



AGENDA

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

REGULAR MEETING
440 HARCOURT AVE (COUNCIL CHAMBER)
Thursday, December 5, 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

7. PRESENTATIONS

A. UPDATE ON PENDING CODE ENFORCEMENT ACTIONS AT THE SEABREEZE APARTMENTS

B. FIRST QUARTER FINANCIAL RESULTS (FINANCE DIRECTOR, JESSICA RILEY)

C. PARKING VISIBILITY AND TRAFFIC SAFETY (POLICE COMMANDER MATT DOZA)

8. CONSENT AGENDA

A. APPROVE MINUTES FROM NOVEMBER 21, 2024

RECOMMENDATION: Approve minutes as presented in the agenda packet.

B. ACCEPT AND FILE THE CASH AND INVESTMENTS REPORT FOR THE CITY OF SEASIDE AND THE SUCCESSOR AGENCY OF THE REDEVELOPMENT AGENCY OF THE CITY OF SEASIDE FOR THE QUARTER ENDING SEPTEMBER 30, 2024

RECOMMENDATION: Review City of Seaside and the Successor Agency to the Redevelopment Agency of the City of Seaside Cash and Investment Report for the quarter ending September 30, 2024.

C. REVIEW OF THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF SEASIDE RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS) 25-26 FOR THE PERIOD JULY 1, 2025 – JUNE 30, 2026, PURSUANT TO HEALTH AND SAFETY CODE SECTION 34177

RECOMMENDATION: Accept and review the ROPS 25-26 and direct staff to forward the presentation to the Monterey County Consolidated Oversight Board for further review and approval.

D. APPROVE A MAYOR'S YOUTH FUND CONTRIBUTION REQUEST OF \$3,000.00 FROM THE SEASIDE AQUATIC CLUB TO ASSIST WITH COSTS FOR POOL RENTAL FEES AND TEAM SUPPLIES

RECOMMENDATION: Approve the request.

E. APPROVE MAYOR'S YOUTH FUND CONTRIBUTION REQUEST OF \$3,000.00 FROM SEASIDE MIDDLE SCHOOL DRAMA CLUB FOR COST ASSOCIATED WITH THEIR PRODUCTION OF "MERRY CHRISTMAS, GEORGE BAILEY!"

RECOMMENDATION: Approve the request.

F. APPROVE MAYOR'S YOUTH FUND CONTRIBUTION REQUEST OF \$3,000.00 FROM SEASIDE TENANT ASSOCIATION AT HAMILTON, ELLIS, AND MARTIN PLAZA TO ASSIST WITH COST ASSOCIATED WITH THEIR YOUTH ANNUAL CHRISTMAS HOLIDAY PARTY

RECOMMENDATION: Approve the request.

G. APPROVE MAYOR'S YOUTH FUND CONTRIBUTION REQUEST OF \$3,000.00 FROM DUAL LANGUAGE ACADEMY OF THE MONTEREY PENINSULA MUSIC PROGRAM TO ASSIST WITH COSTS ASSOCIATED WITH INSTRUMENT REPAIRS, CONSUMABLES, AND TRAVEL EXPENSES

RECOMMENDATION: Approve the request.

- H. APPROVE CO-SPONSORSHIP AND FEE WAIVER FROM GOLD COAST RODS FOR COSTS ASSOCIATED WITH THEIR FOUR HOT CARS COOL NITES CAR SHOWS ON JUNE 27, 2025, JULY 25, 2025, AUGUST 22, 2025, AND SEPTEMBER 26, 2025**

RECOMMENDATION: Approve the request.

- I. REVIEW AND TAKE ACTION ON TRAFFIC ADVISORY COMMITTEE RECOMMENDATION TO APPROVE THE RED CURB AT 1184 BARBARA COURT**

RECOMMENDATION: Approve painting of red curb at 1184 Barbara Court.

- J. ADOPT A RESOLUTION APPROVING A BUDGET TRANSFER OF \$20,680.00 FROM A FIRE OPERATIONS ACCOUNT TO THE PUBLIC WORKS FIRE STATION 1 CAPITAL IMPROVEMENT BUDGET, AND PROCEED WITH A CONCEPTUAL SITE PLAN AND A THREE-STORY FIRE STATION TRAINING TOWER DESIGN FOR FIRE STATION 2 PARCEL AT 1ST AND GIGLING AVENUE**

RECOMMENDATION: Approve the budget transfer.

- K. ADOPT A RESOLUTION APPROVING THE ANNUAL PROGRAM COMPLIANCE REPORT IN SUPPORT OF PROJECTS FUNDED BY MEASURE X AND AUTHORIZING STAFF TO SUBMIT THE REPORT TO THE TRANSPORTATION AGENCY FOR MONTEREY COUNTY**

RECOMMENDATION: Adopt a resolution approving the annual compliance report.

- L. ADOPT A RESOLUTION AUTHORIZING THE CLOSURE OF BROADWAY AVENUE TO THROUGH TRAFFIC FROM FREMONT BOULEVARD TO DEL MONTE BOULEVARD, AND FREMONT BOULEVARD FROM CLEMENTINA AVENUE TO AMADOR AVENUE WITH ALL THE ASSOCIATED SIDE STREETS, FOR THE EXOTICS ON BROADWAY CAR EVENT ON AUGUST 16, 2025**

RECOMMENDATION: Adopt a resolution permitting the closure of Broadway Avenue and Fremont Boulevard.

- M. ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO RENEW A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SEASIDE AND HAMILTON, ELLIS, AND MARTIN PLAZA TO REIMBURSE THE CITY FOR PROVIDING AFTER SCHOOL RECREATIONAL PROGRAMMING AT THE HEM PLAZA**

RECOMMENDATION: Adopt a resolution authorizing the renewal of the Memorandum of Understanding with Hamilton, Ellis, and Martin Plaza.

- N. ADOPT A RESOLUTION AUTHORIZING THE MODIFICATION OF THE POSITION ALLOCATION LIST AND COMPENSATION PLAN TO ADD THE POSITION OF CITY CLERK/ASSISTANT TO THE CITY MANAGER AND TO DELETE ONE PUBLIC AFFAIRS OFFICER/CITY CLERK**

RECOMMENDATION: Adopt a resolution to modify the Position Allocation List and Classification Plan.

- O. ADOPT A RESOLUTION APPROVING A \$350,000.00 BUDGET TRANSFER FROM THE FORT ORD REUSE AUTHORITY (FORA) BLIGHT REMOVAL - SUBCONTRACTED WORK ACCOUNT TO THE FORA BLIGHT REMOVAL - CONSULTANT ACCOUNT AND APPROVING AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH GEOSYNTEC CONSULTANTS, INC. FOR SOILS REMOVAL, ADDITIONAL TESTING AND REPORTING SERVICES FOR CAMPUS TOWN PHASE 1A FOR AN AMOUNT NOT TO EXCEED \$253,300.00 TO BE PAID FROM FORA DEMOLITION BONDS**

RECOMMENDATION: Adopt a resolution approving a \$350,000.00 budget transfer and amendment to the agreement.

9. PUBLIC HEARING

- A. AN ORDINANCE APPROVING A ZONING ORDINANCE AMENDMENT (ZOA-24-02) TO ALLOW RESIDENTIAL AND MIXED USE PROJECTS IN THE COMMERCIAL MIXED USE (CMX) ZONING DISTRICT AND A ZONING MAP AMENDMENT (ZMA-24-02) TO CHANGE THE ZONING OF 942 HILBY AVENUE FROM COMMUNITY COMMERCIAL (CC) TO CMX. ZOA-24-02 IS NOT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO SECTION 15061(B) OF THE CEQA GUIDELINES. ZMA-24-02 IS CATEGORICALLY EXEMPT (CLASS 32) FROM CEQA PURSUANT TO SECTION 15332 OF THE CEQA GUIDELINES (FIRST READING - ROLL CALL VOTE)**

RECOMMENDATION: Conduct the first reading of the ordinance approving a Zoning Ordinance Amendment to allow residential and mixed use projects in the Commercial Mixed Use zone.

10. BUSINESS ITEMS

- A. PRESENTATION OF PLAN FOR FIREWORKS ENFORCEMENT FOR NEW YEAR'S EVE 2024**

RECOMMENDATION: Receive the presentation.

11. COUNCIL MEMBER REQUESTS

- A. NEW COUNCIL MEMBER REQUEST**

- 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. PUBLIC EMPLOYMENT PURSUANT TO GOVERNMENT CODE SECTION
54957**

Position: City Manager Recruitment

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

Two Matters of Potential Litigation

14. ADJOURNMENT

Next Regularly Scheduled Meeting:
December 19, 2024
5:00 PM

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

<http://www.ci.seaside.ca.us/129/City-Council-Committee-Agendas>

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

First Quarter FY 2024-25 Financial Report (Unaudited)



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INTRODUCTION

This is the first quarterly report for Fiscal Year 2024-25, and comprises results for the three-month period ending September 30, 2024. While a few other notable funds are reviewed, this report focuses primarily on the City's general fund. General fund operating revenues and expenditures as compared to previous years are presented, and any notable changes or trends in these numbers are explained. The report is presented on a cash basis, which means that revenues are recognized at the time revenues are received and expenditures are recognized at the time payment is processed. The City does not accrue any revenues or expenditures in the first quarter.

The purpose of this report is twofold. First, it ensures that the City is consistently monitoring its revenues and expenditures so that it may proactively respond to unanticipated changes or emerging trends. Second, and equally important, consistent reporting increases the transparency of the City's finances. Quarterly reporting provides the City Council, City Administration, taxpayers and ratepayers with information that demonstrates the City is meeting this standard.

The information in this report is the most accurate and up-to-date information available at the time of publication. It is not meant to be inclusive of all financial and accounting transactions. It is intended only to provide the Council, Management and the public with an overview of the state of the City's general fiscal condition. It should be noted that this report is not an audited financial statement, and the numbers provided herein are preliminary and subject to change as the year progresses. No data on revenues and expenditures is final until the City has completed its annual audit and finalized its Annual Comprehensive Financial Report (ACFR), which is released in the winter of each year for the prior fiscal year.

ECONOMIC OUTLOOK

In March of 2020, the City declared a local emergency in response to the COVID-19 worldwide pandemic. The ensuing statewide shelter in place orders coupled with various levels of "reopening" created financial turmoil in the fourth quarter of FY 2019-20 and throughout FY 2020-21.

Throughout the pandemic the economy performed surprisingly well due to two prime factors; the development and distribution of a vaccine for the virus and federal stimulus dollars. California declared an end to the COVID-19 State of Emergency on February 28, 2023.

Since the end of the State of Emergency, the Federal Reserve has acted to address persistent inflation with interest rate hikes, which appear to be having the desired effect of achieving a "soft landing" for the economy. However, growth prospects have slowed for fiscal year 2024-25, signaling a more cautious outlook moving forward.

NATIONAL & STATE ECONOMIC OUTLOOK

Hdl (The City's revenue enhancement consultant) reports the national economy grew on average 2.8% through FY23-24, and projects it will flatten in FY 24-25 to 2.4% real growth. FY 25-26 is expected to flatten further to 2.3%

- California's unemployment has risen moderately and is expected to increase from 5.3% in FY 24-25 to 5.4% in FY 25-26. The recent year-over-year change is nearly identical to the national average.
- Statewide Sales & Use Tax growth is expected to turn slightly positive in FY 24-25 at 0.3% before increasing further in FY 25-26 at 2.7%.
- California's median existing home price is expected to increase from \$739k in FY 24-25 to \$759k in FY 25-26.

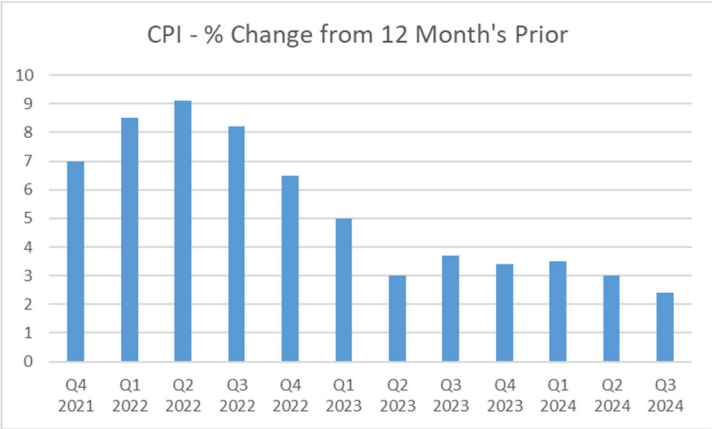
Source: Hdl

The U.S. economy has shown resilience despite ongoing challenges. After a period of high inflation, largely driven by pandemic-era stimulus totaling approximately \$6 trillion and supply chain disruptions, inflation has cooled significantly, with the 12-month CPI growth slowing to 2.4% in September 2024, down from 3.7% in September 2023, and down from 8.2% in 2022. The Federal Reserve's efforts to control inflation with interest rate hikes seem to be paying off, though rates remain slightly above the target inflation rate of 2%.

The Federal Reserve, as of July 2024, has now begun to cut the federal funds rate, the first in over four years, as

CITY OF SEASIDE

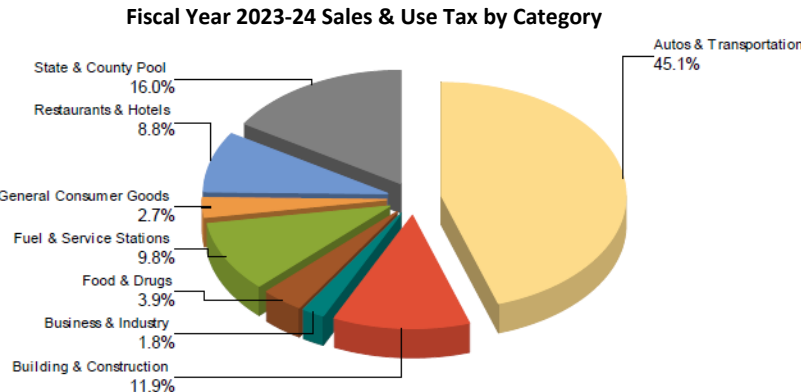
the labor market shows signs of cooling, with a slight uptick in the unemployment rate, though it remains relatively low. Employment numbers have been revised downward, but there are no major increases in layoffs or unemployment claims. Despite a softer job market, wages are growing faster than inflation, and household net worth remains high, supporting consumer spending. California's unemployment rate has risen, but the rate of increase remains consistent with the national trend. Overall, the economy continues its expansion, with strong consumer spending and business investment driving growth.



Looking ahead, while the risk of a recession has diminished, many economists remain cautious, expecting potential challenges in 2025. However, the economy’s resilience, particularly in the face of global uncertainty, offers reason for cautious optimism.

LOCAL ECONOMIC OUTLOOK

Seaside's economy continues to show mixed results as it adjusts to the emerging post-pandemic economic trends. While the city's unemployment rate decreased significantly from a peak of 19.0% in April 2020 to a low of 2% in May 2022, it has increased steadily over the past two years to 4.0% as of September 2024. This uptick reflects broader trends in the labor market, where modest signs of slowing are appearing, especially in sectors like automobile sales.



Source; Hdl

Sales tax receipts for Seaside showed a 1.9% decline from April through June 2024 compared to the same period in 2023, with actual sales down 5.6% after adjusting for reporting anomalies. A slowdown in auto sales has been a major contributor, with local sales falling by 15.7%, mirroring a statewide trend of consumers delaying big purchases. While inflation and higher interest rates have weighed on consumer spending, some sectors, such as fuel-service stations, have benefited from rising prices.

On a more positive note, Seaside’s tourism sector continues to recover strongly. The transient occupancy tax (TOT) collection has rebounded from pandemic lows, reaching approximately \$4.4 million by the end of fiscal year 2023-24. This recovery signals resilience in the hospitality industry despite ongoing economic uncertainties.

While some larger sectors have held steady or grown, many smaller businesses are still facing challenges, including staffing shortages and rising wages. The city is carefully monitoring these developments and the Federal Reserve's actions to navigate a “soft-landing” in the economy. As Seaside moves forward, city officials remain cautious and flexible, ready to adjust strategies based on ongoing economic conditions. The mid-year budget review in March 2025 will provide a clearer picture of the city's financial health.

GENERAL FUND

FY 2024-25 BUDGET RECAP:

General Fund Changes in Fund Balance:	Operating	Capital	Total Budget
	FY 25	FY 25	FY 25
Revenues	\$ 48,208,077	\$ -	\$ 48,208,077
Fund Balance		\$ 6,618,131	\$ 6,618,131
Expenditures	(48,187,277)	(6,618,131)	(54,805,408)
Surplus (Deficit)	\$ 20,800	\$ -	\$ 20,800

In June of 2024, the City of Seaside City Council adopted the FY 2024-25 annual budget. Despite a projection of a flattening in Revenue growth, with collaborative effort between staff and the City Council to manage cost increases, a surplus budget was adopted including an operating surplus of \$21k. Additionally, \$4.3M of fund balance was provided for capital improvements and \$2.3M of fund balance was provided to support streets operations.

