	12,500	3,126	12,500	12,000
501-8520-6147	TIRES	31,001	20,000	22,162	29,160	25,000
501-8520-6148	OUTSIDE REPAIRS	130,825	130,000	78,304	103,031	110,000
501-8520-6149	BODY REPAIR & PAINTING	11,700	20,000	12,193	16,044	20,000
501-8520-8187	DEPARTMENT EQUIPMENT	-	20,000	-	-	20,000
	CENTRAL SERVICES AND INTERNAL CHARGES	8,444	6,412	6,412	6,412	15,138
Total		\$ 860,553	\$ 899,310	\$ 621,427	\$ 822,257	\$ 1,004,651

Budget Summary Public Works & Engineering

AUTHORIZED POSITIONS	FY2023 Actual	FY2024 Projected	FY2025 Proposed
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The employees for the Sanitation District are included in the Public Works & Engineering Summary Table

DEPARTMENTAL EXPENDITURES

Personnel Services	\$ 576,232	\$ 572,383	\$ 736,197
Services & Supplies	\$ 166,713	\$ 151,046	\$ 407,000
Capital Outlay and Debt	\$ 644,776	\$ 427,612	\$ 350,314
Internal Services & Central Support Charges	\$ 394,598	\$ 375,671	\$ 627,655

Total Expenditures	\$ <u>1,782,319</u>	\$ <u>1,526,711</u>	\$ <u>2,121,167</u>
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DEPARTMENTAL REVENUES

Sanitation District	\$ 2,918,681	\$ 3,782,934	\$ 2,945,078
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Total Revenues	\$ <u>1,782,319</u>	\$ <u>1,526,711</u>	\$ <u>2,121,167</u>
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MANAGING DEPARTMENT: Public Works/Engineering
Sanitation District Gen. Fund - Administration

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
951-8810-0001	SALARIES	\$ 23,710	\$ 14,727	\$ 13,263	\$ 17,451	\$ 15,316
951-8810-0002	OVERTIME	-	500	84	111	500
	BENEFITS	20,287	9,395	8,468	12,362	12,192
951-8810-0006	WORKERS COMPENSATION	2,641	3,799	3,799	3,799	3,153
951-8810-1022	LEGAL SERVICES	9,302	34,990	20,747	27,299	60,000
951-8810-1025	CITY AUDIT	7,500	7,500	10,444	10,444	10,000
951-8810-1029	TRAINING AND EDUCATION	433	3,000	225	2,000	3,000
951-8810-1030	CONSULTANT	400	80,010	1,176	1,548	80,000
951-8810-1033	FITNESS PROGRAM	18	100	-	-	100
951-8810-1040	PROPERTY TAX ADMIN FEES	3,075	2,600	-	-	2,600
951-8810-1045	WASTE DISCHARGE FEE	3,453	3,700	3,746	4,929	4,000
951-8810-3092	STATIONARY SUPPLIES	82	150	31	41	200
951-8810-3095	DEPARTMENT CONSUMABLES	500	800	-	-	-
951-8810-4121	MEETINGS AND TRAVEL	257	-	-	-	-
951-8810-4122	DUES AND MEMBERSHIPS	298	2,000	-	-	-
951-8810-5132	TELEPHONE	1,867	2,000	481	633	2,000
951-8810-9196	IMPACT FEES	269,809	265,000	287,659	287,659	300,000
	CENTRAL SERVICES AND INTERNAL CHARGES	318,922	423,331	244,054	300,668	542,788
Total		\$ 662,555	\$ 853,601	\$ 594,179	\$ 668,944	\$ 1,035,848

MANAGING DEPARTMENT: Public Works/Engineering
Sanitation District Gen. Fund - Operations

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
951-8820-0001	SALARIES	\$ 280,793	\$ 367,470	\$ 186,858	\$ 245,866	\$ 358,320
951-8820-0002	OVERTIME	36,671	30,000	19,752	25,990	42,514
	BENEFITS	175,750	222,527	154,004	214,550	260,596
951-8820-0006	WORKERS COMPENSATION	36,271	52,179	52,179	52,179	43,307
951-8820-1029	TRAINING AND EDUCATION	1,196	21,000	239	315	21,000
951-8820-1033	FITNESS PROGRAM	93	200	57	75	200
951-8820-2049	UNIFORM SERVICE / LAUNDRY	3,648	3,600	2,830	3,723	4,000
951-8820-2054	EQUIPMENT REPAIR	75	5,000	-	-	5,000
951-8820-2068	REFUSE DISPOSAL	461	8,000	119	157	8,000
951-8820-2073	SUBCONTRACTED WORK	85,726	70,000	19,453	25,596	70,000
951-8820-2087	EQUIPMENT RENTAL	-	1,500	-	-	-
951-8820-3092	STATIONARY SUPPLIES	-	100	-	-	-
951-8820-3095	DEPARTMENT CONSUMABLES	18,487	35,000	6,670	20,000	35,000
951-8820-3097	SAFETY EQUIPMENT	2,135	3,200	2,210	2,908	3,200
951-8820-3102	COMPUTER SUPPLIES	3,500	3,500	1,365	3,000	3,000
951-8820-4121	MEETINGS AND TRAVEL	3,519	4,000	2,775	4,000	4,000
951-8820-4122	DUES AND MEMBERSHIPS	7,397	7,000	5,394	7,098	7,000
951-8820-5131	GAS AND ELECTRIC	11,766	12,500	11,457	15,075	16,000
951-8820-5133	WATER	-	3,000	-	-	3,000
951-8820-8187	DEPARTMENT EQUIPMENT	-	20,000	19,151	20,000	20,000
951-8820-8198	FOG PROGRAM	1,635	5,000	1,733	2,280	26,000
	CENTRAL SERVICES AND INTERNAL CHARGES	16,513	12,539	12,539	12,539	22,404
951-8820-9602	PRINCIPAL PAYMENTS	(578)	313	-	313	313
951-8820-9605	INTEREST EXPENSE	2	2	-	2	2
Total		\$ 685,059	\$ 887,629	\$ 498,785	\$ 655,665	\$ 952,855

MANAGING DEPARTMENT: Public Works/Engineering
Sanitation District Cap. Outlay - Operations

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
952-8820-8194	SEWER SYSTEM MNGT PLAN UPDATE	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000
952-8820-9603	DEPRECIATION EXPENSE	99,341	-	-	-	-
Total		\$ 99,341	\$ 20,000	\$ -	\$ -	\$ 20,000

MANAGING DEPARTMENT: Public Works/Engineering
Sanitation District Cap. Improvement - Operations

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
953-8820-9203	ANGELUS WAY SEWER MAIN UPGRADE	\$ 3,413	\$ -	\$ -	\$ -	\$ -
953-8820-9205	CANYON DEL REY SEWER LINE REPLACEMENT	47,363	-	-	-	-
953-8820-9207	FREMONT BL SEWR MAIN UPGRADE	-	30,887	-	30,887	-
953-8820-9215	ROOT INTRUSION SWR MAIN RPLC	-	359,566	7,323	13,807	-
953-8820-9216	SEWER MASTER PLAN	-	500,000	49,452	94,944	-
953-8820-9219	SEWER LATERAL PROGRAM	-	50,000	-	-	50,000
953-8820-9603	DEPRECIATION EXPENSE	225,427	-	-	-	-
Total		\$ 276,202	\$ 940,453	\$ 56,776	\$ 139,638	\$ 50,000

MANAGING DEPARTMENT: Public Works/Engineering
Sanitation District Insurance Reserve - Administration

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
954-8810-2090	LIABILITY INSURANCE	\$ 59,162	\$ 62,463	\$ 54,413	\$ 62,463	\$ 62,463
Total		\$ 59,162	\$ 62,463	\$ 54,413	\$ 62,463	\$ 62,463



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RECREATION DEPARTMENT

Recreation

Divisions

**Youth & Education Center | Youth Resource Center | Patullo Swim Center | Oldemeyer Center
Soper Community Center | Family and Community Support**

Who We Are:

The Recreation Department provides high-quality park and recreation facilities, programs, services, and natural areas that meet the needs of the diverse community we serve. These essential assets connect people to place, self, and others. The department is responsible for the management of four major recreation facilities and the provision of recreation programs for families, youth, and senior citizens.

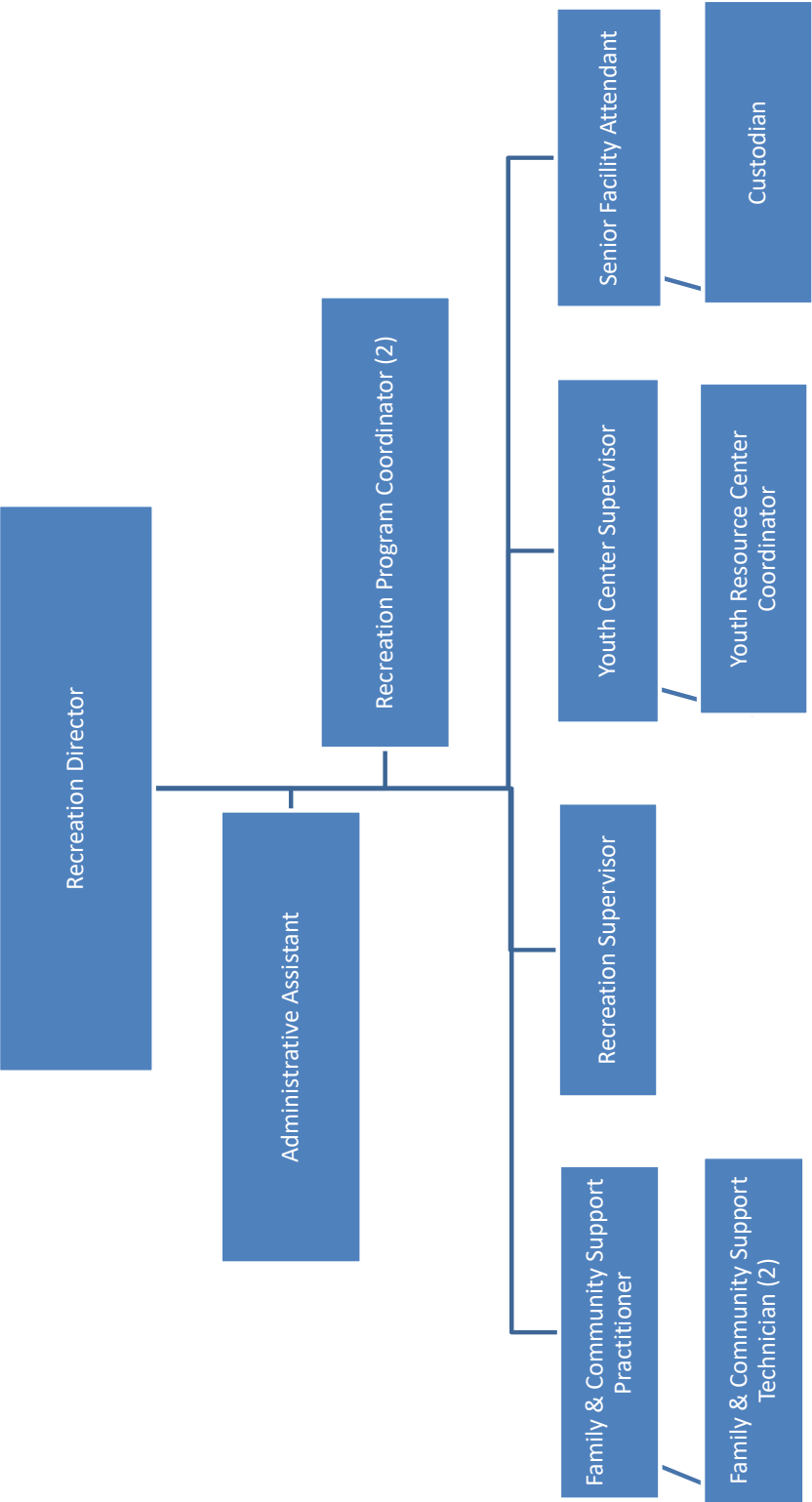
Fiscal Year 2024 Accomplishments and Fiscal Year 2025 Goals:

This past fiscal year, the Recreation Department hosted a number of significant events such as the 3rd Annual Oaxaca by the Sea, 7th Annual Parent University, Grandparents Day, Fentanyl Awareness Symposium, PAL Soccer Program and HEM Plaza Afterschool Program. The Art and History Commission assisted in two art-focused projects—Utility Box Program and Cutino Skate Park Mural. The Recreation Department helped distribute 140 trees during our tree giveaway program, reinstated the Farmer's Market, and completed the Parks and Recreation Master Plan.

For 2025, we hope to expand our current programs and community services and adding multiple new programs and events throughout the year. The Department will also focus on the following strategic priorities: Continue our work towards becoming Blues Zones Project certified community by becoming a healthy worksite, updating the City's Smoking Ordinance, and working on our Marquee Project, which is the trail network through Manzanita Stuart, Lincoln Cunningham, and Havana Soliz parks. We will continue to work with the community to identify the needs of our youth and teens. Finally, work in conjunction with Chevron for the implementation of the Fab Lab.



Recreation Department



Budget Summary Recreation Department

AUTHORIZED POSITIONS	FY2023 Actual	FY2024 Projected	FY2025 Proposed
Number of Full-Time Employees	12	12	12
DEPARTMENTAL EXPENDITURES			
Personnel Services	\$ 3,036,016	\$ 3,778,539	\$ 4,089,361
Services & Supplies	\$ 1,151,343	\$ 1,184,564	\$ 1,231,250
Capital Outlay and Debt	\$ 36,465	\$ 43,175	\$ 44,122
Internal Services & Central Support Charges	\$ 898,211	\$ 1,162,259	\$ 850,120
Total Expenditures	<u>\$5,122,035</u>	<u>\$6,168,537</u>	<u>\$ 6,214,853</u>
DEPARTMENTAL REVENUES			
Fees, Fines and Reimbursements	\$ 380,568	\$ 371,702	\$ 412,975
Special Revenue Fund	\$ 25,268	\$ 23,012	\$ 342,152
General Taxes	<u>\$4,716,199</u>	<u>\$5,624,636</u>	<u>\$5,459,727</u>
Total Revenues	<u>\$ 5,122,035</u>	<u>\$ 6,168,537</u>	<u>\$ 6,214,853</u>

MANAGING DEPARTMENT: Recreation Administration

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-9100-0001	SALARIES	\$ 322,180	\$ 341,535	\$ 271,964	\$ 362,818	\$ 402,776
100-9100-0002	OVERTIME	70	-	-	-	1,000
	BENEFITS	84,263	111,521	83,989	115,157	168,285
100-9100-0006	WORKERS COMPENSATION	17,892	25,739	25,739	25,739	22,661
100-9100-0020	PART-TIME HOURLY WAGES	35,975	-	25,544	36,350	39,803
100-9100-1029	TRAINING & EDUCATION	228	4,000	1,606	3,212	5,000
100-9100-1033	FITNESS PROGRAM	923	1,080	523	810	1,080
100-9100-2043	TEMPORARY CONTRACT SERVICES	-	2,000	1,472	2,000	3,000
100-9100-2049	UNIFORM SERVICE/LAUNDRY	150	500	-	-	1,000
100-9100-2053	OUTSIDE PRINTING SERVICE	8,529	10,000	4,067	8,135	10,000
100-9100-2054	EQUIPMENT REPAIR	738	1,000	-	-	-
100-9100-2073	SUBCONTRACTED WORK	3,497	2,500	1,534	3,069	-
100-9100-2074	BANK FEES & MISC CHARGES	10,932	7,500	14,872	25,007	-
100-9100-2087	EQUIPMENT RENTAL	260	1,000	-	-	-
100-9100-3092	STATIONARY SUPPLIES	179	-	346	346	-
100-9100-3093	JANITORIAL SUPPLIES	28	-	-	-	-
100-9100-3095	DEPARTMENT CONSUMABLES	15,095	10,000	4,942	9,332	12,500
100-9100-3102	COMPUTER SUPPLIES	6,750	5,500	3,695	2,479	4,000
100-9100-3104	COMPUTER SOFTWARE	2,265	10,000	8,962	8,871	12,500
100-9100-3107	TOOLS	-	500	-	-	500
100-9100-4121	MEETINGS & TRAVEL	149	500	923	247	2,000
100-9100-4122	DUES & MEMBERSHIP	1,345	2,000	307	-	2,000
100-9100-4124	MAIL SERVICES	250	1,000	-	-	1,000
100-9100-5135	MOBILE COMMUNICATIONS	8,462	10,000	6,065	9,046	12,000
100-9100-8192	EQUIPMENT	1,285	3,000	349	3,000	3,000
	CENTRAL SERVICES AND INTERNAL CHARGES	302,354	307,253	289,645	307,253	562,420
100-9100-9602	PRINCIPAL PAYMENTS	7,321	17,177	20,192	29,201	33,622
100-9100-9605	INTEREST EXPENSE	1,105	-	-	-	-
Total		\$ 832,225	\$ 875,305	\$ 766,737	\$ 952,073	\$ 1,300,147

MANAGING DEPARTMENT: Recreation

Janitorial Services

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-9105-0001	SALARIES	\$ 110,764	\$ 112,302	\$ 82,951	\$ 112,040	\$ 116,791
100-9105-0002	OVERTIME	1,605	-	783	1,229	2,000
100-9105-0020	PART-TIME HOURLY WAGES	169,408	128,225	112,194	143,653	183,729
	BENEFITS	82,734	88,769	63,422	85,986	95,124
100-9105-1029	TRAINING & EDUCATION	795	1,000	-	-	1,000
100-9105-1033	FITNESS PROGRAM	595	540	248	495	540
100-9105-2049	UNIFORM SERVICE/LAUNDRY	10,499	12,500	9,754	11,505	13,000
100-9105-2073	SUBCONTRACTED WORK	-	2,500	-	-	5,000
100-9105-3093	JANITORIAL SUPPLIES	50,146	40,000	40,290	64,192	67,000
100-9105-3097	SAFETY EQUIPMENT	90	3,000	-	-	5,000
	CENTRAL SERVICES AND INTERNAL CHARGES	225,825	330,831	165,416	330,831	(319,379)
Total		\$ 652,460	\$ 719,667	\$ 475,058	\$ 749,932	\$ 169,805

MANAGING DEPARTMENT: Recreation

Community Center

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-9200-0001	SALARIES	\$ 57,593	\$ 67,262	\$ 34,640	\$ 48,106	\$ 69,648
100-9200-0002	OVERTIME	936	-	313	433	1,000
	BENEFITS	51,524	60,750	41,887	52,061	51,514
100-9200-0006	WORKERS COMPENSATION	3,704	5,329	5,329	5,329	4,423
100-9200-0020	PART-TIME HOURLY WAGES	149,054	150,279	116,784	163,183	196,393
100-9200-1029	TRAINING & EDUCATION	3,550	5,000	879	1,758	5,000
100-9200-1033	FITNESS PROGRAM	-	540	-	-	540
100-9200-2043	TEMPORARY CONTRACT SERVICES	4,385	4,000	3,078	3,078	5,000
100-9200-2044	COPIER SERVICES	4,109	6,200	5,744	9,281	10,000
100-9200-2053	OUTSIDE PRINTING SERVICE	642	1,000	-	-	1,000
100-9200-2063	PUBLISHING & LEGAL ADVERTISIN	8,839	10,000	5,326	8,902	7,500
100-9200-2070	ALARM SERVICE	4,723	10,000	3,973	6,136	8,000
100-9200-2075	CONTRACT INSTRUCTORS	7,728	20,000	8,943	11,344	20,000
100-9200-3092	STATIONARY SUPPLIES	150	-	109	109	-
100-9200-3095	DEPARTMENT CONSUMABLES	15,744	10,000	11,992	24,015	25,000
100-9200-4121	MEETINGS & TRAVEL	60	500	86	336	1,000
100-9200-7132	SENIOR EXCURSIONS	9,108	11,000	11,000	10,545	12,500
100-9200-7176	EVENTS	2,950	-	-	-	-
100-9200-7190	ART PROGRAM	4,303	5,000	2,803	4,264	5,000
100-9200-8192	EQUIPMENT PURCHASE	24,813	10,000	7,516	10,000	7,500
	CENTRAL SERVICES AND INTERNAL CHARGES	6,813	30,058	15,029	30,058	27,940
Total		\$ 360,728	\$ 406,917	\$ 275,431	\$ 388,936	\$ 458,958

MANAGING DEPARTMENT: Recreation

Community Events

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-9220-7130	MOVIES IN THE PARK	\$ 2,000	\$ 3,000	\$ 965	\$ 2,465	\$ 3,000
100-9220-7131	FATHER DAUGHTER DANCE	817	1,600	2,132	1,600	2,000
100-9220-7134	FARMER'S MARKET	6,154	68,296	24,210	27,442	25,000
100-9220-7135	ART & HISTORY COMMISSION PROJECTS	27,430	5,000	-	5,000	-
100-9220-7172	CITY BIRTHDAY	14,267	8,000	3,856	2,809	15,000
100-9220-7174	BLACK HISTORY/ETHNIC MONTH	-	1,000	900	1,000	2,000
100-9220-7175	SUMMER PARK CONCERTS	32,122	35,000	21,696	34,671	35,000
100-9220-7176	4th OF JULY	-	20,000	7,860	17,860	18,000
100-9220-7181	HALLOWEEN PARTY	2,980	6,000	7,898	7,898	8,000
100-9220-7182	HOLIDAY SNOW FESTIVAL	13,691	12,000	16,850	15,596	14,000
100-9220-7185	BROADWAY EVENTS	4,630	5,000	-	5,000	5,000
100-9220-7186	EASTER EGG HUNT	7,903	6,000	5,387	6,000	6,000
100-9220-7187	INTERNATIONAL DAY	3,225	8,000	-	8,000	-
100-9220-7188	GUELAGUETZA DAY	28,023	30,000	31,059	31,059	18,000
100-9220-7190	SYRC EVENTS	-	6,000	2,171	6,000	3,000
	CENTRAL SERVICES AND INTERNAL CHARGES	-	5,817	2,909	5,817	7,936
Total		\$ 143,242	\$ 220,713	\$ 127,893	\$ 178,218	\$ 161,936

MANAGING DEPARTMENT: Recreation

Family & Community Support

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-9250-0001	SALARIES	\$ 167,375	\$ 238,899	\$ 134,384	\$ 162,120	\$ 253,205
100-9250-0002	OVERTIME	97	-	690	211	1,000
100-9250-0010	MANAGEMENT LEAVE PAYOFF	-	-	1,359	-	2,116
100-9250-0012	VACATION/COMP TIME PAYOFF	-	-	-	-	5,455
100-9250-0016	DEFERRED COMPENSATION	136	-	200	-	1,200
100-9250-0030	PERS PENSION OB BOND	496	1,103	1,103	1,103	1,162
100-9250-0031	PERS PENSION	11,951	43,737	22,060	37,225	52,623
100-9250-0041	MEDICAL INSURANCE	45,242	61,107	36,074	42,747	61,155
100-9250-0051	DENTAL INSURANCE	2,364	3,346	1,456	1,890	2,064
100-9250-0061	VISION INSURANCE	218	367	142	187	97
100-9250-0071	LTD	373	882	362	419	935
100-9250-0081	LIFE INSURANCE	407	383	346	410	396
100-9250-0092	MEDICARE TAX	2,343	3,464	1,900	2,276	3,671
100-9250-1029	TRAINING & EDUCATION	707	5,000	-	-	5,000
100-9250-1033	FITNESS PROGRAM	-	1,620	-	-	1,620
100-9250-2049	UNIFORM SERVICE/LAUNDRY	-	750	-	-	1,000
100-9250-2054	EQUIPMENT REPAIR	-	500	-	250	500
100-9250-3095	DEPARTMENT CONSUMABLES	37,378	25,000	13,740	19,520	15,000
100-9250-4203	COMM SOCIAL SRV GRT	474,003	500,000	238,159	500,000	510,000
100-9250-4207	SATELLITE OFFICE	23,964	-	10,274	10,274	-
100-9250-9397	COMPUTER SERVICE	101,332	76,946	76,946	76,946	146,335
100-9250-9398	CENTRAL SERVICE CHARGES	60,052	90,672	45,336	90,672	97,199
Total		\$ 928,437	\$ 1,053,776	\$ 584,531	\$ 946,249	\$ 1,161,733

**MANAGING DEPARTMENT: Recreation
Youth Education & Resource Center**

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-9310-0001	SALARIES	\$ 172,211	\$ 165,975	\$ 120,275	\$ 162,672	\$ 177,673
100-9310-0002	OVERTIME	4,791	1,500	3,936	7,873	3,000
	BENEFITS	70,046	114,762	73,191	111,520	119,328
100-9310-0006	WORKERS COMPENSATION	8,332	11,987	11,987	11,987	10,295
100-9310-0020	PART-TIME HOURLY WAGES	669,653	969,941	662,254	1,019,459	818,088
100-9310-1027	BACKGROUND INVESTIGATION	496	5,000	-	500	4,000
100-9310-1029	TRAINING & EDUCATION	294	1,000	421	543	3,000
100-9310-1033	FITNESS PROGRAM	-	540	-	-	540
100-9310-2049	UNIFORM SERVICE/LAUNDRY	2,187	2,000	-	-	3,500
100-9310-2054	EQUIPMENT REPAIR	-	500	58	308	-
100-9310-2073	SUBCONTRACTED WORK	7,497	4,000	2,555	4,217	9,000
100-9310-3095	DEPARTMENT CONSUMABLES	8,978	8,000	4,214	6,123	8,000
100-9310-3102	COMPUTER SUPPLIES	6,548	6,000	1,283	4,209	3,500
100-9310-7132	EXCURSIONS	4,078	2,000	981	2,000	2,000
100-9310-7133	TEEN EVENTS	4,418	4,000	2,373	4,000	3,000
100-9310-7135	MUSIC & ART	25	1,000	104	1,000	1,000
100-9310-7170	COMMUNITY SUPPORT	102,050	50,000	-	50,000	50,000
100-9310-8187	DEPARTMENT EQUIPMENT	1,941	2,500	1,247	975	-
	CENTRAL SERVICES AND INTERNAL CHARGES	60,535	88,754	44,377	88,754	117,616
Total		\$ 1,124,080	\$ 1,439,459	\$ 929,256	\$ 1,476,138	\$ 1,333,540

**MANAGING DEPARTMENT: Recreation
After School & Intercession Services**

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-9320-0001	SALARIES	\$ 154	\$ -	\$ -	\$ -	\$ -
100-9320-0002	OVERTIME	3,162	-	3,804	7,607	3,000
	BENEFITS	18,845	11,566	24,541	34,509	47,147
100-9320-0006	WORKERS COMPENSATION	4,445	6,394	6,394	6,394	5,307
100-9320-0020	PART-TIME HOURLY WAGES	190,463	123,870	258,666	362,194	387,510
100-9320-1029	TRAINING & EDUCATION	191	5,000	-	-	2,500
100-9320-2043	TEMPORARY CONTRACT SERVICES	1,104	2,500	-	-	2,000
100-9320-2049	UNIFORM SERVICE/LAUNDRY	6,597	7,500	3,000	6,000	6,000
100-9320-2063	PUBLISHING & LEGAL ADVERTISIN	-	2,000	-	-	1,000
100-9320-2073	SUBCONTRACTED WORK	4,387	6,000	-	3,000	4,500
100-9320-3092	STEAM PROGRAM SUPPLIES	6,409	20,000	6,922	10,000	10,000
100-9320-3095	DEPARTMENT CONSUMABLES	21,042	24,000	18,664	27,752	22,500
100-9320-3102	COMPUTER SUPPLIES	-	1,500	117	-	1,500
100-9320-7136	CAMP EVENTS	2,285	2,000	-	2,000	2,000
	CENTRAL SERVICES AND INTERNAL CHARGES	3,064	6,506	3,253	6,506	21,368
Total		\$ 262,147	\$ 218,836	\$ 325,361	\$ 465,963	\$ 516,332

MANAGING DEPARTMENT: Recreation
School Intersessional Services

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-9330-0002	OVERTIME	\$ 2,501	\$ -	\$ -	\$ -	\$ -
	BENEFITS	-	453	-	-	-
100-9330-0006	WORKERS COMPENSATION	6,173	8,881	8,881	8,881	7,371
100-9330-0020	PART-TIME HOURLY WAGES	-	16,486	-	-	-
100-9330-3095	DEPARTMENT CONSUMABLES	1,654	-	-	-	-
	CENTRAL SERVICES AND INTERNAL CHARGES	4,113	13,015	6,508	13,015	1,586
Total		\$ 14,441	\$ 38,836	\$ 15,388	\$ 21,896	\$ 8,957

MANAGING DEPARTMENT: Recreation
Athletics Services

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-9340-0001	SALARIES	\$ 69,580	\$ 73,547	\$ 41,154	\$ 54,915	\$ -
100-9340-0002	OVERTIME	591	1,500	173	347	1,500
	BENEFITS	20,279	35,076	18,452	24,421	3,389
100-9340-0006	WORKERS COMPENSATION	2,963	4,263	4,263	4,263	3,538
100-9340-0020	PART-TIME HOURLY WAGES	40,303	106,502	52,525	48,926	54,270
100-9340-1029	TRAINING & EDUCATION	-	1,000	-	-	1,000
100-9340-2049	UNIFORM SERVICE/LAUNDRY	2,500	1,500	-	-	2,000
100-9340-2063	PUBLISHING & LEGAL ADVERTISING	1,000	500	-	-	1,000
100-9340-2073	SUBCONTRACTED WORK	6,774	8,000	7,155	5,520	9,000
100-9340-3095	DEPARTMENT CONSUMABLES	2,724	7,500	6,473	12,453	9,000
100-9340-7136	SUPPORT SEASIDE RAIDERS	7,500	7,500	-	7,500	7,500
100-9340-7137	RENTAL - INDOOR FACILITIES	1,630	3,000	3,000	3,000	3,000
	CENTRAL SERVICES AND INTERNAL CHARGES	5,665	13,945	6,973	13,945	13,248
Total		\$ 161,509	\$ 263,833	\$ 140,167	\$ 175,289	\$ 108,445

MANAGING DEPARTMENT: Recreation

Pre School Services

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-9350-0002	OVERTIME	\$ 180	\$ -	\$ 104	\$ 208	\$ -
	BENEFITS	12,798	10,280	9,012	13,411	21,391
100-9350-0006	WORKERS COMPENSATION	4,445	6,394	6,394	6,394	5,307
100-9350-0020	PART-TIME HOURLY WAGES	63,860	44,686	65,369	86,207	113,424
100-9350-1029	TRAINING & EDUCATION	250	1,500	1,338	2,675	1,500
100-9350-2049	UNIFORM SERVICE/LAUNDRY	575	750	135	-	750
100-9350-2073	SUBCONTRACTED WORK	80	1,500	901	682	14,000
100-9350-3095	DEPARTMENT CONSUMABLES	7,347	5,500	2,617	3,741	6,000
100-9350-3102	COMPUTER SUPPLIES	-	-	-	-	1,000
	CENTRAL SERVICES AND INTERNAL CHARGES	2,169	9,109	4,555	9,109	8,065
Total		\$ 91,704	\$ 79,720	\$ 90,424	\$ 122,428	\$ 171,437

MANAGING DEPARTMENT: Recreation

Swim Center

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
100-9400-0001	SALARIES	\$ 476	\$ -	\$ 2,629	\$ -	\$ 72,632
100-9400-0002	OVERTIME	711	-	577	1,154	1,200
	BENEFITS	25,191	25,366	18,891	26,379	47,837
100-9400-0006	WORKERS COMPENSATION	15,083	21,699	21,699	21,699	19,346
100-9400-0020	PART-TIME HOURLY WAGES	300,947	401,487	248,676	345,467	384,755
100-9400-1029	TRAINING & EDUCATION	4,456	8,000	3,138	4,232	6,500
100-9400-0092	MEDICARE TAX	4,381	5,822	3,649	5,030	6,270
100-9400-2049	UNIFORM/LAUNDRY SERVICE	1,639	2,500	1,974	3,350	4,000
100-9400-2054	EQUIPMENT REPAIR	534	1,000	-	500	3,000
100-9400-2063	PUBLISHING & LEGAL ADVERTISIN	1,000	1,000	-	-	-
100-9400-2073	SUBCONTRACTED WORK	639	2,000	-	1,000	1,000
100-9400-3095	DEPARTMENT CONSUMABLES	5,234	11,420	8,010	14,815	10,000
100-9400-3097	SAFETY EQUIPMENT	3,515	4,000	635	349	3,000
100-9400-7138	LIFEGUARD	791	1,000	164	500	1,000
100-9400-7140	SHARKS	-	1,000	-	1,000	1,000
100-9400-7141	SWIM LESSONS	61	13,000	8,433	16,865	10,000
	CENTRAL SERVICES AND INTERNAL CHARGES	121,706	176,734	88,367	176,734	160,917
Total		\$ 486,365	\$ 676,028	\$ 406,841	\$ 619,074	\$ 732,457

MANAGING DEPARTMENT: Recreation

Senior/Human Services

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
	BENEFITS	\$ -	\$ -	\$ -	\$ -	\$ 5,735
100-9500-0006	WORKERS COMPENSATION	3,231	4,648	4,648	4,648	4,006
100-9500-0020	PART-TIME HOURLY WAGES	-	-	-	-	21,497
100-9500-3095	DEPARTMENT CONSUMABLES	-	-	76	76	-
100-9500-7132	EXCURSIONS	566	-	-	-	-
	CENTRAL SERVICES AND INTERNAL CHARGES	3,737	9,824	4,912	9,824	1,068
Total		\$ 7,534	\$ 14,472	\$ 9,636	\$ 14,548	\$ 32,306

MANAGING DEPARTMENT: Recreation**Contract Classes**

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
	CENTRAL SERVICES AND INTERNAL CHARGES	10	1,166	583	1,166	744
Total		\$ 10	\$ 1,166	\$ 583	\$ 1,166	\$ 744

MANAGING DEPARTMENT: Recreation**Senior/Human Services**

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
251-9500-7125	SENIOR ACTIVITIES	\$ 54,242	\$ 55,000	\$ 36,228	\$ 55,000	\$ 55,000
251-9500-8187	EQUIPMENT	94	-	-	-	-
	CENTRAL SERVICES AND INTERNAL CHARGES	835	2,699	1,349	1,629	3,057
Total		\$ 55,172	\$ 57,699	\$ 37,578	\$ 56,629	\$ 58,057

MANAGING DEPARTMENT: Recreation**Community Center**

Account	Account Name	FY2023 Actual	FY2024 Adjusted Budget	Activity thru 04/03/2024	FY 2024 Projected	FY 2025 Request
252-9200-8187	DEPARTMENT EQUIPMENT	\$ 1,981	\$ -	\$ -	\$ -	\$ -
Total		\$ 1,981	\$ -	\$ -	\$ -	\$ -



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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.

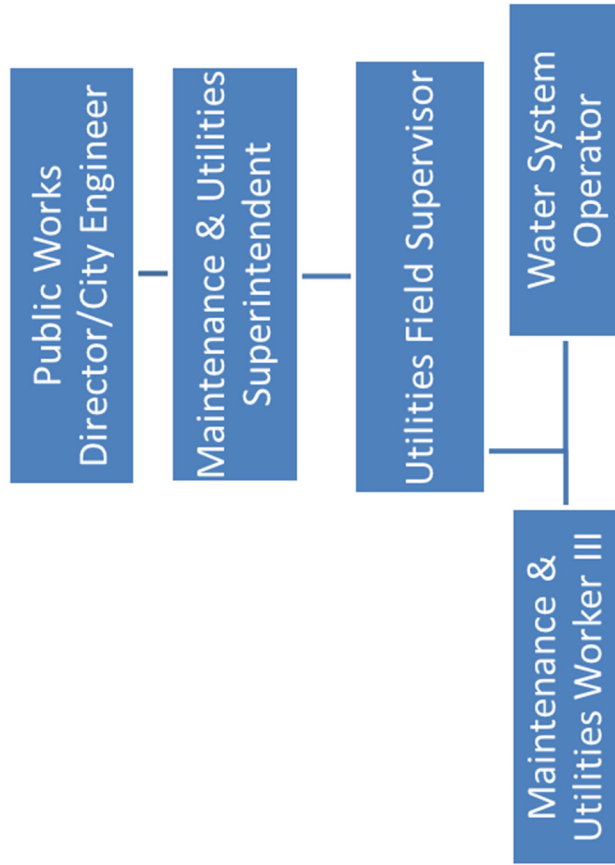
Fiscal Year 2024 Accomplishments and Fiscal Year 2025 Goals:

In Fiscal Year 2023-24 the Seaside Municipal Water system provided service to 798 customers. A water rate study was also completed to in order assess potential rate increases that may take place in 2024-25.