The operating budget showed a surplus even while continuing to re-staff the City’s workforce, and provide for a cost of living adjustment and growing pension costs. Personnel costs, the City’s largest cost, were budgeted to increase by approximately \$3M over the previous fiscal year budget, driven by increasing unfunded pension liability costs. The staffing plan included an effort to focus on hiring key management positions, as well as, provide cost of living increases for staff. As a matter of practice, the City management team reviews staffing levels each year and adjusts in an effort to achieve maximum efficiency while achieving the City Council’s strategic goals and maintain a balanced budget. In this year’s budget cycle, 11 vacant positions were frozen in order to achieve a budget surplus. The decision to implement a hiring freeze was instrumental in the passage of a balanced budget.

Budget line items for equipment, supplies, and vehicles were adjusted to reflect the general rise in prices, though most other categories saw only modest increases. This cautious approach was driven by a deliberate effort to curtail spending in response to forecasts of slower revenue growth. Despite these cost-saving measures, the City remained committed to its long-standing focus on social welfare and social justice. As part of this ongoing effort, the City allocated \$510,000 in grants to support local community nonprofits.

The capital budget was funded entirely from fund balance. Projects in the CIP include government buildings, parks, water infrastructure, and stormwater.

RESERVES:

The City’s reserve accounts are fully funded in the fiscal year 2024-25 budget at the following amounts:

Emergency Reserve - 15%	\$ 7,228,092
Special Reserve - 10%	4,818,728
Capital Reserve - 5%	2,409,364
Total Reserves	\$ 14,456,183

Q1 GENERAL FUND REVENUES:

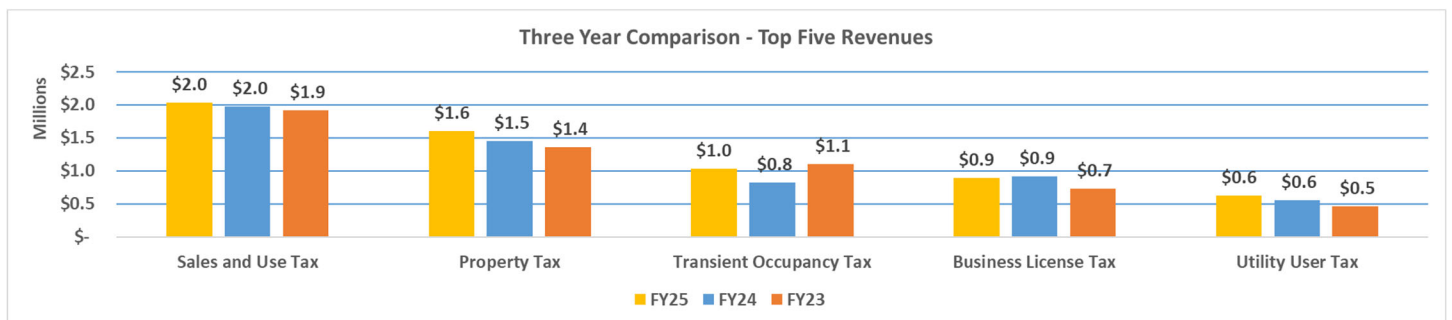
Total budgeted revenue for FY 2024-25 is \$48.2M. This compares to a FY 2023-24 projected revenue of \$46.9M; a budgeted revenue increase of nearly \$1.3M. When looking at first quarter revenue results, staff believes that a year over year analysis is more effective than an analysis against budget for two reasons:

- Revenues are not received in a uniform manner (often times two months in arrears)
- The City does not accrue revenues in the first quarter

The following table and chart compares first quarter results for FY25 with first quarter results for FY24 and FY23. FY23 and FY 24 may be considered as the post-pandemic economic trend.

As can be seen in the table, revenues in the first quarter totaled \$8.3M which is 8% or \$613k higher than the first quarter of the previous year and 23% or \$1.5M higher than FY23. The \$8.3M equals 17% of total budgeted revenue. Similarly, in the first quarter of the previous year the City had realized 16.6% of total budgeted revenue. This indicates that actual revenue collections may be trending slightly higher than budgeted revenue.

General Fund Revenues:	Budget	Results:			Variances:			
	Q1	Q1			Year over Year Vs. FY24		Year over Year Vs. FY23	
	FY25	FY25	FY24	FY23	\$	%	\$	%
Sales and Use Tax	\$ 5,079,751	\$ 2,039,018	\$ 1,974,689	\$ 1,921,650	\$ 64,329	3%	\$ 117,368	6%
Property Tax	1,613,401	1,603,748	1,457,096	1,358,086	146,652	10%	245,662	18%
Transient Occupancy Tax	1,170,713	1,288,472	1,353,274	1,106,689	(64,802)	-5%	181,783	16%
Business License Tax	283,967	898,632	916,512	736,212	(17,880)	-2%	162,420	22%
Utility User Tax	763,319	774,083	689,166	463,688	84,917	12%	310,396	67%
Miscellaneous-Other Revenue	223,302	374,206	105,958	297,338	268,248	253%	76,868	26%
Licenses & Permits	300,842	158,094	238,109	286,169	(80,015)	-34%	(128,076)	-45%
Marijuana Receipts Tax	237,955	54,290	237,092	248,395	(182,802)	-77%	(194,105)	-78%
Fees & Charges	222,394	172,688	221,140	164,843	(48,452)	-22%	7,845	5%
Income from Investments	236,700	670,384	121,500	87,264	548,884	452%	583,121	668%
Grant Revenue	35,630	160,196	245,196	73,800	(85,000)	-35%	86,396	117%
Other Agency Revenue	81,893	95,226	84,456	25,799	10,770	13%	69,427	269%
Fines & Forfeitures	37,141	34,475	66,000	22,604	(31,526)	-48%	11,871	53%
Motor Vehicle In-Lieu	1,233,493	-	-	-	-	n/a	-	n/a
Franchise Fees	531,516	-	-	-	-	n/a	-	n/a
Transfer In	-	-	-	-	-	n/a	-	n/a
Revenues by Source	\$ 12,052,019	\$ 8,323,513	\$ 7,710,189	\$ 6,792,536	\$ 613,323	8%	\$ 1,530,977	23%



DISCUSSION OF SIGNIFICANT REVENUE SOURCES:

➤ **Sales and Use Tax**

In the first Quarter of the fiscal year \$2.0M of sales and use taxes were collected. This equates to a \$64k or 3% increase over the same quarter in the previous year. Sales and Use Tax projections are provided to the City by Hdl, which is a revenue enhancement consultant used widely by Cities throughout California.

In the first quarter of fiscal year 2024-25, the City's sales and use tax revenues have shown signs of plateauing. While sales tax performed strongly during the pandemic, driven by sectors like cannabis and automobile sales, these categories saw declines in Q1 24-25. Overall, sales tax revenue for the quarter was 3% higher compared to Q1 23-24 and 6% higher than Q1 22-23, reflecting the slower growth anticipated in the FY 24-25 budget. Locally, new motor vehicle sales have dropped 15.7% as of June 2024, in line with a statewide slowdown as consumers delay big-ticket purchases. Additionally, a decline in general consumer goods sales mirrors broader spending slowdowns. However, a bright spot was seen in fuel sales, with service stations benefiting from higher pump prices. The City also received a boost in its portion of the countywide sales tax pool due to a large audit adjustment, temporarily increasing its allocation. Measures L and R mirrored these trends, with online shopping providing a slight positive offset. Given that sales tax reporting runs in arrears, it remains uncertain whether the overall moderately positive first quarter trend will continue; however, staff projects the sales and used tax category may stabilize or experience a modest decline in future quarters.

➤ **Property Tax**

According to Hdl, the City's property tax revenue consultant, counties are experiencing declines in sales for the first half of 2024, a trend consistent with rising interest rates during the same period. Despite this, all major regions of California, including the Central Coast, saw moderate increases in median sales prices compared to the previous year. Specifically, Seaside's median sale price for detached single-family homes from January through September 2024 reached \$827,500, reflecting a 6.8% increase of \$52,500 over 2023.

While most of the City's property tax receipts are received in December and April, Successor Agency pass-through distributions, a specific category, are accounted for in the first quarter. With the continued settlement of obligations from the former Redevelopment Agency, more property tax is available for distribution, resulting in a \$146,000 (10%) increase in this revenue source for FY 2024-25, totaling \$1.6 million.

➤ **Transient Occupancy Tax (TOT)**

In the first quarter of fiscal year 2024-25, the City collected \$1.3 million in Transient Occupancy Taxes (TOT), reflecting a 5% decrease, or \$64k, compared to the same period last year. Although this marks a decline from the first quarter of FY 23-24, if the current pace continues, the City is on track to exceed the annual TOT forecast. Key factors contributing to the steady performance in this revenue category include the growth of city-wide events such as Oaxaca by the Sea and new car week events, which continue to attract visitors and support local tourism.

➤ **Business License Tax**

In the first quarter of fiscal year 2024-25, the City collected \$899K in Business License taxes, which represents a decrease of \$18K, or 2%, compared to the same period last year. This decline is likely linked to the ongoing reduction in inflation, as Business License taxes are based on gross receipts, which tend to decrease as inflation and prices fall. Despite this decrease, the revenue is currently outpacing the budgeted forecasts for the year. However, the overall trend suggests that this revenue source is expected to remain relatively flat, consistent with prior forecasts.

➤ **Utility User Tax (UUT)**

In the first quarter of fiscal year 2024-25, the City collected \$774K in Utility User Taxes (UUT), marking an increase of \$85K, or 12%, compared to the previous year. This improvement follows the Finance Department's efforts, beginning in FY 23-24, to streamline processes and enhance the administration of the UUT tax program. These efforts have resulted in more timely receipting of UUTs, continuing into the first quarter of FY 24-25.

The first-quarter revenue is in line with the quarterly budgeted amount of \$763K, and the annual forecast for this revenue source appears to be on track to be met.

➤ **Marijuana Receipts Tax**

In the first quarter of fiscal year 2024-25, the City collected \$54K in Marijuana Receipts Taxes, representing a significant decrease of \$182K, or 77%, compared to the previous year. This amount falls short of the budgeted \$237K for the quarter, primarily due to reduced business activity from two of the City's six licensed cannabis retailers and potentially a late tax payment from select retailers. Notwithstanding recent business operating changes for some local cannabis retailers, this revenue source has been steadily declining since its peak of \$1.4 million in fiscal year 2020-21, with modest decreases in each subsequent year. As business licenses transition between operators, this trend is expected to continue, leading to further declines in receipts.

➤ **Licenses and Permits**

In the first Quarter of the fiscal year \$158k of Licenses and Permits were collected. This equates to a \$48k or 17% decrease over the same quarter in the previous year. This source of revenue is likely to increase in the second quarter of the year with the Seagrove project (formerly Ascent project) moving forward. The budget forecast is likely to be achieved by year-end.

➤ **Fines and Forfeitures**

In the first Quarter of the fiscal year \$66k of Fines and Forfeitures were collected. This equates to an \$80k or 34% decline over the same quarter in the previous year. While this category is not generally considered a significant revenue source for the City, it is noted particularly in light of the City's ongoing parking enforcement and code enforcement capabilities established in fiscal year 2022-23.

Q1 GENERAL FUND EXPENDITURES:

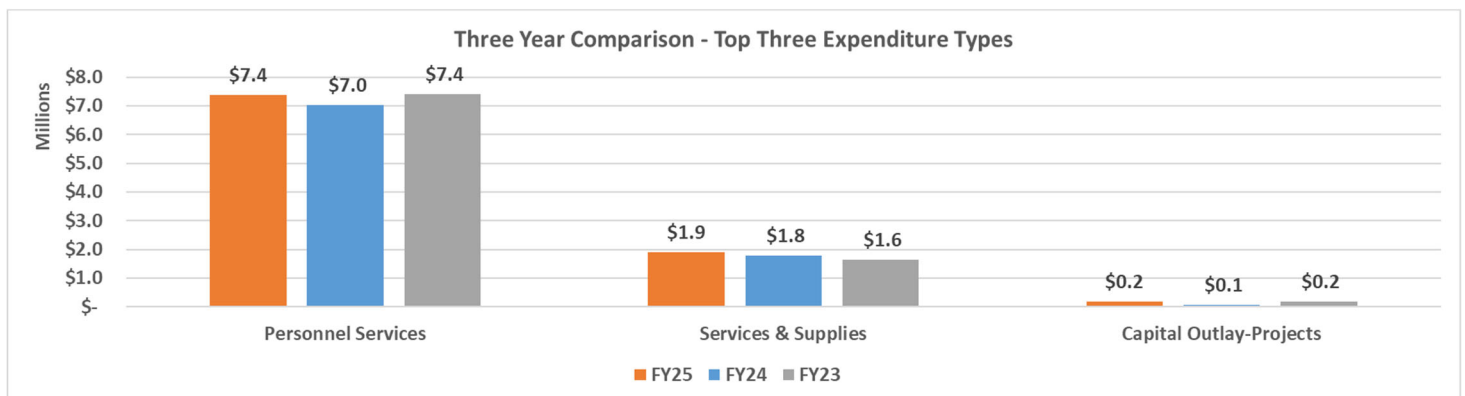
Total budgeted expenditures for FY 2024-25 including transfers are \$54.8M. This compares to a FY 2023-24 budget of \$51.8M; a budgeted expenditure increase of approximately \$3M. As mentioned previously personnel cost were increased by approximately \$3M on a year over year basis. Additionally, the services and supplies budget increased by \$400K and the capital improvement budget funded by the general fund actually decreased by 500K.

First quarter expenditures were \$9.5M or 17% of the total fiscal year 2024-25 budget. For comparison, first quarter expenditures in the prior year were only 17% of the fiscal year 2023-24 budget. This year's first quarter expenditures are mainly due to vacancies in several key positions at the start of the year. As of this writing several of these key positions have been filled and therefore it is likely that personnel costs will increase in subsequent quarters.

EXPENDITURES BY TYPE:

General Fund Expenditures by Type:	Budget	Results:			Variances:			
	Q1	Q1			Year over Year Vs. FY24		Year over Year Vs. FY23	
	FY25	FY25	FY24	FY23	\$	%	\$	%
Personnel Services	\$ 8,685,896	\$ 7,375,294	\$ 7,043,957	\$ 7,409,154	\$ 331,337	5%	\$ (33,861)	0%
Services & Supplies	2,565,446	1,897,013	1,787,038	1,630,006	109,975	6%	267,007	16%
Capital Outlay-Projects	336,598	178,262	58,610	178,588	119,652	204%	(326)	0%
Transfer Out	3,838,328	-	-	87,183	-	0%	(87,183)	n/a
Debt Service	133,129	68,521	41,859	38,579	26,662	64%	29,942	78%
Internal Service Charge	773,784	773,784	601,504	631,621	172,279	29%	142,163	n/a
Administrative Allocation	(706,284)	(706,284)	(559,600)	(355,523)	(146,684)	26%	(350,761)	n/a
Expenditures by Type	\$ 15,626,896	\$ 9,586,589	\$ 9,619,609	\$ 9,619,609	\$ 613,221	6%	\$ (33,020)	0%

It should be noted that Debt Service is dependent on payment schedules and Capital Outlay is dependent on project schedules. Since these categories are not necessarily expended evenly throughout the year, it is difficult to infer a trend from the first quarter results.



DISCUSSION OF SIGNIFICANT EXPENDITURES BY TYPE:

➤ **Personnel Services**

In the first quarter of fiscal year 2024-25, Personnel Services costs increased by \$331K, or 5%, compared to the previous year. This rise occurred despite several vacancies, as the City implemented higher pay for employees in acting leadership roles. The overall modest increase in personnel costs in the first quarter, even with a partial hiring freeze, was primarily driven by higher underlying annual pension costs. However, personnel costs remain below budget by approximately \$1.3M, and it is expected that they will align more closely with the budget as the year progresses, with many vacant positions already filled particularly in the Fire Department and Police Department. While significant progress was made in filling vacancies during the first quarter, several key positions, including Assistant Public Works Director, Chief Building Official, Assistant City Manager, and City Manager, remain open.

General Fund Personnel Costs by Department:	Budget	Results:	Variances:	
	Q1	Q1	Q1 vs. Budget	
	FY25	FY25	\$	%
Legislative Body	\$ 12,778	\$ 6,293	\$ (6,485)	-51%
Administration	200,597	250,104	49,507	25%
City Clerk	84,641	47,137	(37,503)	-44%
City Attorney	126,288	104,043	(22,245)	-18%
Human Resources	171,456	141,369	(30,087)	-18%
Finance Department	291,093	207,923	(83,171)	-29%
Police Department	3,269,607	2,886,951	(382,655)	-12%
Fire Department	2,152,589	1,915,441	(237,147)	-11%
Building and Code Enforcement	257,353	133,380	(123,973)	-48%
Community Development Administration	30,702	51,438	20,735	68%
Planning	200,451	101,111	(99,340)	-50%
Economic Development	109,122	85,106	(24,016)	-22%
Public Works/Engineering	760,633	567,926	(192,708)	-25%
Recreation	1,018,586	877,072	(141,515)	-14%
	\$ 8,685,896	\$ 7,375,294	\$ (1,310,603)	-15%

➤ **Services & Supplies**

Services and supplies were up 6% on a year over year basis yet under budget by 26%. While the City is experiencing cost increases due to inflation, the increases were adequately planned for in the budget. Inflation is likely to effect the City more in the area of major capital projects where construction bids continue to increase and where prices remain high, despite the overall downward trend in inflation.

EXPENDITURES BY DEPARTMENT:

General Fund Expenditures by Department:	Budget	Results:				Variances:			
	Q1	Q1				Year over Year Vs. FY24		Year over Year Vs. FY23	
	FY25	FY25	FY24	FY23		\$	%	\$	%
Legislative Body	\$ 211,826	\$ 100,894	\$ 81,728	\$ 168,739	\$ 19,167	23%		\$ (67,844)	-40%
Administration	(30,601)	27,225	35,109	173,356	(7,883)	-22%		(146,131)	-84%
City Clerk	147,303	74,919	20,001	25,537	54,918	275%		49,382	193%
City Attorney	159,639	74,316	(103,849)	91,780	178,165	-172%		(17,464)	-19%
Human Resources	10,942	(34,311)	122,870	163,331	(157,181)	-128%		(197,642)	-121%
Finance Department	102,803	(4,933)	28,617	64,779	(33,550)	-117%		(69,712)	-108%
Police Department	4,344,626	4,057,051	3,530,551	3,546,505	526,501	15%		510,547	14%
Fire Department	2,959,513	2,384,693	2,227,720	2,339,415	156,973	7%		45,278	2%
Building and Code Enforcement	383,120	188,563	233,990	245,071	(45,427)	-19%		(56,509)	-23%
Community Development Administration	155,690	80,218	(121,411)	(69,066)	201,629	-166%		149,283	-216%
Planning	269,381	131,306	200,704	214,882	(69,398)	-35%		(83,576)	-39%
Economic Development	237,993	156,549	260,913	231,222	(104,364)	-40%		(74,673)	-32%
Public Works/Engineering	1,291,904	1,011,501	1,116,317	1,001,327	(104,817)	-9%		10,173	1%
Recreation	1,544,430	1,336,737	1,340,109	1,422,730	(3,372)	0%		(85,994)	-6%
Transfer Out	3,838,328	-	-	-	-	n/a		-	0%
Expenditures by Department	\$ 15,626,896	\$ 9,584,727	\$ 8,973,368	\$ 9,619,609	\$ 611,359	7%		\$ (34,882)	0%

As can be seen in the table above, nearly all departments were under budget in the first quarter of the year.

DISCUSSION OF SIGNIFICANT EXPENDITURES BY DEPARTMENT:

➤ **Legislative Body**

The Legislative Body is \$110k under the quarterly budget. Factors contributing to the variance include a reduction in the City's required project timing in the Neighborhood Improvement Commission and timing of contributions to Community Support groups.

➤ **Administration**

The Administration Department is approximately \$57k above the amount that would be expected as of the first quarter of the year. This is largely due increased compensation for staff acting in vacant leadership roles. Other cost drivers in the City Administration Department included increased cost of software. On a year over year basis, departmental costs decreased by \$118k. Lastly, cost allocations are based on actual costs one year prior, which is the cause of the negative expense amount

➤ **City Attorney**

The City Attorney's Office is under budget by \$55k in the first quarter. The department had an open Legal Assistant position for much of the first quarter. Additionally, legal costs are not necessarily expended evenly throughout the year, but are expended as needed.

➤ **Human Resources**

The Human Resources Department is under budget by \$45k in the first quarter. The department had an open Human Resource Director / Risk Manager for most of the first. Lastly, cost allocations are based on actual costs one year prior, which is the cause of the negative expense amount

➤ **Police Department**

In the first quarter, the Police Department is \$287K under budget, largely due to personnel costs. Over the past two years, the Police Department, City Manager's Office, and Human Resources Department have been working together to fully staff the department. These recruitment efforts have shown positive results, with only 2 out of 25 police officer positions currently vacant, a significant improvement from the same time last year when 6 positions were open. As a result, overtime costs have been significantly reduced compared to the previous year.

➤ **Fire Department**

The Fire Department is \$574k under budget in the first quarter due largely to personnel costs (\$340k) and debt service (\$147k). In the first quarter, the department had two vacant Firefighters and one vacant Fire Engineer position. Overtime was also under budget by \$10K but remains elevated. Debt service payments are irregular with a payment for the City's ladder truck not due until the second quarter of the year.

➤ **Community Development**

The Economic and Community Development Department is \$295k under budget in the first quarter due largely to personnel costs and services and supplies costs. Personnel costs for Community Development as a whole are under budget by \$102k due to staffing vacancies in the planning division. Services and Supplies for the department are under budget by \$192k. The variance in services and supplies is largely due to planned consulting costs that have not been engaged as of the first quarter.

➤ **Public Works/Engineering**

The Public Works/Engineering department is approximately \$280k below the amount that would be expected as of the first quarter of the year when compared to the adopted budget. This is largely due vacant positions in the department. In the first quarter, the department had a vacancy Assistant Public Works Director position as well as a vacant Senior Civil Engineer and Associate Civil Engineer position. On a year over year basis, the department costs have decreased \$104k or 9%. Declines in first quarter costs were largely due to the vacant positions, with personnel costs lower by \$192K on a year-over-year basis.

BUDGET AMENDMENTS:

In the first quarter, the City of Seaside City Council approved a few budget amendments totaling \$122k: An additional appropriation for the Regen Monterey MOU in the amount of \$56K. An additional appropriation from the General Fund to the Bike Safe Grates project in the amount of \$67K. Some amendments were needed due to unforeseen costs, others were needed due to changing circumstances.

GENERAL FUND NET RESULTS & BUDGET OUTLOOK:

Overall, the first quarter showed expenditures of \$9.5M (17% of the annual budget) in comparison with revenues of \$8.3M (17% of the annual budget). This is not a cause for concern in light of the fact that certain revenues are not received at all in the first quarter (Franchise Fees and Motor Vehicle in-Lieu Fees) and others run two months in arrears (Sales, Use & Transaction Taxes). Still, first quarter results can provide some insights:

- TOTs **remain resilient** following quick recovery from pandemic era lows.
- Sales and Use Tax **has flattened out** and **may grow close to 0%** in fiscal year 2024-25.
- Property Taxes **remain strong**, as price increases outweigh the impact of lower sales amid higher mortgage rates.
- Marijuana Receipts tax **are decreasing** due to business license transfer and late payments.
- Personnel costs **were lower** in the first quarter due to vacant positions, but are likely to end the year higher as compared to the previous year.

General Fund Changes in Fund Balance:	Projected Budget	
	FY25	
Beginning Fund Balance (unaudited)	\$	42,222,856
Prior Year Encumbrances		<u>(7,283,371)</u>
Revenue	48,208,077	
Expenditures	(54,805,408)	
Net Revenue		<u>(6,597,331)</u>
Ending Fund Balance	\$	<u>28,342,154</u>

As can be seen, the results of the first quarter indicate that the ongoing operations of the City are expected to continue producing positive financial results, albeit at a slower rate as compared to the last couple of years. As planned, capital improvements will continue to be funded with fund balance.

Fund Balance	Results
	FY2025
Projected Fund Balance	<u>\$ 28,342,154</u>
Nonspendable	(2,425,725)
Seaside Muni Loan	(7,522,232)
Pension Trust	(3,500,000)
Emergency Reserve - 15%	(7,228,092)
Special Reserve - 10%	(4,818,728)
Capital Reserve - 5%	<u>(2,409,364)</u>
Unassigned Fund Balance	<u>\$ 438,014</u>

The City’s total fund balance is projected to be \$28.3 at fiscal year-end. The chart above shows several commitments and reserves held against the total balance. The City’s emergency, special and capital reserves are fully funded at the rates set by policy and provide a fiscal safety net for the City’s operations. The unassigned fund balance is expected to decrease to \$438K by year-end.

Headwinds:

- While inflation rates have continued lower toward the Federal Reserve's target inflation rate of 2%, it remains to be seen if the risk of recession in 2025 will be mitigated by the recent interest rate cuts.
- Major categories of revenue are flattening, driven by a reduction in the automobile component of sales and transaction tax.
- Expenses remain high for construction projects with bids expected to come in higher than originally anticipated.
- PERS unfunded liabilities continue to grow.
- Geopolitical unrest.

LONG TERM FORECAST

On the following page may be found the City's five-year long-term forecast (LTF). The forecast provides 5 years of historical data as context, the amended budget for FY 2024-25 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, such as debt service schedules. Another example is pension costs, which can be estimated with some accuracy. Additionally, the City's capital costs were input according to the five-year CIP.

The following updates were made to the LTF for the Q1 report:

- FY2022-23 projections were updated with preliminary (unaudited) results
- FY2024-25 budget amendments were added

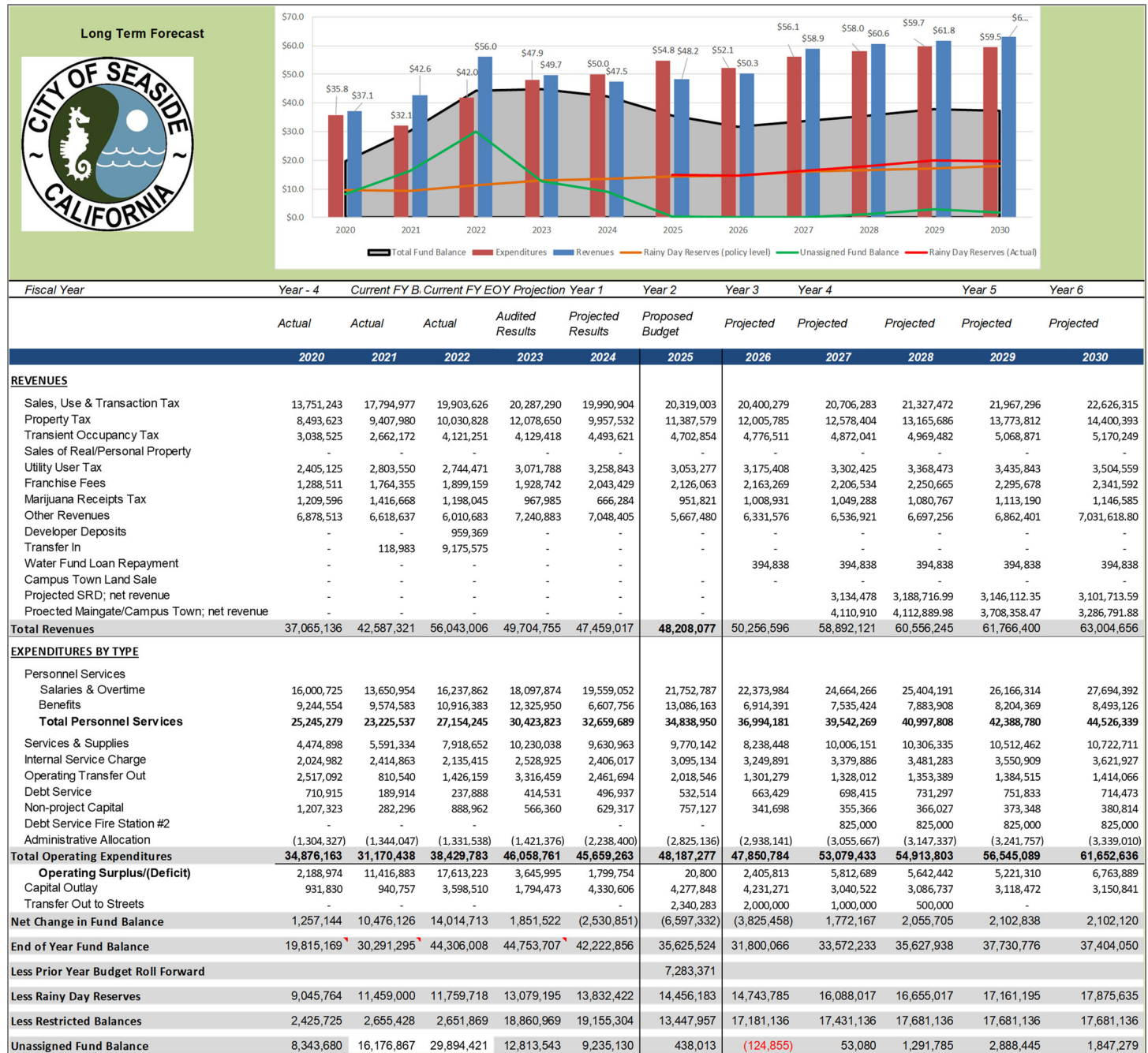
OPERATING OUTLOOK

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. The City recently established a Section 115 Trust in an effort to mitigate these rising pension costs. Fire Department personnel costs are expected to push personnel costs up significantly in FY 2028 as Fire Station #2 is anticipated to come online. Overall, operating results are expected to produce small increases or decreases over the next few years. Surpluses may increase in FY 2027 and 2028 as certain development projects progress.

DEVELOPMENT OUTLOOK

Three notable development projects are expected to increase City costs for services and infrastructure, as well as generating revenue. They are 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 Seagrove Apartment project (formerly the Ascent Project) has broken ground with an expected completion date in early 2025. The Seagrove project is a ten building workforce rental housing project consisting of one bedroom, two bedroom, and three bedroom units and townhouses along Olympia Avenue.

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 is in a good financial position for the next five years. Due to the exceptionally strong results for FY2020-21 and again for FY 2021-22, the long-term forecast has improved since it was first presented to the City Council. Overall, unassigned fund balance is projected to be nearly spent down by 2026. The current projection does however show the City maintaining policy level reserves for the next five years. With many headwinds on the horizon, this forecast is subject to change and will be re-evaluated at the Mid-year budget review in March of 2025. Staff will continue to update the forecast and present it to Council as specific information becomes available.

OTHER FUNDS

In addition to the General Fund, the budget includes funds from a range of restricted sources as well as business-type activities that are used to provide specific services, including:

WATER FUND:

Water Enterprise Q1 Results	Budget	Results:		Variances:	
	Q1	Q1		Year over Year Vs. FY24	
	FY25	FY25	FY24	\$	%
Operating Revenue	\$ 321,053	\$ 362,925	\$ 356,004	\$ 6,921	2%
Expenditures	(271,240)	(234,016)	(221,570)	12,446	6%
Net Revenues	\$ 49,813	128,909	\$ 134,434	\$ (5,525)	-4%

The Water Enterprise Fund appears to be functioning as designed. The last rate study was approved by Council on October 17, 2019 and the final increase of a five-year rate plan went into effect on January 1, 2023. The trend for fiscal year 2024-25 indicates that revenue is not keeping up with projected increases in expenses. A new rate study is currently under way with plans to implement new rates in the Fiscal Year 2024-25 budget.

Year over year, expenditures were somewhat higher in FY 25 as compared to FY24. This is due to increased personnel costs from filling open water utility maintenance positions. Design work for a new well was programmed for the previous fiscal year, but the project did not get under way. The well design project was rolled forward to the current fiscal year. First quarter results indicate the fund is on track to collect revenues in line with budget and expenditures are within budget as well.

STORM WATER FUND:

The Storm Water fund expenditures in the first quarter were \$287k. Storm Water costs were \$72k higher than the same quarter of the previous year, mainly due to timing of capital Improvement projects. Currently the primary source of funding for the Storm Water fund is the City's General Fund. City staff continues to seek grant funding when available as well.

Requests for additional financial information may be directed to:

City of Seaside, Finance Department, 440 Harcourt Avenue, Seaside CA, 93955

Attention: Jessica Riley, Finance Director | Email: jriley@ci.seaside.ca.us | Phone: (831) 899-6716

Assembly Bill 413

April 23, 2024 | Traffic Advisory Committee

Adolfo Gonzalez, Project Manager



AB 413

Vehicles: Stopping, Standing, Parking

- Amends Section 22500 of the California Vehicle Code
- Approved by the Governor on October 10, 2023
- Effective as of January 1, 2024

CVC 22500 (n)(1)(A)

- A person shall not stop, park, or leave standing any vehicle whether attended or unattended, except when necessary to avoid conflict with other traffic or in compliance with the directions of a peace officer or official traffic control device, in any of the following places:
- Within 20 feet of the vehicle approach side of any marked or unmarked crosswalk or within 15 feet of any crosswalk where a curb extension is present.
- (B) Notwithstanding subparagraph (A), a local authority may establish a different distance if both of the following requirements are met:
 - (i) A local authority establishes the different distance by ordinance that includes a finding that the different distance is justified by established traffic safety standards.
 - (ii) A local authority has marked the different distance at the intersection using paint or a sign.

Enforcement

- Prior to January 1, 2025
 - Issue warnings only if area is not marked with paint or signs
 - Issue a citation if area is marked with paint or signs
- Beginning January 1, 2026
 - Vehicles parked in 20 feet from an unmarked crossing can be cited

Marked Crossing



Unmarked Crossing



Curb Extension



Questions?