In Fiscal Year 2024-25, Seaside Muni plans to implement a new water rate based on study developed in previous years. In addition, the Water Enterprise plans to complete an Intertie project with Marina Coast Water District, a Well Replacement completion of the design phase and start construction, and complete a Water Master Assessment to reimburse the Seaside Groundwater Basin Watermaster for their administration and operations cost.



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

Effective 4/30/2023	Tier 1 \$10.60 per unit	Tier 2 \$17.80 per unit
Single Family Residential (per dwelling)	0 - 3.7	3.7 +
Multifamily #1 (per meter) - Del Monte Manor	0 - 618.2	618.2 +
Multifamily #2 (per meter) - Villa Del Monte	0 - 156.5	156.5 +
School #1 (per student) - Martin Luther King	0 - .4327	.4327 +
School #2 (per student) - Highland Elementary	0 - .4440	.4440 +
School #3 (per student) - International School of Monterey	0 - .4056	.4056 +
Church #1 (per meter) - Greater Victory Temple	0 - 19.8	19.8 +
Church #2 (per meter) - Seventh Day Adventist	0 - 3.7	3.7 +
Fire Department	0 - 3.7	3.7 +

1 unit = 748 gallons

Budget Outlook: As will be seen on the following pages the Seaside Municipal Water System expects revenues of \$4.1M in FY 2024-25 as compared with expenditures of \$4.6M. A decrease in net position (\$533k) is budgeted. The decrease is primarily due to capital project work planned in the upcoming year, most notably a Well Replacement Project and related improvements for \$3.5M. This project will drill and install the screen and casing for the well. It will also install a pump, discharge piping and appurtenances, transmission main, well site work, well house, and electrical for the well. The fund has sufficient resources projected at FY 2024-25 year-end, in the form of net position, available to absorb the decrease.

As described before, the significant increase in both revenue and expenditures in the following year is related to the planning, design, and construction phases of a capital project for the new well. The preliminary estimated overall cost of the project has been revised down from \$15.5M to \$5.0M. One part of the downward revision is due to the removal of the water line necessary to deliver water to the Campus Town development project from the scope of the project. The planning and design phase began in fiscal year 2022-23 and 2023-24 respectively. A roll-forward budget amount of \$1.5M is estimated and the budget request for FY 2024-25 is for \$3.5M.

The City will continue looking for any infrastructure grant fund available from the Federal Government and/or low interest loans from the State of California. 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 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
	Actual	Actual	Actual	Actual	Projected	Proposed
	Results	Results	Results	Results	Budget	Budget
Beginning Balance	\$ 896,757	\$ 968,562	\$ 849,249	\$1,264,328	\$2,344,912	\$2,517,134
Revenues						
Fees & Charges	761,556	1,029,925	1,267,780	1,079,871	1,221,301	1,270,153
Grant Revenue	-	-	32,304	-	-	2,800,000
Reimbursements	-	-	-	-	-	-
Miscellaneous-Other	26,993	3,487	4,162	(231)	1,850	7,275
Income from Investments	4,885	1,842	680	24,651	1,866	6,785
Transfers In			-	1,500,000	-	-
Sub-Total Revenue	793,434	1,035,253	1,304,925	2,604,291	1,225,017	4,084,213
Expenses						
Personnel Services	231,475	167,529	356,817	605,695	407,700	397,665
Services & Supplies	157,574	584,715	176,521	517,530	259,008	3,729,500
Other	63,548	70,096	70,039	127,776	(42)	8
Internal Service Charge	42,561	46,841	47,551	49,550	47,964	53,636
Administrative Allocation	226,470	285,386	238,927	221,807	338,166	425,769
Debt Service	-	(0)	(8)	1,348	-	10,231
Sub-Total Expenses	721,629	1,154,567	889,846	1,523,707	1,052,795	4,616,810
Change in Net Position	71,805	(119,313)	415,079	1,080,585	172,222	(532,597)
Ending Net Position - Seaside Municipal Water	\$ 968,562	\$ 849,249	\$1,264,328	\$2,344,912	\$2,517,134	\$1,984,538

The \$2,800,000 grant has not been awarded as of 6/20/2024.



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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 was initially \$100,000 and increases when certain gross revenue thresholds are met. With the Golf Course now being watered with Recycled Water, the minimum annual rent has increased to \$200,000. The City is required to provide up to four hundred acre feet of water per lease year. Any amount used above that threshold is paid by the lessee.

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, 2023 will be \$2,800,000. Retirement of debt is the only operational activity conducted by the City.

Fiscal Year 2024 Accomplishments and Fiscal Year 2025 Goals:

In fiscal year 2023-24, the Golf Enterprise made a debt service payment for \$334k. The Enterprise also continues to use recycled water from Marina Coast Water District rather than potable water from the Seaside Groundwater Basin.

In Fiscal Year 2024-25, the Golf Enterprise expects to continue making debt service payments on the irrigation infrastructure. Additionally, a new hotel development is expected to get under way at the Golf Course.



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, including grants received from Federal, State, and other Agencies.

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.

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 2024/25 budget year. If additional funds are awarded, budget amendments will be processed, as needed, to reflect grant revenues and expenditures.

To review a fund balance analysis for each fund please refer to page 32 of this budget document.

Current Year Highlights

- CDBG grant; \$454K
- FEMA Emergency Storm Reimbursement; \$231K
- Gas Tax receipts; \$855K
- SB1-RMRA; \$783K
- Measure X funds; \$1.3M
- POMA maintenance funds; \$1.0M

Note: Current year highlights are year-end projections, unaudited and subject to change.



Grants staff are pursuing

- RTP Funds for Design and Construct trails within Laguna Grande Park.
- Grant Funds for Road Diet, Roundabouts, and SRTS Improvements at Broadway Avenue.
- Federal and/or ATP Grant Funds for Design, Environmental, Demolition, and Construction of San Pablo Ave. Bridge.

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.
247	<u>Housing Non-Profit</u> Managing Dept: Community, Housing & Economic Development	This fund was established to account for the Housing Non-Profit which is supported by Merged Housing Funds.
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.
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.

Special Revenue Fund Descriptions (continued)

Fund No.	Fund Name/Managing Dept.	Description
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.
214	<u>SB1-RMRA</u> Managing Dept: Public Works & Engineering	This fund is used to account for the state allocations to the City for basic road maintenance, rehabilitation, and critical safety projects on the local streets and roads system.
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.
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.

Special Revenue Fund Descriptions (continued)

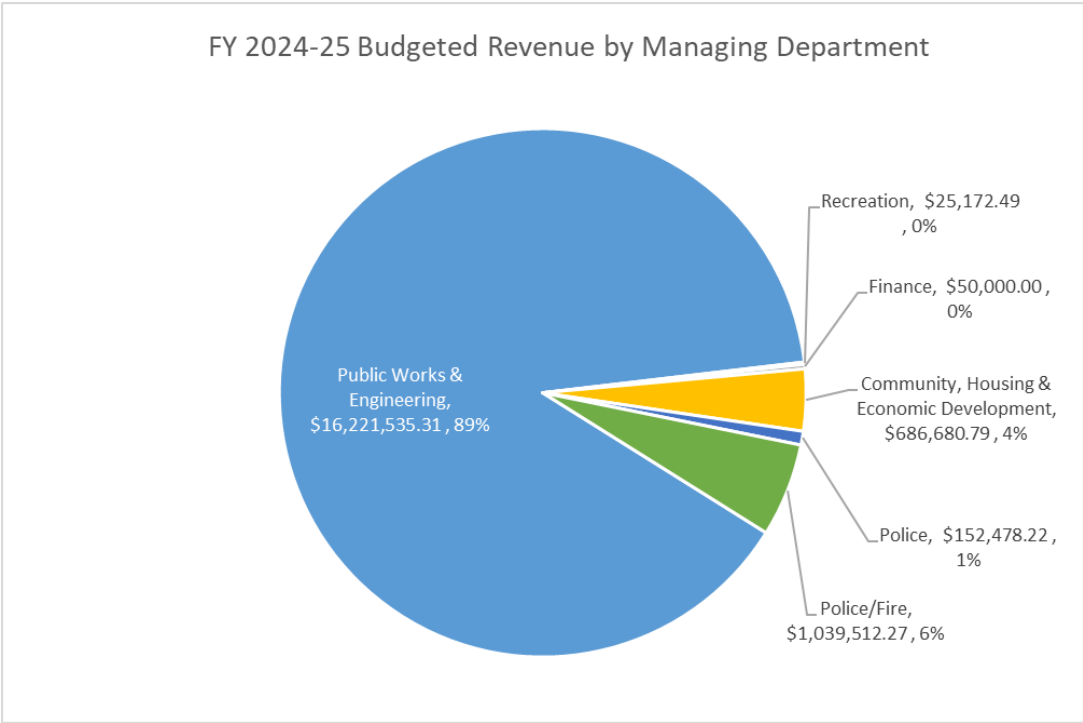
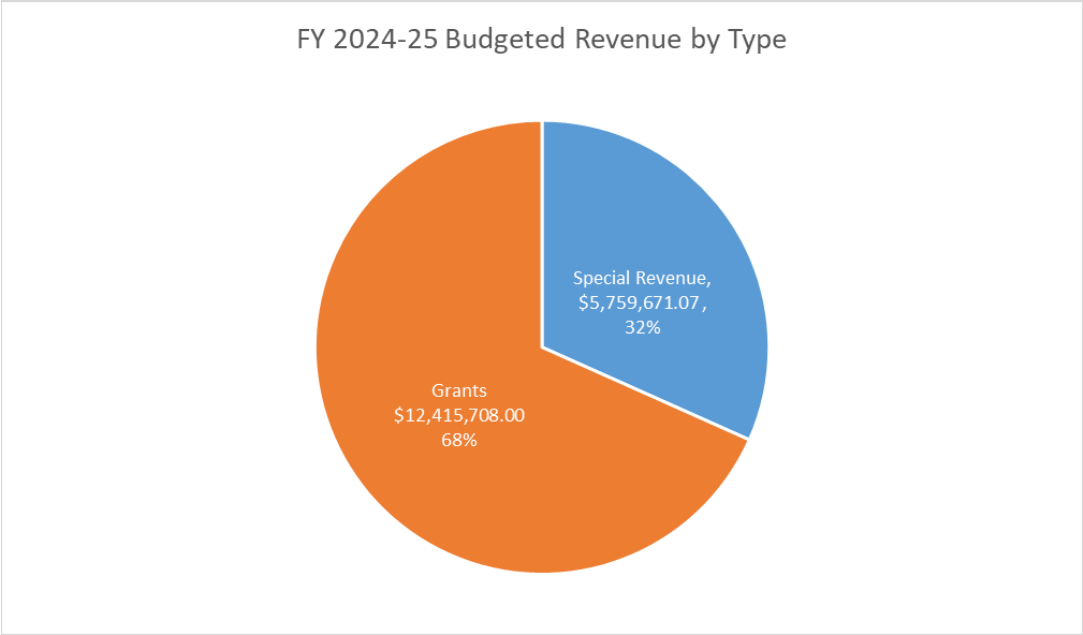
Fund No.	Fund Name/Managing Dept.	Description
251- 257	<u>Community Services</u> Managing Dept: Recreation	This fund accounts for various grants related to Community Services, including; Found Property, Senior Programs, Oldemeyer Center Maintenance, Youth Center Maintenance, Soper Field Community Center Maintenance, Swimming Pool Maintenance and Parks Maintenance. Funding is largely provided by Recreation activity fees.
225	<u>State of California Grants</u> Managing Dept: Public Works & Engineering	This fund accounts for Grant funds awarded by State agencies in accordance to Grant Agreements.
226	<u>Other Federal Grants</u> Managing Dept: Public Works & Engineering	This fund accounts for Grant funds awarded by Federal agencies in accordance to Grant Agreements.
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.
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>P</u> ublic <u>E</u> ducation & <u>G</u> overnment Acces fees collected on resident's cable bills. The expenditures are restricted to use for televising public meetings.

Special Revenue Fund Descriptions (continued)

Fund No.	Fund Name/Managing Dept.	Description
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: Recreation	This fund is used to account for the funds received from the Gardner Trust which are restricted to use for Senior Programs
997	<u>Housing Settlement</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 \$18.2M in special revenue and grants for fiscal year 2024-25. This is a significant portion of the City’s projected revenue, at 22% of total revenue. When excluding Internal Service Funds, Enterprise Funds, the City’s Custodial (SCSD) and Trust Funds, the percentage increases to 27%.

Grants are expected at \$12.4M or 68%, while special revenue will contribute \$5.8M or 32%. The City’s Public Works & Engineering department receives the highest amount of grants and special revenue at \$16.2M or 89% of total.



Fund Name		Beginning Balance July 1, 2023	Estimated June 30, 2024 Fund Balance	2024/25 Budgeted Revenues	2024/25 Net Transfers	2024/25 Budgeted Expenditures	Estimated June 30, 2025 Fund Balance
Special Revenue & Grants							
Housing	Special Revenue Community, Housing & Economic Development	7,500,108	7,758,871	79,478	256,598	515,031	7,579,916
Housing Non-Profit	Special Revenue Community, Housing & Economic Development	(7,813)	(29,090)	-	79,090	50,000	1
Stormwater	Special Revenue Public Works & Engineering	(358,228)	(173,870)	11,034	2,038,989	2,038,989	(162,836)
FORA Bond	Special Revenue Public Works & Engineering	4,931,940	4,326,890	-	-	75,968	4,250,922
POMA	Special Revenue Public Works & Engineering	679,986	405,638	1,514,417	-	1,509,588	410,467
CDBG	Grants Community, Housing & Economic Development	520,941	244,493	600,000	(340,000)	268,427	236,066
Streets: Gas Tax Fund	Special Revenue Public Works & Engineering	(359,297)	(384,387)	874,171	2,340,283	2,830,067	-
Transportation Safety & Investment	Special Revenue Public Works & Engineering	1,668,801	1,779,127	1,302,455	(1,944,605)	5,494	1,131,483
Tranportation Capital Projects	Special Revenue Public Works & Engineering	(403,618)	393,320	-	12,875,086	12,875,432	392,974
SB1-RMRA	Special Revenue Police/Fire	2,417,074	1,238,895	837,075	(837,075)	-	1,238,895
Proposition 172	Special Revenue Police/Fire	98,222	20,167	155,229	-	230,914	(55,518)
Public Safety	Special Revenue Police/Fire	236,457	238,533	47,208	-	74,564	211,177
Supplemental Law Enforcement	Special Revenue Police	330,467	424,743	152,478	-	162,150	415,071
SAFER FEMA Grant	Special Revenue Police/Fire	(167,017)	(167,017)	-	-	-	(167,017)
Community Services	Special Revenue Recreation	199,954	194,036	23,444	50,000	58,057	209,424
State of California Grants	Grants Public Works & Engineering	-	-	9,943,708	(9,943,708)	-	-
Other Federal Grants	Grants Public Works & Engineering	-	-	1,872,000	(1,872,000)	-	-
Impact Fees	Special Revenue Finance	883,547	422,612	-	-	-	422,612
Disability Access	Special Revenue Finance	3,415	3,415	-	-	-	3,415
PEG Access	Special Revenue Finance	28,353	28,353	50,000	-	50,000	28,353
FORA Non-Bond	Special Revenue Public Works & Engineering	3,088,256	2,794,260	703,750	-	2,861,202	636,808
Recreation Endowment	Special Revenue Recreation	159,891	103,517	1,728	(50,000)	-	55,246
Housing Settlement	Special Revenue Community, Housing & Economic Development	1,186,011	1,191,742	7,203	-	-	1,198,945
Special Revenue & Grants		\$ 22,637,450	\$ 20,814,250	\$ 18,175,379	\$ 2,652,659	\$ 23,605,884	\$ 18,036,404



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. Fees are set on a cost-reimbursement basis. Internal Service Funds 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.

Vehicle Maintenance

The Vehicle Maintenance division is responsible for ensuring functional, reliable and economical vehicles and equipment necessary for the conduct of City operations. This division provides vehicle and equipment specifications for bidding purposes, assists with vehicle and equipment auctions, and prepares and administers 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 is a continuous 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.

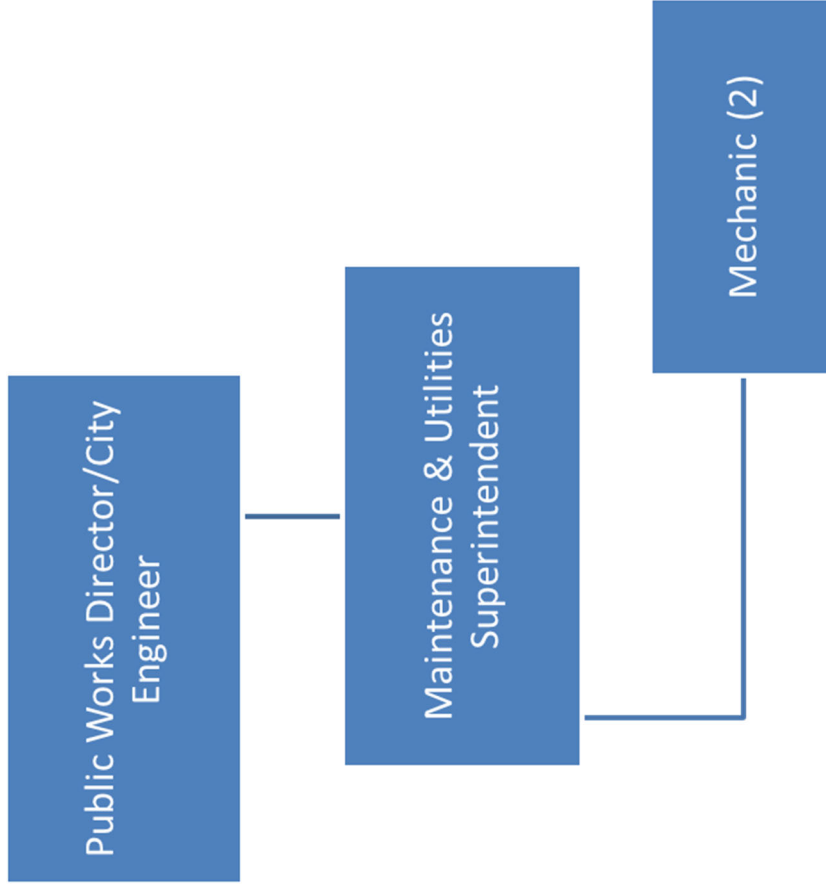
Fiscal Year 2024 Accomplishments and Fiscal Year 2025 Goals:

Accomplishments for fiscal year 2024-25 include replacement of heavy equipment and vehicles for the Fire Dept. (fire apparatus) replacement of an additional 3 vehicles of the aging fleet with more cost effective vehicles where possible and training of staff to become certified to work on fire apparatus vehicles.

Goals for fiscal year 2024-25 include replacement of a 17 year old fire engine and continuing to replace other aging vehicles in the fleet with more cost effective vehicles and electrifying the fleet where possible. Also, upgrading antiquated shop equipment/tools.



Vehicle 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 the following:

- General Liability insurance
- Excess Liability insurance
- Property/casualty insurance
- Auto Physical Damage insurance
- Employment Practices Liability insurance
- Worker's Compensation insurance

Fiscal Year 2024 Accomplishments and Fiscal Year 2025 Goals:

Accomplishments for fiscal year 20223-24 include: Maintain membership in the California Joint Powers Insurance Authority (CalJPJA), Serve as board member on the Municipalities, Colleges, Schools Insurance Group (MCSIG) board and, began the

Goals for fiscal year 2024-25 include: Maintain membership in the California Joint Powers Insurance Authority (CalJPJA), Serve as board member on the Municipalities, Colleges, Schools Insurance Group (MCSIG) board, Keep abreast of current issues effecting risk management and pursue mitigation techniques designed to reduce the number of Workers' Compensation claims.



CALIFORNIA
J , P , I , A



transcarent



MCSIG

Insurance

Human Resources
Director /
Risk Manager

Management Information Systems

Who We Are:

The Management Information Systems Division is now under the City Manager's Office, and consists of three full time employees, and provides technology support services to all City departments and staff.

Our staff ensures that all City departments have the most efficient and effective technology to perform their duties and provide service to the public.

We are responsible for ensuring maximum uptime and security of all City data information systems.

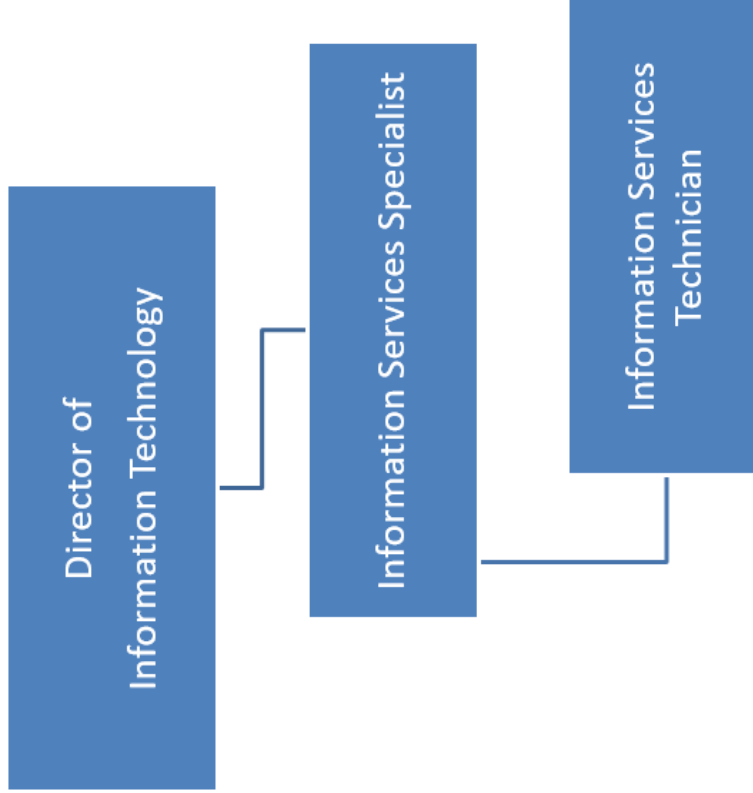


Fiscal Year 2024 Accomplishments and Fiscal Year 2025 Goals:

For fiscal year 2024, the Management Information Systems Division successfully upgraded the City network security system to provide security enhancements to the City's network infrastructure. The MIS Division was also able to upgrade the server hardware supporting all staff, which enhanced speeds and capacity of all staff desktops and servers, while also providing for future growth and software support.

For the fiscal year 2025 the MIS division is expanding from 2 full-time employees to 3 full-time employees and plans to continue enhancing services to City staff, enabling more efficient and effective customer service to the public. Priorities for fiscal year 2025 will focus on cybersecurity initiatives to ensure data security and on developing long-term technology roadmaps and succession planning.

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 2024-25 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 Enterprise Fleet Management. 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. These conditions continued in to fiscal year 2023-24. 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. Included in the budget is \$280k for fuel costs and \$417k for personnel costs. The department has two dedicated mechanics.

Self-Insurance: Projected increases in health care costs remain high and are forecast for fiscal year 2024-25 to increase by 8%. Dental and Vision rates are projected to remain flat. After doubling over the past few years from \$1M in fiscal year 2018-2019 to \$2.4M projected for fiscal year 2023-24, worker's compensation insurance is expected to decrease to \$2.2M for fiscal year 2024-25. This decline represents the successful efforts to reduce workers compensations. 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 2024-25 budget is set to increase \$226k or over the previous fiscal year's projected expenditures. The increase is being driven by a strategic decision to augment the MIS division staff and increased costs of city software that exceed the increase in inflation. Projects for fiscal year 24-25 include beginning work on city-wide email domain name changes and software updates for the City's operations system. Included in the budget is \$205k for software renewal costs and \$336k in personnel costs. The department has three dedicated IT employees. IT costs are allocated to participating departments based on the number of network user accounts.

INTERNAL SERVICE FUNDS

CITY OF SEASIDE
FUND BALANCE ANALYSIS
FISCAL YEAR 2024-2025 BUDGET

Fund #	Fund Name	Fund Type	Managing Department	Beginning Balance July 1, 2023	2023/24 Estimated Revenues	2023/24 Net Transfers	2023/24 Estimated Expenditures	Estimated June 30, 2024 Fund Balance	2024/25 Budgeted Revenues	2024/25 Net Transfers	2024/25 Budgeted Expenditures	Estimated June 30, 2025 Fund Balance
*Internal Service Funds:												
501	Equipment Maintenance	Internal Service	Public Works & Engineering	\$ (111,881)	\$ 1,055,042	\$ -	\$ 962,713	\$ (19,552)	\$ 1,513,475	\$ -	\$ 1,193,825	\$ 300,098
502	Self Insurance	Internal Service	Human Resources & Risk Management	1,232,902	3,988,899	-	3,843,995	1,377,806	3,942,235	-	3,619,490	1,700,551
503	Management Information Systems	Internal Service	City Manager	299,261	633,135	-	783,650	148,746	1,115,514	-	1,009,408	254,852
Subtotal Internal Service Funds:				\$ 1,420,282	\$ 5,677,076	\$ -	\$ 5,590,358	\$ 1,507,000	\$ 6,571,224	\$ -	\$ 5,822,723	\$ 2,255,501



<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

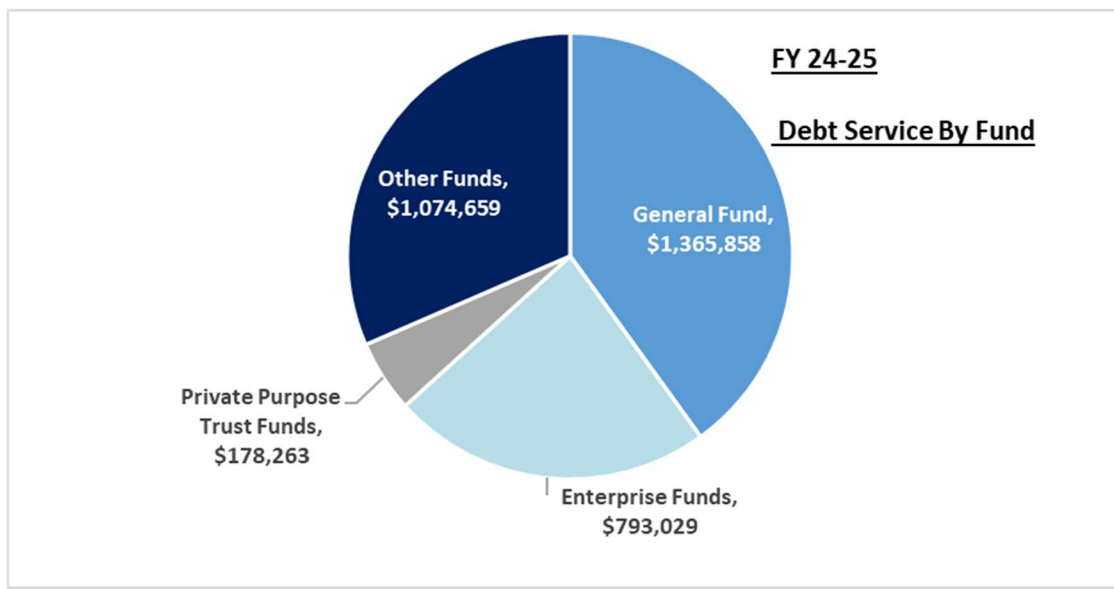
Anticipated Long-Term Debt for 2024-25:

- Financing for a Fire Engine



Debt Service Summary

Funding Source	Issue Date	Maturity Date	Interest Rate	Balance 6/30/2024	Principal Payment FY 24/25	Interest Expense FY 24/25	Est. Fees FY 24/25	Total Due FY 24/25	Balance 6/30/2025
GENERAL FUND									
Tax Pension Obligation Bond	12/1/2007	6/1/2025	5.06 - 5.50%	\$ 745,000.00	\$ 745,000.00	\$ 40,855.80	\$ 2,900.00	\$ 788,755.80	\$ -
PGE On Bill Financing	7/1/2019	4/1/2030	0	\$ 72,153.44	\$ 18,557.29	\$ -	\$ -	\$ 18,557.29	\$ 53,596.15
Capital Lease - Energy Project	12/14/2016	12/14/2031	3.23%	\$ 291,777.35	\$ 33,689.24	\$ 9,019.08	\$ -	\$ 42,708.32	\$ 258,088.11
Capital Lease - Ladder Truck	12/27/2017	12/27/2027	2.591%	\$ 321,190.66	\$ 104,336.61	\$ 51,387.50	\$ -	\$ 155,724.11	\$ 216,854.05
Capital Lease - 2017 Vactor	8/8/2017	8/8/2024	2.567%	\$ 15,928.60	\$ 15,928.60	\$ 102.17	\$ -	\$ 16,030.77	\$ -
Capital Lease - 2021 Enterprise Fleet	11/31/2021	8/31/2027	1.350%	\$ 557,167.52	\$ 153,271.56	\$ 39,810.60	\$33,710.28	\$ 226,792.44	\$ 403,895.96
Capital Lease - 2022 Fire Engine	6/1/2023	6/1/2023	3.790%	\$ 796,576.05	\$ 90,400.44	\$ 26,889.16	\$ -	\$ 117,289.61	\$ 706,175.60
Total General Fund Debt				\$ 2,799,793.61	\$ 1,161,183.74	\$ 168,064.32		\$ 1,365,858.34	\$ 1,638,610
WATER ENTERPRISE FUND									
Interfund loan from General Fund - Water Capacity	9/1/2022	6/30/2044	0.37%	\$ 7,578,150.64	\$ 366,722.67	\$ 84,033.44	\$ -	\$ 450,756.11	\$ 7,211,427.97
Capital Lease - 2021 Enterprise Fleet	3/31/2024	3/31/2028	1.350%	\$ 32,988.08	\$ 6,825.12	\$ 2,034.36	\$ 1,373.16	\$ 10,232.64	\$ 26,162.96
Total Enterprise Fund Debt				\$10,411,139	\$508,548	\$280,758	\$723.16	\$793,029	\$ 9,902,591
PRIVATE PURPOSE TRUST FUNDS									
2014 Tax Allocation Bond	12/23/2014	8/1/2033	3.25 - 5.00%	\$ 1,505,000.00	\$ 125,000.00	\$ 51,387.50	\$ 1,875.00	\$ 178,262.50	\$ 1,380,000.00
Total Private Purpose Trust Fund Debt				\$1,505,000	\$125,000	\$51,388		\$178,263	\$1,380,000
OTHER FUNDS									
Measure X Bond	10/10/2018	5/1/2047	3.00 - 5.00%	\$ 9,830,000.00	\$ 270,000.00	\$ 372,150.00	\$ 1,925.00	\$ 644,075.00	\$ 9,560,000.00
Cutino Park Improvement Bond	10/10/2018	5/1/2038	3.00 - 5.00%	\$ 4,080,000.00	\$ 220,000.00	\$ 155,868.76	\$ 1,925.00	\$ 377,793.76	\$ 3,860,000.00
Capital Lease - 2017 Patch Truck (Streets)	8/8/2017	8/8/2024	2.567%	\$5,749	\$5,749	\$37	\$ -	\$ 5,785.74	\$ -
Capital Lease - 2022 Street Sweeperr (Streets)	6/1/2023	6/1/2023	3.790%	\$319,233	\$36,229	\$10,776	\$0	\$ 47,004.56	\$ 283,004.40
Total Other Fund Debt				\$14,234,982	\$531,977	\$538,832		\$1,074,659	\$13,703,004
Total Debt				\$28,950,914	\$2,326,709	\$1,039,042		\$3,411,809	\$26,624,205



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 2024/25 Payments	\$ 745,000.00	\$ 40,855.80	\$ 785,855.80	\$ 2,900.00	\$ 788,755.80

<u>Fiscal Year</u>	<u>Principal</u>	<u>Sinking Fund</u>	<u>Interest</u>	<u>Total</u>
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:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Est. Fees</u>	<u>Total Payment</u>
FY 2024/25 Payments	\$ 270,000.00	\$ 372,150.00	\$ 642,150.00	\$ 1,925.00	\$ 644,075.00

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
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	\$ 639,900.00
FY 24-25	\$ 270,000.00	\$ 372,150.00	\$ 642,150.00
FY 25-26	\$ 285,000.00	\$ 358,650.00	\$ 643,650.00
FY 26-27	\$ 295,000.00	\$ 344,400.00	\$ 639,400.00
FY 27-28	\$ 310,000.00	\$ 329,650.00	\$ 639,650.00
FY 28-29	\$ 325,000.00	\$ 314,150.00	\$ 639,150.00
FY 29-30	\$ 345,000.00	\$ 297,900.00	\$ 642,900.00
FY 30-31	\$ 355,000.00	\$ 287,550.00	\$ 642,550.00
FY 31-32	\$ 365,000.00	\$ 276,900.00	\$ 641,900.00
FY 32-33	\$ 375,000.00	\$ 265,493.76	\$ 640,493.76
FY 33-34	\$ 390,000.00	\$ 253,306.26	\$ 643,306.26
FY 34-35	\$ 400,000.00	\$ 240,143.76	\$ 640,143.76
FY 35-36	\$ 415,000.00	\$ 226,643.76	\$ 641,643.76
FY 36-37	\$ 430,000.00	\$ 212,118.76	\$ 642,118.76
FY 37-38	\$ 445,000.00	\$ 197,068.76	\$ 642,068.76
FY 38-39	\$ 460,000.00	\$ 180,937.50	\$ 640,937.50
FY 39-40	\$ 475,000.00	\$ 163,687.50	\$ 638,687.50
FY 40-41	\$ 495,000.00	\$ 145,875.00	\$ 640,875.00
FY 41-42	\$ 515,000.00	\$ 127,312.50	\$ 642,312.50
FY 42-43	\$ 535,000.00	\$ 108,000.00	\$ 643,000.00
FY 43-44	\$ 555,000.00	\$ 87,937.50	\$ 642,937.50
FY 44-45	\$ 575,000.00	\$ 67,125.00	\$ 642,125.00
FY 45-46	\$ 595,000.00	\$ 45,562.50	\$ 640,562.50
FY 46-47	\$ 620,000.00	\$ 23,250.00	\$ 643,250.00
	\$ 11,050,000.00	\$ 7,172,008.81	\$ 18,222,008.81

*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 2024/25 Payments	\$ 220,000.00	\$ 155,868.76	\$ 375,868.76	\$ 1,925.00	\$ 377,793.76

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 2024/25 Payments	\$ 135,000.00	\$ 194,690.63	\$ 329,690.63	\$ 2,350.00	\$ 332,040.63

Fiscal Year	Principal	Interest	Total
FY 06-07	\$ -	\$ 36,918.83	\$ 36,918.83
FY 07-08	\$ -	\$ 282,782.50	\$ 282,782.50
FY 08-09	\$ -	\$ 282,782.50	\$ 282,782.50
FY 09-10	\$ -	\$ 282,782.50	\$ 282,782.50
FY 10-11	\$ 55,000.00	\$ 280,940.00	\$ 335,940.00
FY 11-12	\$ 55,000.00	\$ 277,255.00	\$ 332,255.00
FY 12-13	\$ 60,000.00	\$ 273,372.50	\$ 333,372.50
FY 13-14	\$ 65,000.00	\$ 269,122.50	\$ 334,122.50
FY 14-15	\$ 70,000.00	\$ 264,532.50	\$ 334,532.50
FY 15-16	\$ 75,000.00	\$ 259,602.50	\$ 334,602.50
FY 16-17	\$ 80,000.00	\$ 254,332.50	\$ 334,332.50
FY 17-18	\$ 85,000.00	\$ 248,637.50	\$ 333,637.50
FY 18-19	\$ 90,000.00	\$ 242,512.50	\$ 332,512.50
FY 19-20	\$ 100,000.00	\$ 235,862.50	\$ 335,862.50
FY 20-21	\$ 105,000.00	\$ 228,687.50	\$ 333,687.50
FY 21-22	\$ 110,000.00	\$ 221,162.50	\$ 331,162.50
FY 22-23	\$ 120,000.00	\$ 213,037.50	\$ 333,037.50
FY 23-24	\$ 130,000.00	\$ 204,131.25	\$ 334,131.25
FY 24-25	\$ 135,000.00	\$ 194,690.63	\$ 329,690.63
FY 25-26	\$ 145,000.00	\$ 184,715.63	\$ 329,715.63
FY 26-27	\$ 160,000.00	\$ 173,850.00	\$ 333,850.00
FY 27-28	\$ 170,000.00	\$ 162,093.75	\$ 332,093.75
FY 28-29	\$ 180,000.00	\$ 149,625.00	\$ 329,625.00
FY 29-30	\$ 195,000.00	\$ 136,265.63	\$ 331,265.63
FY 30-31	\$ 210,000.00	\$ 121,837.51	\$ 331,837.51
FY 31-32	\$ 225,000.00	\$ 106,340.63	\$ 331,340.63
FY 32-33	\$ 240,000.00	\$ 89,775.00	\$ 329,775.00
FY 33-34	\$ 255,000.00	\$ 72,140.63	\$ 327,140.63
FY 34-35	\$ 275,000.00	\$ 53,259.38	\$ 328,259.38
FY 35-36	\$ 295,000.00	\$ 32,953.13	\$ 327,953.13
FY 36-37	\$ 315,000.00	\$ 11,221.88	\$ 326,221.88
	\$ 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 2024/25 Payments	\$ 125,000.00	\$ 51,387.50	\$ 176,387.50	\$ 1,875.00	\$ 178,262.50

<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 & STREETS FUND: 2022 EQUIPMENT LEASE**\$1,367,000****City of Seaside****2022 Street Sweeper & Fire Engine**

Date: October 28, 2022
Interest: 3.79%
Maturity: June 1, 2032
Rating: N/A
Purpose: Equipment lease purchase agreement with Webster Bank, for the purposes of acquiring a fire engine and street sweeper.
Security: 29% of the debt is secured by the streets fund. The remaining 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 2024/25 Payments	\$ 126,629.00	\$ 37,665.17	\$ 164,294.17	\$ -	\$ 164,294.17

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
FY 22-23	\$ 133,641.00	\$ 30,653.84	\$ 164,294.84
FY 23-24	\$ 117,550.00	\$ 46,774.31	\$ 164,324.31
FY 24-25	\$ 122,005.00	\$ 42,289.16	\$ 164,294.16
FY 25-26	\$ 126,629.00	\$ 37,665.17	\$ 164,294.17
FY 26-27	\$ 131,429.00	\$ 32,865.93	\$ 164,294.93
FY 27-28	\$ 136,410.00	\$ 27,884.77	\$ 164,294.77
FY 28-29	\$ 141,580.00	\$ 22,714.83	\$ 164,294.83
FY 29-30	\$ 146,946.00	\$ 17,348.95	\$ 164,294.95
FY 30-31	\$ 152,515.00	\$ 11,779.70	\$ 164,294.70
FY 31-32	\$ 158,295.00	\$ 5,999.38	\$ 164,294.38
	\$ 1,367,000.00	\$ 275,976.04	\$ 1,642,976.04

*Additional Covenants may apply. Please contact the City Finance Department for more information.