Seaside Daylighting Project

PARKING VISIBILITY AND TRAFFIC SAFETY
SHIFT 2A

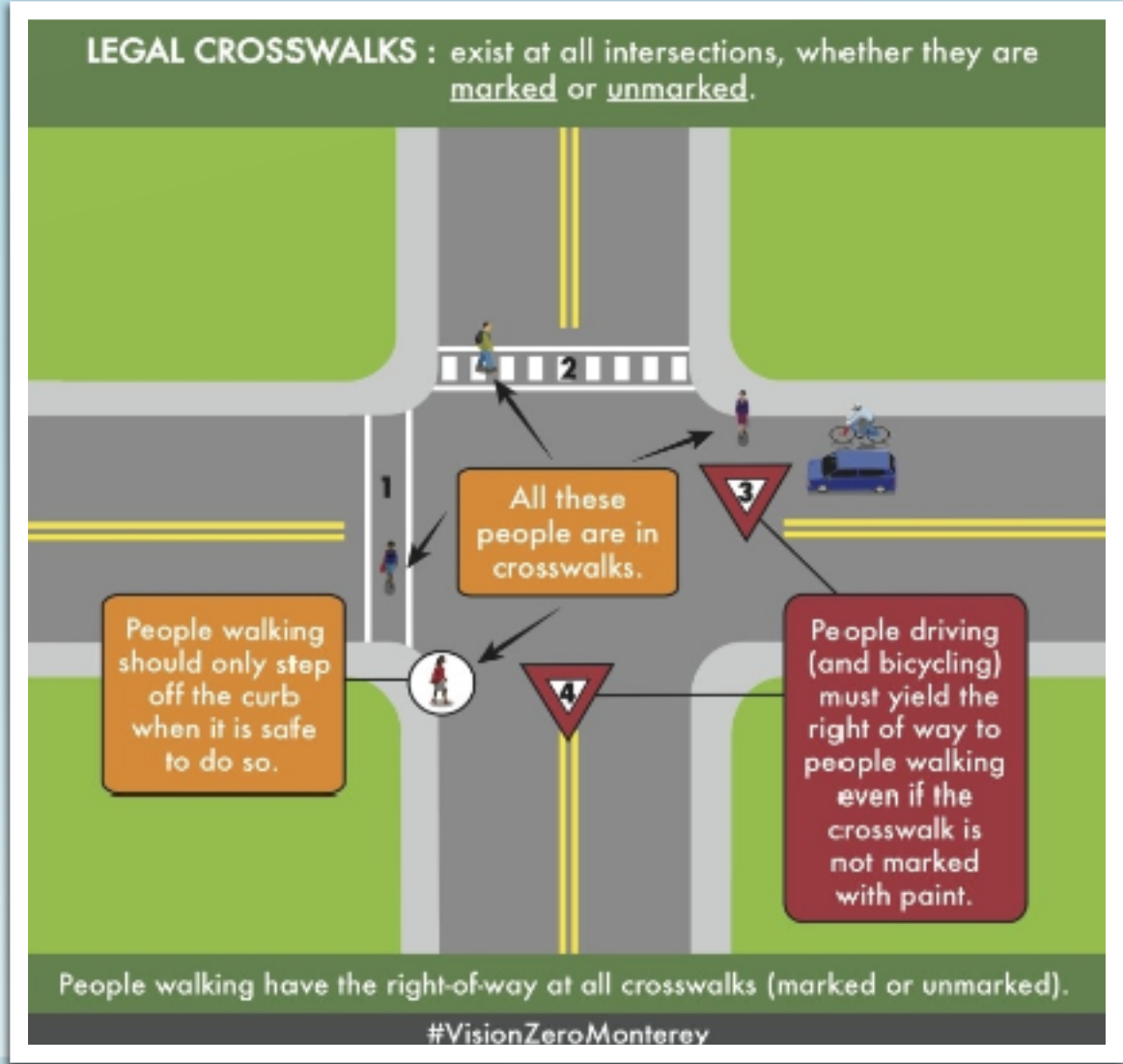
PCS KLOTZ, PCS DELEON, VAO MONTES, ACO KJELLGREN
WITH SGT ENRIQUEZ

Seaside 2040 – General Plan

- Vision Zero Action Plan :
 - “Prepare a Vision Zero Action Plan that sets forth goals and targets to reduce car crash deaths and collisions, including active transportation and street design strategies” (Chapter 13 M1.)
- Crosswalks:
 - “Visibility Improvement of Crosswalks. Improve safety at crosswalks where paint has faded” (Chapter 13 M18.)

VISIONZERO
NO MORE TRAFFIC DEATHS





WHAT IS DAYLIGHTING?

BEFORE AB 413



AFTER AB 413



ALT

STREETS 
 FOR ALL

Pilot Intersections

- San Pablo at Mescal
- Yosemite at Westminster Ct.
- Noche Buena at Military



We want to roll up our sleeves!



High Collision Intersections

1. San Pablo/Noche Buena – 6 injury collisions since '20
2. San Pablo/Flores – 3 injury collisions since '21
3. Noche Buena/La Salle – 3 injury collisions since '19
4. Olympia/Winton – 3 injury collisions since '22





Drivers still park on red curbs when not physically blocked



Drivers still park on red curbs when not physically blocked



Proactive safety measures



Maintenance has a cost, life is priceless



Maintenance has a cost, life is priceless



Hoboken, NJ has had ZERO traffic deaths in the last seven years.



Questions?





DRAFT MINUTES

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

REGULAR MEETING
440 HARCOURT AVE
Thursday, November 21, 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 for invocation. The pledge was led by Council/Agency Member Burks.

4. REVIEW OF AGENDA

Item 8H was removed by staff from the agenda and will be heard at the December 5, 2024 regular meeting.

5. PUBLIC COMMENT

Annalisa Mitchell, Lora James, Jonathan Amandi, Alvin Edwards, Peter Kaiser, Lynda Cunningham, Ray Riordan, Dianne Nielson, Susan, Ann Marie Pagan, Regina Mason, Joe Cubbage

6. PUBLIC AGENCY COMMUNICATIONS

A. SEASIDE CITY NEWS BROADCAST OF UPCOMING CITYWIDE EVENTS AND COMMUNITY ANNOUNCEMENTS

The following events were announced:

- Central California Small Business Development Center, in a collaboration with Nurture, has created a 12-week Childcare Business Program. Along with free online training, the course offers business advising services, and a \$1000 start-up grant upon completion! To learn more, visit bit.ly/smallbizchildcare.
- The City of Seaside Homeless Commission is seeking proposals from non-profit agencies and charitable organizations operating food insecurity programs. The acquired funds will support efforts to feed homeless individuals and families in Seaside. Applications must be received by January 15th at 5 PM. For more information, visit the Bid Postings page of the City's website.
- Marina Landscape Incorporated has begun the construction of the Fremont Medians Renovation Project for the City of Seaside! The project construction will

include gravel, mulch, planting, and irrigation improvements to the existing medians on Fremont Boulevard from Kimball Avenue to the Monterey Road/Highway 1 intersection. Traffic and pedestrian control may be in place for public safety. For project updates, visit the Construction Updates page of the City's website.

- As part of the 2023 Pavement Rehabilitation Project, Coastal Paving & Excavating will be paving Waring Street, between Hilby & Broadway, until Wednesday, November 27th. Traffic control measures will be in place, along with partial road closures and detours.
- Everyone's Harvest, in partnership with Farms Together, is offering Free Boxes of Produce at the Seaside Farmer's Market every Thursday until May 2025. All area residents with lower socio-economic status are welcome to participate, but, don't forget to bring proof of Medical, EBT, WIC, in order to do so. Please note that the NEW time for produce box distribution is 5 PM to 7 PM at Laguna Grande Park on Thursdays.
- In advance of this year's rainy season, the City of Seaside has set up two sandbag filling stations for residents. The first filling station is located at the Seaside Fire Station at 1635 Broadway Avenue, behind the station at the Broadway entrance. The second station is in the empty lot on Canyon Del Rey, between Chili's Restaurant and Laguna Grande Park. Residents may take up to 10 sandbags per household. Due to possible weather conditions and staff dispatching, city staff may not be available to assist in filling sandbags. For more information, contact the Public Works Department at (831) 899-6835 or at pwinfo@ci.seaside.ca.us.
- The Friends of Seaside Parks Association is having several workdays all over the city this November. On Saturday, the 23rd, FOSPA will be at Mescal Neil Park, and on the 30th, Beta Park. For more information, including future dates and locations, visit FriendsOfSeasideParks.org.
- Attention Seaside Pet Owners! On Saturday, November 23rd, The City of Seaside sponsors a Mobile Spay and Neuter Clinic providing low-cost services for underserved communities. This is an appointment-only event, so call or text (925) 967-1001, or visit SNIPBUS.ORG for more information.
- On Saturday, December 14th, Cereal with Santa! From 9am – 11, register at bit.ly/SeasideRecTrac.
- The City of Seaside will be hosting its annual Winter Wonderland and Tree Lighting Ceremony on Friday, December 6, 2024 from 6:00 pm to 9:00 pm. This event will take place on the City Hall Lawn and will feature snow, a petting zoo, horse carriage rides, arts & crafts, bounce houses, live entertainment and a very special visit from SANTA! This event is FREE to the community. For more information, please call (831) 899-6800
- The Walter Lee Avery Gallery Fall Art Competition has begun, and will run through January 30th! Be sure to visit City Hall this Friday, November 22nd, from 7pm to 8:30 for an Award & Artist Reception.
- Seaside Fire Department Toy Drive! Please donate new, unwrapped toys to support children in our community this holiday season. Donations are accepted through Wednesday, December 18th, at the Seaside Fire Department on Broadway Avenue.
- On Saturday, December 21st, the City of Seaside presents the 49th Annual

Community Holiday Luncheon at Oldemeyer Center. Doors open at 10:30 am, with Lunch being served at Noon. This is a free event, but, a ticket is required, with a maximum of 2 per person. Tickets must be picked up at the Oldemeyer Center prior to the event, starting December 6th.

7. PRESENTATIONS

A. 2024-2025 WATER ALLOCATION PROCESS MONTEREY PENINSULA WATER MANAGEMENT DISTRICT (MPWMD GENERAL MANAGER, DAVE STOLDT)

Mr. Stoldt provided a presentation that reviewed the allocation and permit process, and the tentative schedule for the allocation of new water.

8. CONSENT AGENDA

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 the consent agenda as presented.

PUBLIC COMMENT: Bobby Maxwell, Kathryn Berger

RESULT: 5-0-0-0

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

NOES: None

ABSTAIN: None

ABSENT: None

A. APPROVE MINUTES FROM NOVEMBER 7, 2024

ACTION: APPROVED

B. APPROVE THE PROCLAMATIONS OF THE RECIPIENTS OF THE THIRD CLASS OF THE SEASIDE STARS PROGRAM

ACTION: APPROVED

C. APPROVE MAYOR'S YOUTH FUND CONTRIBUTION REQUEST OF \$3,000.00 FROM ORD TERRACE ELEMENTARY SCHOOL BASKETBALL SKILLS DEVELOPMENT PROGRAM FOR COSTS ASSOCIATED WITH WEEKLY BASKETBALL SESSIONS

ACTION: APPROVED

D. APPROVE MAYOR'S YOUTH FUND CONTRIBUTION REQUEST OF \$3,000.00 FROM ORD TERRACE ELEMENTARY SCHOOL MUSIC PROGRAM FOR COSTS ASSOCIATED WITH A TRIP TO GREAT AMERICA FOR THEIR 6TH GRADE ORCHESTRA STUDENTS TO PARTICIPATE IN A MUSIC IN THE PARKS COMPETITION

ACTION: APPROVED

- E. APPROVE MAYOR'S YOUTH FUND CONTRIBUTION REQUEST OF \$3,000.00 FROM GREATER VICTORY TEMPLE CHURCH OF GOD IN CHRIST TO HELP WITH COSTS ASSOCIATED FOR THEIR HOLIDAY MEAL AND TOY GIVEAWAY**

ACTION: APPROVED

- F. ADOPT A RESOLUTION TO AWARD A CONSTRUCTION CONTRACT TO BEN FRANKLIN CONSTRUCTION INC. FOR AN AMOUNT NOT TO EXCEED \$164,175.00 FOR THE SEASIDE FIRE STATION BEAM REPAIR PROJECT, AND DIRECT THE FINANCE DIRECTOR TO MAKE THE NECESSARY BUDGETARY CHANGES**

ACTION: ADOPTED RESO #24-141

- G. ADOPT A RESOLUTION AUTHORIZING CITY STAFF TO UTILIZE MULTIPLE ANNUAL ON CALL CONSTRUCTION CONTRACTS TO COMPLETE WORK BASED ON COMPETITIVELY BID PRICING SCHEDULES, AND DIRECT STAFF TO BID OUT GENERAL ENGINEERING AND GENERAL BUILDING ON CALL CONTRACTS FOR MULTIPLE ON CALL CONTRACTORS FOR 2025**

ACTION: ADOPTED RESO #24-142

- H. ADOPT A RESOLUTION APPROVING A \$250,000.00 BUDGET TRANSFER FROM THE FORA BLIGHT REMOVAL - SUBCONTRACTED WORK ACCOUNT TO THE FORA BLIGHT REMOVAL - CONSULTANT ACCOUNT AND APPROVING AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH GEOSYNTEC CONSULTANTS, INC. FOR SOILS REMOVAL, ADDITIONAL TESTING AND REPORTING SERVICES FOR CAMPUS TOWN PHASE 1A FOR AN AMOUNT NOT TO EXCEED \$159,300.00 TO BE PAID FROM FORA DEMOLITION BONDS**

ACTION: THIS ITEM WAS REMOVED FROM THE AGENDA

- I. ADOPT A RESOLUTION AMENDING THE SCOPE OF WORK FOR THE HILBY AVENUE TRAFFIC CALMING IMPROVEMENT PROJECT BETWEEN FREMONT BOULEVARD TO GENERAL JIM MOORE BOULEVARD AND APPROVING AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH PARAMETRIX INC. TO PREPARE BID DOCUMENTS FOR THE AMENDED PROJECT SCOPE FOR AN AMOUNT NOT TO EXCEED \$16,310.00**

ACTION: ADOPTED RESO #24-143

- J. ADOPT A RESOLUTION APPROPRIATING \$20,200.00 FROM THE MEASURE X FUND BALANCE TO THE PAVEMENT MANAGEMENT PROGRAM ACCOUNT TO FUND THE PROGRAM UPDATE AND SOFTWARE**

ANNUAL SUBSCRIPTION

ACTION: ADOPTED RESO #24-144

- K. ADOPT A RESOLUTION FOR THE ACCEPTANCE OF GRANT FUNDS FOR THE PROPOSITION 47 GRANT PROGRAM: SAFE NEIGHBORHOODS AND SCHOOLS ACT THROUGH THE BOARD OF STATE AND COMMUNITY CORRECTIONS IN THE AMOUNT OF \$6,022,619.00 AND AUTHORIZE THE CITY MANAGER TO SIGN THE GRANT AGREEMENT AND MAKE A REQUEST FOR A BUDGET MODIFICATION PER COUNCIL DIRECTION**

ACTION: ADOPTED RESO #24-145

9. PUBLIC HEARING

- A. AN ORDINANCE TO MODIFY TITLE 19 OF THE SEASIDE MUNICIPAL CODE MODIFYING THE ALLOWABLE NUMBER OF CANNABIS DISPENSARIES AND MAKING OTHER CHANGES TO THE OPERATION AND SELECTION OF CANNABIS DISPENSARIES WITHIN THE CITY OF SEASIDE. THIS ITEM IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO SECTION 15061(b) OF THE CEQA GUIDELINES (SECOND READING - ROLL CALL VOTE)**

Andy Myrick, Economic Development & Community Planning Manager, provided a presentation that reviewed the ordinance regarding the allowable number of cannabis dispensaries in the City. The modification to the ordinance proposes reducing the number of allowed dispensaries to 3 and would be achieved through attrition.

PUBLIC COMMENT: Ray Riordan, Karla Lobo, Peter Kaiser, Lynda Cunningham, Susan Schiavone, 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 adopt the ordinance to modify Title 19 of the Seaside Municipal Code to modify the allowable number of cannabis dispensaries.

RESULT: 5-0-0-0

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

NOES: None

ABSTAIN: None

ABSENT: None

ACTION: Adopted Ordinance

- B. AN ORDINANCE AMENDING SEASIDE MUNICIPAL CODE CHAPTER 6.04 AND ADDING NEW SECTIONS 6.04.025, 6.04.155, 6.04.156, 6.04.157 AND 6.04.158 REQUIRING SPAY AND NEUTERING, CERTIFICATIONS**

FOR UNALTERED ANIMALS, BREEDING PERMITS AND VIOLATIONS
(SECOND READING - ROLL CALL VOTE)

Police Chief Nick Borges provided a presentation that reviewed the proposed ordinance amending Seaside Municipal Code chapter 6.04 and other sections that require spay and neutering. The exemptions for trained law enforcement dogs, certified by a licensed veterinarian as having a health reason, visitors of Seaside, unaltered animal certification, and animal owners that choose to obtain a breeding permit.

PUBLIC COMMENT: Karla Lobo, Ann Marie Pagan, Lynda Cunningham, Scott Delucchi, Bobby Maxwell, Lucy Aarons, Mary Callagy, Maria, Mark Sears, Susan Schiavone, Angie, Erin Drake-Prior, Nadia M., Joe Cubbage, Kathy Shroud, Lisa Sears, Lora James

On motion by Council/Agency Member Miller and second by Mayor Pro Tem/Vice Pacheco and carried by the following vote, the City Council/Successor Agency moved to adopt an ordinance amending Seaside Municipal Code Chapter 6.04.

RESULT: 5-0-0-0

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

NOES: None

ABSTAIN: None

ABSENT: None

ACTION: Adopted Ordinance

10. BUSINESS ITEMS

A. UPDATE ON PENDING CODE ENFORCEMENT ACTIONS AT THE SEABREEZE APARTMENTS

Alfred Soto, Code Compliance Coordinator provided a presentation that reviewed the issues regarding cockroach infestation at the Seabreeze apartments.

PUBLIC COMMENT: No name given, Tyler Sullivan, Robert Daniels, Lisa Lewis, Selena Robles, Sandra Jimenez, Ashley Gonzalez-Jimenez, Amanda Ayala, Juan Sanchez, Monica Capella, Patrice Aguilar, Bobby Maxwell, No name given, Erika Matradomas, Laura Vargas, Yesy Vake, Da'ja Robinson

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

B. REPORT ON POTENTIAL ELECTIONS OF MAYOR AND CITY COUNCIL BY DISTRICT

City Attorney Sheri Damon, introduced the item and reviewed the report is in response to a letter received from the Central Coast Democratic Socialist of America requesting that the City consider moving to district based elections. Douglas Johnson,

President of National Demographics Corporation (NDC), provided a presentation that reviewed the City's demographic study that was conducted in 2021 and updated with information from the November 2024 general election.

PUBLIC COMMENT: Karla Lobo, Annalisa Mitchell, Pastor Ronald Britt

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

C. RELEASE OF A REQUEST FOR PROPOSAL FOR THE DEVELOPMENT OF MAIN GATE PROPERTY (APN(s) 031-031-018-000, 031-041-011-000, and 031-151-013-000) AND MAKING SURPLUS LAND ACT FINDINGS

Economic Development Director, Jose Bazua, provided a presentation that reviewed the Main Gate property, the Surplus Land Act, and its objectives for a mixed-use design, commercial and hospitality, sustainable urban design and environmental stewardship. The site must be exempt from the Surplus Land Act through a formal resolution before an RFP can be released.

PUBLIC COMMENT: Alberto Lustre, Karla Lobo

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 release for proposal for the development of the Main Gate property.

RESULT: 5-0-0-0

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

NOES: None

ABSTAIN: None

ABSENT: None

ACTION: Adopted Reso #24-146

D. APPROVAL OF PROJECTS WITHIN THE NEIGHBORHOOD IMPROVEMENT COMMISSION'S ANNUAL WORK PLAN RECOMMENDATIONS FOR FISCAL YEAR 24-25

Recreation Director, Dan Meewis, provided a presentation reviewing the recommendations from the NIC.

PUBLIC COMMENT: Donna Penwell, Jeannie Reese, Ramona Oleta-Reed, Karla Lobo

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 the projects as amended and directed staff to get cost on recommended projects.

RESULT: 5-0-0-0

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

NOES: None

ABSTAIN: None

ABSENT: None

ACTION: Adopted Reso \$24-147

11. COUNCIL MEMBER REQUESTS

A. NEW COUNCIL MEMBER REQUESTS

None.

B. FOLLOW UP ON PREVIOUS REQUESTS

1. PLAN FOR FIREWORKS ENFORCEMENT FOR NEW YEAR'S EVE 2024 (PACHECO)
2. ILLEGAL FIREWORKS CITATIONS ISSUED IN JULY 2024 (PACHECO)

These items were approved to be placed on a future agenda.

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 did not anticipate any reports.

PUBLIC COMMENT: Juan Sanchez, Karla Lobo

A. PUBLIC EMPLOYMENT PURSUANT TO GOVERNMENT CODE SECTION 54957

Position: City Manager Recruitment

No report.

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

Property: 1591 Del Monte Avenue, Seaside CA 93955.

Agency Negotiators: City Manager, et. al

Negotiating Parties: Shido Kazuma Trust through their Agent Paramount Properties and City of Seaside

Under Negotiation: Price, terms of payment or both

No report.

C. 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.

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

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

No report.

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

Two Matters of Potential Litigation

No report.

14. ADJOURNMENT

With no further business, the meeting adjourned at 1:42 a.m. in honor of LaVonna
Zimmerman.

Respectfully submitted,

Dominique L. Davis, City Clerk

Ian N. Oglesby, Mayor



CITY OF SEASIDE STAFF REPORT

Item No.: 8.B.

TO: City Council

FROM: Craig Malin, Interim City Manager

BY: Jessica Riley, Finance Director

DATE: December 5, 2024

**SUBJECT: ACCEPT AND FILE THE CASH AND INVESTMENTS REPORT FOR
THE CITY OF SEASIDE AND THE SUCCESSOR AGENCY OF THE
REDEVELOPMENT AGENCY OF THE CITY OF SEASIDE FOR THE
QUARTER ENDING SEPTEMBER 30, 2024**

RECOMMENDATION

Review City of Seaside and the Successor Agency to the Redevelopment Agency of the City of Seaside Cash and Investment Report for the quarter ending September 30, 2024.

BACKGROUND

Section 53646 of the California State Government code requires the fiscal officer to prepare a quarterly report detailing the City's and the Agency's cash and investments. The City of Seaside's and the Successor Agency's Investment Policy requires a quarterly report. This report covers the Fiscal Year 2024-2025 1st quarter beginning July 1, 2024 and ending September 30, 2024.

The September 30, 2024 report shows that approximately 98.4% of the portfolio is City of Seaside funds and 1.57% is Successor Agency Funds. 47% of the funds are invested in the Local Agency Investment Fund with the State of California.

FISCAL IMPACT

None.

ATTACHMENTS

1. LAIF Program Description
 2. LAIF Quarterly Apportionment Rates
 3. PMIA-LAIF_perform
 4. exhibit A, B, C - 1Q quarter ended 9-30-2024
-

Reviewed for Submission to the City Council by:



Craig Malin, Interim City Manager



LOCAL AGENCY INVESTMENT FUND

Program Description

The Local Agency Investment Fund (LAIF), a voluntary program created by statute, began in 1977 as an investment alternative for California's local governments and special districts and it continues today under Treasurer Fiona Ma's administration. The enabling legislation for the LAIF is Section 16429.1 et seq. of the California Government Code.

This program offers local agencies the opportunity to participate in a major portfolio, which invests hundreds of millions of dollars, using the investment expertise of the State Treasurer's Office professional investment staff at no additional cost to the taxpayer.

The LAIF is part of the Pooled Money Investment Account (PMIA). The PMIA began in 1955 and oversight is provided by the Pooled Money Investment Board (PMIB) and an in-house Investment Committee. The PMIB members are the State Treasurer, Director of Finance, and State Controller.

The Local Investment Advisory Board (LIAB) provides oversight for LAIF. The Board consists of five members as designated by statute. The State Treasurer, as Chair, or her designated representative, appoints two members qualified by training and experience in the field of investment or finance, and two members who are treasurers, finance or fiscal officers or business managers employed by any county, city or local district or municipal corporation of this state. The term of each appointment is two years or at the pleasure of the Treasurer.

All securities are purchased under the authority of Government Code Section 16430 and 16480.4. The State Treasurer's Office takes delivery of all securities purchased on a delivery versus payment basis using a third party custodian. All investments are purchased at market and a market valuation is conducted monthly.

Additionally, the PMIA has Policies, Goals and Objectives for the portfolio to make certain that our goals of Safety, Liquidity and Yield are not jeopardized and that prudent management prevails. These policies are formulated by Investment Division staff and reviewed by both the PMIB and the LIAB on an annual basis.

The State Treasurer's Office is audited by the Bureau of State Audits on an annual basis and the resulting opinion is posted to the State Treasurer's Office website following its publication. The Bureau of State Audits also has a continuing audit process throughout the year. All investments and LAIF claims are audited on a daily basis by the State Controller's Office as well as an internal audit process.

Under Federal Law, the State of California cannot declare bankruptcy, thereby allowing the Government Code Section 16429.3 to stand. This Section states that "moneys placed with the Treasurer for deposit in the LAIF by cities, counties, special districts, nonprofit corporations, or qualified quasi-governmental agencies shall not be subject to either of the following: (a) transfer or loan pursuant to Sections 16310, 16312, or 16313, or (b) impoundment or seizure by any state official or state agency."

During the 2002 legislative session, California Government Code Section 16429.4 was added to the LAIF's enabling legislation. This Section states that "the right of a city, county, city and county, special district, nonprofit corporation, or qualified quasi-governmental agency to withdraw its deposited moneys from the LAIF, upon demand, may not be altered, impaired, or denied in any way, by any state official or state agency based upon the state's failure to adopt a State Budget by July 1 of each new fiscal year."

The LAIF has grown from 293 participants and \$468 million in 1977 to 2,362 participants and \$26.7 billion at the end of December 2019.

**LOCAL AGENCY INVESTMENT FUND**

Quarterly Apportionment Rates

	March	June	September	December
1977	5.68	5.78	5.84	6.45
1978	6.97	7.35	7.86	8.32
1979	8.81	9.10	9.26	10.06
1980	11.11	11.54	10.01	10.47
1981	11.23	11.68	12.40	11.91
1982	11.82	11.99	11.74	10.71
1983	9.87	9.64	10.04	10.18
1984	10.32	10.88	11.53	11.41
1985	10.32	9.98	9.54	9.43
1986	9.09	8.39	7.81	7.48
1987	7.24	7.21	7.54	7.97
1988	8.01	7.87	8.20	8.45
1989	8.76	9.13	8.87	8.68
1990	8.52	8.50	8.39	8.27
1991	7.97	7.38	7.00	6.52
1992	5.87	5.45	4.97	4.67
1993	4.64	4.51	4.44	4.36
1994	4.25	4.45	4.96	5.37
1995	5.76	5.98	5.89	5.76
1996	5.62	5.52	5.57	5.58
1997	5.56	5.63	5.68	5.71
1998	5.70	5.66	5.64	5.46
1999	5.19	5.08	5.21	5.49
2000	5.80	6.18	6.47	6.52
2001	6.16	5.32	4.47	3.52
2002	2.96	2.75	2.63	2.31
2003	1.98	1.77	1.63	1.56
2004	1.47	1.44	1.67	2.00
2005	2.38	2.85	3.18	3.63
2006	4.03	4.53	4.93	5.11
2007	5.17	5.23	5.24	4.96
2008	4.18	3.11	2.77	2.54
2009	1.91	1.51	0.90	0.60
2010	0.56	0.56	0.51	0.46
2011	0.51	0.48	0.38	0.38
2012	0.38	0.36	0.35	0.32
2013	0.28	0.24	0.26	0.26
2014	0.23	0.22	0.24	0.25
2015	0.26	0.28	0.32	0.37
2016	0.46	0.55	0.60	0.68

	March	June	September	December
2017	0.78	0.92	1.07	1.20
2018	1.51	1.90	2.16	2.40
2019	2.55	2.57	2.45	2.29
2020	2.03	1.47*	0.84	0.63
2021	0.44	0.33	0.24	0.23
2022	0.32	0.75	1.35	2.07
2023	2.74	3.15*	3.59	4.00
2024	4.30	4.55	4.71	

*Revised per State Controller's Office



PMIA/LAIF Performance Report as of 11/20/24



Quarterly Performance Quarter Ended 09/30/24

LAIF Apportionment Rate ⁽²⁾ :	4.71
LAIF Earnings Ratio ⁽²⁾ :	0.00012912073474208
LAIF Administrative Cost ^{(1)*} :	0.26
LAIF Fair Value Factor ⁽¹⁾ :	1.002061084
PMIA Daily ⁽¹⁾ :	4.58
PMIA Quarter to Date ⁽¹⁾ :	4.56
PMIA Average Life ⁽¹⁾ :	231

PMIA Average Monthly Effective Yields⁽¹⁾

October	4.518
September	4.575
August	4.579
July	4.516
June	4.480
May	4.332

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 10/31/24 \$155.9 billion

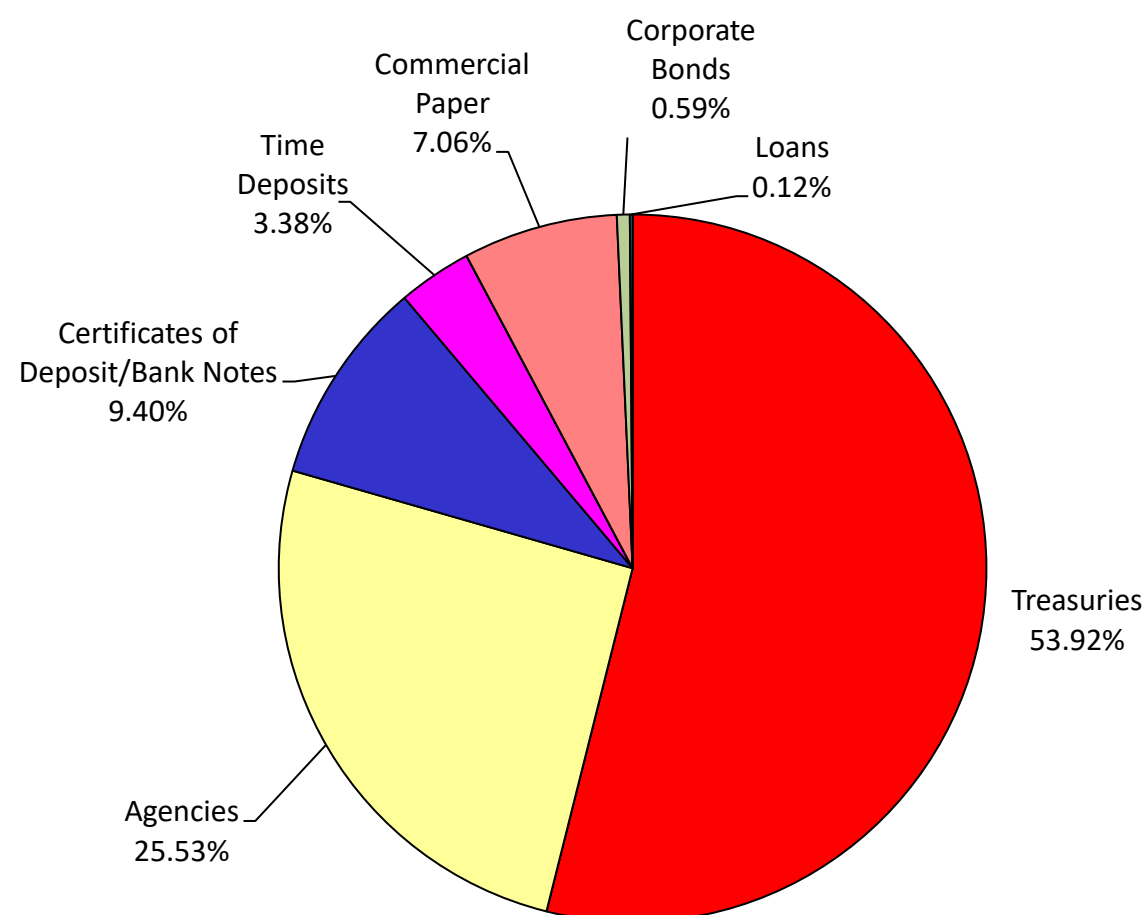


Chart does not include \$1,290,000.00 in mortgages, which equates to 0.001%. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

*The percentage of administrative cost equals the total administrative cost divided by the quarterly interest earnings. The law provides that administrative costs are not to exceed 5% of quarterly EARNINGS of the fund. However, if the 13-week Daily Treasury Bill Rate on the last day of the fiscal year is below 1%, then administrative costs shall not exceed 8% of quarterly EARNINGS of the fund for the subsequent fiscal year.

Source:

⁽¹⁾ State of California, Office of the Treasurer

⁽²⁾ State of California, Office of the Controller

**CITY OF SEASIDE and THE SUCCESSOR AGENCY
SUMMARY OF POOLED CASH AND INVESTMENTS
AS OF SEPTEMBER 30, 2024**

DESCRIPTION	INSTITUTION	VALUATION	AMOUNT
LAIF - City Funds	State Treasurer	Market	\$ 25,213,819.08
General Checking	BMO	Market	\$ 15,311,401.54
Money Market	BMO	Market	\$ 4,607,551.06
Safe Keeping	BMO	Market	\$ 3,054,172.08
2022 Lease Escrow Account	Webster Bank	Market	\$ 10,150.19
PARS Retirement Account	US Bank	Market	\$ 22,683.08
PARS 115 Trust	PARS	Market	\$ 4,218,080.86
York Tail Claims	Bank of America	Market	\$ 29,629.80
Bond 2018 Cutino Reserve account	US Bank	Market	\$ 94,495.12
Bond 2018 Measure X Reserve account	US Bank	Market	\$ 186,075.01
Bond 2014 Reserve account	US Bank	Market	\$ 42.72
Bond 2006 Reserve & Installment accounts	US Bank	Market	\$ 339,465.43
Pension Obligation Bond Program Reserve account	Wells Fargo Bank	Market	\$ 861,916.63
	Total		\$ 53,949,482.60

I hereby certify that sufficient investment liquidity and anticipated revenues are available to meet the City's and the Agency's anticipated expenditure requirements for the next six months.
(California Code Section 53646)

Investments in this report meet the requirements of the City of Seaside's and the Successor Agency's Investment Policy.