GENERAL FUND: 2021 ENTERPRISE FLEET**\$374,837.84****City of Seaside****2021 Vehicle Fleet**

Date: November 30, 2021
Interest: 1.35%
Maturity: August 31, 2027
Rating: N/A
Purpose: Financing to support the purchase of 13 vehicles used City-wide, including the Police Department, Fire Department, ESCA, Public Works, Recreation, and Building Department.
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 2024/25 Payments	\$ 165,378.48	\$ 42,695.76	\$ 208,074.24	\$17,417.40	\$ 258,538.44

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
FY 21-22	\$ 61,143.17	\$ 6,348.18	\$ 67,491.35
FY 22-23	\$ 66,515.45	\$ 12,430.34	\$ 78,945.79
FY 23-24	\$ 216,770.83	\$ 35,437.22	\$ 252,208.05
FY 24-25	\$ 165,378.48	\$ 42,695.76	\$ 208,074.24
FY 25-26	\$ 165,378.48	\$ 42,695.76	\$ 208,074.24
FY 26-27	\$ 131,407.99	\$ 37,043.60	\$ 168,451.59
FY 27-28	\$ 99,535.87	\$ 31,058.97	\$ 130,594.84
FY 28-29	\$ 41,219.13	\$ 12,888.15	\$ 54,107.28
	\$ 947,349.40	\$ 220,597.98	\$ 1,167,947.38

*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 2024/25 Payments	\$ 18,557.29	\$ -	\$ 18,557.29	\$ -	\$ 18,557.29

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 2024/25 Payments	\$ 33,689.24	\$ 9,019.08	\$ 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 2024/25 Payments	\$ 104,336.61	\$ 51,387.50	\$ 155,724.11	\$ -	\$ 155,724.11

<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:

	Principal	Interest	Total	Est. Fees	Total Payment
FY 2024/25 Payments	\$ 21,677.46	\$ 139.05	\$ 21,816.51	\$ -	\$ 21,816.51

<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.

WATER FUND: 2022 INTERFUND LOAN

**General Fund loan to Water Utility Fund
\$7,522,232.14**

City of Seaside Water Utility

Date: September 1, 2022
Interest: 0.371%
Maturity: June 30, 2044
Rating: N/A
Purpose: To provide funds for use by the Seaside Municipal Water System to pay a capacity fee to the Marina Coast Water District which will facilitate the purchase of 407 acre feet (AF) of recycled water and result in 407 AF of potable water credits for the Seaside Municipal Water System.
Security: The obligation is secured and payable primarily from the City's General Fund.
Covenants: Borrower must maintain positive cash balance of at least 10% of its operating expense/expenditure budget to be able to repay the loan.

Debt Service:

	Principal	Interest	Total	Est. Fees	Total Payment
FY 2024/25 Payments	\$ 366,722.67	\$ 84,033.44	\$ 450,756.11	\$ -	\$ 450,756.11

Fiscal Year	Principal	Interest	Total
FY 22-23	deferred	\$ 27,907.48	\$ 27,907.48
FY 23-24	deferred	\$ 28,011.02	\$ 28,011.02
FY 24-25	\$ 366,722.67	\$ 28,114.94	\$ 394,837.61
FY 25-26	\$ 368,083.21	\$ 26,754.40	\$ 394,837.61
FY 26-27	\$ 369,448.80	\$ 25,388.81	\$ 394,837.61
FY 27-28	\$ 370,819.46	\$ 24,018.15	\$ 394,837.61
FY 28-29	\$ 372,195.20	\$ 22,642.41	\$ 394,837.61
FY 29-30	\$ 373,576.04	\$ 21,261.57	\$ 394,837.61
FY 30-31	\$ 374,962.01	\$ 19,875.60	\$ 394,837.61
FY 31-32	\$ 376,353.12	\$ 18,484.49	\$ 394,837.61
FY 32-33	\$ 377,749.39	\$ 17,088.22	\$ 394,837.61
FY 33-34	\$ 379,150.84	\$ 15,686.77	\$ 394,837.61
FY 34-35	\$ 380,557.49	\$ 14,280.12	\$ 394,837.61
FY 35-36	\$ 381,969.35	\$ 12,868.26	\$ 394,837.61
FY 36-37	\$ 383,386.46	\$ 11,451.15	\$ 394,837.61
FY 37-38	\$ 384,808.82	\$ 10,028.79	\$ 394,837.61
FY 38-39	\$ 386,236.47	\$ 8,601.14	\$ 394,837.61
FY 39-40	\$ 387,669.40	\$ 7,168.21	\$ 394,837.61
FY 40-41	\$ 389,107.66	\$ 5,729.95	\$ 394,837.61
FY 41-42	\$ 390,551.25	\$ 4,286.36	\$ 394,837.61
FY 42-43	\$ 392,000.19	\$ 2,837.42	\$ 394,837.61
FY 43-44	\$ 372,802.83	\$ 1,383.10	\$ 374,185.93
	\$ 7,578,150.64	\$ 353,868.38	\$ 7,932,019.02



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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 2024-25 include expenditures that will be appropriated through the FY 2024-25 Budget adoption process. Projected expenditures shown for FY 2025-26 through FY 2029-30 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 \$183.3 million across all years. The estimated carryover balance is about \$23 million which includes projected FY 2023-24 project encumbrances and remaining balances. For FY 2024-25 31 projects totaling approximately \$22.2 million are recommended for appropriation. Of this amount, approximately \$4.3 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 2023-2024 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 2023-24. Management is hopeful to fully staff the City's Engineering department in fiscal year 2024-25 and undertake many of the projects that were delayed, as well as complete a sizable number of new projects.

The status of the projects from the FY 2023/24 Capital Improvements Projects is as follows:

- **Local Roadway Safety Plan (\$121.7K):** In Design - The LRSP is a crash data driven safety evaluation of the City's roadway network, which develops and prioritizes systemic safety improvements for all modes of transportation, including pedestrians and cyclists. The goal of the LRSP is to reduce traffic related fatalities and severe injuries on the City's roadways and intersections. The plan will target pedestrian, bicycle, and vehicular safety improvements where they are needed the most.
- **Pavement Rehabilitation Phase 5 and Ongoing (\$4.6M):** In Construction – the Hot Spot Project completed construction in Fall 2023. The 2023 Pavement Rehabilitation (Phase 5) completed design in May and a construction contract was awarded in June. The contractor is preparing to start construction this summer.
- **Bike-Safe Grate Upgrades (\$585.1K):** Bidding – this project replaces drainage inlet grates which are not safe for bicycles to ride over.
- **Coe & General Jim Moore Blvd Intersection Improvements (\$860K):** Cancelled - This project will prepare intersection analysis and construct evaluated improvements such as a roundabout at General Jim Moore and Coe. Staff applied for a grant for the project and did not receive it, so the City is not moving forward with the project at this time.
- **Broadway Avenue Corridor Improvements (\$1.6M):** In Design – This project transforms 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 crosswalks, 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 Boulevard to Fremont Boulevard).

- **Sidewalk Improvements (\$175K):** Not Started - This project will make sidewalk repairs for uplifts greater than or equal to 2" which cannot be shaved. The locations of repair were to be at locations of City responsibility.
- **Traffic Calming - Ord Terrace Elementary Area (\$922.3K):** Completed - This project constructed a school crosswalk on La Salle Avenue in front of Ord Terrace Elementary School. The school crosswalk includes curb extensions, median refuge island, rectangular rapid flashing beacons, flexible delineators, and modifying the corresponding pavement markings and striping.
- **Street Sign Upgrades (\$167.5K):** In Construction - This project replaces regulatory signs to include stop signs, 2 hour parking signs, among other signs.
- **Street Striping (\$175K):** Not started – this project restripes City owned maintained streets in the Former Fort Ord and northern Seaside such as: Lightfighter Drive from General Jim Moore Boulevard to Highway 1; Coe Avenue from General Jim Moore Boulevard to Monterey Road; Seaside Highlands Development; Normandy Road from General Jim Moore Boulevard to Parker Flats Cur Off Road; Parker Flats Cut Off Road from Normandy Road to Carentan Road, and Auto Mall Parkway
- **Traffic Calming Project - On-Call Transportation Engineering Contract (\$80K):** On-going – this funds an on-call transportation engineering contract for striping, traffic control, and traffic calming request reviews. City does not have a traffic engineer on staff. Last year they reviewed the traffic calming applications and San Pablo Traffic Calming Project was selected.

- **Pavement Management Program (\$57.9K):** Not started - The Pavement Management Program Report will be updated to reflect the recent paving performed. The report will need to be updated every two years.
- **Storm Water Program Support (\$10.8K):** Not started – This was to fund a consultant to assist with the storm water annual report. Staff did not need the support after all.
- **Del Monte Manor Storm Drain Improvements (\$256.9K):** Completed – This project reconstructed the existing drainage detention basin on the Del Monte Manor parcel, and it also constructed new stormwater capture and treatment facilities.
- **90-inch Storm Drain Outfall Repair (\$250K):** In Design – this project designs improvements to improve the situation at the outfall and upstream during large storms.
- **Laguna Grande Trash Capture (\$35K):** Not started - this project is to design & install retrofits for the existing trash capture device at Laguna Grande 60” outfall.
- **CMP Replacement Program (\$203.6K):** In Design – this project designs and constructs replacement of corroded bottom corrugated metal pipe storm drains to allow proper stormwater conveyance and avoid a sink hole.
- **Stormwater Master Plan Update (\$307.5K):** In Design – this project videos the City storm drain system, creates the stormwater model of the City storm drain system, and identifies and prioritizes maintenance and CIP projects. The plan is its final phase of completion.
- **Drain Inlet Improvement Project (\$118.4K):** Completed – This project constructed a “bubble-up” catch basin at the south east corner of San Pablo Avenue and Saint Helena Street, and connected it to the 30” RCP storm drain located in San Pablo Avenue to allow the existing 30” storm drain flow to “bubble-up” onto the south side of San Pablo Avenue instead of at the catch basin in front of 1817 Yosemite Street.

- **Storm Water Audit Corrections (\$80K):** In Design - This project will grade and create a treatment area for the corp yard laydown area which is used store equipment and trash.
- **Surplus II Buildings (Campus Town Blvd. Removals) (\$5.1M):** Phase 1A - Completed, Phase 1B - Design completed and ready for bidding, Phase 2 – In Design– this project demolishes buildings and removes soil in the former Fort Ord in the area of the future Campus Town Development.
- **Eucalyptus Storm Drain Infiltrator Repair (\$1.1M):** In Design – This project will replace the infiltrators along Eucalyptus Road.
- **Highland Otis Park (\$125.9K):** Completed – This project constructs and spiral slide and monkey bars in the lower portion of the park.
- **Laguna Grande Park Improvements (\$29.9K):** In Environmental Permitting – This will provide funding for environmental and legal consulting costs associated with trail improvements in the Laguna Grande Park.
- **Havana Soliz Park Revitalization (\$50K):** In Construction – This project will revitalize Havana Soliz Park. It will also install new barbecues and a water tank so that the lawn and plants can be watered or irrigated. Its funding was partially transferred to Lincoln Cunningham Park Basketball Court in order to move that project forward in FY 22/23.
- **City of Seaside Welcome Sign at End of the City (\$70K):** In Design – This project will provide an additional welcome sign along General Jim Moore Boulevard to be seen by motorists traveling north from Del Rey Oaks.
- **Ellis Park (\$6.2K):** Completed – This project removed existing play structures; conform paved; and installed landscaping, irrigation, fencing, benches, walkways, curbs, multiuse sports court, gates, and new playground equipment.
- **San Pablo Ave. Bridge (\$853.2K):** In Design – this project will demolish the existing bridge which crosses over San Pablo Avenue and connects Lincoln Cunningham Park and Manzanita Stuart Park, and constructs a new bridge.

- **Parks Master Plan (\$101.0K):** Completed - the Parks and Recreation Master Plan will develop a community-supported plan that provides guidance for future development of the City's recreation facilities and programs. It will guide policy development, prioritize demands and opportunities, and generate a strategic action plan that should be updated every five to ten years.
- **Lincoln Cunningham Park Improvements (\$452.3K):** Completed - this project constructed a basketball court and poles with backboard and hoops, a bio-swale, benches, and trash cans.
- **Fremont Center Medians (\$545.5K):** Bidding - This project will revitalize the center medians of Fremont Boulevard from Kimball Avenue to La Salle Avenue.
- **Pump Track (\$25K):** Not started - This project will determine the prime location for a pump track in a City park, and develop a concept plan
- **Phase 1 Trails (\$1.8M):** Bidding – This project obtained community input and created design concepts for both parks to include their amenities and ADA compliant pathways. Design of the trail through Lincoln Cunningham Park has been completed and the trail project out to bid for construction contractor proposals. Construction is expected to start late summer.
- **Fernando Park Improvements (\$282.7K):** Completed - This project constructed a new playground at the park with a hand sanitizer station, a seahorse rocker, climbing rock, see-saw, and flywheel spinner, and a swing set.
- **Sabado Park Improvements (\$82.1K):** Completed – This project installed a climbing rock, rocker, and new landscaping and irrigation to reduce water usage. In the next fiscal year, the project will replace the swing set which was removed.
- **Wheeler Tennis Courts Improvements (\$29.6K):** Not started - this project will resurface the tennis courts off Wheeler Street. A few of the courts will be restriped to be pickleball courts. Work is expected to start construction before the end of this fiscal year.

- **New Well Project Study (\$55.9K):** In Design – This project was to complete a well siting study. The latest results will be discussed with City leadership before progressing to the next step of the project.
- **Court House (\$1.2M):** In Design - This project will install potable, recycled, and fire water; sanitary sewer; electric; and communications service to the Courthouse site as required per the transfer of property agreement with the Judicial Council of California. The agreement also requires the City to underground the overhead dry utilities (electric, phone, cable, and fiber) in front of the Courthouse site and across 2nd Avenue. The City will perform or manage the design, project management, construction, construction management, and acquisition of all required permits.
- **Pattullo Swim Center (\$30K):** Completed – This project replaced the flooring at the entrance of Pattullo Swim Center. It also installed non-slip mats in the locker rooms.
- **City Hall/ Library Parking Lot (\$671.1K):** Completed – This project provided pavement rehabilitation and striping of the City Hall and Library parking lots.
- **1583 and 1579 Del Monte Blvd Improvements (\$125K):** Completed - This project made ADA improvements and interior upgrades to the buildings at 1583/ 1579 Del Monte Boulevard to create offices. Economic Development, Housing, and ESCA staff moved into the buildings in August 2023.
- **PD Parking Lot Upgrades (\$764.2K):** In Design - This project will rehabilitate the asphalt pavement 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 storm water improvements. The project is expected to bid out for construction contractor proposals before the end of the fiscal year.
- **Fire Station #1 Improvements (\$357.1K):** Bidding – the project for the kitchen remodel will go out to bid for construction contractor bids a second time due to receiving only one high bid when it was bid out the first time.

Earlier this fiscal year the administrative office was painted and landscaping was installed.

- **Fire Station #2 Design and Construction (\$1.1M):** In Design – The current project provides environmental review, design, bidding, and construction of a new Fire Station with a training facility at the northwest corner of Gigling and 1st street. Environmental review has completed and a construction cost estimate has been. Design is being finalized to be ready for bidding once funding of the new station has been identified and secured.
- **Seaside Stars (\$105.3K):** Completed - This project installed Stars in the sidewalk of West Broadway Avenue to honor new selected respected residents of the City. It also replaced previously placed Stars to conform to a new design. The current fiscal year project is completed, but this is a project that is delivered annually.
- **Corporation Yard Re-Roof (\$60K):** Completed – This project replaced the roof of the corporation building.
- **Trailer for City Hall Staff (City Hall addition) (\$16.5K):** Completed – This project installed a trailer to provide a work space for 10 employees currently working in City Hall.
- **City Facilities Plan (\$104.3K):** Completed – This project provided a comprehensive plan laying out City building maintenance and repairs necessary
- **Soper Community Building Refurbishment (\$30K):** Completed – this project replaced the flooring from carpet to vinyl tile at Soper Community Building
- **Trailer for Fab Lab (City Hall addition) (\$350K):** Not Started - This project will purchase and install a new trailer for a "fab lab" (a computer, internet, and other technology lab).
- **Cutino Park Improvements (\$1.4M):** Completed – This project constructs a playground area, paved parking lot, benches, landscape improvements, and irrigation.

- **Department Equipment (Municipal Water Tank Rehab.) (\$81.1K):** Completed – this project removed the exterior coating of both of the Seaside Municipal Water Tanks and recoated them. It also spot treated the coating of the interior of the tank.
- **Water Master Plan (\$86.1K):** Completed – This project developed a new potable water master plan for the Seaside Municipal Water System. The plan prioritized water system improvements for the next several years. Current and future demand were considered. This plan assists in determining a rate study. The Water Rate Study is being paid from the same project account as the Water Master Plan, it is currently underway, and it is being performed from a different consultant as the Water Master Plan. Also, it was installed a mag meter and appurtenances related to the recycled water connection.
- **Arch Flash Hazard Mitigation (\$120K):** Completed – This project evaluated the existing electrical panels and provided labeling indicating risk and required protective equipment before working in it. It also provided safety training.
- **Well Replacement (\$1.5M):** In Design - This project will drill and install the screen and casing for the well. It will also install a pump, discharge piping and appurtenances, transmission main, well site work, well house, and electrical for the well.
- **MCWD Intertie (\$325K):** Bidding - This project designs and construct an interconnection to the MCWD waterline in case potable water is needed by the Seaside Municipal Water System in an emergency. The project had design completed in early June, and it is currently out to bid for construction contractor proposals.
- **Minor Misc. Well Upgrades (\$30K):** Completed – This project removes unneeded equipment and piping from the Well #3 building, allowing space for other uses. It also added a level sensor in Well No. 3 so that we can use the well as a groundwater monitoring well.

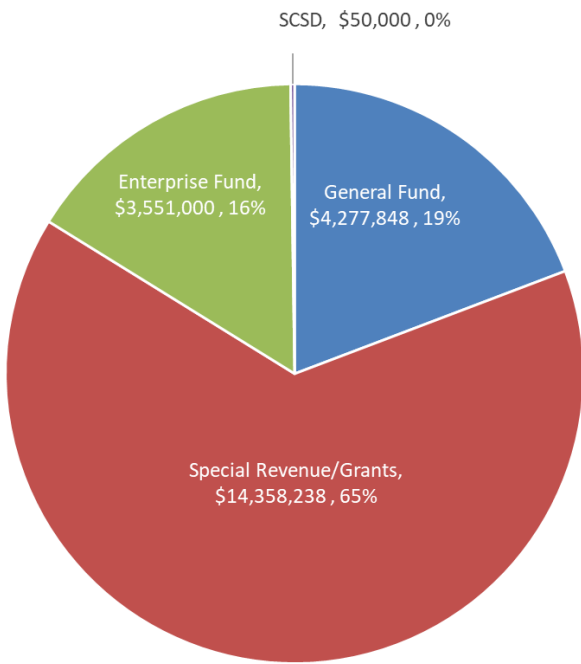
- **Fremont, Broadway, & Ortiz Sewer Main Rehabilitation (\$30.9K):** Completed – This project upsizes or reroutes existing sewer mains within Broadway Avenue (crossing Fremont Boulevard), Alhambra Street, Del Monte Boulevard in Seaside and Ortiz Avenue and Holly Street in Sand City
- **Root Intrusion Sewer Main Replacement (\$359.6K):** Completed – This project replaced the corroded corrugated metal sewer pipe with plastic pipe and rerouted it from between two residential lots to within the library parking lot, and connected it to the main on Harcourt Avenue. It also reconnected the sewer service of the two residential lots to the sewer main in Harcourt Avenue.
- **Sewer Master Plan (\$500K):** Not started - 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.
- **Sewer Lateral Program (\$50K):** Not started - This project will develop a sewer lateral policy and ordinance.

CAPITAL IMPROVEMENT PROGRAM –FISCAL YEAR 2024-25 APPROPRIATIONS:

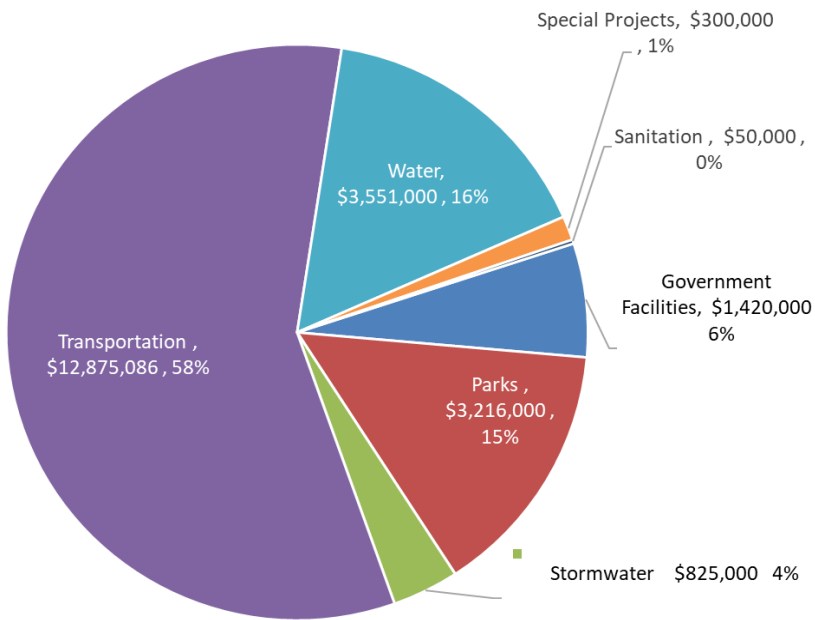
The following table shows the projects recommended for appropriation in fiscal year 2024-25:

Project	Funding Source/s	2024/2025				
		General Fund	Special Revenue/Grants	Enterprise Fund	SCSD	Total
GOVERNMENT FACILITIES						
PD Parking Lot Upgrades	General Fund	\$ 260,000	\$ -	\$ -	\$ -	\$ 260,000
Fire Station #1 Improvements	General Fund	270,000	-	-	-	270,000
Seaside Stars	General Fund	50,000	-	-	-	50,000
Corp Yard Repairs	General Fund	185,000	-	-	-	185,000
Trailer for City Hall Staff	General Fund	162,000	-	-	-	162,000
Trailer for Fab Lab	General Fund	370,000	-	-	-	370,000
Oldemeyer Reburishmnet	General Fund	60,000	-	-	-	60,000
1124 Wheeler	Fund 246 Housing		63,000	-	-	63,000
Subtotals - Government Facilities Projects		\$ 1,357,000	\$ 63,000	\$ -	\$ -	\$ 1,420,000
PARKS						
Laguna Grande Park Improvements	General Fund, RTP Grant	\$ 21,000	\$ -	\$ -	\$ -	\$ 21,000
San Pablo Ave. Bridge	General Fund, FED, & CDBG Grant	468,000	2,212,000	-	-	2,680,000
Recreation Trails Program	General Fund, RTP Grant	41,292	318,708	-	-	360,000
Fremont Center Medians	General Fund	120,000	-	-	-	120,000
Sabado Park Improvements	General Fund	10,000	-	-	-	10,000
Cutino Park Improvements	General Fund	25,000	-	-	-	25,000
Subtotals - Parks Projects		\$ 685,292	\$ 2,530,708	\$ -	\$ -	\$ 3,216,000
SPECIAL PROJECTS						
Fire Engine	General Fund	\$ 300,000	\$ -	\$ -	\$ -	\$ 300,000
Subtotals - Special Projects		\$ 300,000	\$ -	\$ -	\$ -	\$ 300,000
STORMWATER						
90-inch Storm Drain Outfall Repair	General Fund	\$ 255,000	\$ -	\$ -	\$ -	\$ 255,000
CMP Replacement Program	General Fund	200,000	-	-	-	200,000
Storm Drain Cleaning	General Fund	95,000	-	-	-	95,000
Hilby Avenue Storm Drain Improvement	General Fund	275,000	-	-	-	275,000
Subtotals - Stormwater Projects		\$ 825,000	\$ -	\$ -	\$ -	\$ 825,000
TRANSPORTATION						
Pavement Rehabilitation	SB1, Meas X & General Fund per Fiscal Policy	\$ 830,556	\$ 337,075	\$ -	\$ -	\$ 1,167,631
Bike-Safe Grate Upgrades	General Fund (MOE)	150,000	-	-	-	150,000
Broadway Avenue Corridor Improvements	ATP Grant, RSTP Fair Share	-	9,450,000	-	-	9,450,000
Sidewalk Improvements	Measure X, General Fund (MOE)	50,000	250,000	-	-	300,000
Traffic Calming Projects	Measure X, SB1, & General Fund	-	1,539,646	-	-	1,539,646
Street Striping	RSTP Fair Share	-	175,000	-	-	175,000
Traffic Engineering Services	General Fund (MOE)	80,000	-	-	-	80,000
Pavement Management Program	Measure X	-	12,809	-	-	12,809
Subtotals - Transportation Projects		\$ 1,110,556	\$ 11,764,530	\$ -	\$ -	\$ 12,875,086
WATER						
Water Master Assessment	Water Funds	\$ -	\$ -	\$ 26,000	\$ -	\$ 26,000
Well Replacement	Water Funds	-	-	3,500,000	-	3,500,000
MCWD Intertie	Water Funds	-	-	25,000	-	25,000
Subtotals - Water Projects		\$ -	\$ -	\$ 3,551,000	\$ -	\$ 3,551,000
SANITATION DISTRICT						
Sewer Lateral Program	SCSD	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000
Subtotals - Sanitation Projects		\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000
Totals		\$ 4,277,848	\$ 14,358,238	\$ 3,551,000	\$ 50,000	\$ 22,237,086

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. Each recommended project includes scoring sheets, cost details, and related funding sources which serves as justification for the recommendation. Total recommended appropriations are \$22.2M with the majority funded with special revenue and potential grants \$14.4M (65%). The City's general fund (fund balance) is the second largest funding source at 19%. The largest category of Capital Improvements is transportation (Streets) at 58% followed by water at 16% and parks at 15%.



Capital Improvement Program, Fiscal Year 2024-25; By Funding Source



Capital Improvement Program, Fiscal Year 2024-25; By Category

CIP: Fiscal Years 2024-2025 through 2029-2030

Line #	Project	Estimated Carry Over	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	Out Years	Project Total
	GOVERNMENT FACILITIES									
1	Patullo Swim Center	30,000	\$ -		\$ 190,000.00		\$ 150,000.00	\$ 45,000.00	\$ 63,000.00	\$ 478,000.00
2	City Hall/Library Parking Lot	124,542	-							124,542
3	1583 and 1579 Del Monte Blvd Improvements	-	-	37,000	8,000		42,500		17,000	104,500
4	PD Parking Lot Upgrades	746,550	260,000							1,006,550
5	Fire Station #1 Improvements	253,017	270,000		10,000		90,000	20,000	30,000	673,017
6	Fire Station #2 Design and Construction	764,762	-							764,762
7	Seaside Stars	10,586	50,000	55,120	57,325	59,618	62,003	64,483		359,133
8	Corp Yard Repairs	-	185,000		30,000		255,000		470,000	470,000
9	Trailer for City Hall Staff	-	162,000	5,000	45,000			5,000		217,000
10	City Facilities Plan	56,632	-							56,632
11	Soper Community Building Refurbishment	30,000	-	20,000	15,000		255,000			320,000
12	Trailer for Fab Lab	-	370,000							370,000
13	Surplus II Buildings Campus Town Blvd. Removals	4,863,815	-	10,025,000						14,888,815
14	Oklenever Reburishment	-	60,000	8,000	150,000	90,000	455,000		131,000	894,000
15	1372 Canyon Del Rey Repairs	-	-	48,000		3,500				51,500
16	956 Hilby Repairs	-	-	12,000	37,000			4,000		53,000
17	Library Repairs	-	-					125,000	7,500	132,500
18	City Hall/ Police Station Repairs	-	-	148,500	18,000	30,000	475,000	35,000	155,000	861,500
19	Vehicle Maintenance Shop	-	-	15,000	135,000	35,000			125,000	310,000
20	1124 Wheeler	-	63,000	109,000						172,000
21	Soper Community ADA Upgrades	-	-		2,200,000					2,200,000
	Subtotals - Government Facilities Projects	\$ 6,879,904	\$ 1,420,000	\$ 10,482,620	\$ 2,895,325	\$ 218,118	\$ 1,784,503	\$ 298,483	\$ 528,500	\$ 24,507,451
	PARKS									
22	Highland Otis Park	-	\$ -							\$ -
23	Manzanita Stuart Park Improvements	-	-		250,000	50,000	1,500,000			1,800,000
24	Laguna Grande Park Improvements	-	21,000		15,000		15,000	10,000		61,000
25	Havana Soliz Park Revitalization	26,217	-							26,217
26	Pacchetti Dog Park and Mescal Nell Park	-	-			500,000				500,000
27	City of Seaside Welcome Sign	69,881	-							69,881
28	Elle Park	-	-							-
29	San Pablo Ave. Bridge	847,391	2,680,000	240,000						3,767,391
30	Parks Master Plan	-	-							-
31	Recreation Trails Program	-	360,000	1,440,000						1,800,000
32	Lincoln Cunningham Park Improvements	-	-							-
33	Fremont Center Medians	534,265	120,000							654,265
34	Pump Track	-	-	360,000	1,280,000					1,640,000
35	Phase 1 Trails (Lincoln Cunningham)	1,725,411	-	1,200,000	1,980,000	1,980,000	1,980,000	1,980,000		12,825,411
36	Fernando Park Improvements	3,031	-							3,031
37	Sabado Park Improvements	(130)	10,000							9,870
38	Wheeler St. Tennis Courts	29,600	-	200,000						229,600
39	Cutno Park Improvements	301,824	25,000	\$ -	\$ 1,220,000		\$ 20,000			1,566,824
40	Metz Park	-	-	3,000	10,000		15,000	35,000		63,000
41	YEC	-	-	-			50,000	70,000	20,000	140,000
42	Kinball Family & Community Support Center	-	-	\$ 10,000			\$ -			30,000
43	Recreation Facilities east of General Jim Moore	-	-	42,000			20,000		300,000	342,000
	Subtotals - Parks Projects	\$ 3,537,492	\$ 3,216,000	\$ 3,495,000	\$ 4,755,000	\$ 2,530,000	\$ 3,600,000	\$ 2,095,000	\$ 2,300,000	\$ 25,528,492

CIP Detail (continued):

[illegible]

CIP Detail (continued):

[illegible]

**CAPITAL IMPROVEMENT PROGRAM –FISCAL YEAR 2024-25 PROJECT
DESCRIPTIONS:**

The following pages contain project descriptive sheets and scoring worksheets
for each of the projects selected for appropriation in fiscal year 2024-25:

City of Seaside

CIP Line Item #4 - Police Department Parking Lot Upgrades

Project Location:



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; regrade and repave the lower parking lot, and construct stormwater improvements.

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:	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:

Goal Action CC Priority: Enhance Physical Infrastructure - 16.00
Advance Key Capital Projects - 16.18 PD Parking Lot

FUTURE FINANCIAL REQUIREMENTS

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 260,000						
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 260,000		\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 260,000						
Grant							
Total Funding	\$ 260,000		\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

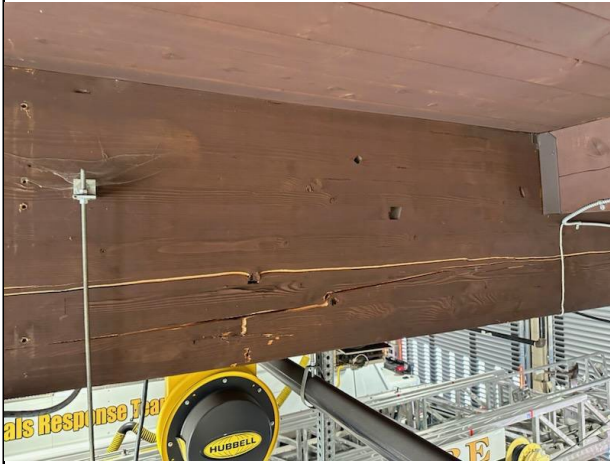
Project Name: CIP Line Item #4 - Police Department Parking Lot Upgrades

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 #5 - Fire Station #1 Improvements

Project Location:



Description:

This project will: replace a deteriorated beam (\$110k) above the entrance to the Fire Station on Yosemite St. and install a fire station alert system (\$160K). The remodel of the womens and mens restroomm (\$150k) and dorm redesign and upgrade (\$150k) will be worked on when new Engineering staff are hired.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Design (beam only)
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 Grogran

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Goal Action CC Priority: Enhance Physical Infrastructure - 6.00
Create Comprehensive City Facilities Improvement & Maintenance Plan - 6.04 Construction of First prioritized projects

FUTURE FINANCIAL REQUIREMENTS

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design (15%)	\$ 70,000						
Construction Services	\$ 200,000		\$ 10,000		\$ 90,000	\$ 20,000	\$ 30,000
Contingencies (10%)							
Staff Time (Min. 10%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 270,000	\$ -	\$ 10,000	\$ -	\$ 90,000	\$ 20,000	\$ 30,000
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 270,000		\$ 10,000		\$ 90,000	\$ 20,000	\$ 30,000
Grant							
Total Funding	\$ 270,000	\$ -	\$ 10,000	\$ -	\$ 90,000	\$ 20,000	\$ 30,000

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item #5 - 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	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	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	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	0	0
Total Score = Multiplier x Rating							28

City of Seaside
CIP Line Item #7 - Seaside Stars



Description:
 This project will install Seaside Stars in the sidewalk of West Broadway Avenue to honor selected respected residents of the City. This project is put out annually.

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:	Recreation
Project Type:	Government Facilities
Annual Operating Impact:	None
Project Manager:	Dan Meewis

PRIOR YEAR

Life to Date Budget	n/a
Life to Date Actual Expenditures	n/a
PY Budget	\$0
PY Actuals	\$0

COUNCIL PRIORITY:

Goal Action CC Priority: enhance Physical Infrastructure - 16.00
 Advance Key Capital Projects - 16.20 Broadway Walk of Fame

FUTURE FINANCIAL REQUIREMENTS

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 50,000	\$ 56,650	\$ 58,350	\$ 60,100	\$ 61,903	\$ 63,760	
Contingencies							
Staff Time (Min. 15%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 50,000	\$ 56,650	\$ 58,350	\$ 60,100	\$ 61,903	\$ 63,760	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 50,000	\$ 55,120	\$ 57,325	\$ 59,618	\$ 62,003	\$ 64,483	
Grant							
Bond							
Total Funding	\$ 50,000	\$ 55,120	\$ 57,325	\$ 59,618	\$ 62,003	\$ 64,483	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item #7 - Seaside Stars

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	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							21

City of Seaside
CIP Line Item #8 - Corporation Yard Repairs

Project Location:**Description:**

This project will perform the structural study for the tower and repair it, and electrical repairs and improvements.