Respectfully submitted,

Craig Malin
Interim City Manager

**CITY OF SEASIDE and THE SUCCESSOR AGENCY
SUMMARY OF POOLED CASH AND INVESTMENTS
AS OF SEPTEMBER 30, 2024**

	Yield	Book Value	% of Total	Market Value
<u>Investments</u>				
State Treasurer LAIF - City Account	2.28%	25,213,819.08	46.80%	25,213,819.08
<u>Checking Account</u>				
BMO - General Checking	0.00%	15,311,401.54	28.42%	15,311,401.54
BMO - Money Market	2.64%	4,607,551.06	8.55%	4,607,551.06
BMO - Safe Keeping	2.47%	2,976,000.00	5.52%	3,054,172.08
Webster Bank - 2022 Lease	0.03%	10,150.19	0.02%	10,150.19
PARS Retirement Account	1.94%	22,683.08	0.04%	22,683.08
PARS 115 Trust	13.47%	4,218,080.86	7.83%	4,218,080.86
Bank of America-York Checking	0.00%	29,629.80	0.06%	29,629.80
<u>US Bank - Cutino Revenue 2018 Bonds</u>				
Installment Payment, Reserve	0.00%	94,495.12	0.18%	94,495.12
<u>US Bank - Measure X Revenue 2018 Bonds</u>				
Installment Payment, Reserve	0.00%	186,075.01	0.35%	186,075.01
<u>US Bank - Redevelopment Agency Merged Area Refunding 2014 Bonds</u>				
Installment Payment, Reserve	86.51%	42.72	0.00%	42.72
<u>US Bank - Golf Course 2006 Bonds</u>				
Installment Payment, Reserve	0.00%	339,465.43	0.63%	339,465.43
<u>Wells Fargo Bank</u>				
Pension Obligation Bond Program Reserve Account	2.58%	861,916.63	1.60%	861,916.63
Total Cash and Investments		53,871,310.52	100.00%	53,949,482.60

**CITY OF SEASIDE and THE SUCCESSOR AGENCY
CASH AND INVESTMENT ACTIVITY REPORT FOR THE PERIOD
JULY 1, 2024 THROUGH SEPTEMBER 30, 2024**

<u>INSTITUTION</u>	<u>ACCOUNT STATUS</u>	<u>BEGINNING BALANCE</u>	<u>DEPOSITED</u>	<u>EXPENDED or TRANSFERRED</u>	<u>INTEREST EARNED</u>	<u>ENDING BALANCE</u>
INVESTMENTS						
LAIF - City	OPEN	\$ 24,932,506.35	-		281,312.73	\$ 25,213,819.08
CHECKING ACCOUNT						
BMO - General Checking	OPEN	\$ 19,315,193.68	18,233,713.84	22,237,505.98		\$ 15,311,401.54
BMO - Payroll Checking	OPEN	\$ -	11,921,617.06	11,921,617.06		\$ -
BMO - Money Market	OPEN	\$ 7,031,876.94	-	2,500,000.00	75,674.12	\$ 4,607,551.06
BMO - Athens Tail Claims	OPEN	\$ -	8,584.27	8,584.27	-	\$ -
BMO - Safe Keeping	OPEN	\$ 2,976,000.00	-	36,174.05	36,174.05	\$ 2,976,000.00
Webster Bank - 2022 Lease	OPEN	\$ 10,163.91	-	15.00	1.28	\$ 10,150.19
PARS Retirement Account	OPEN	\$ 21,289.45	19,710.00	18,526.98	210.61	\$ 22,683.08
PARS 115 Trust	OPEN	\$ 3,969,356.76	-	5,898.65	254,622.75	\$ 4,218,080.86
Bank of America York Tail Claims	OPEN	\$ 29,629.80	-	-	-	\$ 29,629.80
BOND RESERVE ACCOUNT - HELD BY TRUSTEES						
Bond 2018 Cutino Accounts - Reserve, Interest	OPEN	\$ 16,561.92	77,932.99	-	0.21	\$ 94,495.12
Bond 2018 Meas X Accounts - Reserve, Interest	OPEN	\$ 2.15	186,072.86	-	-	\$ 186,075.01
Bond 2014 Accounts - Reserve, Interest	OPEN	\$ 246.42	152,010.83	152,256.25	41.72	\$ 42.72
Bond 2006 Accounts - Reserve, Installment	OPEN	\$ 574,209.19	-	234,750.00	6.24	\$ 339,465.43
Wells F Pension Obligation Bond Prog-Reserve Acct.	OPEN	\$ 70,073.43	786,037.88	111.75	5,917.07	\$ 861,916.63
		\$ 58,947,110.00	31,385,679.73	37,115,439.99	653,960.78	\$ 53,871,310.52

**CITY OF SEASIDE and THE SUCCESSOR AGENCY
SUMMARY OF SECURITIES HELD
AS OF SEPTEMBER 30, 2024**

Asset Type	CUSIP / ISIN	Security Description	Issue Date	Maturity Date	Market Value (\$)	Par Value (\$ / Unit)
Certificates of Deposit	00832KBR9	AFFINITY FED CRED UNION CERTIFICATE OF DEPOSIT M 10/31/24 5.800% D 11/01/23	10/31/2024	10/31/2024	\$ 248,188.48	\$ 248,000.00
Certificates of Deposit	01664MAG1	ALL IN FEDERAL CREDIT UN CERTIFICATE OF DEPOSIT M 04/30/25 5.600% D 10/31/23	4/30/2025	4/30/2025	\$ 249,755.84	\$ 248,000.00
Certificates of Deposit	01882MAG7	ALLIANT CREDIT UNION/IL CERTIFICATE OF DEPOSIT M 11/16/26 5.500% D 11/15/23	11/16/2026	11/16/2026	\$ 256,791.60	\$ 248,000.00
Certificates of Deposit	09644EAQ5	BLUPEAK CREDIT UNION CERTIFICATE OF DEPOSIT M 11/01/24 5.750% D 11/03/23	11/1/2024	11/1/2024	\$ 248,183.52	\$ 248,000.00
Certificates of Deposit	108622PH8	BRIDGEWATER BK BLOOM MN CERTIFICATE OF DEPOSIT M 08/03/26 5.150% D 11/03/23	8/3/2026	8/3/2026	\$ 253,971.84	\$ 248,000.00
Certificates of Deposit	16141BAT8	CHARTWAY FED CREDIT UN CERTIFICATE OF DEPOSIT SERIES CD M 11/03/27 5.200% D 11/03/23	11/3/2027	11/3/2027	\$ 258,505.28	\$ 248,000.00
Certificates of Deposit	32026U2T2	FIRST FOUNDATION BANK CERTIFICATE OF DEPOSIT M 10/31/25 5.400% D 10/31/23	10/31/2025	10/31/2025	\$ 251,739.84	\$ 248,000.00
Certificates of Deposit	42728JAB7	HERITAGE USA FEDERAL CU CERTIFICATE OF DEPOSIT M 05/01/26 5.450% D 11/01/23	5/1/2026	5/1/2026	\$ 254,162.80	\$ 248,000.00
Certificates of Deposit	8562854D0	STATE BANK OF INDIA CERTIFICATE OF DEPOSIT M 10/30/28 5.000% D 10/30/23	10/30/2028	10/30/2028	\$ 261,652.40	\$ 248,000.00
Certificates of Deposit	913065AD0	UNITED TELETECH FIN FCU CERTIFICATE OF DEPOSIT M 11/08/27 5.100% D 11/08/23	11/8/2027	11/8/2027	\$ 257,848.08	\$ 248,000.00
Certificates of Deposit	949764HA5	WELLS FARGO BANK NA CERTIFICATE OF DEPOSIT M 04/30/25 5.500% D 10/31/23	4/30/2025	4/30/2025	\$ 249,612.00	\$ 248,000.00
Certificates of Deposit	98138MCA6	WORKERS FED CREDIT UNION CERTIFICATE OF DEPOSIT SERIES CD M 10/30/28 5.200% D 10/30/23	10/30/2028	10/30/2028	\$ 263,760.40	\$ 248,000.00
Total					\$ 3,054,172.08	\$ 2,976,000.00



CITY OF SEASIDE STAFF REPORT

Item No.: 8.C.

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

FROM: Craig Malin, Interim City Manager

BY: Jessica Riley, Finance Director

DATE: December 5, 2024

**SUBJECT: REVIEW OF THE SUCCESSOR AGENCY TO THE
REDEVELOPMENT AGENCY OF THE CITY OF SEASIDE
RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS) 25-26
FOR THE PERIOD JULY 1, 2025 – JUNE 30, 2026, PURSUANT TO
HEALTH AND SAFETY CODE SECTION 34177**

RECOMMENDATION

Accept and review the ROPS 25-26 and direct staff to forward the presentation to the Monterey County Consolidated Oversight Board for further review and approval.

BACKGROUND

Upon dissolution of the Redevelopment Agency of the City of Seaside on February 1, 2012, pursuant to AB X1 26, the Successor Agency to the Redevelopment Agency of the City of Seaside was constituted and is governed by a board of directors consisting of the members of the City Council.

Pursuant to Health and Safety Code Section 34177, successor agencies are required to prepare Recognized Obligation Payment Schedules (ROPS) prior to each twelve-month fiscal period. The Successor Agency previously prepared a ROPS for the fiscal period commencing on July 1, 2024 and ending on June 30, 2025, (ROPS 24-25). At this time, a ROPS has been prepared for the next twelve-month fiscal period commencing on July 1, 2025 and ending on June 30, 2026 (ROPS 25-26).

ROPS 25-26 is to be submitted to the County Auditor-Controller, the County Administrative Office, the Department of Finance (DOF) and the State Controller's Office by February 1, 2025. Prior to submission, the ROPS must be reviewed and approved by the new Consolidated Oversight Board on January 16, 2025. The Successor Agency

must submit the ROPS to the DOF and a copy of the Consolidated Oversight Board's approved ROPS must be posted on the Successor Agency's website.

The DOF may eliminate or modify any items on the ROPS before approving the ROPS. The DOF must make its determination regarding the enforceable obligations and the amount and funding source for each enforceable obligation listed on a ROPS no later than 45 days after the ROPS is submitted. Within five business days of the DOF's determination, the Successor Agency may request to "meet and confer" with the DOF on disputed items. The County Auditor-Controller may also object to the inclusion of any item on the ROPS that is not demonstrated to be an enforceable obligation and may object to the funding source proposed for any item.

Beginning with ROPS 19-20, the ROPS must be presented to the Consolidated Oversight Board (COB) for approval before being submitted to the DOF. Previously, the ROPS were presented to the Seaside Oversight Board. Due to changes in the law, there is now one Consolidated Oversight Board for each county. Upon COB approval, ROPS 25-26 will be submitted to DOF. The COB will meet on January 16, 2025.

The COB requests an explanation of previously approved ROPS items and an explanation of any changes requested to ROPS 25-26. Since the COB is requesting that information, it is also hereby presented to the Successor Agency (SA) to inform SA of what information the COB will receive.

A summary of the approved ROPS items is attached. The Obligation Amount is the outstanding amount as of June 30, 2025. The summary is followed by an explanation of each item and any changes.

FISCAL IMPACT

Preparation of the ROPS 25-26 is in furtherance of allowing the Successor Agency to pay enforceable obligations of the former redevelopment agency.

ATTACHMENTS

1. 2014 Refunding Series Amortization Schedule
2. 25-26 ROPS Requested
3. Summary of ROPS Obligations and ROPS 25-26

Reviewed for Submission to the City Council by:



Craig Malin, Interim City Manager

INT ACCRUES FROM:	12/23/2014
FIRST PAYMENT DATE:	2/1/2015
FINAL MATURITY:	8/1/2033
MAX ANNUAL D.SERV:	\$2,515,225.00

Requested for ROPS	Expenditure During ROPS	Item 45 2014 TAR B	Item 48 Reserve for August Payments
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DATE:	COUPON:	PRINCIPAL DUE:	INTEREST DUE:	DEBT SERVICE	OUTSTANDING OBLIGATION				
2/1/2020			\$ 38,381.25	\$38,381.25	\$2,515,225.00	2019-20B	2019-20B	\$38,381	
8/1/2020	5.000%	\$100,000.00	\$ 38,381.25	\$138,381.25	\$2,338,462.50	2019-20B			\$138,381
2/1/2021			\$ 35,881.25	\$35,881.25	\$2,338,462.50	2020-21B	2020-21B	\$35,881	
8/1/2021	5.000%	\$110,000.00	\$ 35,881.25	\$145,881.25	\$2,156,700.00	2020-21B			\$145,881
2/1/2022			\$ 33,131.25	\$33,131.25	\$2,156,700.00	2021-22B	2021-22B	\$33,131	
8/1/2022	5.000%	\$115,000.00	\$ 33,131.25	\$148,131.25	\$1,975,437.50	2021-22B			\$148,131
2/1/2023			\$ 30,256.25	\$30,256.25	\$1,975,437.50	2022-23B	2022-23B	\$30,256	
8/1/2023	5.000%	\$120,000.00	\$ 30,256.25	\$150,256.25	\$1,794,925.00	2022-23B			\$150,256
2/1/2024			\$ 27,256.25	\$27,256.25	\$1,794,925.00	2023-24B	2023-24B	\$27,256	
8/1/2024	5.000%	\$125,000.00	\$ 27,256.25	\$152,256.25	\$1,615,412.50	2023-24B			\$152,256
2/1/2025			\$ 24,131.25	\$24,131.25	\$1,615,412.50	2024-25B	2024-25B	\$24,131	
8/1/2025	5.000%	\$135,000.00	\$ 24,131.25	\$159,131.25	\$1,432,150.00	2024-25B			\$159,131
2/1/2026			\$ 20,756.25	\$20,756.25	\$1,432,150.00	2025-26B	2025-26B	\$20,756	
8/1/2026	5.000%	\$135,000.00	\$ 20,756.25	\$155,756.25	\$1,255,637.50	2025-26B			\$155,756
2/1/2027			\$ 17,381.25	\$17,381.25	\$1,255,637.50	2026-27B	2026-27B	\$17,381	
8/1/2027	3.000%	\$145,000.00	\$ 17,381.25	\$162,381.25	\$1,075,875.00	2026-27B			\$162,381
2/1/2028			\$ 15,206.25	\$15,206.25	\$1,075,875.00	2027-28B	2027-28B	\$15,206	
8/1/2028	3.000%	\$145,000.00	\$ 15,206.25	\$160,206.25	\$900,462.50	2027-28B			\$160,206
2/1/2029			\$ 13,031.25	\$13,031.25	\$900,462.50	2028-29B	2028-29B	\$13,031	
8/1/2029	3.000%	\$155,000.00	\$ 13,031.25	\$168,031.25	\$719,400.00	2028-29B			\$168,031
2/1/2030			\$ 10,706.25	\$10,706.25	\$719,400.00	2029-30B	2029-30B	\$10,706	
8/1/2030	3.125%	\$160,000.00	\$ 10,706.25	\$170,706.25	\$537,987.50	2029-30B			\$170,706
2/1/2031			\$ 8,206.25	\$8,206.25	\$537,987.50	2030-31B	2030-31B	\$8,206	
8/1/2031	3.250%	\$165,000.00	\$ 8,206.25	\$173,206.25	\$356,575.00	2030-31B			\$173,206
2/1/2032			\$ 5,525.00	\$5,525.00	\$356,575.00	2031-32B	2031-32B	\$5,525	
8/1/2032	3.250%	\$170,000.00	\$ 5,525.00	\$175,525.00	\$175,525.00	2031-32B			\$175,525
2/1/2033			\$ 2,762.50	\$2,762.50	\$175,525.00	2032-33B	2032-33B	\$2,763	
8/1/2033	3.250%	\$170,000.00	\$ 2,762.50	\$172,762.50	\$0.00	2032-33B			\$172,763
		\$1,950,000.00	\$565,225.00	\$2,515,225.00				\$282,610	\$2,232,610

Recognized Obligation Payment Schedule (ROPS 25-26) - Summary
Filed for the July 1, 2025 through June 30, 2026 Period

Successor Agency: Seaside

County: Monterey

Current Period Requested Funding for Enforceable Obligations (ROPS Detail)	25-26A Total (July - December)	25-26B Total (January - June)	ROPS 25-26 Total
A Enforceable Obligations Funded as Follows (B+C+D)	\$ -	\$ -	\$ -
B Bond Proceeds	-	-	-
C Reserve Balance	-	-	-
D Other Funds	-	-	-
E Redevelopment Property Tax Trust Fund (RPTTF) (F+G)	\$ 5,000	\$ 176,512	\$ 181,512
F RPTTF	5,000	176,512	181,512
G Administrative RPTTF	-	-	-
H Current Period Enforceable Obligations (A+E)	\$ 5,000	\$ 176,512	\$ 181,512

Certification of Oversight Board Chairman:

Pursuant to Section 34177 (o) of the Health and Safety code, I hereby certify that the above is a true and accurate Recognized Obligation Payment Schedule for the above named successor agency.