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:	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:

Goal Action CC Priority: Enhance Physical infrastructure - 6.00
 Create Comprehensive City Facilities Improvement & Maintenance Plan - 6.04 Construction of First prioritized projects

FUTURE FINANCIAL REQUIREMENTS

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design (1%)							
Construction Services	\$ 185,000		\$ 30,000		\$ 255,000		
Contingencies							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 185,000		\$ 30,000	\$ -	\$ 255,000	\$ -	\$ -

Funding Source

Gax Tax							
Measure X							
General Fund	\$ 185,000		\$ 30,000		\$ 255,000		
Grant							
Bond							
Total Funding	\$ 185,000		\$ 30,000	\$ -	\$ 255,000	\$ -	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item #8- Corporation Yard Repairs

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	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	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							50

City of Seaside
CIP Line Item #9 - Trailer for City Hall Staff

Project Location:**Description:**

This project will repair the air conditioning in the Engineering Trailer, install a bathroom in Finance Trailer, and install a sanitary sewer line to the Police Investigative Unit, Finance, and Engineering Trailers.

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:

Goal Action CC Priority: Enhance Physical Infrastructure - 16.00
 Advance Key Capital Projects - 16.07 Trailer for City Hall Staff

FUTURE FINANCIAL REQUIREMENTS

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design (10%)							
Construction Services	\$ 145,800	\$ 5,000	\$ 45,000			\$ 5,000	
Contingencies	\$ 16,200						
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 162,000		\$ 45,000	\$ -	\$ -	\$ 5,000	\$ -

Funding Source

Gax Tax							
Measure X							
General Fund	\$ 162,000	\$ 5,000	\$ 45,000			\$ 5,000	
Grant							
Bond							
Total Funding	\$ 162,000		\$ 45,000	\$ -	\$ -	\$ 5,000	\$ -

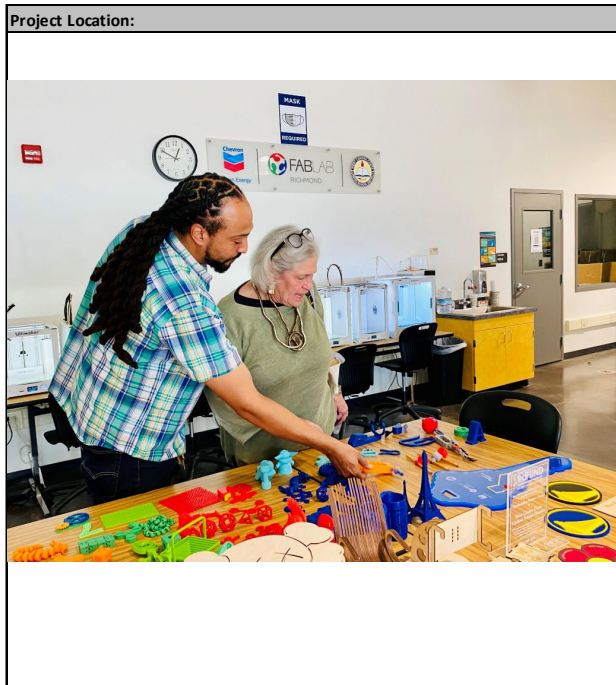
Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item #9 - 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	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	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 37

City of Seaside
CIP Line Item #12 - Trailer for Fab Lab



Description:
 This project will purchase and install a new trailer for a "fab lab" (a computer, internet, and other technology lab)

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:	Recreation
Project Type:	Government Facilities
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:

FUTURE FINANCIAL REQUIREMENTS

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design (1%)	\$ 3,700						
Construction Services	\$ 366,300						
Contingencies							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 370,000		\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 370,000						
Grant							
Bond							
Total Funding	\$ 370,000		\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item #12 -Trailer for Fab Lab

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	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	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	2	2
Total Score = Multiplier x Rating							10

City of Seaside
CIP Line Item #14 - Oldemeyer Refurbishment

Project Location:**Description:**

This project will replace the chiller for the air conditioning unit

CIP FACTS:

New or Continuing: New
Current Project Status: Not started
Percent of Project Budget Spent
Percent Life to Date Spent
Managing Dept./ Division: PW/ Maintenance
Project Type: Government Facilities
Annual Operating Impact: None
Project Manager: Monty

PRIOR YEAR

Life to Date Budget
 Life to Date Actual Expenditures
 PY Budget
 PY Actuals

COUNCIL PRIORITY:

Goal Action CC Priority: Enhance Physical infrastructure - 6.00 Create Comprehensive City Facilities Improvement & Maintenance Plan - 6.04 Construction of First prioritized projects

FUTURE FINANCIAL REQUIREMENTS

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 60,000	\$ 8,000	\$ 150,000	\$ 90,000	\$ 455,000		\$ 131,000
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 60,000	\$ 8,000	\$ 150,000	\$ 90,000	\$ 455,000	\$ -	\$ 131,000
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 60,000	\$ 8,000	\$ 150,000	\$ 90,000	\$ 455,000	\$ -	\$ 131,000
Grant							
Total Funding	\$ 60,000	\$ 8,000	\$ 150,000	\$ 90,000	\$ 455,000	\$ -	\$ 131,000

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item # 14 - Oldemeyer Refurbishment

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	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	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	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	2	2
Total Score = Multiplier x Rating							26

City of Seaside
CIP Line Item #20 - 1124 Wheeler St.

Project Location:**Description:**

This project will replace the shingled roof and make electrical upgrades to the Building at 1124 Wheeler St.

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:	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:

Goal Action CC Priority: Enhance Physical Infrastructure - 6.00
 Create Comprehensive City Facilities Improvement & Maintenance Plan - 6.04 Construction of ifrst prioritized projects

FUTURE FINANCIAL REQUIREMENTS

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design (1%)							
Construction Services	\$ 63,000	\$ 109,000					
Contingencies							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 63,000	\$ 109,000	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source

Gax Tax							
Measure X							
General Fund							
Grant							
Affordable Housing Fund	63,000	109,000					
Total Funding	\$ 63,000	\$ 109,000	\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item #20 - 1124 Wheeler St. Building

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	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	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	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							52

City of Seaside

CIP Line Item #24 - Laguna Grande Park Improvements**Description:**

This project will secure the environmental permits and or pay for legal consulting services for the Laguna Grande Recreation Trails Project.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Environmental
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	\$X
Life to Date Actual Expenditures	\$X
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Goal Action CC Priority: Enhance Physical Infrastructure - 4.00
Continue Sidewalk Improvement Program - 4.02 Design and repair City owned facilities

FUTURE FINANCIAL REQUIREMENTS

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)	\$ 21,000		\$ 15,000		\$ 15,000	\$ 10,000	
Architectural							
Right of Way Acquisition							
Design							
Construction Services							
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 21,000	\$ -	\$ 15,000	\$ -	\$ 15,000	\$ 10,000	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 21,000		\$ 15,000		\$ 15,000	\$ 10,000	
Grant							
Total Funding	\$ 21,000	\$ -	\$ 15,000	\$ -	\$ 15,000	\$ 10,000	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item #24 - Laguna Grande 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	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	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	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	2	2
Total Score = Multiplier x Rating							62

City of Seaside
CIP Line Item #29 - San Pablo Bridge



Description:

This project will demolish and reconstruct the bridge over San Pablo Avenue that connects the Manzanita Stuart Park and Lincoln Cunningham Park. Design of demolition of the bridge is underway, and demolition is expected to start in September. Staff has applied for federal and ATP grants. If the City does not receive those grants, we will not go forward with the bridge reconstruction in FY 24/25.

CIP FACTS:	
New or Continuing:	Continuing
Current Project Status:	In Design
Percent of Project Budget Spent	x%
Percent Life to Date Spent	x%
Managing Dept./ Division:	Public Works
Project Type:	Park
Annual Operating Impact:	None
Project Manager:	Patrick Grogan

PRIOR YEAR	
Life to Date Budget	\$x
Life to Date Actual Expenditures	\$x
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:
Goal Action CC Priority: enhance Physical Infrastructure - 16.00
Advance Key Capital Projects - 16.21 San Pablo Bridge

FUTURE FINANCIAL REQUIREMENTS

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 2,270,000	\$ 240,000					
Contingencies (10%)	\$ 227,000						
Staff Time (Min. 5%)							
Contract Administration	\$ 183,000						
Other							
Total Estimated Project Cost	\$ 2,680,000	\$ 240,000	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Federal Grant and or ATP Grant	\$ 1,872,000						
General Fund (match for Fed. or ATP grants)	\$ 468,000		\$ -	\$ -	\$ -	\$ -	
CDBG	\$ 340,000	\$ 240,000					
Total Funding	\$ 2,680,000	\$ 240,000	\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item #29 -San Pablo Bridge

Itemization	3	2	1	0	Multiplier	Rating	Score
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
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
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
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
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
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
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
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
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							76

City of Seaside

CIP Line Item #31 - Recreation Trails Program

Project Location:



Description:

This project will design and construct trails within Laguna Grande Park.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Environmental
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	\$X
Life to Date Actual Expenditures	\$X
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Goal Action CC Priority: Enhance Physical Infrastructure - 4.00
Continue Sidewalk Improvement Program - 4.02 Design and repair
City owned facilities; and Goal Action CC Priority: Enhance Physical
Infrastructure - 16.00 Advance Key Capital Projects - 16.12
Recreational Trails Program

FUTURE FINANCIAL REQUIREMENTS

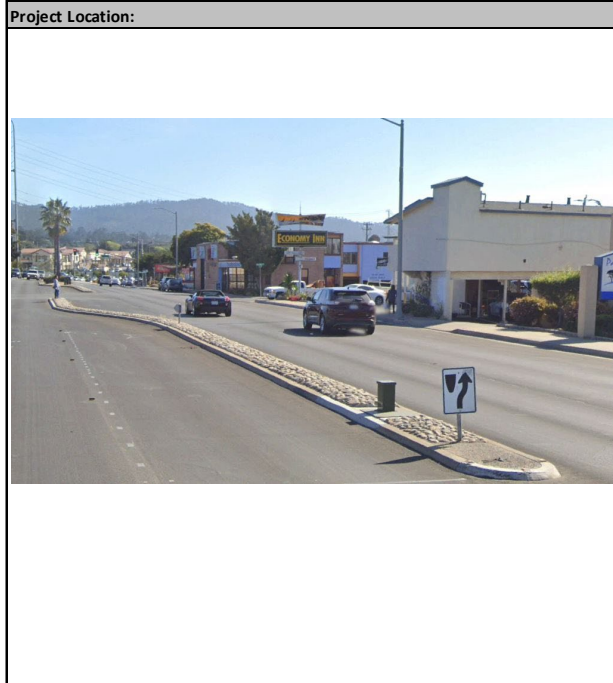
	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 360,000						
Construction Services		\$ 1,296,000					
Contingencies (10%)		\$ 144,000					
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 360,000	\$ 1,440,000	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 41,292	\$ 165,168					
Grant	\$ 318,708	\$ 1,274,832					
Total Funding	\$ 360,000	\$ 1,440,000	\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item #31 - Recreation Trails Program

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	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	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	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	2	2
Total Score = Multiplier x Rating							62

City of Seaside
CIP Line Item #33 - Fremont Center Medians



Description:
 This project will revitalize the center medians of Fremont Boulevard from Kimball Avenue to La Salle Avenue.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Bidding
Percent of Project Budget Spent	x%
Percent Life to Date Spent	x%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Park
Annual Operating Impact:	None
Project Manager:	Leslie Llantero

PRIOR YEAR

Life to Date Budget	\$X
Life to Date Actual Expenditures	\$X
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Goal Action CC Priority: Enhance Physical Infrastructure - 16.00
 Advance Key Capital Projects - 16.15 Fremont Center Medians

FUTURE FINANCIAL REQUIREMENTS

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 120,000						
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 120,000						
Grant							
Total Funding	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item #33 - 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	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	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	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							13

City of Seaside
CIP Line Item #34 - Pump Track



Description:
 This project will construct a pump track and install benches at park with the space for it, such as Laguna Grande Park. Park selection and outreach would be the first step.

CIP FACTS:	
New or Continuing:	New
Current Project Status:	Not Started
Percent of Project Budget Spent	x%
Percent Life to Date Spent	x%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Park
Annual Operating Impact:	None
Project Manager:	Not Assigned

PRIOR YEAR	
Life to Date Budget	\$X
Life to Date Actual Expenditures	\$X
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:
This project was removed from FY 24-25 Budget.

FUTURE FINANCIAL REQUIREMENTS							
	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)		\$ 57,600					
Architectural							
Right of Way Acquisition							
Design	\$ -	\$ 280,000					
Construction Services			\$ 1,113,044				
Contingencies (10%)			\$ 111,304				
Staff Time (Min. 5%)		\$ 22,400	\$ 55,652				
Contract Administration							
Other							
Total Estimated Project Cost	\$ -	\$ 360,000	\$ 1,280,000	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ -	\$ 360,000	\$ 1,280,000				
Grant							
Total Funding	\$ -	\$ 360,000	\$ 1,280,000	\$ -	\$ -	\$ -	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item #34 - Pump Track

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	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	3	3
Total Score = Multiplier x Rating							26

City of Seaside
CIP Line Item #37 - Sabado Park Improvements

Project Location:**Description:**

This project will install a swing set and mulch at the park to make it more usable.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Started
Percent of Project Budget Spent	x%
Percent Life to Date Spent	x%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Park
Annual Operating Impact:	None
Project Manager:	Monty Miller/ Leslie L.

PRIOR YEAR

Life to Date Budget	\$X
Life to Date Actual Expenditures	\$X
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:**FUTURE FINANCIAL REQUIREMENTS**

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 10,000						
Construction Services							
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 10,000	\$ -	\$ -				
Grant							
Total Funding	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item #37 - Sabado 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	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	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	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	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							17

City of Seaside
CIP Line Item #38 - Wheeler St. Tennis Courts



Description:
 This project will construct an ADA compliant parking stall along the east side of Wheeler north of the tennis courts

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Not Started
Percent of Project Budget Spent	x%
Percent Life to Date Spent	x%
Managing Dept./ Division:	PW/ Maintenance
Project Type:	Park
Annual Operating Impact:	None
Project Manager:	Monty Miller/ Leslie L.

PRIOR YEAR

Life to Date Budget	\$X
Life to Date Actual Expenditures	\$X
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:
 This project was removed from FY 24-25 Budget.

FUTURE FINANCIAL REQUIREMENTS

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	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 #38 - Wheeler Street Tennis Courts

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	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	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	0	0
Total Score = Multiplier x Rating							42

City of Seaside

CIP Line Item #39 - Cutino Park Improvements

**Description:**

This project is for overage in costs for multiple concept designs to fit a pickleball court, overage in construction management due to additional improvement, and sandblasting of concrete near conex boxes, and painting of the conex boxes.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Construction Close Out
Percent of Project Budget Spent	x%
Percent Life to Date Spent	x%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Park
Annual Operating Impact:	None
Project Manager:	Leslie Llantaro

PRIOR YEAR

Life to Date Budget	\$X
Life to Date Actual Expenditures	\$X
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Goal Action CC Priority: enhance Physical Infrastructure - 11.00
Cutino Park Improvements - 11.01 Part 2 - Phase 1 Construction

FUTURE FINANCIAL REQUIREMENTS

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 3,000						
Construction Services	\$ 14,000		\$ 1,220,000		\$ 20,000		
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration	\$ 8,000						
Other							
Total Estimated Project Cost	\$ 25,000	\$ -	\$ 1,220,000	\$ -	\$ 20,000	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 25,000	\$ -	\$ 1,220,000	\$ -	\$ 20,000	\$ -	
Grant							
Total Funding	\$ 25,000	\$ -	\$ 1,220,000	\$ -	\$ 20,000	\$ -	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item #39 - 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	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	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	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							30

City of Seaside

CIP Line Item #52 - 90" Storm Drain Outfall Repair**Project Location:****Description:**

This project will design of improvements to the 90 inch outfall in the first year. Subsequent years would be construction of the improvements

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Conceptual Design
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Stormwater
Annual Operating Impact:	reduced
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:

Goal Action CC Priority: Enhance Physical Infrastructure - 16.00
 Advance Key Capital Projects - 16.32 - 90 inch Storm Drain Outfall
 Repair and Goal Action CC Priority: Effective, Accessible
 Governance, 19.00 Goal: Preserve Existing Storm Drain System -
 19.06 construction of first prioritized projects

FUTURE FINANCIAL REQUIREMENTS

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 255,000	\$ 1,500,000	\$ 1,500,000				
Construction Services							
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 255,000	\$ 1,500,000	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 255,000	\$ 1,500,000	\$ 1,500,000				
Grant (IRWMP)							
Total Funding	\$ 255,000	\$ 1,500,000	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -

**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	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	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	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							66

City of Seaside

CIP Line Item #54 - CMP Replacement Program

Description:

This project is to design and construct repairs for corrugated metal pipe storm drain pipe in an effort to prevent other destruction. The first year, repairs will be designed and constructed for the storm drain on Mingo Avenue from Noche Buena St. to Kenneth St. Also, the replacement of corroded CMP on Kenneth St. and Fremont Blvd. will be designed. The following years CMP replacement on Kenneth St. and Fremont Blvd. will be constructed.

CIP FACTS:	
New or Continuing:	Continuing
Current Project Status:	Started
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Stormwater
Annual Operating Impact:	unknown
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:	
Goal Action CC Priority: Effective, Accessible Governance, 19.00	
Goal: Preserve Existing Storm Drain System - 19.06 construction of first prioritized projects	

FUTURE FINANCIAL REQUIREMENTS

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 20,000		\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	
Construction Services	\$ 180,000	\$ 250,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 200,000	\$ 250,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund	\$ 200,000	\$ 250,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	
Grant							
Total Funding	\$ 200,000	\$ 250,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item # 54 - CMP Replacement Program

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	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	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 #60 - Storm Drain Cleaning



Description:
 This project will clean 1000 LF storm drain pipes blocked or partially blocked.

CIP FACTS:	
New or Continuing:	New
Current Project Status:	Not started
Percent of Project Budget Spent	x%
Percent Life to Date Spent	x%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Stormwater
Annual Operating Impact:	none
Project Manager:	Patrick Grogan

PRIOR YEAR	
Life to Date Budget	\$x
Life to Date Actual Expenditures	\$x
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:
Goal Action CC Priority: Effective, Accessible Governance, 19.00
Goal: Preserve Existing Storm Drain System - 19.06 construction of first prioritized projects

FUTURE FINANCIAL REQUIREMENTS

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 95,000						
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 95,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source

Gax Tax							
Measure X							
General Fund	\$ 95,000	\$ -	\$ -	\$ -	\$ -	\$ -	
Grant							
Total Funding	\$ 95,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item # 60 - Storm Drain Cleaning

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	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	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	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							59

City of Seaside

CIP Line Item #61 - Hilby Avenue Storm Drain Improvement**Project Location:****Description:**

This project will design and construct storm drain on Hilby Avenue from Harding St. to Wheeler St. connecting current system to existing outfall with 3,550 feet of 3-foot diameter pipe.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Not started
Percent of Project Budget Spent	x%
Percent Life to Date Spent	x%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Stormwater
Annual Operating Impact:	TBD
Project Manager:	Patrick Grogan

PRIOR YEAR

Life to Date Budget	\$x
Life to Date Actual Expenditures	\$x
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Goal Action CC Priority: Effective, Accessible Governance, 19.00
Goal: Preserve Existing Storm Drain System - 19.06 construction of first prioritized projects

FUTURE FINANCIAL REQUIREMENTS

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 275,000	\$ 2,600,000					
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 275,000	\$ 2,600,000	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source

Gax Tax							
Measure X							
General Fund	\$ 275,000	\$ 2,600,000	\$ -	\$ -	\$ -	\$ -	
Grant							
Total Funding	\$ 275,000	\$ 2,600,000	\$ -	\$ -	\$ -	\$ -	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item # 61 - Hilby Avenue Storm Drain Improvement

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	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	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 # 63-Pavement Rehabilitation Improvements**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. In addition, the 2024 Hot Spot Pavement Repair Project will focus on pavement repair of frequently requested locations and See Click Fix reported pothole locations.

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	\$X
Life to Date Actual Expenditures	\$X
PY Budget	\$X
PY Actuals	n/a

COUNCIL PRIORITY:

Goal Action CC Priority: Enhance Physical Infrastructure - 16.00
Advance Key Capital Projects - 16.24 FY 2022/23 Pavement Rehabilitation Improvements

FUTURE FINANCIAL REQUIREMENTS

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 125,561	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	
Construction Services	\$ 875,306	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000	
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration	\$ 166,764	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	
Other							
Total Estimated Project Cost	\$ 1,167,631	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ -

Funding Source

General Fund (25% Mid Yr Surplus)	\$ 830,556						
General Fund (MOE)							
Measure X		\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	
SB1	\$ 337,075	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	
RSTP Fair Share							
Measure X Bond							
Total Funding	\$ 1,167,631	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item # 63 - Pavement Rehabilitation 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	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	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							82

City of Seaside
CIP Line Item #64 - 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:	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	\$X
Life to Date Actual Expenditures	\$X
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Goal Action CC Priority: Enhance Physical Infrastructure - 16.00
 Advance Key Capital Projects - 16.36 Bike Safe Grates

FUTURE FINANCIAL REQUIREMENTS

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	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 #64 - 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 #66 - 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:	In Design
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 Llantero

PRIOR YEAR

Life to Date Budget	\$X
Life to Date Actual Expenditures	\$X
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Goal Action CC Priority: Enhance Physical Infrastructure - 16.00
Advance Key Capital Projects - 16.23 Broadway Avenue Corridor Improvements

FUTURE FINANCIAL REQUIREMENTS

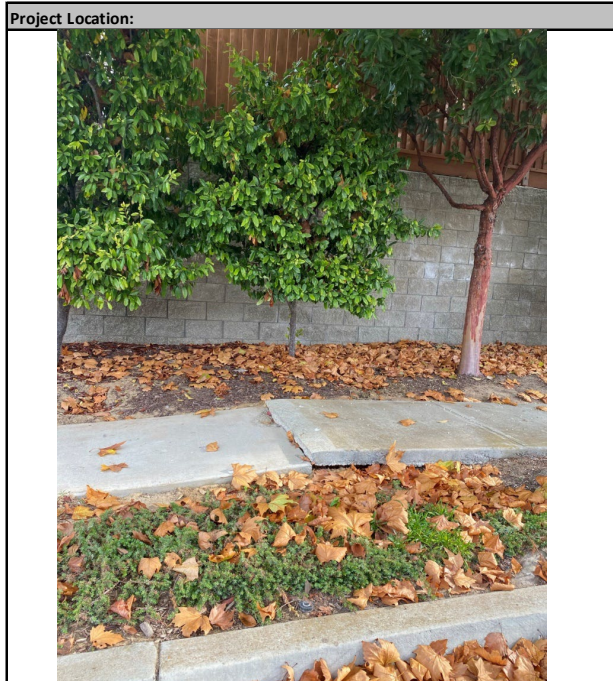
	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 8,977,500						
Contingencies (10%)							
Staff Time (Min. 2.5%)							
Contract Administration	\$ 472,500						
Other							
Total Estimated Project Cost	\$ 9,450,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund							
Grant (ATP)	\$ 9,450,000	\$ -					
TAMC RSTP							
Total Funding	\$ 9,450,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item #66 -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 #67 - Sidewalk Improvements



Description:
 This project will make: 1. sidewalk repairs for uplifts greater than or equal to 2" which cannot be shaved and are the responsibility of the city, 2.) sidewalk repairs that are the responsibility of the homeowner (city will recover the costs from the homeowner), and 3.) design and construct a sidewalk gap closure at Fremont Boulevard and Monterey Road.

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:	Kirten Van Gend/ Leslie Llantero

PRIOR YEAR

Life to Date Budget	\$x
Life to Date Actual Expenditures	\$x
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Goal Action CC Priority: Enhance Physical Infrastructure - 4.00
 Continue Sidewalk Improvement Program - 4.02 Design and repair
 City owned facilities

FUTURE FINANCIAL REQUIREMENTS

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 30,000						
Construction Services	\$ 270,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 300,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ -
Funding Source							
Gax Tax							
Measure X	\$ 250,000						
General Fund	\$ 50,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000		
Grant							
Total Funding	\$ 300,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ -	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item #67 - 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	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	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	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							83

City of Seaside
CIP Line Item #69 - Traffic Calming Project

Project Location:**Description:**

Hilby Avenue Traffic Calming Improvements, San Pablo Avenue Traffic Calming Improvements, and Baker Street Traffic Calming Improvements will be designed and constructed under this project.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	In Design
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 Llantero

PRIOR YEAR

Life to Date Budget	\$X
Life to Date Actual Expenditures	\$X
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:**FUTURE FINANCIAL REQUIREMENTS**

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 15,000						
Construction Services	\$ 1,514,646						
Contingencies (10%)	\$ 10,000						
Staff Time (Min. 2%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 1,539,646		\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
SB1	\$ 500,000						
Measure X	\$ 1,039,646						
General Fund							
Grant (ATP)							
TAMC RSTP							
Total Funding	\$ 1,539,646	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item #69 -Traffic Calming 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	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	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	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							64

City of Seaside
CIP Line Item # 71 - Street Striping

Project Location:**Description:**

This project is to restripe at:

- o Lightfighter Drive from General Jim Moore Boulevard to Highway 1.
- o Coe Avenue from General Jim Moore Boulevard to Monterey Road.
- o Seaside Highlands Development.
- o Normandy Road from General Jim Moore Boulevard to Parker Flats Cur Off Road.
- o Parker Flats Cut Off Road from Normandy Road to Carentan Road.
- o Auto Mall Parkway, and
- o other areas.

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 Llantero

PRIOR YEAR

Life to Date Budget	\$X
Life to Date Actual Expenditures	\$X
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Goal Action CC Priority: Enhance Physical Infrastructure - 16.00
 Advance Key Capital Projects - 16.08 FY 2021/22 Street Rehabilitation - was to include the Former Fort Ord area and northern Seaside striping

FUTURE FINANCIAL REQUIREMENTS

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services	\$ 175,000			\$ 300,000			
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 175,000	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund							
Grant							
RSTP Fair Share	\$ 175,000			\$ 300,000			
Total Funding	\$ 175,000	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item # 71 - Street Striping

Utilization	3	2	1	0	Multiplier	Rating	Score
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
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
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
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
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
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
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
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
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 #72 - CIP - Traffic Engineering Services

Project Location:



Description:

On-call transportation engineering contract for striping, traffic control, and traffic calming request reviews. City does not have a traffic engineer on staff.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	In Design
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 Llantero

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 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 80,000	\$ 80,000					
Construction Services							
Contingencies (10%)							
Staff Time (Min. 2%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 80,000	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source

SB1							
Measure X							
General Fund	\$ 80,000	\$ 80,000					
Grant (ATP)							
TAMC RSTP							
Total Funding	\$ 80,000	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item #72 -CIP- Traffic Calming

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	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	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							45

City of Seaside

CIP Line Item #73 -Pavement Management Program

Project Location:



Description:

The Pavement Management Program Report will be updated to reflected to include recent paving performed. The report will need to be updated every two years.

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 Llantero

PRIOR YEAR

Life to Date Budget	\$0
Life to Date Actual Expenditures	\$0
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Goal Action CC Priority: Enhance Physical Infrastructure - 1.00 Preserve Existing Pavement Condition - 1.03

FUTURE FINANCIAL REQUIREMENTS

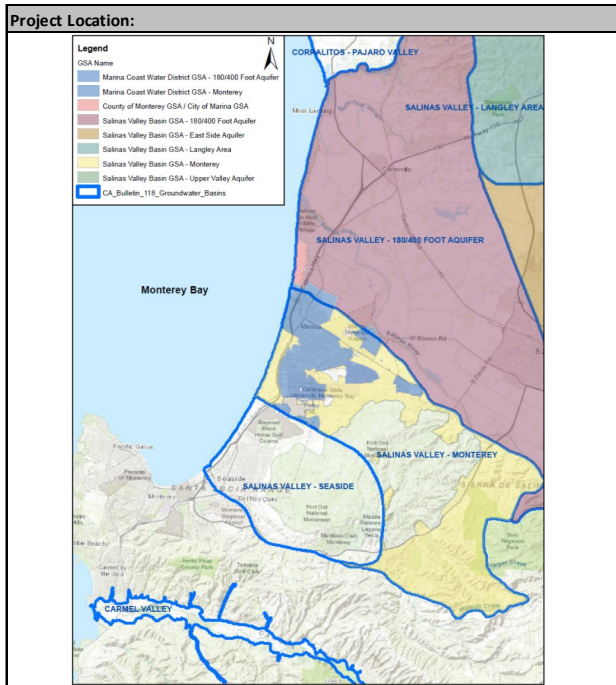
	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 12,809	\$ 50,000	\$ -	\$ 60,000	\$ -	\$ 75,000	
Construction Services							
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 12,809	\$ 50,000	\$ -	\$ 60,000	\$ -	\$ 75,000	\$ -
Funding Source							
General Fund							
Measure X	\$ 12,809	\$ 50,000	\$ -	\$ 60,000	\$ -	\$ 75,000	\$ -
SB1							
RSTP Fair Share							
Measure X Bond							
Total Funding	\$ 12,809	\$ 50,000	\$ -	\$ 60,000	\$ -	\$ 75,000	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item #73 -Pavement Management Program

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	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	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							73

City of Seaside
CIP Line Item #79 - Watermaster Assessment

**Description:**

This reimburses the Seaside Groundwater Basin Watermaster for their administration and operations costs. The administration work is for the contract administrative services, legal services, and items related to the public awareness committee. The operations costs are for: program administration; production, water level and quality monitoring; basin management; and seawater intrusion contingency plan.

CIP FACTS:

New or Continuing:	New
Current Project Status:	Not started
Percent of Project Budget Spent	x%
Percent Life to Date Spent	x%
Managing Dept./ Division:	PW/ Maintenance
Project Type:	Stormwater
Annual Operating Impact:	none
Project Manager:	Nisha Patel

PRIOR YEAR

Life to Date Budget	\$x
Life to Date Actual Expenditures	\$x
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Goal Action CC Priority: Enhance Physical Infrastructure - Goal 5.00 Construct Back-Up Well, and Goal 7.00 Create New Water Source to Serve Former Fort Ord in Seaside

FUTURE FINANCIAL REQUIREMENTS

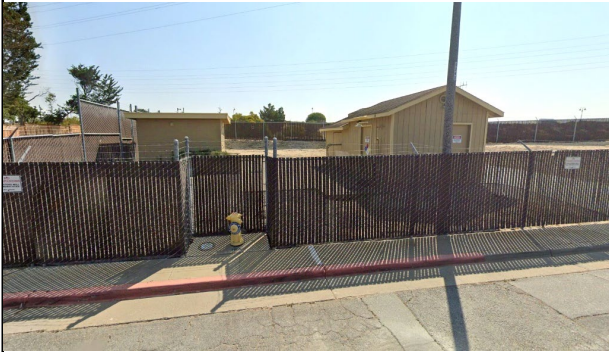
	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services							
Contingencies (10.7%)							
Staff Time (Min. 5%)							
Contract Administration (7.1%)							
Other	\$ 26,000						
Total Estimated Project Cost	\$ 26,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund			\$ -	\$ -	\$ -	\$ -	
Grant							
Water Enterprise (Fund 401)	\$ 26,000						
Total Funding	\$ 26,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item # 79 - Watermaster Assessment

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	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	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	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	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	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	0	0
Total Score = Multiplier x Rating							34

City of Seaside
CIP Line Item #83 - Well Replacement

Project Location:**Description:**

This project will drill and install the screen and casing for the well. It will also install a pump, discharge piping and appurtenances, transmission main, well site work, and structure and electrical for the well.

CIP FACTS:

New or Continuing:	New
Current Project Status:	Not started
Percent of Project Budget Spent	x%
Percent Life to Date Spent	x%
Managing Dept./ Division:	PW/ Maintenance
Project Type:	Stormwater
Annual Operating Impact:	none
Project Manager:	Nisha Patel

PRIOR YEAR

Life to Date Budget	\$x
Life to Date Actual Expenditures	\$x
PY Budget	n/a
PY Actuals	n/a

COUNCIL PRIORITY:

Goal Action CC Priority: Enhance Physical Infrastructure - Goal 5.00 Construct Back-Up Well, and Goal 7.00 Create New Water Source to Serve Former Fort Ord in Seaside

FUTURE FINANCIAL REQUIREMENTS

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 200,000						
Construction Services	\$ 2,800,000						
Contingencies (10.7%)	\$ 300,000						
Staff Time (Min. 5%)							
Contract Administration (7.1%)	\$ 200,000						
Other							
Total Estimated Project Cost	\$ 3,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source

Gax Tax							
Measure X							
General Fund			\$ -	\$ -	\$ -	\$ -	
Grant							
Water Enterprise (Fund 401)	\$ 3,500,000						
Total Funding	\$ 3,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item # 83 - 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	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	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	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							73

City of Seaside
CIP Line Item #84 - MCWD Intertie

Project Location:**Description:**

This project will will design and construct an interconnection to the MCWD waterline in case potable water is needed by the Seaside Municipal Water System in an emergency. The project will involve constructing around 400-LF of 8-inch water main in San Pablo Avenue from Nadina St. to General Jim Moore Blvd., and connect to MCWD's water main. Project also includes installing a 4-inch water meter and 4-inch pressure reducing valve station.

CIP FACTS:

New or Continuing:	Continuing
Current Project Status:	Design and Construction
Percent of Project Budget Spent	0%
Percent Life to Date Spent	0%
Managing Dept./ Division:	PW/ Engineering
Project Type:	Water
Annual Operating Impact:	unknown
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:

Goal Action CC Priority: Enhance Physical Infrastructure - 8.00 Create Sustainable Funding Source for Seaside Municipal Water System

FUTURE FINANCIAL REQUIREMENTS

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design							
Construction Services							
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration	\$ 25,000						
Other							
Total Estimated Project Cost	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund							
Grant							
Water Enterprise (Fund 401)	\$ 25,000						
Total Funding	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Capital Improvement Program Project Scoring Worksheet

Project Name: CIP Line Item #84 - MCWD Intertie

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	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	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							31

City of Seaside
CIP Line Item #107 - Sewer Lateral Policy

Project Location:**Description:**

This project will develop a sewer lateral policy and ordinance

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:

Goal Action CC Priority: Enhance Physical Infrastructure - 12:00
 Establish Private Sewer Lateral Repair Program/ Policy 12.01, 12.02, 12.03, & 12.04 - Approve a consultant contract, prepare sewer lateral policy and code updates, board approval of updates, and outreach and implementation.