Name Title

/s/ _____
Signature Date

Seaside
Recognized Obligation Payment Schedule (ROPS 25-26) - ROPS Detail
July 1, 2025 through June 30, 2026

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
Item #	Project Name	Obligation Type	Agreement Execution Date	Agreement Termination Date	Payee	Description	Project Area	Total Outstanding Obligation	Retired	ROPS 25-26 Total	ROPS 25-26A (Jul - Dec)					25-26A Total	ROPS 25-26B (Jan - Jun)					25-26B Total
											Fund Sources						Fund Sources					
											Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF		Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF	
								\$4,295,281		\$181,512	\$-	\$-	\$-	\$5,000	\$-	\$5,000	\$-	\$-	\$-	\$176,512	\$-	\$176,512
6	City loan	City/County Loan (Prior 06/28/11), Cash exchange	06/15/1995	06/30/2047	City of Seaside	Loan to fund projects	Merged	2,333,431	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
7	City loan	City/County Loan (Prior 06/28/11), Other	01/04/2001	06/30/2047	City of Seaside	Loan to fund projects	Ft. Ord	500,000	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
34	Bond Maintenance Fees	Fees	09/24/2003	08/01/2033	US Bank, Urban Futures, Arbitrage Rebate Service, Willdan Financial Services, etc.	Trustee fees, arbitrage calculation, disclosure certification	Merged & Ft. Ord	29,700	N	\$5,000	-	-	-	5,000	-	\$5,000	-	-	-	-	-	\$-
40	Seaside Resort Development, per amended DDA	Project Management Costs	02/07/2014	10/19/2025	Richards Watson & Gershon, Larry Seeman, EMC Planning Group, etc.	Costs billed to developer for DDA work	Ft. Ord	-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
45	2014 Tax Allocation Refunding Bonds	Refunding Bonds Issued After 6/27/12	12/23/2014	08/01/2033	US Bank	Bonds issued to refinance 2003 bond series (Feb 1, interest payments)	Merged	93,575	N	\$20,756	-	-	-	-	-	\$-	-	-	-	20,756	-	\$20,756
48	Reserve for 2014 Tax Allocation Refunding Bond payment	Refunding Bonds Issued After 6/27/12	12/23/2014	08/01/2033	US Bank	Reserve for annual August 1, bond debt service payment per	Merged	-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
Item #	Project Name	Obligation Type	Agreement Execution Date	Agreement Termination Date	Payee	Description	Project Area	Total Outstanding Obligation	Retired	ROPS 25-26 Total	ROPS 25-26A (Jul - Dec)					25-26A Total	ROPS 25-26B (Jan - Jun)					25-26B Total
											Fund Sources						Fund Sources					
											Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF		Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF	
						bond covenant																
49	Administration Costs	Admin Costs	07/01/2018	06/30/2019	Seaside Successor Agency	Successor Agency Administration Costs	Merged	1,338,575	N	\$155,756	-	-	-	-	-	\$-	-	-	-	155,756	-	\$155,756

Seaside
Recognized Obligation Payment Schedule (ROPS 25-26) - Report of Cash Balances
July 1, 2022 through June 30, 2023
(Report Amounts in Whole Dollars)

Pursuant to Health and Safety Code section 34177 (I), Redevelopment Property Tax Trust Fund (RPTTF) may be listed as a source of payment on the ROPS, but only to the extent no other funding source is available or when payment from property tax revenues is required by an enforceable obligation.							
A	B	C	D	E	F	G	H
	ROPS 22-23 Cash Balances (07/01/22 - 06/30/23)	Fund Sources					Comments
		Bond Proceeds		Reserve Balance	Other Funds	RPTTF	
		Bonds issued on or before 12/31/10	Bonds issued on or after 01/01/11	Prior ROPS RPTTF and Reserve Balances retained for future period(s)	Rent, grants, interest, etc.	Non-Admin and Admin	
1	Beginning Available Cash Balance (Actual 07/01/22) RPTTF amount should exclude "A" period distribution amount.			384,415	730,630	492,177	
2	Revenue/Income (Actual 06/30/23) RPTTF amount should tie to the ROPS 22-23 total distribution from the County Auditor-Controller				16,155		
3	Expenditures for ROPS 22-23 Enforceable Obligations (Actual 06/30/23)				81,847	148,131	
4	Retention of Available Cash Balance (Actual 06/30/23) RPTTF amount retained should only include the amounts distributed as reserve for future period(s)				150,256	-	Debt service
5	ROPS 22-23 RPTTF Prior Period Adjustment RPTTF amount should tie to the Agency's ROPS 22-23 PPA form submitted to the CAC		No entry required			25,409	22-23 PPA
6	Ending Actual Available Cash Balance (06/30/23) C to F = (1 + 2 - 3 - 4), G = (1 + 2 - 3 - 4 - 5)	\$-	\$-	\$384,415	\$514,682	\$318,637	

Seaside
Recognized Obligation Payment Schedule (ROPS 25-26) - Notes
July 1, 2025 through June 30, 2026

Item #	Notes/Comments
6	
7	
34	
40	
45	
48	
49	

Successor Agency for the Redevelopment Agency for the City of Seaside
Summary of ROPS Obligations and ROPS 25-26 Requested Amount:

Item No.	Project Name	Obligation Amt.	ROPS 25-26 Request
6	City Loan	\$2,333,431	\$0
7	City Loan	500,000	0
12	Property Services	0	0
23	SERAF	0	0
24	SERAF	0	0
34	Bond Maintenance Fees	29,700	5,000
45	2014 Tax Allocation Refunding Bonds	93,575	20,756
48	Reserve for 2014 TARB	1,338,575	155,756
49	Administration Costs	<u>0</u>	<u>0</u>
	Totals	\$4,295,281	\$181,513

- **Item 6 City Loan \$2,333,431** – During fiscal year 2011-12, the City Council approved resolution SA 2012-10 authorizing a loan pursuant to AB 1484 between the City and the Successor Agency. The Successor Agency received a Finding of Completion from the Department of Finance on March 28, 2014. Pursuant to Health & Safety Code Section 34191.4, the Successor Agency is now eligible to request Oversight Board approval to repay amounts due to the City of Seaside pursuant to the Financing Agreement. The Successor Agency is preparing a report to make a finding to re-establish loans made pursuant to a financing agreement between the Redevelopment Agency of the City of Seaside and the City of Seaside pursuant to health and safety code section 34191.4.
- **Item 7 City Loan \$500,000** – This item is for a loan for the Ft. Ord Project Area. No funding has been requested for this item. The documentation to support the item is being reviewed.
- **Item 12 Property Services \$0** – This item is to pay various property consultant services for assistance with the dissolution process and assessments of SA properties. Some funding will come from Other Funds (rents, etc.). The City of Seaside Successor Agency has sold all properties that allow the use of RPTTF funds to pay expenses and retired this item from the 22-23 ROPS.
- **Item 23 SERAF, HSC Section 33690(c)(1)** - This is to pay the Housing Successor Agency for funds borrowed to pay the Supplemental Educational Revenue Augmentation Fund. The ROPS 19-20 amount of \$746,405 paid off the loan amount. No further funds to be requested.
- **Item 24 SERAF, HSC Section 33690.5(c)(1)** – This is to pay Housing

Successor Agency for funds borrowed to pay the Supplemental Educational Revenue Augmentation Fund. The ROPS 19-20 amount of \$817,842 paid off the loan amount. No further funds to be requested.

- Item 34 Bond Maintenance Fees – This is funding for the annual trustee fees, arbitrage rebate calculations and annual disclosure fees for the 2014 TARB. Amount requested is \$5,000.
- Item 45 2017 Tax Allocation Refunding (TARB) – This is the February 1, debt service interest only payment (\$20,756) due during ROPS 25-26B. Amounts requested are in accordance with the attached debt service schedule.
- Item 48 Reserve for 2014 TARB – This is the Reserve for the 2014 TARB principal and interest payment (\$155,756) that is due on August 1 of each year until the bonds are paid in full. Per the bond indenture and DOF approval, the SA is allowed to request funding during ROPS 25-26 for debt service payment to be made on August 1, 2026. During ROPS 25-26 the funds will be held in a reserve until needed, the following fiscal year. The prior ROPS requested \$159,131 for this item in accordance with the debt service schedule.
- Item 49 Administration Costs – The \$0 requested for 25-26 is the allowed amount less than \$250,000 per the DoF's Administrative Cost Allowance formula. The requested amount of \$0 for 25-26 was determined by taking 50 percent of total Redevelopment Property Tax Trust Fund (RPTTF) distributed to pay enforceable obligations in the preceding fiscal year. The City of Seaside Successor Agency anticipates that Administrative Costs will be remain near \$0 in future years.



CITY OF SEASIDE STAFF REPORT

Item No.: 8.D.

TO: City Council

FROM: Craig Malin, Interim City Manager

BY: Dan Meewis, Recreation Director

DATE: December 5, 2024

**SUBJECT: APPROVE A MAYOR'S YOUTH FUND CONTRIBUTION REQUEST
OF \$3,000.00 FROM THE SEASIDE AQUATIC CLUB TO ASSIST
WITH COSTS FOR POOL RENTAL FEES AND TEAM SUPPLIES**

RECOMMENDATION

Approve the request.

BACKGROUND

The Seaside Aquatic Club is requesting a donation of \$3,000.00 from the Mayor's Youth Fund to help cover the costs associated with the swim team, which include pool rental fees, pool maintenance, supply costs, Red Cross registration fees, and staffing. Funds are also established to help subsidize low-income swimmers from the Seaside High School Swim Team who are interested in swimming year round.

The Seaside Aquatic Club participates in the annual Coastal Clean-up Day held each year in Monterey County, and they also recycle aluminum cans and plastic materials as a way to raise additional funds for the program. In addition, the Seaside Dolphins hold three major fund-raisers each year to help support the team and to keep fees affordable.

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 December 07, 2023, City Council Meeting. They submitted their 2023 Mayor's Youth Fund Closing report within the 60-day time frame.

FISCAL IMPACT

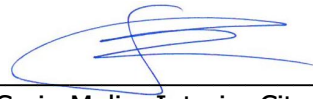
This request would be funded by a donation from the Green Waste Recovery's donation to the Mayor's Youth Fund. The current balance in the Mayor's Youth Fund account (601-2106) is \$47,864.61. If the City Council approves this request, the balance will decrease to \$44,864.61. This is for fiscal year 2024/25.

In the event that all 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 Aquatic Club - The Dolphins 2024
 2. 501(c)(3) - Seaside Aquatic Club
 3. Mayors Youth Fund Closing Report 2023
-

Reviewed for Submission to the City Council by:



Craig Malin, Interim City Manager

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: 10/31/2024 11:33 AM
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 Seaside Aquatics Club

Name Kenneth Fittro

Email Address droopydog53@yahoo.com

Address POB 950

City Seaside

State CA

Zip Code 93955

Phone Number 831 402-0312

Additional Phone Number *Field not completed.*

Percentage of Residents or Students of Seaside 70

Number of Participants	100+
Ages of Participants	5 - 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:	Athletic
Are you funding a reward for one of these activities?	No
Description of event, activity or program funding pertains to:	All funds raised by the Seaside Aquatic Club "The Dolphins", go towards support costs related to swim team operations. Seaside Aquatics Club is a year round swim team providing opportunities for youth to learn how to swim and compete among local swim teams. We also offer swim lessons because we believe there is no other sport that can save your life! We provide certified Red Cross Lifeguard training and CPR classes to the public. Many of our swimmers go on to become lifeguards for our local pools.
Attach Additional Information as Necessary	MYF Paperwork 2024.pdf
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:	All funds raised help to defray costs for the team operations and expenses. Fundraising is very important because it allows us to provide cost efficient programs for our members. Related to the goals of recycling, cleanup and sustainability, swim team members participate in the annual Coastal Clean-up Days, and also help us to recycle cans and plastics as a fundraiser for the club. They also participate in their respective school's clean up days.
What other fundraising activities are you participating in to fund your event, program or activity and what other funding sources will supplement your request?	We have four major fundraising activities; the 4th of July fireworks booth sales, the Big Sur Marathon, Big Sur Half Marathon and the Salinas Monster Truck event.
Total Amount Requested:	\$3,000.00
I agree.	

Electronic Signature
Agreement

Electronic Signature

Kenneth Fittro - Head Coach

Date

10/31/2024

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

SEASIDE AQUATICS CLUB – THE DOLPHINS
PO BOX 950
SEASIDE, CA 93955

November 1, 2024
Mayor Ian Oglesby
City of Seaside
440 Harcourt
Seaside, CA 93955

Dear Mayor Oglesby and Council Members:

Attached is an application for funding from the Mayor's Youth Fund for the Seaside Aquatic Club. Our club has a long history in the City of Seaside and was started in 1994 at the Pattullo Swim Center under the City of Seaside. It became a non-profit organization in early 1997; starting with a handful of youth and has grown to over 100 strong.

We currently swim at pools on the Monterey Peninsula including the Pattullo Swim Center and Hartnell College. We believe that swimming is an equal opportunity sport and anyone can participate and nobody should be excluded. Swimming allows young people the opportunity to train individually and learn together as a team. Swimming fosters positive relationships and having a diverse team makes our community better. It is also the only sport that can save a child's life.

Public schools have cut PE aquatics classes and minority participation in aquatics is historically very low. Approximately 60% of African Americans and Hispanics have low to no swimming ability and minorities have a high drowning rate in the United States.

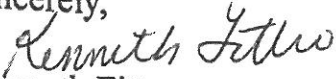
Our team relies on donations from a variety of sources but costs continue to rise. This donation will go towards expenses related to the team including pool rental fees, youth scholarships and Red Cross training materials and training. Many of our members become strong swimmers and we provide training for them to become Red Cross certified lifeguards. This training allows them to become employed as lifeguards at many of the local pools including the Pattullo Swim Center.

The team is a strong supporter of the goals related to recycling, clean-up and green sustainability. We recycle hundreds of pounds of bottles and cans year round and use those proceeds to help fund our program. Each year we also participate in the annual county beach cleanup days that are held on local beaches.

We use this opportunity to teach our swimmers the importance of volunteering and stewardship of beaches. The team also participates in open water swims such as the Alcatraz Swim held each year. Many of our swimmers participate in these swims and practice for them in the Monterey Bay.

We are requesting a donation of \$3,000.00 and would appreciate your consideration of our request.

Sincerely,

A handwritten signature in cursive script, appearing to read "Kenneth Fittro".

Kenneth Fittro

Head Coach - Seaside Aquatics Club - The Dolphins

SEASTIDE AQUATICS



INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: FEB 06 2003

SEASIDE AQUATICS CLUB INC
PO BOX 950
SEASIDE, CA 93955

Employer Identification Number:
77-0474015
DLN:
17053234021022
Contact Person: ID# 75105
RAYMOND WILKES
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Form 990 Required:
Yes
Addendum Applies:
No

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in section 509(a)(2).

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. In the case of an amendment to your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, you should inform us of all changes in your name or address.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, if you are involved in an excess benefit transaction, that transaction might be subject to the excise taxes of section 4958. Additionally, you are not automatically exempt from other federal excise taxes. If you have any questions about excise, employment, or other federal taxes, please contact your key district office.

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(2) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the

Letter 947 (DO/CG)

part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(2) organization

Contribution deductions are allowable to donors only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. See Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2, on page 104, which sets forth guidelines regarding the deductibility, as charitable contributions, of payments made by taxpayers for admission to or other participation in fundraising activities for charity.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$20 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$10,000 or 5 percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding \$1,000,000 in any year, the penalty is \$100 per day per return, unless there is reasonable cause for the delay. The maximum penalty for an organization with gross receipts exceeding \$1,000,000 shall not exceed \$50,000. This penalty may also be charged if a return is not complete, so be sure your return is complete before you file it.

You are required to make your annual information return, Form 990 or Form 990-BZ, available for public inspection for three years after the latest of the due date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application and supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than a reasonable fee for copying and postage. You may fulfill this requirement by placing these documents on the Internet, subject to the approval of the IRS, or by making them available at the Department's website, www.irs.gov/charities, or by making them available at the Tax Exempt State or Local Government's website, or by making them available on CD-ROM.

MAYOR'S YOUTH FUND CLOSING REPORT*

Date Mayor's Youth Fund was approved by council: December 7, 2023

Name of Organization: Seaside Aquatics Club – The Dolphins

Contact: Kenneth Fittro, Head Coach

Address: P.O. Box 950, Seaside, CA 93955

Email/Phone: backstrider@aol.com (831) 402-0312

Amount of Donation Received: \$3,000.00

What Items were purchased with Mayor's Youth Fund Donations: Funding was used to help defray the cost of swimming pool rental.

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.

This year many of the swimmers from the Seaside Aquatic Club volunteered at the annual Big Sur Marathon and half marathon held on April 30, 2023 and September 30, 2023. as their annual fundraiser for the team. They were responsible for stringing all of the medals for the participants of the races and by cleaning up the trash that was accumulated on both race days. They are also signed up to volunteer at the for 2024 Big Sur Marathon. Swimmers also commit to assisting with the team's recycling program which brings in some funds for the team's operations. Each swim meet designated volunteers collect all the cans and plastic bottles left after each swim meet. The last swim meet they collected at was held at the Morgan Hill Swimming Pool on January 27 and 28, 2024. Volunteers also worked at the Monster Truck Show in Salinas selling soft drinks and collecting recyclable cans and every Fourth of July the swimmers help out with the trash collection and clean up of the fireworks booth located on Broadway in Seaside.

- **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: Craig Malin, Interim City Manager

BY: Dan Meewis, Recreation Director

DATE: December 5, 2024

SUBJECT: APPROVE MAYOR'S YOUTH FUND CONTRIBUTION REQUEST OF \$3,000.00 FROM SEASIDE MIDDLE SCHOOL DRAMA CLUB FOR COST ASSOCIATED WITH THEIR PRODUCTION OF "MERRY CHRISTMAS, GEORGE BAILEY!"

RECOMMENDATION

Approve the request.

BACKGROUND

The Seaside Middle School Drama Club is requesting a donation of \$3,000.00 from the Mayor's Youth Fund to cover the costs of the production of Merry Christmas, George Bailey, and other performances this year. The funds will be used to purchase additional materials (paints, etc.) for their production. Students act in the show, create the set, and conduct the majority of the backstage work both leading up to and during the performance. The sets will be made mostly from recycled materials such as cardboard, wood and other materials. They will also shop at the thrift stores for costume pieces and other items for the production of their shows.