FUTURE FINANCIAL REQUIREMENTS

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Out Years
Pre-Design/Study							
Environmental (CEQA)							
Architectural							
Right of Way Acquisition							
Design	\$ 50,000						
Construction Services							
Contingencies (10%)							
Staff Time (Min. 5%)							
Contract Administration							
Other							
Total Estimated Project Cost	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Source							
Gax Tax							
Measure X							
General Fund		\$ -	\$ -				
Grant							
SCSD Capital (Fund 953)	\$ 50,000						
Total Funding	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**Capital Improvement Program
Project Scoring Worksheet**

Project Name: CIP Line Item #107 - Sewer Lateral Policy

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	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	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							49



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FEE SCHEDULE

CITY OF SEASIDE

Adopted MASTER FEE SCHEDULE EFFECTIVE 7/1/2024

CREDIT CARDS NOT ACCEPTED FOR DEVELOPER DEPOSITS OR TRANSIENT OCCUPANCY TAX

FEE SCHEDULE	Schedule #
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	22-25
Schedule of Recreation Division Fees	26-29
Schedule of Fire Department Fees	30-36
Schedule of Police Department Fees	37-40
Schedule of Police Department - Animal Control Fees	41

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF FINANCE & CITY CLERK FEES**

		23/24 Adopted (3.6%)	24/25 Adopted (4.%)
FINANCE			
	Short Term Rental Application Fee	\$ 250	\$ 250
	Business License Application Fee	\$ 17	\$ 18
	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)	\$0.25 + cost of labels	\$0.25 + cost of labels
	City Budget-Paper	\$ 82	\$ 82
	Bingo Permit	\$ 66	\$ 69
	Delinquent Invoice-1st Notice	\$ 6	\$ 6
	Delinquent Invoice-2nd Notice	\$ 12	\$ 12
	Returned Check-1st	\$ 35	\$ 36
	Returned Check-2nd	\$ 40	\$ 42
	NSF Fee		Actual Bank Fees & Employee Time
CITY CLERK			
	Public Record Copies - standard 8.5" x 11", black and white	0.25	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)	\$0.25 per page	\$0.25 per page
	Records on Thumb Drives	\$ 15	\$ 15
	Notary Fee (State Code) per signature	\$ 15	\$ 15

CITY OF SEASIDE			
BUILDING PLAN REVIEW AND INSPECTION			
	Fee	23/24 Adopted (3.6%)	24/25 Adopted (4.%)
BUILDING DIVISION FEES			
ADMINISTRATIVE CITATIONS			
First Offense		\$ 352	\$ 366
Repeated Violations		\$ 702	\$ 730
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		\$ 337	\$ 350
Notice of Violation Expungement Fee		\$ 337	\$ 350
New Address/Address Change		\$ 152	\$ 158
AB717 Training Fee		Cost	Cost
Certified Access Specialist (CASP) Plan Review Fee		Cost	Cost
SHORT TERM RENTAL FEES			
Inspection Fee	each	\$ 311	\$ 323
MINOR COMMERCIAL AND RESIDENTIAL IMPROVEMENT PROJECTS			
Application for Unreasonable Hardship Exceptions to Disabled Access Requirements (2 hour minimum)	per hour	\$ 1,340	\$ 1,394
Application Request for Substitution of Alternate Materials or Method (2 hour Minimum)	per hour	\$ 1,340	\$ 1,394
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	\$ 1,340	\$ 1,394
Cellular Tower / Antenna			
Attached	each	\$ 4,017	\$ 4,178
Detached	each	\$ 4,017	\$ 4,178
Equipment Shelter	each	\$ 2,008	\$ 2,088
Certification of Record	each	\$ 1,340	\$ 1,394
Commercial Accessibility Upgrade	each	\$ 1,340	\$ 1,394
Commercial Coach Installation	each	\$ 1,340	\$ 1,394
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	\$ 317	\$ 330
Dry rot/Termite Repair	per project	\$ 317	\$ 330
Fence or Non-Engineered Wall	per project	\$ 317	\$ 330
Fireplace Retrofit / Chimney Repair	per project	\$ -	\$ -
Flag, Light, or Sign Pole - Install / Replace	per project	\$ 1,340	\$ 1,394
Foundation Repair / Replace (includes piles, piers, or foundation-only systems under existing or partial construction)	per project	\$ 2,677	\$ 2,784
Greenhouse or Solarium		\$ -	\$ -

CITY OF SEASIDE				
BUILDING PLAN REVIEW AND INSPECTION				
		Fee	23/24 Adopted (3.6%)	24/25 Adopted (4.%)
	< 200 sq ft	per project	\$ 1,340	\$ 1,394
	200 - 1,000 sq ft	per project	\$ 2,677	\$ 2,784
	> 1,000 sq ft	per project	\$ 3,348	\$ 3,482
	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	\$ 317	\$ 330
	Outsourced Plan Review Processing Fee	per hour	\$ 668	\$ 695
	Partition	per project	\$ 317	\$ 330
	Pools and Spas - Commercial		\$ -	\$ -
	Pool & Spa Combo	per project	\$ 2,677	\$ 2,784
	Pool - New Install	per project	\$ 2,677	\$ 2,784
	Pool - Remodel	per project	\$ 1,340	\$ 1,394
	Spa - New Install	per project	\$ 1,340	\$ 1,394
	Pools and Spas - Residential - Above Ground		\$ 210	\$ 218
	Registration of Abandoned Property		\$ 68	\$ 71
	Re-Plastering, or Wet Sand Blasting		\$ -	\$ -
	< 20 sq ft	per project	\$ 1,003	\$ 1,043
	20 - 200 sq ft	per project	\$ 1,003	\$ 1,043
	> 200 sq ft	per project	\$ 1,003	\$ 1,043
	Re-Roof: \$157 for 1st 10 Squares. Add \$75 for each additional Squares		\$ 210	\$ 218
	Retaining Wall		\$ -	\$ -
	Engineered	per project	\$ 422	\$ 439
	Non-Engineered	per project	\$ 317	\$ 330
	Seismic Retrofit		\$ -	\$ -
	< 5,000 Sq Ft	per project	\$ 3,010	\$ 3,130
	> 5,000 Sq Ft.	per project	\$ 4,349	\$ 4,523
	Stair Repair / Replace	per project	\$ 317	\$ 330
	Siding / Stucco	per project	\$ 317	\$ 330
	Sign		\$ -	\$ -
	Non-Illuminated	per project	\$ 210	\$ 218
	Illuminated	per project	\$ 210	\$ 218
	Monument	per project	\$ 1,340	\$ 1,394
	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	\$ 1,340	\$ 1,394
	Certificate of Occupancy		\$ 231	\$ 240
	Temporary Certificate of Occupancy	per project	\$231 + deposit	\$240 + deposit
	Trailer Coach Tiedown Inspection	per project	\$ 1,340	\$ 1,394
	Garage Door Replacement		\$ 210	\$ 218
	Window / Door - Non-Structural		\$ -	\$ -
	First 10 windows / doors	per project	\$ 317	\$ 330
	each add'l 10 windows/doors	per project	\$ 106	\$ 110
	Window / Door - Structural		\$ -	\$ -
	First 10 windows / doors	per project	\$ 422	\$ 439
	each add'l 10 windows/doors	per project	\$ 141	\$ 147
	Additional Plan Check required in excess of standard	per hour	\$318/Hour Minimum	\$331/Hour Minimum
	Additional Inspection required in excess of standard / Reinspection	per hour	\$318/Hour Minimum	\$331/Hour Minimum
	Plan Check outside of normal business hours or applicant requested fast-tracking (3 hour minimum)	per hour	\$ 2,008	\$ 2,088
	Plan Check outside of normal business hours or applicant requested fast-tracking (4 hour minimum)	per hour	\$ 2,677	\$ 2,784

CITY OF SEASIDE			
BUILDING PLAN REVIEW AND INSPECTION			
	Fee	23/24 Adopted (3.6%)	24/25 Adopted (4.%)
MECHANICAL, PLUMBING, AND ELECTRICAL PERMITS (Not associated with an existing building permit)			
Plan Review	per hour	\$ 668	\$ 695
Other Mechanical, Plumbing, or Electrical Inspections not otherwise listed below	per hour	\$ 317	\$ 330
		\$ -	\$ -
Mechanical Permit Fees		\$ -	\$ -
Install/Relocate each forced air or gravity-type furnace or burner (including attached ducts and vents)		\$ 422	\$ 439
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.		\$35/each w/ \$423 Minimum	\$36/each w/ \$440 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		\$ 562	\$ 584
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)		\$ 562	\$ 584
Each ventilation system which is not a portion of any heating or air conditioning system authorized by a permit.		\$ 1,673	\$ 1,740
Residential - installation of each hood which is served by mechanical exhaust, including the ducts for such hood		\$ 317	\$ 330
Commercial - installation of each hood which is served by mechanical exhaust, including the ducts for such hood		\$ 3,680	\$ 3,827
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		\$ 317	\$ 330
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)		\$35/each w/ \$423 Minimum	\$36/each w/ \$440 Minimum
Each building sewer		\$ 317	\$ 330
Each water heater and/or vent		\$ 210	\$ 218
Installation, alteration, or repair of wall heater		\$ 210	\$ 218
Each industrial waste pretreatment interceptor including its trap and vent, excepting kitchen-type grease interceptors functioning as fixture traps		\$ 2,008	\$ 2,088
Installation, alteration, or repair of water piping and/or water treating equipment		\$318 - For single line	\$331 - For single line
Installation, alteration, or repair of gas piping and/or gas treating equipment		\$318 - For single line	\$331 - For single line
Repair or alteration of drainage or vent piping		\$318 - For single line	\$331 - For single line
		\$422 - For multiple lines	\$439 - For multiple lines
Each lawn sprinkler system on any one meter, including backflow protection devices		\$ 317	\$ 330
Backflow devices not included in other fee services (e.g., building sewer) each unit		\$ 317	\$ 330
Gas test		\$ 210	\$ 218
Sewer lateral test		\$ 317	\$ 330
Electrical Permit Fees			
Temporary Power Service			
Temporary service power pole or pedestal, including all pole or pedestal-mounted receptacle outlets and appurtenances		\$318 - If not incl. w/ new permit	\$331 - 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.		\$ 317	\$ 330
15 or 20 amp - each 10 circuits		\$ 317	\$ 330
25 to 40 amp circuits		\$ 1,003	\$ 1,043
50 to 175 amp circuits		\$ 1,003	\$ 1,043

CITY OF SEASIDE			
BUILDING PLAN REVIEW AND INSPECTION			
	Fee	23/24 Adopted (3.6%)	24/25 Adopted (4.%)
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)		\$ 317	\$ 330
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.		\$14.00 each w/ \$194 Minimum	\$15.00 each w/ \$202 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		\$28.00 each w/ \$308 Minimum	\$29.00 each w/ \$320 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		\$ 317	\$ 330
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.		\$318 for each 100 feet	\$331 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		\$ 317	\$ 330
600 volts or less and not over 200 amperes in rating		\$ 317	\$ 330
600 volts or less and over 200 amperes in rating		\$ 422	\$ 439
600 volts or over 1,000 amperes in rating		\$ 317	\$ 330
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)		\$ 317	\$ 330
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

2024-25 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	\$ 5,612.58	\$ 1.25	\$ 3,741.72	\$ 0.83	\$ 2,993.38	\$ 0.66
2,000	per project	\$ 7,482.60	\$ 2.08	\$ 4,988.40	\$ 1.39	\$ 3,990.72	\$ 1.11
5,000	per project	\$ 13,716.82	\$ 1.75	\$ 9,144.55	\$ 1.16	\$ 7,315.64	\$ 0.93
10,000	per project	\$ 22,450.39	\$ 1.00	\$ 14,966.93	\$ 0.67	\$ 11,973.54	\$ 0.53
25,000	per project	\$ 37,415.56	\$ 1.50	\$ 24,943.70	\$ 1.00	\$ 19,954.96	\$ 0.80
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	\$ 7,482.60	\$ 0.94	\$ 4,988.40	\$ 0.62	\$ 3,990.72	\$ 0.50
5,000	per project	\$ 11,225.19	\$ 1.12	\$ 7,483.46	\$ 0.75	\$ 5,986.77	\$ 0.60
10,000	per project	\$ 16,838.01	\$ 0.58	\$ 11,225.34	\$ 0.38	\$ 8,980.27	\$ 0.31
50,000	per project	\$ 39,908.86	\$ 0.40	\$ 26,605.91	\$ 0.27	\$ 21,284.73	\$ 0.21
100,000	per project	\$ 59,863.32	\$ 0.60	\$ 39,908.88	\$ 0.40	\$ 31,927.10	\$ 0.32
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	\$ 311.66	\$ 3.12	\$ 207.77	\$ 2.08	\$ 166.22	\$ 1.66
200	per project	\$ 623.32	\$ 1.56	\$ 415.55	\$ 1.04	\$ 332.44	\$ 0.83
600	per project	\$ 1,246.67	\$ 1.56	\$ 831.11	\$ 1.04	\$ 664.89	\$ 0.83
1,000	per project	\$ 1,869.99	\$ 0.62	\$ 1,246.66	\$ 0.42	\$ 997.33	\$ 0.33
1,500	per project	\$ 2,181.65	\$ 0.62	\$ 1,454.43	\$ 0.42	\$ 1,163.55	\$ 0.33
2,000	per project	\$ 2,493.31	\$ 1.25	\$ 1,662.20	\$ 0.83	\$ 1,329.76	\$ 0.66

CITY OF SEASIDE
BUILDING DEPARTMENT

2024-25 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	\$ 6,106.36	\$ 1.74	\$ 4,070.90	\$ 1.16	\$ 3,256.72	\$ 0.93
2,000	per project	\$ 8,722.33	\$ 1.45	\$ 5,814.88	\$ 0.97	\$ 4,651.91	\$ 0.78
5,000	per project	\$ 13,084.71	\$ 1.05	\$ 8,723.14	\$ 0.70	\$ 6,978.51	\$ 0.56
10,000	per project	\$ 18,319.07	\$ 0.95	\$ 12,212.71	\$ 0.63	\$ 9,770.17	\$ 0.51
25,000	per project	\$ 32,566.42	\$ 1.30	\$ 21,710.94	\$ 0.87	\$ 17,368.75	\$ 0.69
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	\$ 3,742.60	\$ 1.25	\$ 2,495.07	\$ 0.83	\$ 1,996.05	\$ 0.66
2,000	per project	\$ 5,612.58	\$ 0.93	\$ 3,741.72	\$ 0.62	\$ 2,993.38	\$ 0.50
5,000	per project	\$ 8,417.58	\$ 0.56	\$ 5,611.72	\$ 0.37	\$ 4,489.37	\$ 0.30
10,000	per project	\$ 11,225.19	\$ 0.50	\$ 7,483.46	\$ 0.33	\$ 5,986.77	\$ 0.27
25,000	per project	\$ 18,707.77	\$ 0.75	\$ 12,471.84	\$ 0.50	\$ 9,977.47	\$ 0.40
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	\$ 10,290.19	\$ 1.87	\$ 6,860.13	\$ 1.25	\$ 5,488.10	\$ 1.00
2,500	per project	\$ 13,095.18	\$ 3.12	\$ 8,730.12	\$ 2.08	\$ 6,984.10	\$ 1.66
4,000	per project	\$ 17,772.78	\$ 4.83	\$ 11,848.52	\$ 3.22	\$ 9,478.82	\$ 2.58
6,000	per project	\$ 27,437.03	\$ 3.12	\$ 18,291.35	\$ 2.08	\$ 14,633.08	\$ 1.66
8,000	per project	\$ 33,672.96	\$ 4.21	\$ 22,448.64	\$ 2.81	\$ 17,958.91	\$ 2.24

CITY OF SEASIDE
BUILDING DEPARTMENT

2024-25 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	\$ 498.67	N/A	\$ 498.67	N/A	\$ 498.67	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	\$ 1,558.33	\$ 1.56	\$ 1,038.88	\$ 1.04	\$ 831.11	\$ 0.83
600	per project	\$ 2,181.65	\$ 1.58	\$ 1,454.43	\$ 1.05	\$ 1,163.55	\$ 0.84
1,000	per project	\$ 2,812.84	\$ 1.24	\$ 1,875.23	\$ 0.82	\$ 1,500.18	\$ 0.66
1,500	per project	\$ 3,430.94	\$ 1.25	\$ 2,287.29	\$ 0.83	\$ 1,829.83	\$ 0.66
2,000	per project	\$ 4,054.26	\$ 2.03	\$ 2,702.84	\$ 1.35	\$ 2,162.27	\$ 1.08
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	\$ 1,246.67	\$ 1.56	\$ 831.11	\$ 1.04	\$ 664.89	\$ 0.83
600	per project	\$ 1,869.99	\$ 1.56	\$ 1,246.66	\$ 1.04	\$ 997.33	\$ 0.83
1,000	per project	\$ 2,493.33	\$ 1.25	\$ 1,662.22	\$ 0.83	\$ 1,329.78	\$ 0.66
1,500	per project	\$ 3,116.65	\$ 1.25	\$ 2,077.77	\$ 0.83	\$ 1,662.21	\$ 0.67
2,000	per project	\$ 3,742.60	\$ 1.87	\$ 2,495.07	\$ 1.25	\$ 1,996.05	\$ 1.00

Fee Schedule 9

CITY OF SEASIDE
BUILDING DEPARTMENT

2024-25 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	\$ 5,986.08	\$ 0.94	\$ 4,988.40	\$ 2.84	\$ 3,990.72	\$ 0.63
2,000	per project	\$ 7,398.26	\$ 2.19	\$ 9,247.82	\$ 2.74	\$ 4,932.17	\$ 1.46
5,000	per project	\$ 13,968.90	\$ 3.19	\$ 17,461.12	\$ 3.99	\$ 9,312.60	\$ 2.13
10,000	per project	\$ 29,932.45	\$ 0.93	\$ 37,415.56	\$ 1.16	\$ 19,954.96	\$ 0.62
25,000	per project	\$ 43,901.32	\$ 1.76	\$ 54,876.66	\$ 2.20	\$ 29,267.55	\$ 1.17
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	\$ 7,482.07	\$ 1.12	\$ 6,235.06	\$ 2.18	\$ 4,988.04	\$ 0.75
5,000	per project	\$ 11,972.13	\$ 1.80	\$ 14,965.17	\$ 2.25	\$ 7,981.42	\$ 1.20
10,000	per project	\$ 20,952.29	\$ 0.72	\$ 26,190.36	\$ 0.90	\$ 13,968.19	\$ 0.48
50,000	per project	\$ 49,887.40	\$ 0.56	\$ 62,359.25	\$ 0.70	\$ 33,258.27	\$ 0.37
100,000	per project	\$ 77,823.08	\$ 0.78	\$ 97,278.85	\$ 0.97	\$ 51,882.05	\$ 0.52
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	\$ 498.68	\$ 4.99	\$ 415.56	\$ 4.16	\$ 332.45	\$ 3.32
200	per project	\$ 997.33	\$ 0.62	\$ 831.11	\$ 1.82	\$ 664.89	\$ 0.42
600	per project	\$ 1,246.66	\$ 0.62	\$ 1,558.33	\$ 0.78	\$ 831.11	\$ 0.42
1,000	per project	\$ 1,495.99	\$ 1.00	\$ 1,869.99	\$ 1.25	\$ 997.33	\$ 0.66
1,500	per project	\$ 1,994.67	\$ 1.00	\$ 2,493.33	\$ 1.25	\$ 1,329.78	\$ 0.66
2,000	per project	\$ 2,493.32	\$ 1.25	\$ 3,116.65	\$ 1.56	\$ 1,662.21	\$ 0.83

CITY OF SEASIDE
BUILDING DEPARTMENT

2024-25 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	\$ 8,980.16	\$ 2.99	\$ 7,483.46	\$ 6.24	\$ 5,986.77	\$ 2.00
2,000	per project	\$ 13,470.22	\$ 1.50	\$ 16,837.78	\$ 1.87	\$ 8,980.15	\$ 1.00
5,000	per project	\$ 17,960.31	\$ 0.90	\$ 22,450.39	\$ 1.12	\$ 11,973.54	\$ 0.60
10,000	per project	\$ 22,448.28	\$ 0.77	\$ 28,060.35	\$ 0.96	\$ 14,965.52	\$ 0.51
25,000	per project	\$ 33,923.86	\$ 1.36	\$ 42,404.82	\$ 1.70	\$ 22,615.90	\$ 0.90
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	\$ 2,243.99	\$ 1.50	\$ 1,870.00	\$ 2.50	\$ 1,496.00	\$ 1.00
2,000	per project	\$ 4,490.07	\$ 1.00	\$ 5,612.58	\$ 1.25	\$ 2,993.38	\$ 0.66
5,000	per project	\$ 7,482.07	\$ 1.20	\$ 9,352.58	\$ 1.50	\$ 4,988.04	\$ 0.80
10,000	per project	\$ 13,470.22	\$ 0.50	\$ 16,837.78	\$ 0.62	\$ 8,980.15	\$ 0.33
25,000	per project	\$ 20,952.29	\$ 0.84	\$ 26,190.36	\$ 1.05	\$ 13,968.19	\$ 0.56

CITY OF SEASIDE
BUILDING DEPARTMENT

2024-25 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	\$ 11,972.13	\$ 2.99	\$ 9,976.78	\$ 7.07	\$ 7,981.42	\$ 2.00
2,500	per project	\$ 16,462.22	\$ 3.99	\$ 20,577.78	\$ 4.99	\$ 10,974.81	\$ 2.66
4,000	per project	\$ 22,448.28	\$ 1.87	\$ 28,060.35	\$ 2.34	\$ 14,965.52	\$ 1.25
6,000	per project	\$ 26,190.36	\$ 1.87	\$ 32,737.95	\$ 2.34	\$ 17,460.24	\$ 1.25
8,000	per project	\$ 29,932.45	\$ 3.74	\$ 37,415.56	\$ 4.68	\$ 19,954.96	\$ 2.49
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	\$ 1,495.99	\$ 1.25	\$ 1,246.66	\$ 3.12	\$ 997.33	\$ 0.83
600	per project	\$ 1,994.67	\$ 1.25	\$ 2,493.33	\$ 1.56	\$ 1,329.78	\$ 0.83
1,000	per project	\$ 2,493.32	\$ 1.00	\$ 3,116.65	\$ 1.25	\$ 1,662.21	\$ 0.67
1,500	per project	\$ 2,994.08	\$ 1.99	\$ 3,742.60	\$ 2.49	\$ 1,996.05	\$ 1.33
2,000	per project	\$ 3,991.41	\$ 2.00	\$ 4,989.26	\$ 2.49	\$ 2,660.94	\$ 1.33
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	\$ 1,495.99	\$ 1.25	\$ 1,246.66	\$ 3.12	\$ 997.33	\$ 0.83
600	per project	\$ 1,994.67	\$ 1.25	\$ 2,493.33	\$ 1.56	\$ 1,329.78	\$ 0.83
1,000	per project	\$ 2,493.32	\$ 1.00	\$ 3,116.65	\$ 1.25	\$ 1,662.21	\$ 0.67
1,500	per project	\$ 2,994.08	\$ 1.99	\$ 3,742.60	\$ 2.49	\$ 1,996.05	\$ 1.33
2,000	per project	\$ 3,991.41	\$ 2.00	\$ 4,989.26	\$ 2.49	\$ 2,660.94	\$ 1.33

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF PLANNING DEPARTMENT FEES**

		23/24 Adopted (3.6%)	24/25 Adopted (4.%)
PLANNING DEPARTMENT FEES			
AMENDMENTS			
General Plan Amendment		\$ 9,143	\$ 9,509
Planned Unit Development Amendment (\$2,060 + \$103 per unit/lot ; used 40 unit lot for comparison) Planning PW/Eng		\$ 9,334	\$ 9,707
Zoning Map Amendment		\$ 9,143	\$ 9,509
Zoning Ordinance (text) Amendment		\$ 9,143	\$ 9,509
Local Coastal Plan Amendment		\$ 9,143	\$ 9,509
Use Permit Amendment		\$ 1,016	\$ 1,057
Minor Use Permit Amendment		\$ 762	\$ 792
Variance Amendment		\$ 1,016	\$ 1,057
Minor Variance Amendment		\$ 762	\$ 792
Design Review Amendment		\$ 762	\$ 792
Tentative Parcel Map Amendment		\$ 762	\$ 792
Tentative Subdivision (Tract) Map Amendment		\$ 4,143	\$ 4,309
Sphere of Influence Amendment		\$ 2,034	\$ 2,115
Master Sign Program Amendment		\$ 762	\$ 792
Development Agreement Amendment		\$ 12,698	\$ 13,206
Specific Plan Amendment- \$2,000 deposit		Cost	Cost
ANNEXATION			
Application		\$ 12,698	\$ 13,206
APPEALS			
Planning Commission (from ZA,BAR & Staff interpretation) PW/Eng - only if appeal involved Eng. condition, add fee		\$ 1,016 \$ 193	\$ 1,057 \$ 201
City Council (from Planning Commission) PW/Eng - only if appeal involved Eng. condition, add fee		\$ 740 \$ 193	\$ 770 \$ 201
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		\$ 764	\$ 795

Fee Schedule 13

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF PLANNING DEPARTMENT FEES**

		23/24 Adopted (3.6%)	24/25 Adopted (4.%)
PLANNING DEPARTMENT FEES			
	Fire		
	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 \$ 1,016	Actual Cost \$ 1,057
ECONOMIC OPPORTUNITY PLAN			
	Unsolicited Proposal Review- Deposit \$500	Actual Cost	Actual Cost
ENVIRONMENTAL REVIEW			
	Environmental Impact Report	\$ 17,777	\$ 18,488
	Initial Study and Negative Declaration/Mitigated Negative Declaration	\$ 5,331	\$ 5,544
	Mitigated Monitoring	\$ 3,049	\$ 3,171
	Environmental Addendum	\$ 5,331	\$ 5,544
FENCING			
	Fence Exceptions	\$ 500	\$ 500
HISTORIC AND CULTURAL RESOURCE PRESERVATION			
	Historic Landmark Designation	\$ 3,811	\$ 3,963
	Certificate of Appropriateness review	\$ 2,034	\$ 2,115
	Certificate of Appropriateness review - demolition	\$ 2,034	\$ 2,115
	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	\$ 966	\$ 1,005

Fee Schedule 14

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF PLANNING DEPARTMENT FEES**

		23/24 Adopted (3.6%)	24/25 Adopted (4.%)
PLANNING DEPARTMENT FEES			
	Fire		
	Christmas Tree/Pumpkin Lots (Profit)	\$ 966	\$ 1,005
	Special Events Application	\$ 126	\$ 131
	Neighborhood Block Party	\$ 25	\$ 25
MISCELLANEOUS			
	Home Occupation Permit	\$ 84	\$ 87
	Garage Sale Permit	\$ 22	\$ 23
	Planning - Building Plan Review (incl. plan review and inspection)	\$ 255	\$ 265
	Planning - Re-inspection	\$ 255	\$ 265
	Commercial Outdoor Dining Area Permit Application	\$ 500	\$ 500
	Outdoor Dining Program Annual Rental Fee (per occupied parking space)	\$ 2,000	\$ 2,000
PLANNED UNIT DEVELOPMENT			
	Planned Unit Development	\$ 9,143	\$ 9,509
PRE-APPLICATION REVIEW			
	One and Two Family Residential projects	\$ 731	\$ 760
	Planning		
	PW/Eng		
	Commercial and Multi-family projects (50,000 sq ft or less)	\$ 1,147	\$ 1,193
	Planning		
	PW/Eng		
	Commercial and Multi-family projects (> 50,000 sq ft)	\$ 1,340	\$ 1,394
	Planning		
	PW/Eng		
PRECISE PLAN (SPECIFIC PLAN)			
	Application	\$ 12,698	\$ 13,206
SIGN PERMITS			
	Sign Permit (BAR approval)-fixed signs	\$ 350	\$ 350
	Sign Permit (administrative approval; sign face change)	\$ 123	\$ 128
	Temporary Signs	\$ 123	\$ 128
	Master Sign Program	\$ 750	\$ 750
	Nonconforming Sign - exception request	\$ 1,271	\$ 1,322
SUBDIVISIONS			
	Tentative Parcel Map (up to 4 lots)	\$ 6,101	\$ 6,345
	Planning		
	PW/Eng		
	Tentative Subdivision (Tract) Map (4 or more lots)	\$ 9,028	\$ 9,389
	Planning		
	PW/Eng		
	Lot Line Adjustment	\$ 1,786	\$ 1,857

Fee Schedule 15

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF PLANNING DEPARTMENT FEES**

		23/24 Adopted (3.6%)	24/25 Adopted (4.%)
PLANNING DEPARTMENT FEES			
	Planning PW/Eng		
	Lot Merger Planning PW/Eng	\$ 1,277	\$ 1,328
TIME EXTENSION REVIEW			
	Administrative	\$ 1,016	\$ 1,057
	Planning Commission	\$ 1,016	\$ 1,057
	Board of Architectural Review (BAR)	\$ 1,016	\$ 1,057
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	\$ 3,143	\$ 3,269
	Minor One and Two Family Residential (<i>see above for definition of minor & examples</i>) Planning PW/Eng	\$ 3,143	\$ 3,269

Fee Schedule 16

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF PLANNING DEPARTMENT FEES**

		23/24 Adopted (3.6%)	24/25 Adopted (4.%)
PLANNING DEPARTMENT FEES			
	Multi-family Residential Planning PW/Eng	\$ 4,667	\$ 4,854
	Minor Multi-family Residential (<i>see above for definition of minor & examples</i>) Planning PW/Eng	\$ 3,143	\$ 3,269
	Commercial Commercial Planning PW/Eng	\$ 3,262	\$ 3,392
	Minor Commercial (<i>see above for definition of minor & examples</i>) Planning PW/Eng	\$ 2,769	\$ 2,880
OTHER FEES			
	Cannabis Dispensary Application Fee	\$ 8,000	\$ 8,000
	Affordable Housing Agreement	\$ 2,034	\$ 2,115
	Mobilhome Park Conversions, Closures, and Cessation of Use Fee	\$ 2,034	\$ 2,115
	Deferred Completion Agreement	\$ 1,016	\$ 1,057
	Floodplain Development Permit	\$ 1,016	\$ 1,057
	Tentative Parcel Map Waiver	\$ 2,034	\$ 2,115
	Planning Commission Interpretation	\$ 2,034	\$ 2,115
	Real Property Disclosure Report	\$ 175	\$ 182
	Water Release Permit (per fixture unit)	\$ 2,759	\$ 2,869
	LAND USE APPEALS		
	Non-Applicant	\$ 3,811	\$ 3,963
	Applicant	\$ 4,063	\$ 4,226
	Administrative Review for Radio, Satellite and Dish Antennas	\$ 1,016	\$ 1,057
	Grand Opening and Promotional Banner / Temporary Sign	\$ 126	\$ 131
	ADU Developments		
	ZONING COMPLIANCE PLAN CHECK:		
	Over the Counter (Replacement In Kind)	\$ 126	\$ 131
	Over the Counter (Minor)	\$ 126	\$ 131
	Zoning Confirmation Letter	\$ 1,016	\$ 1,057
	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	\$ 255	\$ 265
	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

		23/24 Adopted (3.6%)	24/25 Adopted (4.%)	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	\$ 97	\$ 101	
b	Commercial and Multi-family Residential up to 1 acre- (Minimum Non-Refundable Deposit of \$364)	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	\$ 198	\$ 206	
	Sewer Connection (each) (incl 2 visits)	\$ 434	\$ 451	
	Utility Line Installations (ex. Water,power) - Up to 200 LF (incl 2 visits)	\$ 394	\$ 410	
	Utility Line Installations - > 200 LF (each 200 LF)	\$ 293	\$ 305	
	Pavement Restoration (0-100 sf) \$30/sf with a minimum non-refundable deposit of \$780	Actual Cost	Actual Cost	a
	Pavement Restoration (>100 sf) \$20/sf with a minimum non-refundable deposit of \$2,101	Actual Cost	Actual Cost	b
	New Construction Curb/Gutter (per 200 LF)	\$ 293	\$ 305	
	Sidewalk (repair and replace) (per 200 LF) - PROPERTY OWNERS	\$ 293	\$ 305	
	Sidewalk (repair and replace) (per 200 LF) - UTILITIES	\$ 293	\$ 305	
	Driveway (repair and replace) (per opening)	\$ 293	\$ 305	
	Right-of-Way Access/Entry (ex. Roofers, scaffolding, temporary construction barrier)	\$ 293	\$ 305	
	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%	
	Outdoor Dining Parklet Fees (application and annual rental fee for each parking space)	\$500 Application + \$2,000/Parking	\$520 Application + \$2,080/Parking	
2.1	Transportation Permit (maximum set by state law)			
	Single Trip	\$ 16	\$ 16	

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF ENGINEERING DIVISION FEES**

		23/24 Adopted (3.6%)	24/25 Adopted (4.%)	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 \$1,248	Actual cost	Actual cost	d
	Lot Merger (includes 2 reviews)-Minimum Non-Refundable Deposit of \$1,560	Actual cost	Actual cost	d
	Tentative Parcel Map (up to 4 lots)-Minimum Non-Refundable Deposit of \$1,560	Actual cost	Actual cost	d
	Tentative Subdivision (Tract) Map-Minimum Non-Refundable Deposit of \$3,640	Actual cost	Actual cost	d
	Final Parcel Map (1-4 lots) -Minimum Non-Refundable Deposit of \$1,560	Actual cost	Actual cost	d
	Final Subdivision (Tract) Map-Minimum Non-Refundable Deposit of \$3,640	Actual cost	Actual cost	d
	Map Additional Review- Minimum Non-Refundable Deposit of \$234	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 \$157)	Hourly Rate	Hourly Rate	c
c	Improvement Inspection (Minimum Non-Refundable Deposit of \$157)	Hourly Rate	Hourly Rate	c
	4.2 Hydrology/ Hydolic Studies Review			
a	Hydrology/Hydraulic Studies (0-20 acres) - Minimum Non-Refundable Deposit of \$2,080	Actual Cost	Actual Cost	d
b	Hydrology/Hydrolic Studies (>-20 acres)- Minimum Deposit of \$2,080	Actual Cost	Actual Cost	d
	4.3 Sewer Studies Review			
a	Sewer Studies (0-5 units)- Minimum Non-Refundable Deposit of \$1,560	Actual Cost	Actual Cost	d
b	Sewer Studies (>5 units) - Minimum Non-Refundable Deposit of \$2,080	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	\$ 97	\$ 101	
	One and Two Family - Addition that adds less than 50% of the structure	\$ 97	\$ 101	
	Multi-family - New Construction	\$ 198	\$ 206	
	Multi-family - Addition that adds less than 50% of the structure	\$ 198	\$ 206	
	Commercial			
b	New Construction (includes shell only)	\$ 198	\$ 206	
	Addition/Remodel that adds less than 50% of the structure	\$ 198	\$ 206	

CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF ENGINEERING DIVISION FEES

		23/24 Adopted (3.6%)	24/25 Adopted (4.%)	Notes
ENGINEERING DIVISION FEES				
5.0	OTHER FEES			
	Encroachment Agreements - Minimum Non-Refundable Deposit of \$650	Actual Cost	Actual Cost	d
	Abandonment/Vacation (Modifications/Processing) - \$3,248 Non-Refundable Deposit	Actual Cost	Actual Cost	d
	Board Up Houses	Actual Cost	Actual Cost	d
	Commemorative Sign Application	\$ 63	\$ 66	
	Monument Placement-Minimum Non-Refundable Deposit of \$2,165	Actual Cost	Actual Cost	d
6.0	TRAFFIC ADVISORY			
	Traffic Advisory Committee Request	\$ 70	\$ 73	
	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	237/hr	
	(Outside Regular Business Hours) Rate plus Materials	480/hr	499/hr	
8.0	STREET MAINTENANCE			
	Marking Curb - per curb (20 ft maximum length)	\$ 502	\$ 522	
	Installation of one sign	\$ 502	\$ 522	
9.0	STORM WATER			
9.1	STORMWATER CONTROL PLAN- New or Replaced Impervious Surface			
a	Pre-review Meeting	\$ 198	\$ 206	
b	Small Project (includes 2 reviews) - 2,500 - 5,000 Sq Ft. (TIER 1)	\$ 394	\$ 410	
c	Small Project (each additional review) - 2,500 - 5,000 Sq Ft	\$ 97	\$ 101	
d	Medium Project (includes 2 reviews) - 5,000 - 15,000 Sq Ft- Minimum Non-Refundable Deposit \$4,331 (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 \$14,560 (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	\$ 198	\$ 206	
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	237/hr	
	(Outside Regular Business Hours) Rate plus Materials	480/hr	510/hr	

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF ENGINEERING DIVISION FEES**

		23/24 Adopted (3.6%)	24/25 Adopted (4.%)	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 \$542	Actual Cost	Actual Cost	d
	SWPPP Inspections - Minimum Non-Refundable Deposit \$305	Actual Cost	Actual Cost	d
11.0	TREE PERMITS			
	(Required on private property for trimming or removal)			
	1-5 trees	\$ 126	\$ 131	
12.0	PLANNING COMMISSION REVIEW-DEVELOPMENT APPLICATIONS			
12.1	AMENDMENTS			
	General Plan Amendment	\$ 198	\$ 206	
	Planned Unit Development Amendment	\$ 198	\$ 206	
	Zoning Map Amendment	\$ 198	\$ 206	
	Zoning Ordinance (text) Amendment	\$ 198	\$ 206	
	Local Coastal Plan Amendment	\$ 198	\$ 206	
	Use Permit Amendment	\$ 97	\$ 101	
	Minor Use Permit Amendment	\$ 97	\$ 101	
	Design Review Amendment	\$ 198	\$ 206	
	Tentative Parcel Map Amendment-Minimum Non-Refundable Deposit \$1,083	Actual Cost	Actual Cost	d
	Tentative Subdivision (Tract) Map Amendment-Minimum Non-Refundable Deposit \$1,624	Actual Cost	Actual Cost	d
12.2	APEALS			
	Planning Commission (from ZA,BAR & Staff interpretation)	\$ 198	\$ 206	
	City Council (from Planning Commission)	\$ 198	\$ 206	
12.3	VARIANCE			
a	Residential			
	One and Two Family Residential	\$ 97	\$ 101	
	Multi-family Residential	\$ 97	\$ 101	
b	Commercial			
	Commercial (> 5,000 square feet)	\$ 400	\$ 416	
	Minor Commercial (, 5,000 square feet)	\$ 201	\$ 209	
13.0	HOURLY RATES			
	Engineering Services	\$ 359	\$ 373	
	Engineering Services - after business hours (OT, 2 hour minimum)	\$ 400	\$ 416	
	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 excavation area in square feet by \$30. If calculated amount is less than \$750, then the charge is \$750.			
b	Estimated cost for City to perform paving is \$20/sf. Fee is calculated by multiplying excavation area in square feet by \$20.			
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 5/1/2023 - 4/30/2024	
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 5/1/2023 - 4/30/2024	(\$/ccf)	Tier 1 \$10.60	Tier 2 \$17.80
Single Family Residential (per dwelling)	(ccf)	0 to 3.7	3.7 +
Multifamily #1 (per meter) – Del Monte Manor	(ccf)	0 to 618.2	618.2 +
Multifamily #2 (per meter) – Villa Del Monte	(ccf)	0 to 156.5	156.5 +
School #1 (per student) – Martin Luther King	(ccf)	0.4327	0.4327 +
School #2 (per student) – Highland Elementary	(ccf)	0.4440	0.4440 +
School #3 (per student) – International School of Monterey	(ccf)	0.4056	0.4056 +
Church #1 (per meter) – Greater Victory Temple	(ccf)	0 to 19.8	19.8 +
Church #2 (per meter) – Seventh Day Adventist	(ccf)	0 to 3.7	3.7 +
Fire Department	(ccf)	0 to 3.7	3.7 +

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

Water Capacity Fee Schedule

Meter Size	Capacity Fee
3/4" or less	\$11,426.89
1 Inch Meter	\$19,044.81
1.5 Inch Meter	\$38,090.95
2 Inch Meter	\$60,944.72
3 Inch Meter	\$114,272.84
4 Inch Meter	\$190,453.42
6 Inch Meter	\$380,908.15

Capacity fees are assessed with a new service connection or expansion of existing services. An expansion of existing service shall pay the difference between the existing meter size capacity fee and the larger meter size capacity fee. No credit will be given for a reduction in meter size. Capacity fees are separate from the City's rates for water service.

Fees will be adjusted by the annual change in the Engineering News Record - Construction Cost Index as of April of each year.

CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF WATER RATES & FEES

Water Fees			
Service		24/25 Adopted	
Reconnection Fees:			
During Business Hours		\$50.00	
After Business Hours		\$150.00	
Late Fee		\$20.00	
Deconstruction of Water Meter		Actual Cost (minimum \$293.28)	
Removal of Lock (cutting off)		\$116.00	
Install new water service		Actual Cost (minimum deposit \$3,000)	
Deconstruction of Curb Stop		Actual Cost (minimum \$1081.52)	
Water Meter Testing Charge		\$740.00	
Water Tank Key Card Replacement		\$115.00	

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF RECREATION DIVISION FEES**

	22/23 Adopted (6.5%)	22/23 Adopted (6.5%)	23/24 Adopted (3.6%)	23/24 Adopted (3.6%)	24/25 Adopted (4.%)	24/25 Adopted (4.%)
Fee Service	Resident Fees	Non Resident	Resident Fees	Non Resident	Resident Fees	Non Resident
Preschool Programs						
Fees per class	\$8.25	\$10.00	\$8.25	\$10.00	\$8.25	\$10.00
Family - per month						
After School Program						
Individual - per month	\$30.00	\$36.75	\$30.00	\$36.75	\$30.00	\$38.00
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	20% discount to siblings residing in same household	20% discount to siblings residing in same household
Intercession Day Camp Program						
Full Day - Sports/Day Camp	\$97.00	\$120.75	\$97.00	\$120.75	\$97.00	\$126.00
3 hours Sports/Day Camp	\$21.00	\$26.25	\$21.00	\$26.25	\$21.00	\$27.00
1/2 day camp (Playland)	\$41.75	\$52.25	\$41.75	\$52.25	\$41.75	\$54.00
Youth Sports						
Tennis per class	\$5.75	\$7.00	\$5.75	\$7.00	\$5.75	\$7.00
Adult Sports						
Team Fee (10 games per season)	\$500.00	\$500.00	\$550.00	\$550.00	\$550.00	\$572.00
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)	\$61.00	\$77.00	\$61.00	\$80.00	\$61.00	\$83.00
Commercial	\$79.00	\$99.00	\$79.00	\$103.00	\$79.00	\$107.00
4th of July Vendor fees	\$103.75	\$129.50	\$103.75	\$134.00	\$103.75	\$139.00
Facility Rentals - Oldemeyer						
Oldemeyer Auditorium Per hour charge	\$56.25	\$154.00	\$56.25	\$160.00	\$56.25	\$166.00
Barbecue Facility	\$58.00	\$72.00	\$58.00	\$75.00	\$58.00	\$78.00
Room Deposit - total (15% non-refundable due day of rental)	\$655.00	\$819.00	\$655.00	\$848.00	\$655.00	\$882.00
Alcohol Deposit - 35% non refundable	\$638.00	\$798.00	\$638.00	\$827.00	\$638.00	\$860.00
VFW - Friday 5-11 pm	\$415.00	\$518.00	\$415.00	\$537.00	\$415.00	\$558.00
Avenue of Flags - Sunday 5-11 pm	\$361.00	\$450.00	\$361.00	\$466.00	\$361.00	\$485.00
Facility Rental- Soper						
Soper Field Community Center						
Large Meeting Room (3 hour minimum)	\$59.25	\$83.00	\$59.25	\$86.00	\$59.25	\$89.00
Room Deposit - total (15% non-refundable due day of rental)	\$348.00	\$436.00	\$348.00	\$452.00	\$348.00	\$470.00
Alcohol Deposit - 35% non refundable	\$638.00	\$798.00	\$638.00	\$827.00	\$638.00	\$860.00
Dance Studio						
0-3 hrs. (per hour)	\$43.75	\$94.00	\$43.75	\$97.00	\$43.75	\$101.00
Every hour over 3 (per hour)	\$20.00	\$44.00	\$20.00	\$46.00	\$20.00	\$48.00
Seahorse Room Rental						
0-3 hrs. (per hour)	\$43.75	\$61.00	\$43.75	\$63.00	\$43.75	\$66.00
Every hour over 3 (per hour)	\$20.00	\$28.00	\$20.00	\$29.00	\$20.00	\$30.00
Seaside Room						
0-3 hrs. (per hour)	\$43.75	\$61.00	\$43.75	\$63.00	\$43.75	\$66.00
Every hour over 3 (per hour)	\$20.00	\$28.00	\$20.00	\$29.00	\$20.00	\$30.00
Blackhorse Room/Senior						
0-3 hrs. (per hour)	\$43.75	\$76.00	\$43.75	\$79.00	\$43.75	\$82.00

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF RECREATION DIVISION FEES**

	22/23 Adopted (6.5%)	22/23 Adopted (6.5%)	23/24 Adopted (3.6%)	23/24 Adopted (3.6%)	24/25 Adopted (4.%)	24/25 Adopted (4.%)
Fee Service	Resident Fees	Non Resident	Resident Fees	Non Resident	Resident Fees	Non Resident
Every hour over 3 (per hour)	\$20.00	\$33.00	\$20.00	\$34.00	\$20.00	\$35.00
Bayonet Room Rental						
0-3 hrs. (per hour)	\$43.75	\$61.00	\$43.75	\$63.00	\$43.75	\$66.00
Every hour over 3 (per hour)	\$20.00	\$28.00	\$20.00	\$29.00	\$20.00	\$30.00
Non-profit Organization - applies to all rooms except Laguna Grande Hall (4 hrs maximum)	\$37.00	\$47.00	\$37.00	\$49.00	\$37.00	\$51.00
Aquatics Private Rentals-Pattullo Swim Center						
2 hours - up to 50 people	\$199.00	\$249.00	\$199.00	\$258.00	\$199.00	\$268.00
2 hours - up to 100 people	\$218.00	\$274.00	\$218.00	\$284.00	\$218.00	\$295.00
2 hours - up to 125 people	\$259.00	\$323.00	\$259.00	\$335.00	\$259.00	\$348.00
Use of Slide	\$29.00	\$36.00	\$29.00	\$37.00	\$29.00	\$38.00
Additional 1/2 hour	\$44.00	\$54.00	\$44.00	\$56.00	\$44.00	\$58.00
Deposit	\$97.00	\$120.00	\$97.00	\$124.00	\$97.00	\$129.00
NP-Seaside Dolphins Swim Team	\$23.00	\$29.00	\$23.00	\$30.00	\$23.00	\$31.00
NP-CSUMB	\$23.00	\$29.00	\$23.00	\$30.00	\$23.00	\$31.00
NP-MPUSD Special Ed. Student	\$23.00	\$29.00	\$23.00	\$30.00	\$23.00	\$31.00
NP-MCOE Special Ed Student	\$23.00	\$29.00	\$23.00	\$30.00	\$23.00	\$31.00
Cypress Synchronized Club	\$36.00	\$45.00	\$36.00	\$47.00	\$36.00	\$49.00
Rental of Pool for Scuba Classes - Added in 18/19	54.00/hr	54.00/hr	54.00/hr	56.00/hr	54.00/hr	58.00/hr
Senior Programs						
Senior Theme Lunches (AOA)	\$4.00	\$4.00	\$4.00	\$4.00	\$4.00	\$4.00
Senior Trips						
Aquatics Programs						
Swim Lessons	\$48.00	\$60.00	\$48.00	\$60.00	\$48.00	\$62.00
Water Exercise / 2 days wk	\$23.75	\$61.50	\$23.75	\$61.50	\$23.75	\$64.00
Water Exercise / 5 days wk	\$36.00	\$97.50	\$36.00	\$97.50	\$36.00	\$101.00
Adult Water Exercise Class Drop-in Rate	\$8.50	\$10.50	\$8.50	\$10.50	\$8.50	\$11.00
Lap Swim						
Adult Drop In	\$5.75	\$7.00	\$5.75	\$7.00	\$5.75	\$7.00
Senior / Military / College Drop-In	\$3.50	\$4.00	\$3.50	\$4.00	\$3.50	\$4.00
Recreation Swim						
Adult Drop In	\$5.75	\$7.00	\$5.75	\$7.00	\$5.75	\$7.00
Senior / College Student / Youth / Military Drop In	\$3.50	\$4.00	\$3.50	\$4.00	\$3.50	\$4.00
Commercial Rental (per hr)	\$104.75	\$130.75	\$104.75	\$130.75	\$104.75	\$136.00
Recreation Swim Card						
Youth Recreation Card (per mo.)	\$15.25	\$18.75	\$15.25	\$18.75	\$15.25	\$20.00
Youth Recreation Card (per Yr.)	\$103.75	\$129.25	\$103.75	\$129.25	\$103.75	\$134.00
Senior/College/Military Card (per mo.)	\$22.50	\$27.75	\$22.50	\$27.75	\$22.50	\$29.00
Senior/College/Military Card (per yr.)	\$134.50	\$168.00	\$134.50	\$168.00	\$134.50	\$175.00
Senior Gold Card (per mo.) for Senior Swim Only	\$16.75	\$21.00	\$16.75	\$21.00	\$16.75	\$22.00
Senior Gold Card (per yr.) for Senior Swim Only	\$109.75	\$137.00	\$109.75	\$137.00	\$109.75	\$142.00
Adult Lap Card (per mo.)	\$34.00	\$42.25	\$34.00	\$42.25	\$34.00	\$44.00
Adult Lap Card (per yr.)	\$276.25	\$345.25	\$276.25	\$345.25	\$276.25	\$359.00

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF RECREATION DIVISION FEES**

	22/23 Adopted (6.5%)	22/23 Adopted (6.5%)	23/24 Adopted (3.6%)	23/24 Adopted (3.6%)	24/25 Adopted (4.%)	24/25 Adopted (4.%)
Fee Service	Resident Fees	Non Resident	Resident Fees	Non Resident	Resident Fees	Non Resident
Adult Couple / Corporate (per mo.)	\$52.25	\$65.50	\$52.25	\$65.50	\$52.25	\$68.00
Adult Couple / Corporate (per yr.)	\$361.75	\$451.75	\$361.75	\$451.75	\$361.75	\$470.00
Family - up to 4 people / (per mo.)	\$70.00	\$87.50	\$70.00	\$87.50	\$70.00	\$91.00
Family - up to 4 people / (per yr.)	\$471.00	\$588.75	\$471.00	\$588.75	\$471.00	\$612.00
Family - up to 8 people / (per mo.)	\$86.50	\$107.75	\$86.50	\$107.75	\$86.50	\$112.00
Family - up to 8 people / (per yr.)	\$623.25	\$778.75	\$623.25	\$778.75	\$623.25	\$810.00
All military personnel and their families regardless of residency	20% discount	20% discount	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	20% discount	20% discount
Park Reservation						
Laguna Grande						
Up to 49 People - BBQ	\$50.00	\$59.00	\$50.00	\$61.00	\$50.00	\$63.00
Cleaning Deposit - 25% is Non Refundable	\$66.00	\$66.00	\$66.00	\$68.00	\$66.00	\$71.00
50-100 People - BBQ	\$82.00	\$89.00	\$82.00	\$92.00	\$82.00	\$96.00
Cleaning Deposit - 25% is Non Refundable	\$112.00	\$112.00	\$112.00	\$116.00	\$112.00	\$121.00
101-150 People - BBQ	\$121.00	\$131.00	\$121.00	\$136.00	\$121.00	\$141.00
Cleaning Deposit - 25% is Non Refundable	\$198.00	\$198.00	\$198.00	\$205.00	\$198.00	\$213.00
Bounce House (each) No Electricity	\$34.00	\$34.00	\$34.00	\$35.00	\$34.00	\$36.00
Cancellation Fee	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$14.00
Soper Park						
Up to 49 People - Small BBQ	\$50.00	\$59.00	\$50.00	\$61.00	\$50.00	\$63.00
Cleaning Deposit - 25% is Non Refundable	\$66.00	\$66.00	\$66.00	\$68.00	\$66.00	\$71.00
50-100 People - Large BBQ	\$82.00	\$89.00	\$82.00	\$92.00	\$82.00	\$96.00
Cleaning Deposit - 25% is Non Refundable	\$112.00	\$112.00	\$112.00	\$116.00	\$112.00	\$121.00
101-150 People - Entire BBQ Area	\$121.00	\$131.00	\$121.00	\$136.00	\$121.00	\$141.00
Cleaning Deposit - 25% is Non Refundable	\$198.00	\$198.00	\$198.00	\$205.00	\$198.00	\$213.00
Bounce House (each) No Electricity	\$34.00	\$34.00	\$34.00	\$35.00	\$34.00	\$36.00
Cancellation Fee	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$14.00
Ellis Park-Oldemeyer						
Up to 49 People - BBQ	\$50.00	\$59.00	\$50.00	\$61.00	\$50.00	\$63.00
Cleaning Deposit - 25% is Non Refundable	\$66.00	\$66.00	\$66.00	\$68.00	\$66.00	\$71.00
Bounce House (each) No Electricity	\$34.00	\$34.00	\$34.00	\$35.00	\$34.00	\$36.00
Cancellation Fee	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Metz Park						
Up to 49 People - BBQ	\$50.00	\$59.00	\$50.00	\$61.00	\$50.00	\$63.00
Cleaning Deposit - 25% is Non Refundable	\$66.00	\$66.00	\$66.00	\$68.00	\$66.00	\$71.00
50-100 People - BBQ	\$82.00	\$89.00	\$82.00	\$92.00	\$82.00	\$96.00
Cleaning Deposit - 25% is Non Refundable	\$112.00	\$112.00	\$112.00	\$116.00	\$112.00	\$121.00
Bounce House (each) No Electricity	\$34.00	\$34.00	\$34.00	\$35.00	\$34.00	\$36.00
Cancellation Fee	\$12.00	\$12.00	\$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	\$56.00	\$46.00	\$58.00
Cleaning Deposit - 25% is Non Refundable	\$61.00	\$61.00	\$61.00	\$63.00	\$61.00	\$66.00
Bounce House (each) No Electricity	\$32.00	\$32.00	\$32.00	\$33.00	\$32.00	\$34.00
Cancellation Fee	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
City Hall Lawn						
Up to 49 People - BBQ	\$46.00	\$54.00	\$46.00	\$56.00	\$46.00	\$58.00
Cleaning Deposit - 25% is Non Refundable	\$61.00	\$61.00	\$61.00	\$63.00	\$61.00	\$66.00
50-100 People - BBQ	\$76.00	\$83.00	\$76.00	\$86.00	\$76.00	\$89.00

CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF RECREATION DIVISION FEES

	22/23 Adopted (6.5%)	22/23 Adopted (6.5%)	23/24 Adopted (3.6%)	23/24 Adopted (3.6%)	24/25 Adopted (4.%)	24/25 Adopted (4.%)
Fee Service	Resident Fees	Non Resident	Resident Fees	Non Resident	Resident Fees	Non Resident
Cleaning Deposit - 25% is Non Refundable	\$104.00	\$104.00	\$104.00	\$108.00	\$104.00	\$112.00
101-150 People - BBQ	\$112.00	\$121.00	\$112.00	\$125.00	\$112.00	\$130.00
Cleaning Deposit - 25% is Non Refundable	\$183.00	\$183.00	\$183.00	\$190.00	\$183.00	\$198.00
Bounce House (each) No Electricity	\$32.00	\$32.00	\$32.00	\$33.00	\$32.00	\$34.00
Cancellation Fee	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Metz Basketball Court						
1-4 Hours (per hour)	\$12.00	\$17.00	\$12.00	\$18.00	\$12.00	\$19.00
All-Day Reservation	\$59.00	\$88.00	\$59.00	\$91.00	\$59.00	\$95.00
Cleaning Deposit - 25% is Non Refundable	\$70.00	\$70.00	\$70.00	\$73.00	\$70.00	\$76.00
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	\$220/per day or 1-4 hours \$30/hr	\$212/per day or 1-4 hours \$29/hr	\$229/per day or 1-4 hours \$31/hr
Cleaning Deposit- nonrefundable 25%	\$198.00	\$198.00	\$198.00	\$205.00	\$198.00	\$213.00
Lighting Fee	\$32.50/hr	\$32.50/hr	\$32.50/hr	\$34/hr	\$32.50/hr	\$35/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**

		23/24 Adopted (3.6%)	24/25 Adopted (4.%)
FIRE DEPARTMENT FEES			
Annual Hazardous Materials Inspection Permit Fees			
	California Fire Code: Annual; Operational Permits	\$ 410	\$ 426
	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		

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF FIRE DEPARTMENT FEES**

		23/24 Adopted (3.6%)	24/25 Adopted (4.%)
FIRE DEPARTMENT FEES			
	Temporary membrane Structures		
	Tire-rebuilding plants		
	Waste handling		
	Wood Products		
Annual Short Term Rental Safety Inspections			
	Short Term Rental (includes 2 inspections)	\$ 318	\$ 331
	Re-Inspection (after initial and first reinspection)	\$ 210	\$ 218
Annual Business Fire Safety Inspections (business incl 2 inspections, excluding apartments)			
A	A Occupancies (Per Hour) (ie assembly places)	\$ 318	\$ 331
B	B Occupancies (Per Hour) - (ie bank, professional office)	\$ 318	\$ 331
F	F Occupancies (Per Hour) - (ie Factory)	\$ 632	\$ 657
H	H Occupancies (Per Hour) - (ie High Hazard)	\$ 632	\$ 657
I	I Occupancies (Per Hour) - (ie Institutional)	\$ 632	\$ 657
M	M Occupancies (Per Hour) - (ie market, department or drug store)	\$ 318	\$ 331
R-2	R-2 Occupancy (Per Hour) (ie Res Permanent 2+) 4 or less units	\$ 318	\$ 331
	5-20 units	\$ 318	\$ 331
	21-50 units	\$ 632	\$ 657
	> 50 units; each additional 50 units	\$ 844	\$ 878
S	S Occupancies (Per Hour) - (ie Storage)	\$ 632	\$ 657
U	U Occupancies (Per Hour) - (ie Accessory; Private Garage, Agriculture building, etc)	\$ 318	\$ 331
	Re-Inspection (after initial and first reinspection)	\$ 210	\$ 218
Licensed Care Facilities			
	Pre-Inspection	\$ 106	\$ 110
	Licensed Care Facility (7-49)	\$ 318	\$ 331

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF FIRE DEPARTMENT FEES**

		23/24 Adopted (3.6%)	24/25 Adopted (4.%)
FIRE DEPARTMENT FEES			
	(State and County License Mandated)		
	Licensed Care Facility (50+)	\$ 632	\$ 657
	(State and County License Mandated)		
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	\$ 210	\$ 218
	2,000	\$ 422	\$ 439
	5,000	\$ 632	\$ 657
	10,000	\$ 844	\$ 878
	25,000	\$ 1,055	\$ 1,097
	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	\$ 318	\$ 331
	5,000	\$ 422	\$ 439
	10,000	\$ 632	\$ 657
	50,000	\$ 1,055	\$ 1,097
	100,000	\$ 1,479	\$ 1,538
	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	\$ 210	\$ 218
	600	\$ 210	\$ 218
	1,000	\$ 318	\$ 331
	1,500	\$ 318	\$ 331
	2,000	\$ 422	\$ 439

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF FIRE DEPARTMENT FEES**

		23/24 Adopted (3.6%)	24/25 Adopted (4.%)
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	\$ 210	\$ 218
	2,000	\$ 422	\$ 439
	5,000	\$ 632	\$ 657
	10,000	\$ 844	\$ 878
	25,000	\$ 1,055	\$ 1,097
	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	\$ 210	\$ 218
	2,000	\$ 422	\$ 439
	5,000	\$ 632	\$ 657
	10,000	\$ 844	\$ 878
	25,000	\$ 1,055	\$ 1,097
	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	\$ 210	\$ 218
	2,500	\$ 210	\$ 218
	4,000	\$ 422	\$ 439
	6,000	\$ 422	\$ 439
	8,000	\$ 527	\$ 548

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF FIRE DEPARTMENT FEES**

		23/24 Adopted (3.6%)	24/25 Adopted (4.%)
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	\$ 210	\$ 218
	600	\$ 210	\$ 218
	1,000	\$ 210	\$ 218
	1,500	\$ 210	\$ 218
	2,000	\$ 210	\$ 218
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)	\$ 210	\$ 218

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF FIRE DEPARTMENT FEES**

		23/24 Adopted (3.6%)	24/25 Adopted (4.%)
FIRE DEPARTMENT FEES			
FIRE INSPECTIONS			
	Fire Hydrant Underground System/Per Fire Hydrant (incl 2 hydrants)	\$ 210	\$ 218
	Each Additional Hydrant	\$ 106	\$ 110
	Fire Hydrant - Use Permit	\$ 210	\$ 218
	Fire Sprinkler Commercial Aboveground	\$ 632	\$ 657
	Fire Sprinkler Commercial Underground	\$ 632	\$ 657
	Standpipes	\$ 632	\$ 657
	Standpipes - Each additional outlet	\$ 54	\$ 56
	Supression System - Hood	\$ 422	\$ 439
	Supression System - Agents	\$ 422	\$ 439
	Fire Extinguishing System Installation (incl hood,duct,agents)	\$ 632	\$ 657
	Fire Pump Installations	\$ 1,055	\$ 1,097
Certificate of Occupancy			
	Development < 2K sq ft	\$ 318	\$ 331
	Development 2K - 10K sq ft	\$ 632	\$ 657
	Development > 10K sq ft	\$ 844	\$ 878
Special Permits			
	Fireworks Stand Inspection	\$ 210	\$ 218
	Fireworks Booth Application Fee	\$ 210	\$ 218
	Christmas Tree Lot/ Pumpkin Patch	\$ 210	\$ 218
Tent Permits			
	201 to 400 square feet	\$ 210	\$ 218
	401 to 1500 square feet	\$ 210	\$ 218
	1501 - 15,000 square feet	\$ 210	\$ 218
	15,001 - 30,000 square feet	\$ 210	\$ 218
	> 30,000 square feet	\$ 210	\$ 218
Automatic Fire Sprinkler:			
	Inspections/New Systems/Repair		
	0-5,000 s.f.	\$ 632	\$ 657
	5,001-15,000 s.f.	\$ 1,055	\$ 1,097
	15,001-30,000 s.f.	\$ 1,479	\$ 1,538
	> 30,001 s.f. (each additional 10k s.f.)	\$ 1,055	\$ 1,097
	Fire Sprinkler Commercial Aboveground		
	Fire Sprinkler Commercial Underground		
	Fire Sprinkler Residential (13-D)		

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF FIRE DEPARTMENT FEES**

		23/24 Adopted (3.6%)	24/25 Adopted (4.%)
FIRE DEPARTMENT FEES			
Fire Alarm Systems:			
	Inspections/New Systems/Repair/Alterations		
	0 - 5,000 s.f.	\$ 632	\$ 657
	5,001 - 15,000 s.f.	\$ 1,055	\$ 1,097
	15,001 - 30,000 s.f.	\$ 1,479	\$ 1,538
	> 30,000 s.f. (each additional 10K s.f.)	\$ 1,055	\$ 1,097
	Fire Alarm Systems - Commercial		
	Fire Alarm Systems - Residential (req by CRC)		
Fire False Alarm Response			
	Fire False Alarm Response (Eng, truck, Bat Chief)	\$ 318	\$ 331
	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	\$ 210	\$ 218
	Enginer Company - hourly rate	\$ 632	\$ 657
	Copy Service - per page	0.11	0.11
	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 FEES**

		23/24 Adopted (3.6%)	24/25 Adopted (4.%)
POLICE DEPARTMENT FEES			
RECORDS, DOCUMENTS AND SPECIAL SERVICES			
	Accident reports (Cost of Printing Only)	\$ 0.25	\$ 0.25
	Accident reports (Counter Report)	\$ 52	\$ 54
	Police Report - per PRA		
	DVD/CD Copy	\$ 40	\$ 42
	U-Visa Request	\$ 139	\$ -
	Sworn		
	Non-sworn		
	Outside Agency CLETS Entry (statewide database)	\$ 62	\$ 64
	Outside Agency background request	\$ 22	\$ 23
	Outside Agency background request - other City jurisdiction	\$ 22	\$ 23
	Firearms Storage Fee	\$ 373	\$ 388
	Building Security Services (secure building after a burglary)	\$ 449	\$ 467
	Sworn		
	Non-Sworn		
ALARMS / DISTURBANCE			
Alarm Use Permit			
	Residential new application	\$ 126	\$ 131
	Sworn		
	Non-Sworn		
	Residential annual renewal fee		
	Non-Sworn	\$ 40	\$ 42
	Commercial new application	\$ 126	\$ 131
	Sworn		
	Non-Sworn		
	Commercial annual renewal fee		
	Non-Sworn	\$ 40	\$ 42
False Alarm Assessment			
	First Alarm Response	\$ 215	\$ 224
	Sworn (2 units)		
	Non-sworn		
	Second Response	\$ 215	\$ 224
	Sworn		
	Non-sworn		

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF POLICE DEPARTMENT FEES**

		23/24 Adopted (3.6%)	24/25 Adopted (4.%)
POLICE DEPARTMENT FEES			
	Each Additional Response Sworn Non-sworn	\$ 215	\$ 224
	Response to Peace Disturbance		
	First Response Sworn Non-sworn	\$ 215	\$ 224
	Second Response Sworn Non-sworn	\$ 215	\$ 224
	Each Additional Response Sworn Non-sworn	\$ 215	\$ 224
VEHICULAR			
	Equipment Violation, re-inspection (written by SPD)	\$ 13	\$ 14
	Equipment Violation, re-inspection (written by non SPD)	\$ 13	\$ 14
	Vehicle Abatement Per vehicle Sworn Non-sworn	\$ 255	\$ 265
	Vehicle Abatement Appeal	\$ 123	\$ 128
	Impound Vehicle Release Fee (30 day hold) - no license Sworn Non-sworn	\$ 255	\$ 265
	Impound Vehicle Release Fee Sworn Non-sworn	\$ 223	\$ 232
	Impound Release - repo fee Regulated by State. Do Not Increase	\$ 15	\$ 15

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF POLICE DEPARTMENT FEES**

		23/24 Adopted (3.6%)	24/25 Adopted (4.%)
POLICE DEPARTMENT FEES			
FORT ORD CODE ENFORCEMENT			
	Fine for metal detecting on Fort Ord property	\$ 575	\$ 598
ILLEGAL FIREWORKS CODE ENFORCEMENT			
	Fine for illegal fireworks	\$ 1,000	\$ 1,000
EMERGENCY RESPONSE			
	DUI Incident Recovery	\$ 386	\$ 401
	DUI Accident/Hazmat Incident/Emergency Response Recovery Hourly Rates (Full Cost Recovery)	\$ 193	\$ 201
REGULATORY PERMITS			
	Tow Service Provider Application (annual) sworn non-sworn	\$ 545	\$ 567
	Vending Vehicles-new sworn non-sworn	\$ 68	\$ 71
	Vending Vehicles-renewal sworn non-sworn	\$ 68	\$ 71
	Massage Establishment/Technician-new sworn non-sworn	\$ 117	\$ 122
	Massage Establishment/Technician-renewal sworn non-sworn	\$ 117	\$ 122
	Solicitor-new sworn non-sworn	\$ 80	\$ 83
	Solicitor-renewal sworn non-sworn	\$ 80	\$ 83
	Pawn/Secondhand/Junk-new sworn non-sworn	\$ 610	\$ 634

Fee Schedule 39

**CITY OF SEASIDE
MASTER FEE SCHEDULE
SCHEDULE OF POLICE DEPARTMENT FEES**

		23/24 Adopted (3.6%)	24/25 Adopted (4.%)
POLICE DEPARTMENT FEES			
	Pawn/Secondhand/Junk-renewal sworn non-sworn	\$ 610	\$ 634
	Live Entertainment/Dance (special event) sworn non-sworn	\$ 80	\$ 83
	Firearms-new sworn non-sworn	\$ 610	\$ 634
	Firearms-renewal sworn non-sworn	\$ 610	\$ 634
	ABC Permit Review sworn non-sworn	\$ 126	\$ 131
	Taxi Driver Permit (annual)	\$ 32	\$ 33
	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 - ANIMAL SERVICES FEES

		23/24 Adopted (3.6%)	24/25 Adopted (4.%)
POLICE DEPARTMENT - ANIMAL SERVICES			
ANIMAL CONTROL SERVICES			
Dog License Fee			
Unaltered - Resident:			
7 months	\$ 29	\$ 29	
13 months	\$ 29	\$ 29	
25 months or more	\$ 29	\$ 29	
Altered- Resident:			
7 months	\$ 29	\$ 29	
13 months	\$ 29	\$ 29	
25 months or more	\$ 29	\$ 29	
Unaltered - Senior Citizen (65 years and older)			
7 months	\$ 11	\$ 11	
13 months	\$ 11	\$ 11	
25 months or more	\$ 11	\$ 11	
Altered - Senior Citizen (65 years and older)			
7 months	\$ 11	\$ 11	
13 months	\$ 11	\$ 11	
25 months or more	\$ 11	\$ 11	
Late Filing Fee	\$ 29	\$ 29	
Replacement of Lost Dog Tag	\$ 29	\$ 29	
License Transfer Fee	\$ 29	\$ 29	
Animal Impound Fines			
Licensed	\$ 64	\$ 64	
Unlicensed	\$ 98	\$ 99	
2nd Offense (all)	\$ 132	\$ 132	
3rd or more offense (all)	\$ 259	\$ 260	



<i>POSITION CONTROL LIST</i>

CITY OF SEASIDE
FULL-TIME POSITION LIST (All Positions)
DRAFT Fiscal Year 2024-2025

JOB TITLE	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	
	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS / FROZEN POSITIONS	
					Active	Frozen
OFFICE OF THE CITY MANAGER						
CITY MANAGER	1	1	1	1	1	1
ASSISTANT CITY MANAGER	1	1	1	1	1	1
PROJECT MANAGER	-	-	-	-	1	1
ADMINISTRATIVE ASSISTANT	-	-	1	1	1	-
EXECUTIVE ASSISTANT	-	-	1	1	1	1
SUB TOTAL	2	2	4	5	4	-
CITY CLERK						
PUBLIC AFFAIRS OFFICER / CITY CLERK	-	-	-	-	-	1
CITY CLERK	1	1	1	1	1	-
COMMUNICATIONS AND PUBLIC ENGAGEMENT COORDINATOR	-	1	1	1	-	1
ADMINISTRATIVE ASSISTANT	-	-	-	-	-	1
SUB TOTAL	1	2	2	2	2	1
TOTAL CITY MANAGER	3	4	6	7	6	1
CITY ATTORNEY						
CITY ATTORNEY	1	1	1	1	1	1
LEGAL ASSISTANT (UNCLASSIFIED)	-	1	1	1	1	1
TOTAL CITY ATTORNEY	1	2	2	2	2	-
MANAGEMENT INFORMATION SYSTEMS						
INFORMATION SVCS DIRECTOR *Added FY 24-25	-	-	-	-	-	1
INFORMATION SVCS MGR	1	1	1	1	1	-
INFORMATION SVCS SPECIALIST	-	-	-	-	-	1
INFORMATION SVCS TECHNICIAN	1	1	1	1	1	1
GEOGRAPHICAL INFORMATION SYSTEMS COORD.	-	-	-	-	-	-
TOTAL MANAGEMENT INFORMATION SYSTEMS *Moved to separate department in 24-25	2	2	2	2	2	3
FINANCE DEPARTMENT						

		2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	
JOB TITLE	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS / FROZEN POSITIONS	
						Active	Frozen
	FINANCE DIRECTOR	1	1	1	1	1	
FINANCE DIVISION							
	ASST FINANCE DIRECTOR	1	1	1	1	1	
	ACCOUNTANT II	1	1	1	1	1	
	FINANCIAL ANALYST	-	-	1	1	1	
	PAYROLL TECHNICIAN	1	1	1	1	1	
	ACCOUNTANT	-	-	-	1	1	
	ACCOUNTING TECHNICIAN	2	2	2	1	1	
	SUB TOTAL	5	5	6	6	6	-
TOTAL FINANCE DEPARTMENT		6	6	7	7	7	-
HUMAN RESOURCES DEPARTMENT							
	HUMAN RESOURCES DIRECTOR / RISK MANAGER	1	1	1	1	1	
	ASSISTANT HUMAN RESOURCES DIRECTOR / RISK MANAGER	-	-	-	-	1	
	HUMAN RESOURCES ANALYST (reclassified FY 24-25)	-	1	1	1	-	
	ADMINISTRATIVE ANALYST (Shared with PD and Fire)	1	1	-	-	-	
	HUMAN RESOURCES SPECIALIST	1	-	-	2	2	
	RISK MANAGEMENT TECHNICIAN	-	-	1	-	1	1
	SENIOR ADMINISTRATIVE ASSISTANT (reclassified FY 23-24)	-	-	1	-	-	
	ADMINISTRATIVE ASSISTANT (reclassified FY 23-24)	-	1	1	-	-	
TOTAL HUMAN RESOURCES		3	4	5	4	4	1
POLICE DEPARTMENT							
	CHIEF OF POLICE	1	1	1	1	1	
	ADMINISTRATIVE ANALYST II	-	1	1	-	-	
	ADMINISTRATIVE ANALYST	-	-	-	1	-	1
	SENIOR ADMINISTRATIVE ASSISTANT - POLICE	1	1	1	1	1	
	DEPUTY CHIEF	2	1	1	-	-	1
	COMMANDER	-	2	2	2	2	
	POLICE SERGEANT	4	5	5	5	5	
	POLICE CORPORAL	2	2	2	-	-	
	POLICE OFFICER	23	23	23	26	25	1
	VEHICLE ABATEMENT OFFICER	1	1	1	1	1	
	PARKING COMPLIANCE SPECIALIST	-	2	2	2	2	

		2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	
JOB TITLE	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS / FROZEN POSITIONS	
						Active	Frozen
	ANIMAL CARE SPECIALIST (TITLE CHANGE 21-22)	1	1	1	1	1	
	POLICE RECORDS SUPERVISOR	1	1	1	1	1	
	POLICE RECORDS SPECIALIST	1	-	-	-	-	
	COMMUNITY RESOURCES SPECIALIST (Title Change 21-22)	1	3	3	3	3	
	POLICE RECORDS TECHNICIAN	4	5	5	5	5	
	POLICE SERVICES SPECIALIST	2	2	2	2	2	
TOTAL POLICE		44	51	51	51	49	3
FIRE DEPARTMENT							
	FIRE CHIEF	1	1	1	1	1	
	DEPUTY FIRE CHIEF	-	-	1	1	1	
	ADMINISTRATIVE ASSISTANT	-	1	1	1	-	
	SENIOR ADMINISTRATIVE ASSISTANT	-	-	-	-	1	
	DIVISION CHIEF	3	3	3	3	3	
	FIRE CAPTAIN	6	6	6	6	6	
	FIRE ENGINEER	6	6	6	6	6	
	FIREFIGHTER (+3 SAFER Grant 15/16, SAFER Grant ended FY 21-22)	10	10	9	10	10	
TOTAL FIRE	1 over hire by 2 to be eliminated through attrition	26	27	27	28	28	-
COMMUNITY AND DEVELOPMENT DEPARTMENT							
	ASSISTANT CITY MANAGER	1	1	1	-	-	
	ECONOMIC DEVELOPMENT DIRECTOR	-	-	-	1	1	
	HOUSING PROGRAMS MANAGER	1	1	1	1	1	
	ADMINISTRATIVE ASSISTANT- HOUSING	-	-	1	1	1	
	ECONOMIC DEVELOPMENT AND COMMUNITY PLANNING MANAGER	-	-	1	1	1	
	ADMINISTRATIVE ASSISTANT	-	1	1	1	1	
	ADMINISTRATIVE ANALYST II	1	1	2	2	2	
	ADMINISTRATIVE ANALYST	-	-	-	-	-	
	SENIOR PLANNER	-	1	1	1	1	
	ASSOCIATE PLANNER	2	1	1	1	1	
	ASSISTANT PLANNER	-	1	1	1	1	
TOTAL COMMUNITY, HOUSING, AND ECONOMIC DEVELOPMENT DEPT		5	7	10	10	10	-
BUILDING DEPARTMENT							

							2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	
JOB TITLE							NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS / FROZEN POSITIONS	
											Active	Frozen
	CHIEF BUILDING OFFICIAL						1	1	1	1	1	
	BUILDING OFFICIAL						-	-	-	-	-	
	SENIOR ADMINISTRATIVE ASSISTANT						3	3	2	1	1	
	BUILDING INSPECTOR						1	2	2	1	1	1
	CODE COMPLIANCE COORDINATOR						-	1	1	1	1	
	CODE COMPLIANCE SPECIALIST (Title Change 21-22)						1	1	1	1	1	
	ADMINISTRATIVE ASSISTANT (*1 in FY 23-24)						-	-	1	2	1	1
TOTAL BUILDING							6	8	8	7	6	2
PUBLIC WORKS												
	ENGINEERING / ADMIN											
	PUBLIC WORKS DIRECTOR / CITY ENGINEER						1	1	1	1	1	
	PUBLIC WORKS SERVICES MANAGER / CITY ENGINEER (-1 in FY 24-25)						-	-	-	1	-	
	ASSISTANT PUBLIC WORKS DIRECTOR						-	-	-	1	1	
	SENIOR ADMINISTRATIVE ASSISTANT						1	1	1	1	1	
	SENIOR CIVIL ENGINEER						1	2	2	1	1	1
	ASSOCIATE CIVIL ENGINEER						1	2	2	1	2	
	ASSISTANT ENGINEER						1	1	1	1	1	
	JUNIOR ENGINEER						1	1	1	1	1	
	ADMINISTRATIVE ANALYST II						-	-	1	1	1	
	SUB TOTAL						6	8	9	9	9	1
ESCA												
	ESCA PROGRAM DIRECTOR						-	1	1	1	1	
	ADMINISTRATIVE ANALYST II						-	1	1	1	1	
	SUB TOTAL						-	2	2	2	2	-
MAINTENANCE												
	MAINTENANCE AND UTILITIES SUPERINTENDENT						1	1	1	1	1	
	SENIOR ADMINISTRATIVE ANALYST						-	-	-	1	-	
	ADMINISTRATIVE ANALYST II						1	1	1	-	1	
	ADMINISTRATIVE ASSISTANT						-	-	1	1	1	
	MAINTENANCE FIELD SUPERVISOR						-	-	1	-	-	1
	UTILITIES FIELD SUPERVISOR						1	1	1	1	1	
	SENIOR MAINTENANCE & UTILITIES WORKER (*1)						4	4	4	4	4	
	MAINTENANCE & UTILITIES WORKER III (*1)						2	3	3	2	2	1
	MAINTENANCE & UTILITIES WORKER II						3	3	6	6	6	

		2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	
JOB TITLE		NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS / FROZEN POSITIONS	
						Active	Frozen
	BUILDING MAINTENANCE SPECIALIST	3	3	4	4	3	1
	ELECTRICIAN	1	1	1	1	1	
	STREET SWEEPER OPERATOR	1	1	1	1	1	
	SUB TOTAL	17	18	24	22	21	3
WATER							
	SENIOR MAINTENANCE & UTILITIES WORKER*	1	1	1	1	1	
	MAINTENANCE & UTILITIES WORKER III *	1	1	1	1	1	
	MAINTENANCE & UTILITIES WORKER II	-	-	-	-	-	
	WATER SYSTEM OPERATOR	-	-	-	1	1	
	SUB TOTAL	2	2	2	3	3	-
PARKS							
	SENIOR MAINTENANCE & UTILITIES WORKER	1	1	1	1	1	
	MAINTENANCE & UTILITIES WORKER III	-	1	1	1	1	
	MAINTENANCE & UTILITIES WORKER II	3	6	6	6	6	
	PARKS MAINTENANCE CREW CHIEF	-	-	-	-	-	
	IRRIGATION SPECIALIST	1	1	1	1	1	
	PARKS MAINTENANCE WORKER I	-	-	-	-	-	
	PARKS MAINTENANCE WORKER II	-	-	-	-	-	
	SUB TOTAL	5	9	9	9	9	-
VEHICLE MAINTENANCE							
	MECHANIC	2	2	2	2	2	
	SUB TOTAL	2	2	2	2	2	-
	*currently being underfilled by a lower job class						
TOTAL PUBLIC WORKS		32	41	48	47	46	4
RECREATION & COMMUNITY SERVICES							
	RECREATION DIRECTOR	1	1	1	1	1	
	RECREATION SUPERINTENDENT	-	-	-	1	1	
	RECREATION PROGRAM COORDINATOR	-	-	2	2	2	
	RECREATION SUPERVISOR (reclassified 23-24)	1	2	1	-	-	
	ADMINISTRATIVE ASSISTANT	-	-	1	1	1	
	SENIOR FACILITY ATTENDANT	1	1	1	1	1	
	CUSTODIAN	-	-	1	1	1	
	YOUTH CENTER SUPERVISOR	-	-	1	1	1	
	SUB TOTAL	3	4	8	8	8	-

JOB TITLE	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	
	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS / FROZEN POSITIONS	
					Active	Frozen
YOUTH RESOURCE CENTER						
FAMILY AND COMMUNITY SUPPORT PRACTITIONER	1	1	1	1	1	
YOUTH RESOURCE CENTER COORDINATOR	1	1	1	1	1	
FAMILY AND COMMUNITY SUPPORT TECHNICIAN	-	2	2	2	2	
SUB TOTAL	2	4	4	4	4	-
TOTAL RECREATION	5	8	12	12	12	-
TOTAL ALLOCATED POSITIONS	133	160	178	177	173	11



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SALARY SCHEDULE

CONFIDENTIAL EXEMPT EMPLOYEES'
SALARY SCHEDULE
EFFECTIVE JULY 06, 2024

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	68.129	5,450.32	71.531	5,722.48	75.112	6,008.96	78.873	6,309.84	82.811	6,624.88
F35	INFORMATION SERVICES MANAGER	63.699	5,095.92	66.882	5,350.56	70.229	5,618.32	73.743	5,899.44	77.426	6,194.08
F47	HUMAN RESOURCES ANALYST	45.665	3,653.20	47.947	3,835.76	50.344	4,027.52	52.862	4,228.96	55.505	4,440.40
F50	HUMAN RESOURCES ASSISTANT DIRECTOR/RISK MANAGER	54.815	4,385.20	57.700	4,616.00	60.738	4,859.04	63.935	5,114.80	67.300	5,384.00

NON-REPRESENTED CONFIDENTIAL EMPLOYEES'
SALARY SCHEDULE
EFFECTIVE JULY 08, 2023

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	31.464	2,517.12	33.038	2,643.04	34.692	2,775.36	36.427	2,914.16	38.245	3,059.60
A28	EXECUTIVE ASSISTANT	34.406	2,752.48	36.125	2,890.00	37.933	3,034.64	39.829	3,186.32	41.822	3,345.76
A33	PAYROLL TECHNICIAN	34.767	2,781.36	36.503	2,920.24	38.330	3,066.40	40.246	3,219.68	42.256	3,380.48
A42	HUMAN RESOURCES SPECIALIST	32.897	2,631.76	34.543	2,763.44	36.119	2,889.52	38.087	3,046.96	39.986	3,198.88
H17	INFORMATION SERVICES TECHNICIAN	33.103	2,648.24	34.761	2,780.88	36.495	2,919.60	38.314	3,065.12	40.236	3,218.88
H18	INFORMATION SERVICES NETWORK SPECIALIST	36.737	2,938.96	38.574	3,085.92	40.503	3,240.24	42.527	3,402.16	44.653	3,572.24
H19	LEGAL ASSISTANT	34.406	2,752.48	36.125	2,890.00	37.933	3,034.64	39.829	3,186.32	41.822	3,345.76

**EXECUTIVE MANAGERS
SALARY SCHEDULE
EFFECTIVE JULY 06, 2024**

JOB CLASS CODE	JOB CLASS DESCRIPTION	HOURLY RATE	BI-WEEKLY SALARY
H05	DEPUTY CM - RESOURCE MANAGEMENT	100.499	8,039.92
I01	CITY ATTORNEY	109.661	8,772.88
I02	CITY MANAGER	125.000	10,000.00
R01	POLICE CHIEF	117.801	9,424.08
R02	FIRE CHIEF	114.848	9,187.84
R04	ASSISTANT CITY MANAGER	108.048	8,643.84
R12	HUMAN RESOURCES DIRECTOR	93.853	7,508.24
R13	RECREATION DIRECTOR	98.594	7,887.52
R14	FINANCE DIRECTOR	100.598	8,047.84
R15	HUMAN RESOURCES DIRECTOR/RISK MANAGER	102.256	8,180.48
R17	CHIEF BUILDING OFFICIAL	87.135	6,970.80
R18	ECONOMIC DEVELOPMENT DIRECTOR	76.107	6,088.56
R19	PUBLIC WORKS DIRECTOR/CITY ENGINEER	107.002	8,560.16
R22	ASSISTANT CITY MANAGER - COMM DEV	101.263	8,101.04
R23	PROJECT MANAGER	74.812	5,984.96
R24	INFORMATION TECHNOLOGY DIRECTOR	102.256	8,180.48

EFFECTIVE JULY 06, 2024

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	22.714	1,817.12	23.643	1,891.44	24.556	1,964.48	25.573	2,045.84	26.608	2,128.64
A10	ADMINISTRATIVE ASSISTANT	26.308	2,104.64	27.623	2,209.84	28.995	2,319.60	30.454	2,436.32	31.978	2,558.24
A15	MECHANICS ASSISTANT	25.579	2,046.32	26.860	2,148.80	28.203	2,256.24	29.614	2,369.12	31.095	2,487.60
A20	ACCOUNTING ASSISTANT	28.154	2,252.32	29.320	2,345.60	30.516	2,441.28	31.806	2,544.48	33.171	2,653.68
A22	EQUIPMENT OPERATOR	32.203	2,576.24	33.515	2,681.20	34.936	2,794.88	35.372	2,829.76	37.992	3,039.36
A24	SENIOR ADMINISTRATIVE ASSISTANT	33.208	2,656.64	34.624	2,769.92	36.096	2,887.68	37.654	3,012.32	39.253	3,140.24
A25	MECHANIC	35.942	2,875.36	37.491	2,999.28	39.069	3,125.52	40.747	3,259.76	42.510	3,400.80
A26	BUILDING/PLANNING TECHNICIAN	31.919	2,553.52	33.280	2,662.40	34.693	2,775.44	36.192	2,895.36	37.728	3,018.24
A27	GIS TECHNICIAN	33.171	2,653.68	34.829	2,786.32	36.571	2,925.68	38.399	3,071.92	40.319	3,225.52
A29	ENGINEERING TECHNICIAN	33.869	2,709.52	35.327	2,826.16	36.854	2,948.32	38.458	3,076.64	40.130	3,210.40
A30	CODE COMPLIANCE SPECIALIST	40.603	3,248.24	42.353	3,388.24	44.191	3,535.28	46.119	3,689.52	48.146	3,851.68
A31	JUNIOR ENGINEER	39.684	3,174.72	41.402	3,312.16	43.204	3,456.32	45.087	3,606.96	47.075	3,766.00
A32	BUILDING INSPECTOR	41.728	3,338.24	43.536	3,482.88	45.436	3,634.88	47.438	3,795.04	49.551	3,964.08
A34	ACCOUNTING TECHNICIAN	33.453	2,676.24	34.881	2,790.48	36.357	2,908.56	37.933	3,034.64	39.538	3,163.04
A41	BUILDING TECHNICIAN	31.919	2,553.52	33.280	2,662.40	34.693	2,775.44	36.192	2,895.36	37.728	3,018.24
A56	IRRIGATION SPECIALIST	34.845	2,787.60	36.267	2,901.36	37.803	3,024.24	39.426	3,154.08	41.110	3,288.80
A60	ELECTRICIAN	38.044	3,043.52	39.664	3,173.12	41.375	3,310.00	43.114	3,449.12	44.968	3,597.44
A61	HVAC SPECIALIST	34.136	2,730.88	35.587	2,846.96	37.127	2,970.16	38.686	3,094.88	40.348	3,227.84
A62	STREET SWEEPER OPERATOR	33.301	2,664.08	34.714	2,777.12	36.214	2,897.12	37.733	3,018.64	39.257	3,140.56
A63	MAINTENANCE & UTILITIES WORKER TRAINEE	22.859	1,828.72	24.003	1,920.24	25.204	2,016.32	26.466	2,117.28	27.787	2,222.96
A64	MAINTENANCE & UTILITIES WORKER I	26.070	2,085.60	27.374	2,189.92	28.740	2,299.20	30.179	2,414.32	31.688	2,535.04
A65	APPRENTICE ELECTRICIAN	27.985	2,238.80	29.382	2,350.56	30.852	2,468.16	32.392	2,591.36	34.014	2,721.12
A66	ASSISTANT ELECTRICIAN	29.825	2,386.00	31.315	2,505.20	32.884	2,630.72	34.528	2,762.24	36.253	2,900.24
A67	BUILDING MAINTENANCE SPECIALIST	35.974	2,877.92	37.502	3,000.16	39.125	3,130.00	40.763	3,261.04	42.517	3,401.36
A68	SENIOR MAINTENANCE & UTILITIES WORKER	35.010	2,800.80	36.765	2,941.20	38.604	3,088.32	40.536	3,242.88	42.562	3,404.96
A69	MAINTENANCE & UTILITIES WORKER III	31.904	2,552.32	33.499	2,679.92	35.173	2,813.84	36.932	2,954.56	38.778	3,102.24
A70	MAINTENANCE & UTILITIES WORKER II	28.914	2,313.12	30.362	2,428.96	31.880	2,550.40	33.472	2,677.76	35.149	2,811.92
A71	COMMUNICATIONS & PUBLIC ENGAGEMENT SPECIALIST	33.208	2,656.64	34.624	2,769.92	36.096	2,887.68	37.654	3,012.32	39.253	3,140.24
A72	FAMILY & COMMUNITY SUPPORT TECHNICIAN	32.366	2,589.28	33.983	2,718.64	35.682	2,854.56	37.466	2,997.28	39.339	3,147.12
A73	CODE COMPLIANCE COORDINATOR	43.317	3,465.36	45.482	3,638.56	47.756	3,820.48	50.145	4,011.60	52.651	4,212.08
A74	RISK MANAGEMENT TECHNICIAN	33.615	2,689.20	35.296	2,823.68	37.059	2,964.72	38.918	3,113.44	40.858	3,268.64
A75	WATER SYSTEM OPERATOR	37.217	2,977.36	39.079	3,126.32	41.034	3,282.72	43.085	3,446.80	45.240	3,619.20
F33	ASSISTANT ENGINEER	48.299	3,863.92	50.707	4,056.56	53.246	4,259.68	55.906	4,472.48	58.704	4,696.32
F34	ASSISTANT PLANNER	38.889	3,111.12	40.835	3,266.80	42.877	3,430.16	45.020	3,601.60	47.271	3,781.68
P50	SENIOR FACILITY ATTENDANT	24.985	1,998.80	26.234	2,098.72	27.545	2,203.60	28.923	2,313.84	30.370	2,429.60
S01	RECREATION PROGRAM COORDINATOR	32.763	2,621.04	34.173	2,733.84	35.617	2,849.36	37.149	2,971.92	38.755	3,100.40
Y02	YOUTH RESOURCE CENTER ACTIVITY COORDINATOR	33.927	2,714.16	35.393	2,831.44	36.882	2,950.56	38.468	3,077.44	40.129	3,210.32
Y04	YOUTH CENTER SUPERVISOR	38.071	3,045.68	39.711	3,176.88	41.381	3,310.48	43.160	3,452.80	45.032	3,602.56

SEASIDE FIRE FIGHTERS' ASSOCIATION
SALARY SCHEDULE
EFFECTIVE JULY 06, 2024

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 (112-hour)	33.312	3,730.94	34.979	3,917.65	36.726	4,113.31	38.562	4,318.94	40.489	4,534.77
E05	FIRE ENGINEER (112-hour)	36.775	4,118.80	38.612	4,324.54	40.545	4,541.04	42.572	4,768.06	44.700	5,006.40
E09	FIRE CAPTAIN (112-hour)	40.594	4,546.53	42.626	4,774.11	44.754	5,012.45	46.992	5,263.10	49.343	5,526.42
E01	FIREFIGHTER (80-hour)	46.637	3,730.94	48.969	3,917.52	51.416	4,113.26	53.988	4,319.05	56.685	4,534.80
E05	FIRE ENGINEER (80-hour)	51.485	4,118.80	54.056	4,324.46	56.764	4,541.12	59.601	4,768.06	62.579	5,006.32
E09	FIRE CAPTAIN (80-hour)	56.832	4,546.53	59.677	4,774.19	62.657	5,012.53	65.788	5,263.03	69.079	5,526.34

SEASIDE MANAGEMENT AND SUPERVISORY EMPLOYEES' ASSOCIATION
SALARY SCHEDULE
EFFECTIVE JULY 06, 2024

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	33.322	2,665.76	34.742	2,779.36	36.243	2,899.44	37.766	3,021.28	39.388	3,151.04
A51	UTILITY ENGINEER	46.201	3,696.08	48.312	3,864.96	50.510	4,040.80	52.827	4,226.16	55.186	4,414.88
A96	ADMINISTRATIVE ANALYST II	45.225	3,618.00	47.487	3,798.96	49.861	3,988.88	52.354	4,188.32	54.970	4,397.60
A97	CRIME ANALYST	43.996	3,519.68	46.195	3,695.60	48.504	3,880.32	50.929	4,074.32	53.478	4,278.24
A99	ADMINISTRATIVE ANALYST	41.524	3,321.92	43.599	3,487.92	45.775	3,662.00	48.067	3,845.36	50.466	4,037.28
F10	CITY CLERK	57.328	4,586.24	58.898	4,711.84	61.452	4,916.16	64.148	5,131.84	67.026	5,362.08
F11	PUBLIC AFFAIRS OFFICER/CITY CLERK	61.104	4,888.32	64.159	5,132.72	67.367	5,389.36	70.736	5,658.88	74.272	5,941.76
F13	ACCOUNTANT	39.191	3,135.28	41.150	3,292.00	43.209	3,456.72	45.368	3,629.44	47.637	3,810.96
F16	SENIOR BUILDING INSPECTOR	40.873	3,269.84	42.706	3,416.48	44.623	3,569.84	46.633	3,730.64	48.734	3,898.72
F17	BUILDING OFFICIAL	63.325	5,066.00	66.152	5,292.16	69.149	5,531.92	72.249	5,779.92	75.549	6,043.92
F20	SENIOR PLANNER	51.152	4,092.16	53.700	4,296.00	56.395	4,511.60	59.203	4,736.24	62.177	4,974.16
F21	ASSOCIATE CIVIL ENGINEER	55.090	4,407.20	57.550	4,604.00	60.156	4,812.48	62.852	5,028.16	65.724	5,257.92
F25	GIS COORDINATOR	50.157	4,012.56	52.666	4,213.28	55.298	4,423.84	58.063	4,645.04	60.966	4,877.28
F28	PW SENIOR SERVICES MANAGER/CITY ENGINEER	72.620	5,809.60	76.251	6,100.08	80.062	6,404.96	84.069	6,725.52	88.270	7,061.60
F31	SENIOR CIVIL ENGINEER	62.937	5,034.96	65.756	5,260.48	68.716	5,497.28	71.854	5,748.32	75.164	6,013.12
F32	ASSOCIATE PLANNER	46.547	3,723.76	48.877	3,910.16	51.320	4,105.60	53.887	4,310.96	56.579	4,526.32
F36	RECREATION SUPERINTENDENT	56.965	4,557.20	59.477	4,758.16	62.122	4,969.76	64.873	5,189.84	67.816	5,425.28
F37	RECREATION SUPERINTENDENT - AQUATICS	56.965	4,557.20	59.477	4,758.16	62.122	4,969.76	64.873	5,189.84	67.816	5,425.28
F38	ACCOUNTANT II	43.906	3,512.48	46.099	3,687.92	48.408	3,872.64	50.824	4,065.92	53.366	4,269.28
F40	MAINTENANCE & UTILITIES SUPERINTENDENT	61.717	4,937.36	64.476	5,158.08	67.391	5,391.28	70.414	5,633.12	73.633	5,890.64
F41	ECONOMIC DEVELOP & COMMUNITY PLANING MANAGER	64.463	5,157.04	67.687	5,414.96	71.070	5,685.60	74.625	5,970.00	75.376	6,030.08
F42	MAINTENANCE FIELD SUPERVISOR	42.993	3,439.44	45.140	3,611.20	47.397	3,791.76	49.768	3,981.44	52.256	4,180.48
F43	UTILITIES FIELD SUPERVISOR	46.365	3,709.20	48.683	3,894.64	51.117	4,089.36	53.674	4,293.92	56.359	4,508.72
F44	HOUSING PROGRAM MANAGER	55.467	4,437.36	58.251	4,660.08	61.133	4,892.24	64.212	5,136.96	67.421	5,393.68
F45	RECREATION SUPERVISOR	41.245	3,299.60	43.309	3,464.72	45.474	3,637.92	47.747	3,819.76	50.134	4,010.72
F46	FAMILY & COMMUNITY SUPPORT PRACTITIONER	41.524	3,321.92	43.599	3,487.92	45.775	3,662.00	48.065	3,845.20	50.466	4,037.28
F47	FINANCE ANALYST	45.225	3,618.00	47.487	3,798.96	49.861	3,988.88	52.354	4,188.32	54.970	4,397.60
F49	ASSISTANT PUBLIC WORKS DIRECTOR	80.233	6,418.64	84.245	6,739.60	88.456	7,076.48	92.879	7,430.32	97.524	7,801.92

SEASIDE POLICE OFFICERS' ASSOCIATION
SALARY SCHEDULE
EFFECTIVE JULY 06, 2024

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)	52.478	4,198.24	55.098	4,407.84	57.855	4,628.40	60.745	4,859.60	63.769	5,101.52
D01	POLICE OFFICER (84-HOUR)	52.478	4,408.15	55.098	4,628.23	57.855	4,859.82	60.745	5,102.58	63.769	5,356.60
D07	POLICE SERGEANT (80-HOUR)	64.212	5,136.96	67.441	5,395.28	70.797	5,663.76	74.341	5,947.28	78.075	6,246.00
D07	POLICE SERGEANT (84-HOUR)	64.212	5,393.81	67.441	5,665.04	70.797	5,946.95	74.341	6,244.64	78.075	6,558.30
D09	POLICE CORPORAL (80-HOUR)	58.068	4,645.44	60.965	4,877.20	64.020	5,121.60	67.215	5,377.20	70.560	5,644.80
D09	POLICE CORPORAL (84-HOUR)	58.068	4,877.71	60.965	5,121.06	64.020	5,377.68	67.215	5,646.06	70.560	5,927.04

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	33.521	2,681.68	35.181	2,814.48	36.949	2,955.92	38.807	3,104.56	40.738	3,259.04
B02	VEHICLE ABATEMENT OFFICER	40.824	3,265.92	42.583	3,406.64	44.431	3,554.48	46.370	3,709.60	48.409	3,872.72
B06	ANIMAL CARE SPECIALIST	31.912	2,552.96	33.499	2,679.92	35.172	2,813.76	36.942	2,955.36	38.774	3,101.92
B11	POLICE RECORDS SPECIALIST	33.701	2,696.08	35.387	2,830.96	37.157	2,972.56	39.015	3,121.20	40.964	3,277.12
B12	POLICE RECORDS SUPERVISOR	40.685	3,254.80	42.741	3,419.28	44.851	3,588.08	47.108	3,768.64	49.481	3,958.48
B15	SENIOR ADMIN ASSISTANT - PO	34.405	2,752.40	35.865	2,869.20	37.393	2,991.44	39.011	3,120.88	40.666	3,253.28
B16	PARKING COMPLIANCE SPECIALIST	32.135	2,570.80	33.740	2,699.20	35.427	2,834.16	37.195	2,975.60	39.055	3,124.40
C01	POLICE RECORDS TECHNICIAN	30.318	2,425.44	31.851	2,548.08	33.420	2,673.60	35.104	2,808.32	36.873	2,949.84
D04	DETENTION OFFICER	32.135	2,570.80	33.740	2,699.20	35.427	2,834.16	37.195	2,975.60	39.055	3,124.40
D05	CSO/DETENTION OFFICER	32.135	2,570.80	33.740	2,699.20	35.427	2,834.16	37.195	2,975.60	39.055	3,124.40
D08	POLICE OFFICER RECRUIT	40.345	3,227.60	42.359	3,388.72	44.479	3,558.32	46.704	3,736.32	49.039	3,923.12

SEASIDE PUBLIC SAFETY MANAGEMENT ASSOCIATION
SALARY SCHEDULE
EFFECTIVE JULY 06, 2024

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	51.834	5,805.41	54.425	6,095.60	57.143	6,400.02	60.004	6,720.45	63.001	7,056.11
E13	DEPUTY FIRE CHIEF	80.999	6,479.92	85.048	6,803.84	89.302	7,144.16	93.766	7,501.28	98.455	7,876.40
G13	POLICE COMMANDER	75.188	6,015.04	79.150	6,332.00	83.321	6,665.68	87.706	7,016.48	92.312	7,384.96
G19	POLICE DEPUTY CHIEF	86.508	6,920.64	91.068	7,285.44	95.854	7,668.32	100.882	8,070.56	106.209	8,496.72



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STATISTICAL SECTION

**CITY OF SEASIDE
STATISTICAL SECTION OVERVIEW
FISCAL YEAR 2022-2023**

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 reader 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 reader 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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
<u>Government Activities</u>										
Net Investment in Capital Assets	\$ 51,872,826	\$ 50,954,744	\$ 50,040,441	\$ 49,022,604	\$ 54,350,475	\$ 56,622,001	\$ 54,433,656	\$ 168,453,241	\$ 159,995,200	\$ 166,930,564
Restricted	9,550,630	9,710,239	9,660,491	9,987,477	11,041,019	13,070,718	22,025,754	16,529,392	20,625,424	19,285,040
Total Unrestricted - Government Activities	4,838,270	(30,609,347)	(27,683,363)	(26,815,983)	(32,746,156)	(34,262,721)	(32,454,795)	(23,913,563)	(9,897,255)	(4,347,644)
Total Government Activities	\$ 66,261,726	\$ 30,055,636	\$ 32,017,569	\$ 32,194,098	\$ 32,645,338	\$ 35,429,998	\$ 44,004,615	\$ 161,069,070	\$ 170,723,369	\$ 181,867,960
<u>Business-Type Activities</u>										
Net Investment in Capital Assets	\$ 9,327,351	\$ 9,161,793	\$ 9,001,236	\$ 8,838,539	\$ 8,759,020	\$ 8,693,218	\$ 8,630,526	\$ 8,525,675	\$ 8,537,143	\$ 16,055,543
Restricted	543,036	545,635	545,635	550,634	550,634	550,634	550,635	550,633	568,215	573,939
Total Unrestricted - Business-Type Activities	821,517	571,472	481,764	427,342	325,542	(137,586)	(80,585)	(146,681)	183,750	(6,304,584)
Total Business-Type Activities	\$ 10,691,904	\$ 10,278,900	\$ 10,028,635	\$ 9,816,515	\$ 9,635,196	\$ 9,106,266	\$ 9,100,576	\$ 8,929,627	\$ 9,289,108	\$ 10,324,898
<u>Primary Government</u>										
Net Investment in Capital Assets	\$ 61,200,177	\$ 60,116,537	\$ 59,041,677	\$ 57,861,143	\$ 63,109,495	\$ 65,315,219	\$ 63,064,182	\$ 176,978,916	\$ 168,532,343	\$ 182,986,107
Unrestricted Net Position	5,659,787	(30,037,875)	(27,201,599)	(26,388,641)	(32,420,614)	(34,400,307)	(32,535,380)	(24,060,244)	(9,713,505)	(10,652,228)
Net Investment in Capital Assets & Unrestricted Net Position	66,859,964	30,078,662	31,840,078	31,472,502	30,688,881	30,914,912	30,528,802	152,918,672	158,818,838	172,333,879
Restricted Net Position	10,093,666	10,255,874	10,206,126	10,538,111	11,591,653	13,621,352	22,576,389	17,080,025	21,193,639	19,858,979
Total Primary Government Net Position	\$ 76,953,630	\$ 40,334,536	\$ 42,046,204	\$ 42,010,613	\$ 42,280,534	\$ 44,536,264	\$ 53,105,191	\$ 169,998,697	\$ 180,012,477	\$ 192,192,858

Source: City of Seaside

CITY OF SEASIDE
CHANGES IN NET POSITION
LAST TEN FISCAL YEARS

OPERATING INFORMATION
SCHEDULE 2

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Primary Government - Program Revenues										
Governmental Activities										
Charges for Services:										
General Government	\$ 40,876	\$ 106,735	\$ 188,062	\$ 217,374	\$ 297,811	\$ 252,731	\$ 968,286	\$ 196,437	\$ 500,907	\$ 1,018,195
Public Safety	711,176	726,544	1,390,208	1,390,208	899,702	704,238	613,662	306,075	360,751	294,619
Recreation	326,626	353,884	346,200	369,254	431,753	430,767	237,205	58,659	-	-
Public Works	1,040,278	1,373,881	801,450	953,293	854,113	689,194	1,248,540	890,107	3,363,814	2,830,239
Community Development	515,513	740,415	703,797	738,646	930,582	801,354	1,032,421	662,754	1,577,488	1,834,765
Operating Grants and Contributions	1,020,495	2,104,725	2,147,228	1,617,304	2,829,733	1,589,329	10,522,616	3,433,800	12,408,162	4,279,563
Capital Grants and Contributions	106,134	666,409	166,888	840,389	3,582,841	1,155,650	878,861	1,575,799	1,320,607	1,321,906
Total Governmental Activities - Program Revenues	3,761,098	6,072,593	5,743,833	5,438,404	9,826,535	5,623,263	15,501,591	7,123,631	19,531,729	11,579,287
Business - Type Activities										
Charges for Services - Water Fund	814,484	707,032	678,368	648,474	668,476	656,972	761,556	1,029,925	1,267,779	1,079,871
Charges for Services - Golf Fund	336,913	337,153	337,053	336,613	335,663	339,363	337,362	335,013	339,882	338,763
Total Business - Type Activities Program Revenues	1,151,397	1,044,185	1,015,421	985,087	1,004,139	996,335	1,098,918	1,364,938	1,607,661	1,418,634
Total Primary Government - Program Revenues	4,912,495	7,116,778	6,759,254	6,423,491	10,830,674	6,619,598	16,600,509	8,488,569	21,139,390	12,997,921
General Revenues & Other Changes in Net Position										
Governmental Activities										
Taxes										
Property Taxes	4,715,562	6,008,714	6,324,164	6,785,706	7,397,804	7,118,816	8,493,622	9,407,981	19,370,575	21,778,926
Gas Tax	1,054,371	843,349	699,318	616,804	706,363	576,499	705,093	707,659	752,706	798,015
Sales and Use Taxes	9,445,102	10,000,085	11,475,160	11,657,020	14,199,670	16,118,300	14,883,836	19,498,687	10,694,493	10,807,903
Transient Occupancy Tax	2,419,935	2,665,733	2,902,459	2,701,621	2,922,110	3,424,302	3,038,525	2,661,684	4,121,252	4,129,418
Other Taxes	4,984,854	3,962,379	4,434,597	4,493,014	4,726,372	4,960,249	5,747,067	6,615,147	6,561,981	6,802,434
Total Taxes	22,619,824	23,480,260	25,835,698	26,254,165	29,952,319	32,198,166	32,868,143	38,891,158	41,501,007	44,316,696
Investment Earnings	638,839	523,547	50,097	80,448	203,822	296,165	296,448	499,736	103,567	955,931
Miscellaneous	113,086	22,779	223,414	570,180	527,169	514,565	3,305,155	1,533,760	34,512	102,320
Transfers and Other	2,400	2,531	1,693	2,035	386	199,745	439	-	-	(1,500,000)
Total Governmental Activities - General Revenues	23,374,149	24,029,117	26,110,902	26,906,828	30,683,696	33,208,641	36,470,185	40,924,654	41,639,086	43,874,947
Business - type Activities										
Investment Earnings	4,507	5,554	5,410	7,132	917	14,893	4,885	1,865	(221,009)	(236,892)
Miscellaneous	23,616	11,738	-	14,065	1,565	1,437	26,993	3,487	36,466	(231)
Transfers	(2,400)	(2,531)	(1,693)	(2,035)	(386)	(399)	(439)	-	-	1,500,000
Total Business - Type Activities - General Revenues	25,723	14,761	3,717	19,162	2,096	15,931	31,439	5,352	(184,543)	1,262,877
General Revenues & Other Changes in Net Position	28,312,367	31,160,656	32,873,873	33,349,481	41,516,466	39,844,170	53,102,133	49,418,575	62,593,933	58,135,745

(continued)

**CITY OF SEASIDE
CHANGES IN NET POSITION
LAST TEN FISCAL YEARS**

**OPERATING INFORMATION
SCHEDULE 2**

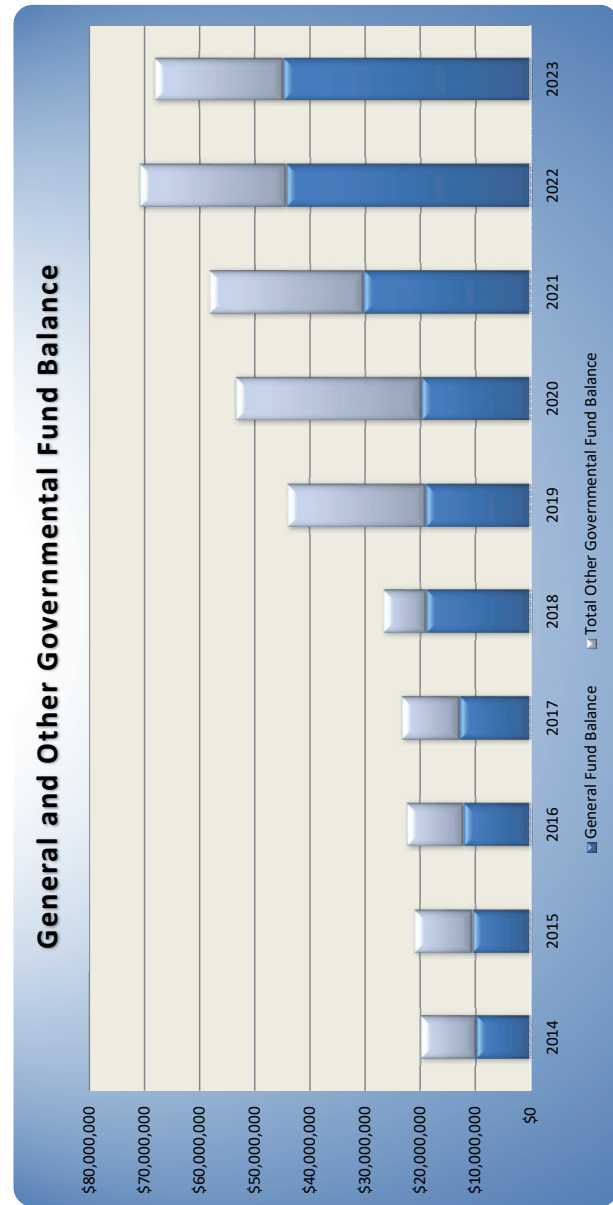
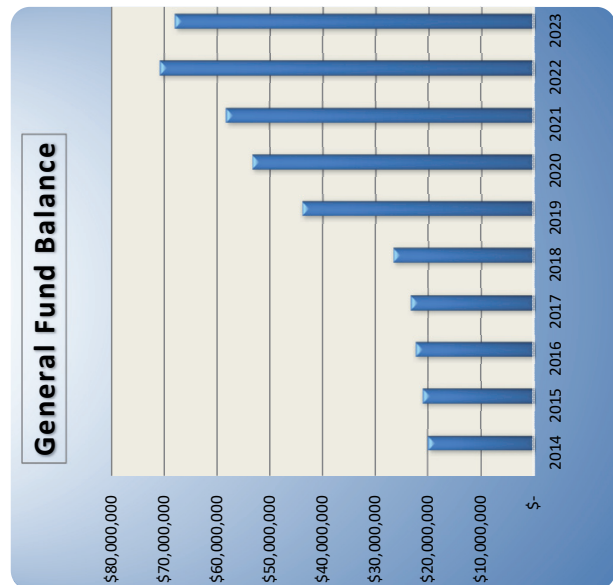
<u>Expenses</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Governmental Activities										
General Government	1,377,226	1,129,508	821,822	1,367,688	1,459,672	1,336,795	1,011,992	837,279	2,275,569	4,072,018
Public Safety	16,155,119	17,056,925	18,222,421	20,252,913	21,624,482	22,925,383	26,837,769	23,518,274	26,277,921	21,560,075
Recreation	1,837,260	2,171,171	2,382,676	2,119,933	2,795,333	3,045,073	2,756,528	2,619,777	6,314,258	7,030,452
Public Works	6,422,844	8,359,219	6,275,754	6,073,182	6,806,717	6,054,138	8,927,550	16,674,814	6,701,501	4,646,737
Community Development	1,767,207	1,222,876	1,868,761	2,026,315	2,427,146	3,005,889	3,500,840	3,423,683	8,738,315	6,191,622
Interest and fiscal charges	378,828	364,791	321,368	328,672	311,716	1,157,184	870,256	793,191	1,208,952	808,739
Total Governmental Activities Expenses	<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>	<u>51,516,516</u>	<u>44,309,643</u>
Business-Type Activities										
Water Fund	765,971	732,871	839,023	803,438	842,091	1,130,030	721,190	1,154,566	889,299	1,477,751
Golf Fund	428,582	423,951	430,380	412,931	417,104	411,166	414,857	386,673	174,338	167,970
Total Business-Type Activities Expenses	<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>	<u>1,063,637</u>	<u>1,645,721</u>
Total Primary Government Expenses	<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>	<u>52,580,153</u>	<u>45,955,364</u>
Net Revenue (Expenses)										
Governmental Activities	(24,177,386)	(24,231,897)	(24,148,969)	(26,730,299)	(25,598,531)	(31,901,199)	(28,403,344)	(40,743,387)	(31,984,787)	(32,730,356)
Business-type Activities	(43,156)	(112,637)	(253,982)	(231,282)	(255,056)	(544,861)	(37,129)	(176,301)	544,024	(227,087)
Total Net Revenue (Expenses)	<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>	<u>(31,440,763)</u>	<u>(32,957,443)</u>
Changes in Net Position										
Governmental Activities	(803,237)	(202,780)	1,961,933	176,529	5,085,165	1,307,442	8,066,841	181,267	9,654,299	11,144,591
Business-type Activities	(17,433)	(97,876)	(250,265)	(212,120)	(252,960)	(528,930)	(5,690)	(170,949)	359,481	1,035,790
Changes in Net Position	<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>	<u>\$ 10,013,780</u>	<u>\$ 12,180,381</u>

Source: City of Seaside

CITY OF SEASIDE
FUND BALANCES - GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS

OPERATING INFORMATION
SCHEDULE 3

	<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>2022</u>	<u>2023</u>
General Fund										
Nonspendable	\$ 3,156,728	\$ 3,116,562	\$ 3,089,105	\$ 3,051,630	\$ 3,002,927	\$ 2,734,701	\$ 2,425,725	\$ 2,655,428	\$ 2,651,869	\$ 10,131,859
Restricted	76,316	98,286	98,286	482,428	482,428	482,428	-	482,428	-	3,172,035
Committed	5,243,069	4,827,407	4,827,407	6,120,075	6,120,075	12,340,000	9,045,764	11,459,000	11,759,718	18,860,969
Assigned	209	4,875	4,875	4,877	4,880	4,504	-	504,504	4,504	4,504
Unassigned	1,410,727	2,464,966	4,054,668	3,144,680	9,278,725	3,413,168	8,343,680	15,181,618	29,888,289	12,584,340
General Fund Balance	9,887,049	10,512,096	12,074,341	12,803,690	18,889,035	18,974,801	19,815,169	30,282,978	44,304,380	44,753,707
Other Governmental Funds										
Nonspendable	49	3,867	1,980	1,980	1,980	-	-	-	3,398	112
Restricted	9,363,589	9,571,953	9,562,575	9,505,049	9,482,126	28,494,592	33,968,661	20,179,716	18,359,433	17,929,318
Committed	1,754,005	1,980,869	1,688,818	2,138,854	3,130,796	1,754,905	1,877,290	8,062,440	8,413,349	6,797,937
Assigned	810,726	868,616	995,008	846,784	97,300	-	-	-	-	-
Unassigned	(1,916,602)	(2,006,146)	(2,036,626)	(2,049,169)	(4,952,524)	(5,288,174)	(2,269,663)	(308,738)	(232,275)	(1,447,062)
Total Other Governmental Fund Balance	10,011,767	10,419,159	10,211,755	10,443,498	7,759,678	24,961,323	33,576,288	27,933,418	26,543,905	23,280,305
Total Governmental Fund Balance	\$ 19,898,816	\$ 20,931,255	\$ 22,286,096	\$ 23,247,188	\$ 26,648,713	\$ 43,936,124	\$ 53,391,457	\$ 58,216,396	\$ 70,848,285	\$ 68,034,012



CITY OF SEASIDE

CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS

LAST TEN FISCAL YEARS

OPERATING INFORMATION

SCHEDULE 4

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Revenues										
Taxes	\$ 20,732,419	\$ 22,531,390	\$ 25,029,799	\$ 25,527,624	\$ 29,245,956	\$ 32,136,232	\$ 32,163,050	\$ 38,183,499	\$ 42,244,556	\$ 45,054,648
Licenses and permits	435,167	569,497	453,758	547,258	746,988	603,923	685,435	813,155	1,585,327	1,209,979
Fines and penalties	91,877	125,689	116,750	191,194	91,341	110,728	108,119	116,266	93,901	176,582
Use of money and property	306,163	279,813	302,797	337,310	468,163	544,684	569,931	492,918	436,002	1,341,781
Intergovernmental	3,099,137	3,576,581	3,097,446	2,715,012	7,497,261	3,206,397	11,818,608	6,623,069	14,124,632	4,740,037
Charges for services	682,744	2,054,044	1,768,547	1,478,879	1,707,356	1,458,410	1,823,977	1,045,239	1,979,120	2,106,854
Other Revenues	1,780,351	808,305	767,762	1,340,461	809,075	496,874	3,847,936	1,533,760	903,762	2,304,974
Total Revenues	27,127,858	29,945,319	31,536,859	32,137,738	40,566,140	38,557,248	51,017,056	48,807,906	61,367,300	56,994,855
Expenditures										
Current										
General Government	1,056,694	984,027	810,614	1,031,050	1,213,228	1,167,310	730,687	241,994	1,577,358	3,598,345
Public Safety	15,804,070	17,012,057	17,612,637	19,006,092	20,498,579	20,987,803	23,067,859	21,454,742	23,539,832	25,175,872
Recreation	1,705,813	2,086,340	2,323,397	2,554,317	2,504,953	2,921,316	2,448,648	2,435,607	3,938,111	4,585,761
Public Works	4,427,655	6,489,481	4,941,280	5,097,142	5,454,110	5,035,819	6,442,551	7,563,672	7,273,470	11,322,222
Community Development	1,105,985	1,323,926	2,007,029	2,086,472	2,306,086	3,295,662	3,027,532	3,708,223	7,181,769	7,776,767
Capital Outlay	421	89,241	1,129,436	1,174,740	6,896,281	3,863,946	2,709,517	7,245,880	3,093,747	4,928,465
Debt Service	756,217	1,077,674	995,703	986,801	701,459	835,188	1,656,624	1,212,175	1,352,202	1,605,389
Principal	380,166	364,445	323,882	326,786	306,648	1,042,479	887,916	824,461	784,422	764,439
Interest and Fiscal Charges										
Total Expenditures	25,237,021	29,427,191	30,143,978	32,263,400	39,881,344	39,149,523	40,971,334	44,686,754	48,740,911	59,757,260
Revenues over (under) Expenditures	1,890,837	518,128	1,392,881	(125,662)	684,796	(592,275)	10,045,722	4,121,152	12,626,389	(2,822,405)
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	218,772	567,814	28,477	1,127,047	1,610,960	-	-	-	-	1,508,132
Transfer In	2,562,025	2,664,936	1,986,367	3,084,350	1,180,794	3,810,797	9,021,030	11,432,724	18,798,346	7,513,013
Transfer Out	(2,553,925)	(2,718,439)	(2,052,884)	(3,124,643)	(1,150,105)	(3,806,999)	(9,016,855)	(11,428,937)	(18,792,846)	(9,013,013)
Total Other Financing Sources (Uses)	226,872	514,311	(38,040)	1,086,754	2,716,729	16,402,468	4,175	703,787	5,500	8,132
Net Change in Fund Balance	2,117,709	1,032,439	1,354,841	961,092	3,401,525	15,810,193	10,049,897	4,824,939	12,631,889	(2,814,273)
Debt Service as a percentage of non-capital expenditures	4.56%	5.11%	4.61%	4.41%	3.19%	5.48%	6.72%	4.73%	4.52%	4.79%

Source: City of Seaside

CITY OF SEASIDE
GOVERNMENTAL FUNDS - REVENUE BY SOURCE
LAST TEN FISCAL YEARS

OPERATING INFORMATION
SCHEDULE 5

<u>Fiscal Year</u> <u>Ending June 30</u>	<u>Total</u> <u>Taxes</u>	<u>Licenses</u> <u>and Permits</u>	<u>Fines and</u> <u>Forfeitures</u>	<u>Use of Money</u> <u>& Property</u>	<u>Inter-</u> <u>governmental</u>	<u>Charges for</u> <u>Services</u>	<u>Other</u> <u>Revenues</u>	<u>Total Governmental</u> <u>Revenues</u>
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
2022	42,244,556	1,585,327	93,901	436,002	14,124,632	1,979,120	903,762	\$ 61,367,300
2023	45,054,648	1,209,979	176,582	1,341,781	4,740,037	2,106,854	2,304,974	\$ 56,934,855

Source: City of Seaside

CITY OF SEASIDE
GOVERNMENTAL FUNDS - TAXES BY TYPE
LAST TEN FISCAL YEARS

OPERATING INFORMATION
SCHEDULE 6

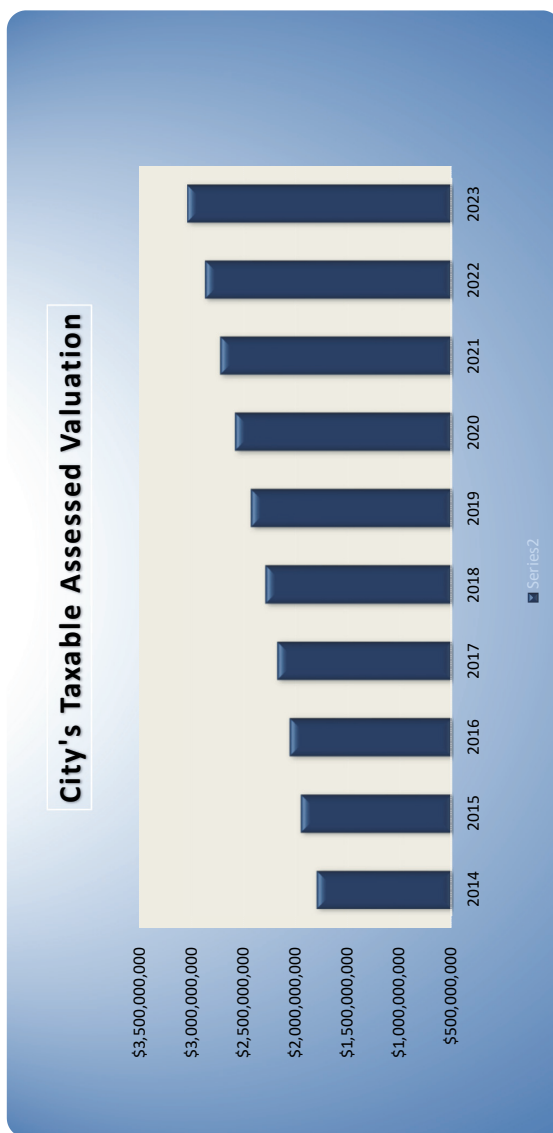
Fiscal Year Ending June 30	Transient				Business License			Utility		Property Tax			Total		Total	
	Transaction Taxes	Sales Taxes	Occupancy Tax	Franchise Taxes	Taxes	Users Tax	Secured	Unsecured	Transfer Tax	Other	Property Tax	Funds	Total	Governmental	Total	Funds
2014	3,435,136	5,902,317	2,419,935	1,175,730	673,048	2,302,678	4,720,196	51,917	49,573	1,889	4,821,686	20,732,419	4,821,686	20,732,419	4,821,686	20,732,419
2015	3,632,758	6,260,528	2,665,733	1,220,294	538,658	2,205,568	5,891,501	58,141	56,930	1,278	6,006,572	22,531,390	6,006,572	22,531,390	6,006,572	22,531,390
2016	3,781,475	7,404,844	2,902,459	1,438,068	770,258	2,236,406	3,181,669	58,670	64,252	3,191,699	3,304,590	25,029,799	3,304,590	25,029,799	3,304,590	25,029,799
2017	3,899,854	7,647,430	2,701,621	1,423,017	585,551	2,484,448	3,451,307	58,697	81,486	3,194,213	3,591,490	25,527,624	3,591,490	25,527,624	3,591,490	25,527,624
2018	4,002,221	9,037,749	2,922,110	1,428,148	733,249	2,512,175	3,892,665	62,706	82,029	4,572,904	4,037,400	29,245,956	4,037,400	29,245,956	4,037,400	29,245,956
2019	4,341,215	10,675,832	3,424,302	1,725,050	820,067	2,415,132	3,384,957	64,457	101,750	5,183,470	3,551,164	32,136,232	3,551,164	32,136,232	3,551,164	32,136,232
2020	4,629,453	9,486,312	3,038,525	1,288,512	843,833	2,405,126	4,513,232	73,274	111,308	5,773,475	4,697,814	32,163,050	4,697,814	32,163,050	4,697,814	32,163,050
2021	5,162,732	13,704,426	2,661,684	1,764,353	630,058	2,804,068	5,234,386	73,991	99,361	6,756,098	5,407,738	38,891,157	5,407,738	38,891,157	5,407,738	38,891,157
2022	6,560,976	13,707,172	4,121,251	1,899,159	710,672	2,754,105	5,521,566	90,277	155,462	6,723,916	5,767,305	42,244,556	5,767,305	42,244,556	5,767,305	42,244,556
2023	6,516,871	14,269,394	4,129,418	1,928,742	798,448	3,091,150	7,352,838	91,729	105,982	6,770,078	7,550,549	45,054,650	7,550,549	45,054,650	7,550,549	45,054,650

Source: City of Seaside

OPERATING INFORMATION
SCHEDULE 7

CITY OF SEASIDE
ASSESSED VALUATION, TAX RATES, AND TAX LEVIES
LAST TEN FISCAL YEARS

Fiscal Year Ending June 30	Secured	Unsecured	City's Taxable Assessed Value	% of Change - from Prior Year	Total Direct Tax Rate
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%
2022	2,760,791,036	105,221,589 \$	2,866,012,625	5.31%	1.0%
2023	2,931,795,048	110,153,788 \$	3,041,948,836	6.14%	1.0%



Source: *Hinderliter de Llanas, 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 reassessed 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 2013-2014

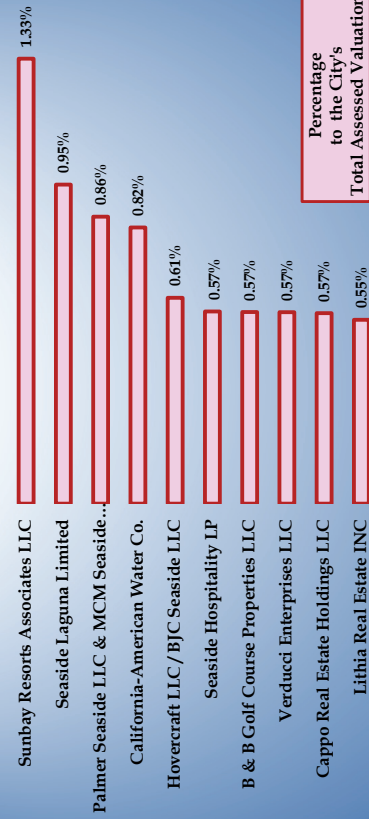
OPERATING INFORMATION
SCHEDULE 8

FY 2022-2023

FY 2013-2014

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	\$ 40,426,979	1.33%	Sunbay Resorts Associates LLC	1	\$ 35,990,502	2.00%
Seaside Laguna Limited	2	\$ 28,981,621	0.95%	Seaside Laguna Limited	2	\$ 28,074,824	1.56%
Palmer Seaside LLC & MCM Seaside LP	3	\$ 26,071,418	0.86%	California-American Water Co.	3	\$ 16,110,394	0.90%
California-American Water Co.	4	\$ 25,092,516	0.82%	B & B Golf Course Properties LLC	4	\$ 15,798,967	0.88%
Hovercraft LLC / BJC Seaside LLC	5	\$ 18,704,170	0.61%	Seaside Hospitality LP	5	\$ 12,000,000	0.67%
Seaside Hospitality LP	6	\$ 17,462,410	0.57%	P and S Real Estate Company	6	\$ 10,282,891	0.57%
B & B Golf Course Properties LLC	7	\$ 17,412,645	0.57%	1050 South 12th Street LLC	7	\$ 7,695,292	0.43%
Verducci Enterprises LLC	8	\$ 17,396,657	0.57%	Bay View Community LLC	8	\$ 7,535,066	0.42%
Cappo Real Estate Holdings LLC	9	\$ 17,309,133	0.57%	Miref Seaside LLC	9	\$ 7,389,385	0.41%
Lithia Real Estate INC	10	\$ 16,704,410	0.55%	Thomas C and Joan K Maher Trust	10	\$ 7,087,098	0.39%
Total Top 10 Taxpayers' Totals		\$ 225,561,959	7.42%	Total Top 10 Taxpayers' Totals		\$ 147,964,419	8.24%
City's Total Assessed Valuation		\$ 3,041,948,836	100%	City's Total Assessed Valuation		\$ 1,796,501,318	100%

City's Top Ten Principal Property Tax Payers - June 30, 2023



Source:

Monterey County Tax Roll

HdL, Coren Cone

City's Top Ten Principal Property Tax Payers - June 30, 2014



CITY OF SEASIDE
TOP 25 SALES TAX PRODUCERS
2013-2014 AND 2022-2023

OPERATING INFORMATION
SCHEDULE 9

Top 25 Sales Tax Producers
(In Alphabetical Order)

<u>Calendar Year 2022</u>		<u>Calendar Year 2013</u>	
Audi Monterey Peninsula	Monterey Peninsula Power Sports	Arco AM PM	Granite Rock
BMW of Monterey	Pdq Food Mart	Audi Monterey Peninsula	Home Depot
Built In Distributors	Porsche Monterey	BMW of Monterey	Land Rover Monterey
Cardinale Nissan	Premier Chevrolet And Cadillac Of Seaside	Built In Distributors	Porsche Monterey
Costco	Quick Lane	Butts Acura	Quick Lane
Cypress Coast Subaru	Reef	Butts Chevrolet Cadillac	Rod & Ros Gas & Food Mart
Ferguson Enterprises	Seaside Cadillac	Cals Chrysler Dodge Jeep Ram	Seaside Shell
Granite Rock	Seaside Chrysler Dodge Jeep Ram Fiat	Cardinale Nissan	Smart & Final
Higher Level of Care Seaside	Seaside Shell	Chili's	Staples
Home Depot	Tesla Motors	Cost Plus World Market	Val Strough Honda Mazda
In N Out Burger	Val Strough Honda Mazda	Cypress Coast Subaru	Victory Toyota Lexus
Jaguar Monterey Land Rover Monterey Volvo Monterey	Victory Toyota	Ferguson Enterprises	Walgreens
Lexus Monterey Peninsula		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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</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		0.01577%	0.03247%	0.02304%	0.02234%	0.02166%	0.02119%	0.02048%	0.02017%	0.03201%	0.03034%
Monterey Peninsula Unified 2010 Series A		<u>0.02131%</u>	<u>0.02277%</u>	<u>0.03000%</u>	<u>0.03000%</u>	<u>0.02890%</u>	<u>0.09196%</u>	<u>0.11707%</u>	<u>0.04145%</u>	<u>0.06042%</u>	<u>0.05654%</u>
Total Overlapping Rates		<u>0.03708%</u>	<u>0.05524%</u>	<u>0.05304%</u>	<u>0.05234%</u>	<u>0.05056%</u>	<u>0.11315%</u>	<u>0.13755%</u>	<u>0.06162%</u>	<u>0.09243%</u>	<u>0.08688%</u>
Total Direct and Overlapping (2) Rates		<u>1.03708%</u>	<u>1.05524%</u>	<u>1.05304%</u>	<u>1.05234%</u>	<u>1.05056%</u>	<u>1.11315%</u>	<u>1.13755%</u>	<u>1.06162%</u>	<u>1.09243%</u>	<u>1.08688%</u>
City's Share of 1% Levy per Proposition 13 (3)		0.178%	0.178%	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)		n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Total Direct Rate (5)		18.098%	18.080%	18.064%	18.053%	18.038%	18.043%	18.012%	18.001%	17.991%	17.977%

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.

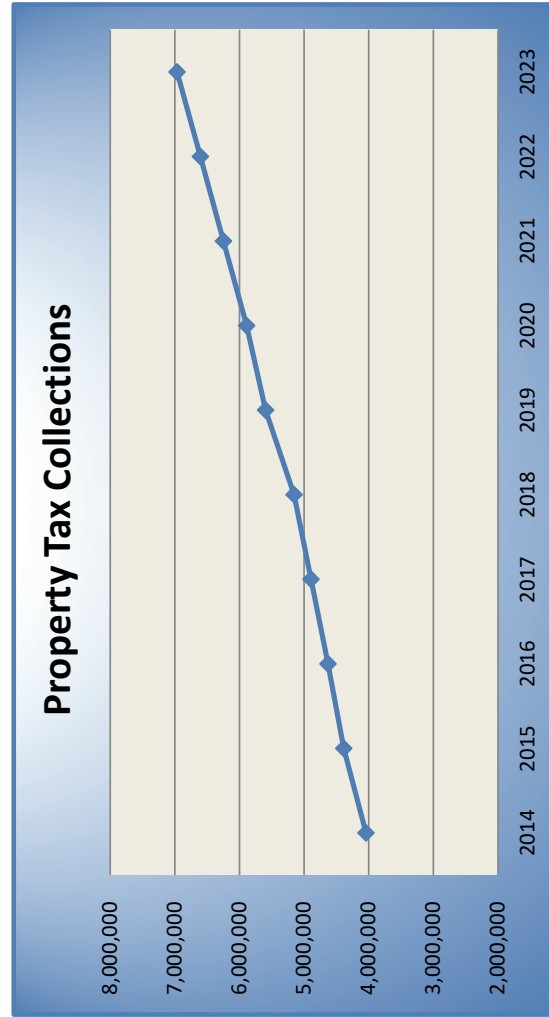
⁵Total Direct Rate is the weighted average of all individual direct rates applied by the City/Agency preparing the statistical section information and excludes revenues derived from aircraft. Beginning in 2013-14 the Total Direct Rate no longer includes revenue generated from the former redevelopment 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 2013/2014 - 2022/2023 Tax Rate Table

CITY OF SEASIDE
PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN FISCAL YEARS

OPERATING INFORMATION
SCHEDULE 11

Fiscal Year Ending June 30	Taxable			
	Assessed Valuation	Property Tax Levies	Property Tax Collections	Percentage of Collections
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%
2022	2,866,012,625	6,607,306	6,604,983	99.96%
2023	3,041,948,836	7,012,909	6,966,245	99.33%



Source:

City of Seaside and County of Monterey, Property Tax Revenue

CITY OF SEASIDE
LEGAL DEBT MARGIN INFORMATION
JUNE 30, 2023

OPERATING INFORMATION
SCHEDULE 12

Total Assessed Value of Property	\$	3,041,948,836
Debt limit percentage (per Government Code)		<u>15%</u>
Total Debt Limit	\$	456,292,325
Amount of Debt Applicable to Debt Limit		<u>-</u>
Legal Debt Margin	\$	<u><u>456,292,325</u></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, 2023

OPERATING INFORMATION
SCHEDULE 13

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Governmental Activities										
Lease Revenue Bonds	\$ 5,715	\$ 5,420	\$ 5,085	\$ 4,710	\$ 4,290	\$ 20,194	\$ 19,255	\$ 18,252	\$ 17,183	\$ 16,034
Notes Payable	935	650	343	35	12	4	-	-	-	-
HUD Obligation	409	272	136	-	-	-	-	-	-	-
Capital Leases	1,057	1,076	695	1,455	2,751	2,361	1,604	1,382	1,510	2,600
Total bonds and notes payable	\$ 8,116	\$ 7,418	\$ 6,259	\$ 6,200	\$ 7,053	\$ 22,559	\$ 20,859	\$ 19,634	\$ 18,693	\$ 18,634
Business Type										
Bonds Payable 3	3,667	3,600	3,567	3,490	3,407	3,320	3,233	3,120	3,013	2,895
Capital Leases	-	-	-	-	22	17	12	7	1	-
Total bonds and notes payable	\$ 3,667	\$ 3,600	\$ 3,567	\$ 3,490	\$ 3,429	\$ 3,337	\$ 3,245	\$ 3,127	\$ 3,014	\$ 2,895
Total Outstanding Debt	\$ 11,783	\$ 11,018	\$ 9,826	\$ 9,690	\$ 10,482	\$ 25,896	\$ 24,104	\$ 22,761	\$ 21,707	\$ 21,529
Percentage of Personal Income	35.22%	32.34%	28.76%	28.28%	31.03%	77.22%	N/A	N/A	N/A	N/A
Percentage of Assessed Value	0.0140%	0.0120%	0.0102%	0.0104%	0.0107%	0.0260%	0.0242%	0.0219%	0.0008%	0.0007%
Net outstanding debt Per Capita	\$352.19	\$323.38	\$287.60	\$282.75	\$310.34	\$772.16	N/A	N/A	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 DEBT
JUNE 30, 2023**

**OPERATING INFORMATION
SCHEDULE 14**

<u>2022-23 Assessed Valuation:</u>	\$3,041,948,836		
	Total Debt		City's Share of
<u>OVERLAPPING TAX AND ASSESSMENT DEBT:</u>	<u>6/30/2023</u>	<u>% Applicable (1)</u>	<u>Debt 6/30/23</u>
Monterey Peninsula Community College District	\$118,657,396	6.599%	\$7,830,202
Monterey Peninsula Unified School District	216,717,679	18.200%	<u>39,442,618</u>
TOTAL OVERLAPPING TAX AND ASSESSMENT DEBT			\$47,272,820
<u>DIRECT AND OVERLAPPING GENERAL FUND DEBT:</u>			
Monterey County General Fund Obligations	\$119,773,645	3.655%	\$4,377,727
Monterey County Board of Education General Fund Obligation	4,534,000	3.655%	165,718
City of Seaside General Fund Obligations	14,375,000	100%	14,375,000
City of Seaside Unamortized Bond Premiums	234,321	100%	234,321 (2)
City of Seaside Capital Leases	2,600,135	100%	2,600,135
City of Seaside Pension Obligation Bonds	1,425,000	100%	1,425,000
Monterey County Water Resources Agency General Fund Obligations	18,755,000	3.655%	<u>685,495</u>
TOTAL GROSS DIRECT AND OVERLAPPING GENERAL FUND DEBT			\$23,863,396
Less: Monterey County supported obligations			<u>104,263</u>
TOTAL NET DIRECT AND OVERLAPPING GENERAL FUND DEBT			\$23,759,133
<u>OVERLAPPING TAX INCREMENT DEBT (Successor Agency):</u>			
Fort Ord Reuse Authority Tax Allocation Bonds	\$28,030,000	30.981%	\$8,683,974
City of Seaside Tax Allocation Bonds	\$1,625,000	100%	<u>\$1,625,000</u>
TOTAL OVERLAPPING TAX INCREMENT DEBT			\$10,308,974
TOTAL DIRECT DEBT			\$18,634,456
TOTAL GROSS OVERLAPPING DEBT			\$62,810,734
TOTAL NET OVERLAPPING DEBT			\$62,706,471
GROSS COMBINED TOTAL DEBT			\$81,445,190 (3)
NET COMBINED TOTAL DEBT			\$81,340,927

- (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) As of 6/30/23.
- (3) Excludes tax and revenue anticipation notes, enterprise revenue, mortgage revenue and non-bonded capital lease obligations.

Ratios to 2022-23 Assessed Valuation:

Total Overlapping Tax and Assessment Debt	1.55%
Total Direct Debt (\$18,634,456)	0.61%
Gross Combined Total Debt	2.68%
Net Combined Total Debt	2.67%

<u>Ratios to Redevelopment Successor Agency Incremental Valuation:</u>	\$1,807,425,366
Total Overlapping Tax Increment Debt	0.57%

Source: California Municipal Statistics, Inc.

CITY OF SEASIDE
DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN FISCAL YEARS

OPERATING INFORMATION
SCHEDULE 15

Calendar Year	<u>Population</u>	Personal Income (in thousands)	Personal Income Per Capita	City's Unemployment Rate	<u>Median Age</u>	% of Population	
						over 25 with High School Diploma	over 25 with Bachelor's Degree
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%
2021	32,068	\$ 969,527	\$ 30,233	5.1%	33.8	81.0%	24.1%
2022	29,790	\$ 962,824	\$ 32,320	2.5%	33.9	80.3%	24.2%

Source: HdL, Coren & Cone

OPERATING INFORMATION

<u>City's Principal Employers</u>	<u>Product/Function</u>	<u>Number of Employees</u>	<u>Estimated</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

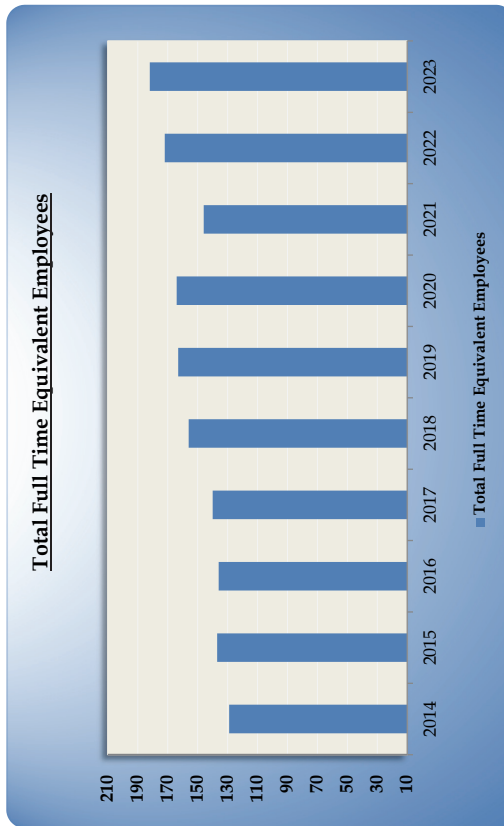
<u>FTE by Department</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Office of the City Manager	4.00	8.00	6.00	3.00	3.00	4.00	5.00	3.00	5.00	7.00
City Attorney	1.00	1.00	1.00	1.00	1.00	2.00	1.00	1.00	2.00	2.00
Legislative Body	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Administrative Services	8.00	8.00	6.00	8.00	8.00	10.00	10.00	7.00	8.00	9.00
Human Resources*	n/a	n/a	2.00	2.00	3.00	3.00	3.00	3.00	4.00	4.00
Public Safety	47.00	51.00	50.00	50.00	53.00	54.00	54.00	44.00	51.00	51.00
Fire	24.00	23.00	25.00	25.00	26.00	28.00	28.00	27.00	27.00	28.00
Recreation**	n/a	n/a	2.00	5.00	6.00	6.00	5.00	4.00	8.00	12.00
Building Department	4.00	4.00	3.00	4.00	4.00	4.00	6.00	8.00	8.00	7.00
Engineering & Public Works	n/a	n/a	n/a	29.00	37.00	37.00	37.00	33.00	39.00	47.00
Community Development	n/a	n/a	n/a	8.00	10.00	10.00	10.00	11.00	15.00	10.00
Resource Management***	36.00	37.00	36.00	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Total Full Time Equivalent Employees	129.00	137.00	136.00	140.00	156.00	163.00	164.00	146.00	172.00	182.00

* 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

<u>Function</u>	<u>Facility</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>2022</u>	<u>2023</u>
											SCHEDULE 18
Public Safety	Fire calls	2572	2852	2969	2986	3068	3288	(a) 2945	3013	3239	* 3,139
	Fire Vehicles	14	14	14	12	12	12	7	11	11	12
	Police calls	47024	48606	48349	35645	41580	39122	41590	29732	39710	* 34,544
Public Works	Police Vehicles	46	39	37	35	36	37	36	40	40	41
	Streets miles	86	92	92	92	92	92	92	92	92	152
	Streetlights	652	652	652	652	652	652	652	652	652	652
	Traffic Signals	19	19	19	19	20	20	22	22	22	22
	Public Works Vehicles	25	23	24	25	29	42	44	44	44	37
Parks and Recreation	Dog Park	1	1	1	1	1	1	1	1	1	1
	Pre school - children served	483	680	440	418	434	451	(b) 300	278	275	362
	Parks	24	24	24	24	24	21	21	21	25	25
	Recreation programs - persons served	3547	5243	4971	3024	5466	5801	11274	10478	10172	10836
	Senior Center - meals served	4083	4538	3596	3381	3942	3966	2232	2453	6186	4236
	Pool Attendance	2330	2542	3216	8512	8640	8589	(b) 7963	8213	9637	9345

* YTD Numbers updated as of November 28, 2023

(a) Reduction in fire calls of 9.6% March - June 2020 (COVID-19 Shelter In Place).

(b) Reduction in programs due to COVID-19 restrictions.

Source: City of Seaside

CITY OF SEASIDE
MISCELLANEOUS STATISTICS
JUNE 30, 2023

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	32,631	
Male	16,341	50.1%
Female	16,290	49.9%
Age 0 - 15	6,422	19.7%
Age 15 - 25	5,054	15.5%
Age 25 - 35	5,380	16.5%
Age 35 - 45	4,009	12.3%
Age 45 - 65	7,543	23.1%
Age over 65	4,223	12.9%
Median Age (years)	33.9	
White	9,955	30.51%
Hispanic	14,920	45.72%
Black or African American	2,302	7.05%
Asian	2,949	9.04%
American Indian and Alaska Native	42	0.13%
Native Hawaiian and Other Pacific Islander	710	2.18%
Other	169	0.52%
2 or More Races	1,584	4.85%
	<u>32,631</u>	<u>100.0%</u>

Housing Characteristics

Total housing units	11,096		
Occupied housing units	10,709	100%	Population by housing type:
Owner-occupied	4,230	39.5%	11,243
Renter-occupied	6,479	60.5%	20,243
			<u>31,486</u>

Source: California State Department of Finance, American Community Survey 2021;

U. S. Census Bureau, 2021 Demographic Profile Data



GLOSSARY

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