Based on the information provided, staff has determined that the application meets the requirements of the Mayor's Youth Fund Policy. This is the first time that Seaside Middle School Drama Club has requested a donation.

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 \$44,864.61. If the City Council approves this request, the balance will

decrease to \$41,864.61. This is for fiscal year 2024/25.

In the event that all 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 Middle School Drama Club 2024
 2. 501(c)(3) information - Seaside Middle School 2024
-

Reviewed for Submission to the City Council by:



Craig Malin, Interim City Manager

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: 11/18/2024 11:41 AM
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.

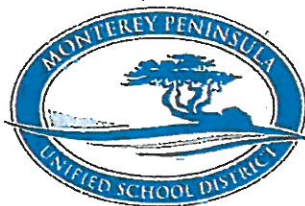
Individual Requests

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	Seaside Middle School Drama Club
Name	Natalie Constable
Email Address	nconstable@mpusd.k12.ca.us
Address	999 Coe Ave
City	Seaside
State	CA
Zip Code	93955
Phone Number	 (831) 899-7080 ext. 2735
Additional Phone Number	Field not completed.
Percentage of Residents or Students of Seaside	100%

Number of Participants	29
Ages of Participants	11-14
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
Are you funding a reward for one of these activities?	No
Description of event, activity or program funding pertains to:	Funding the drama club production of Merry Christmas, George Bailey and potentially another show in the second half of the school year. Students are acting in the show, creating the set, and doing the majority of the backstage work both leading up to and during the performance.
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:	The sets will be made mostly from recycled cardboard. The funds will be used to purchase additional materials (paint, etc.) to help create the set, as well as for thrifted costume pieces.
What other fundraising activities are you participating in to fund your event, program or activity and what other funding sources will supplement your request?	\$300 club stipend.
Total Amount Requested:	\$3,000
Electronic Signature Agreement	I agree.
Electronic Signature	Natalie F. Constable
Date	11/18/2024

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Monterey Peninsula Unified School District

Ryan Altemeyer
Associate Superintendent, Business Services

P.O. Box 1031
700 Pacific Street
Monterey, CA 93942-1031

(831) 645-1269
raltemeyer@mpusd.k12.ca.us

July 1, 2024

RE: Tax Exempt Status of MPUSD
Taxpayer Identification Number: 77-0320712

To Whom it May Concern:

Thank you for your interest in supporting our schools. We often receive inquiries about our nonprofit status. Please accept this letter as certification that the Monterey Peninsula Unified School District qualifies as a not-for-profit organization. We are a state educational institution, which is considered a political subdivision of the State of California. Because of this, we are considered a nonprofit state entity rather than a private 501 (c) (3) nonprofit organization. Donations and private grants made to our schools are tax-deductible under these statutes.

If you have further questions, please feel free to contact me at (831) 645-1269.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ryan Altemeyer", with a stylized flourish at the end.

Ryan Altemeyer
Associate Superintendent, Business Services



CITY OF SEASIDE STAFF REPORT

Item No.: 8.F.

TO: City Council

FROM: Craig Malin, Interim City Manager

BY: Dan Meewis, Recreation Director

DATE: December 5, 2024

SUBJECT: APPROVE MAYOR'S YOUTH FUND CONTRIBUTION REQUEST OF \$3,000.00 FROM SEASIDE TENANT ASSOCIATION AT HAMILTON, ELLIS, AND MARTIN PLAZA TO ASSIST WITH COST ASSOCIATED WITH THEIR YOUTH ANNUAL CHRISTMAS HOLIDAY PARTY

RECOMMENDATION

Approve the request.

BACKGROUND

Seaside Tenant Association at Hamilton, Ellis, & Martin Plaza is requesting a donation of \$3,000.00 from the Mayor's Youth Fund to help assist with the cost associated with their Annual Youth Christmas Holiday Party. Their Annual Christmas Holiday Party is for families and children at Hamilton, Ellis, & Martin Plaza Apartments, where they will be distributing toys to the children of the community as well as having a community holiday meal. The HEM plaza is one of the largest affordable housing complexes in the City of Seaside, and this annual event is a staple for the complex. The tenant association collects plastic bottles and cans to recycle throughout the complex, and they also purchase recyclable materials when feasible.

Based on the information provided in the application, the request meets the criteria for the Mayor's Youth Fund Policy. They did not submit their 2022 Mayor's Youth Fund Closing report within the 60-day time frame. The policy states that 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. They received their last donation at the November 17, 2022, City Council meeting.

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 \$41,864.61. If the City Council approves this request, the balance will decrease to \$38,864.61. This is for fiscal year 2024/25.

In the event that all 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 Tenant Association - Hamilton, Ellis & Martin Plaza 2024
-

Reviewed for Submission to the City Council by:



Craig Malin, Interim City Manager



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 (ie., 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 (ie., benefit 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



**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 Tenant Association @ Hamilton, Ellis + Martin Plaza
E.I.N # 33-1713882
Name of Applicant: Lisa Lewis

Address: 1460 Yosemite St #C City: Seaside State: Ca

Phone: (831) 383-1342 Email: lisalewis9082@gmail.com

Number of Participants: 75+ Seaside Residents / Students: 100% Ages: 3 yrs up to 16

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: (Attach additional information as necessary)

Requesting Mayor's Youth Fund to assist with the
Arturo Christmas Holiday Party for the Residents of
the Hamilton, Ellis + Martin Plaza Apartments.

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:

Monies will be used to purchase food, drinks,
and other items that will be recycled and that are all
healthy to the environment. Also will be used to purchase
misc. items needed for celebration.

What other fundraising activities are you participating in to fund your event, program, or activity?

What other funding sources will supplement your requests? Mailed out 44 letters
requesting donation. Also using Social Media to
promote this activity. (See attached supporting documents).

Total Amount Requested: (See contribution limits) \$ 3,000.00

Applicant Signature: _____

Lisa Lewis
Holidays Chairperson

Date: 11-14-24

Page 3 of 4



**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: Seaside Tenant Association @ H.E.M Plaza

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.

October 15, 2024

**Seaside Tenant's Association
@ Hamilton, Ellis & Martin Plaza Apartments
% 1514 Yosemite Street #A
Seaside, CA 93955**

Subject: Donation and Sponsorship Request

Greetings to you our Beautiful Community Partners & Friends,

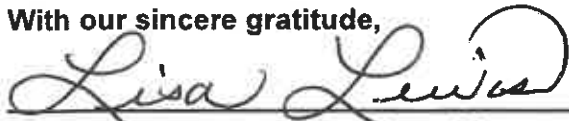
We hope that this letter finds you in good health & spirits. Once again as we prepare for this fastly approaching Holiday Season, we once again humbly ask for your support in assisting the families in our Community in need here at the Hamilton, Ellis & Martin Plaza Apartments. As you know, we are the largest affordable/low income housing complex apartments in the beautiful city of Seaside with 192 units, of which 2/3rds are families with children. Over the years, your generosity and goodwill has helped us to fulfill our mission and make a positive impact rendering much needed assistance to these families.

The Holiday Committee is asking for your support once again in assisting as many families as we can and making a positive and lasting impact to as many as we can. It is because of Community Partners and Individual donors like yourself that we have been able to fulfill this mission every year. None of what we do would be at all possible without "YOU". Your support over the years has been invaluable and greatly appreciated to those we serve.

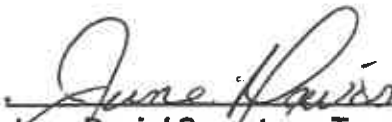
Enclosed, you will find the many ways that you can donate to this important and meaningful cause and make your contribution supporting our mission. We kindly and humbly ask for you to consider our cause and the impact that your support can make. If you have any questions or should you require any additional information, please do not hesitate to contact me directly at (831)383-1342 or the co-chair at (831)383-0232.

Thank you so much in advance for your time, consideration and support over the years. "Together", we have made a meaningful difference in the lives of these families and children.

With our sincere gratitude,



**Lisa Lewis/ Holiday Committee Chairperson
(831)383-1342**



**June Davis/ Secretary; Treasurer
Holiday Committee Co-chair
(831) 383-0232**

**Seaside Tenant's Association
Holiday Fund, 2024
% 1514 Yosemite Street #A
Seaside, CA.93955**

That's what Community Partners & Friends are for. Please count us in.

Name of Individual(s): _____

Business Sponsor: _____

Contact Person for Business: _____

Address: _____

City & Zip Code: _____

Contact Person Telephone Number: _____

Categories:

Sponsor a Family: _____

Donation of New Toys/Clothing: _____

Supply Holiday Dinner (Gift card): _____

Monetary Donation: _____ **Amount:** _____

***Children's ages range from 9 months up to 16 years.**

Please make all checks payable to:

Seaside Tenant's Association

@ Hamilton, Ellis & Martin Plaza Apartments

% 1514 Yosemite Street #A

Seaside, CA 93955

**** Tax I. D. # is available to you upon request.**

Holiday Cheers
2024
Round #1 Mailing List

1. Community Partnership for youth
2. City of Seaside / Clerks
3. Urbeq Reef Dispensary
4. Half Pipe Dispensary
5. The Reef Dispensary
6. The Ruin Group
7. Del Reef Oaks P.D.
8. Seaside Fire Dept
9. Bobby Maxwell
10. Wendy Root-Askeu
11. Carpenter's Union
12. Salvation Army
13. Jimmy Panetta
14. Stephanie Hussey
15. Paris Bakery
16. Al Glover
17. Helen Rucker * \$30.00 * mailed 10/14/24
18. Ruthie Watts
19. Nation's Market
20. Mal's Market
21. The Links
22. V.F.W
23. Home Depot / Lizaiah Ventura

cont.

24. Public Defenders Office
25. District Attorney's Office
26. Bank of America / Seaside
27. Boys & Girls Club / Seaside
28. Shoreline Community Church
29. Mayor Ian Oglesby
30. Seaside Police Dept
31. Biegel Law Firm
32. Sand City Mayor / Mary Carbone
33. The Whiskey Club
34. Monterey Mayor Syller Williamson

* mailed out on
10-15-24

Holiday Cheer, 2024 Round #2 mailer's

1. Community Foundation / Mt. Co.
2. Community Hospital
3. Mountain Mike's Pizza / Seaside
4. Round Table Pizza / Seaside
5. MCSO / Tina Nieto
6. fudge Sam Lavorato
7. Lyon Club - \$100.00
8. Kiwanis Club - Returned 11-14-24
9. KSBW Action News 8
10. Delta Sigma Theta Sorority
11. Mechanics Bank
12. Seaside Liquors
13. Carpenter's House
14. Mission Memorial Park
15. Seaside Rotary Club - Returned 11-14-24
16. Bayside Mortuary
17. Rita Burk / Dual Language
18. Retired Men's Social Club
19. Side Effects
20. Lighthouse Baptist / Seaside
21. Grocery Outlet / Seaside

10-17-24

22. Subway / Seaside
23. Dominos / Seaside

24. Other Brother Bees Co. / Seaside
25. Attorney Scott Eydbacher
26. Buffalo Wild Wings / Seaside
27. Prob. Officer Niana Manuel
28. Prob. Officer Desique Saldana
29. Wingstop / Seaside
30. Alexis Aranzola - Marcia
31. Monterey Fire Dept #13
32. David Schmalz
33. MPUSD / P.K. Dittenbaugh
34. Fishermen's Grotto / Chris Shatke

Monthly Newsletter

Here's what has happened in the last month and what's to come!

Seaside's Tenant Association Newsletter
November 2024 Edition

Welcome to Your New Tenant Association (STA)

Hello, Wonderful Neighbors!

We're thrilled to introduce the STA, your dedicated tenant advocates in Hamilton, Ellis, and Martin Plaza in Seaside, California! Our goal? To represent your tenant rights, foster community spirit through engaging events, keep you informed about housing policies, and offer support for all your housing challenges.

Why Join the STA?

- Share your thoughts and concerns at our meetings.
- Access a wealth of resources and legal expertise.
- Participate in community gatherings and connect with local leaders.

Save the Dates for Upcoming Events:

- First Tenant Association Meeting:
 - Date: November 16, 2024
 - Time: 6:30 PM
 - Location: Community Room, Hamilton, Ellis, and Martin Plaza

Ready to Get Involved?

Join us at the meeting or send us an email at SeasideTA831@gmail.com or (831) 275-3443. Everyone is welcome!

Stay Connected:

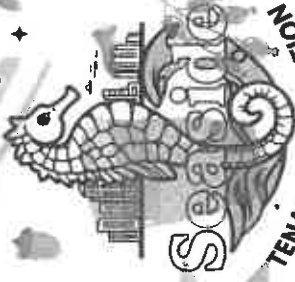
There will be monthly newsletters to catch up on all the latest updates!

Together, let's create a vibrant community!

Best regards,
The Seaside's Tenant Association Team

Meet your new officers and let's make Seaside shine!

SEASIDE'S



S.T.A. OFFICERS

Contact Information

President: Mahdi Washington

Email:

stapresident831@gmail.com

Phone: 831-383-3348

Vice President: Warren Pitts

Email:

pantherreal4224@gmail.com

Phone: 831-920-7211

1st Secretary: Shawniece Johnson

Phone: 916-306-3258

2nd Secretary: Connie Hernandez

Email: 1apaxkiesmlov@gmail.com

Phone: 831-383-2805

Treasurer: June Davis

Phone: 831-368-0232

Sergeant At Arms: Mike Porter

Phone: 831-794-1928

Spanish Interpreter: Norma

Phone: 831-869-5765

★ E.I.N.# 33-1713882



CITY OF SEASIDE STAFF REPORT

Item No.: 8.G.

TO: City Council

FROM: Craig Malin, Interim City Manager

BY: Dan Meewis, Recreation Director

DATE: December 5, 2024

SUBJECT: APPROVE MAYOR'S YOUTH FUND CONTRIBUTION REQUEST OF \$3,000.00 FROM DUAL LANGUAGE ACADEMY OF THE MONTEREY PENINSULA MUSIC PROGRAM TO ASSIST WITH COSTS ASSOCIATED WITH INSTRUMENT REPAIRS, CONSUMABLES, AND TRAVEL EXPENSES

RECOMMENDATION

Approve the request.

BACKGROUND

The Dual Language Academy of the Monterey Peninsula (DLAMP) Music Program is requesting a donation of \$3,000.00 from the Mayor's Youth Fund to cover the cost associated with instrument repairs, consumables (value oil, strings, ect.), and travel expenses for outside performances. Their instrumental classes (band and orchestra) are thriving. This year they have approximately twenty-five percent growth in their enrollment. Each year they perform at a festival which takes place at the Santa Cruz Beach Boardwalk. This year the students will participate in a beach clean-up as part of their trip. They will focus on recycling the items that clean-up from the beach.

Based on the information provided, staff has determined that the application meets the requirements of the Mayor's Youth Fund Policy. This is the first time that the Dual Language Academy of the Monterey Peninsula Music Program has requested a donation.

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 \$38,864.61. If the City Council approves this request, the balance will decrease to \$35,864.61. This is for fiscal year 2024/25.

In the event that all 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 Dual Language Academy of the Monterey Peninsula 2024
 2. 501(c)(3) information - Dual Language Academy of the Monterey Peninsula
-

Reviewed for Submission to the City Council by:



Craig Malin, Interim 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 (ie., 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 (ie., benefit 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



**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: Dual Language Academy of the Monterey Peninsula
Name of Applicant: Jennifer Kremer - music teacher ^{Music Program}
Address: 1650 Sonoma Ave City: Seaside State: CA
Phone: (831) 899-1100 Email: jkremer@mpusd.k12.ca.us
Number of Participants: 91 Seaside Residents / Students: 54 % Ages: 11-14

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: (Attach additional information as necessary)

DLAMP's instrumental classes (band and orchestra) are thriving! This year we have approximately 25% growth in our enrollment. This means we need funds for instrument repairs, consumables (reed, valve oil, strings) as well as for potential travel to outside performances.

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:

Each year our ensembles raise money to perform at a Festival which takes place at the Santa Cruz Beach Boardwalk. This year students will participate in beach clean ups as part of their trip.

What other fundraising activities are you participating in to fund your event, program, or activity?

We get a small amount from the district but rely on fundraisers including Bake sales and gift/flower sales at our concerts to raise additional money to cover costs.

Total Amount Requested: (See contribution limits) \$ \$3000.

Applicant Signature: _____

Jennifer C. Kremer

Date: 10-29-24



**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: _____

Name of Applicant: _____

Address: _____ City: _____ State: _____

Phone: _____ Email: _____

Number of Participants: _____ Seaside Residents / Students: _____% Ages: _____

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: *(Attach additional information as necessary)*

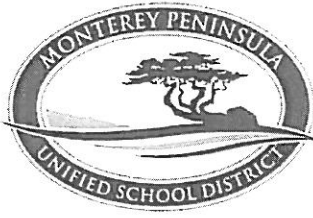
Description of how funds will be specifically used for youth groups, activities and events, and has a nexus to the goals of recycling, cleanup or "green" sustainability to insure a healthy environment: _____

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

Total Amount Requested: *(See contribution limits)* \$ _____

Applicant Signature: _____

Date: _____



Monterey Peninsula Unified School District

Ryan Altemeyer
Associate Superintendent, Business Services

P.O. Box 1031
700 Pacific Street
Monterey, CA 93942-1031

(831) 645-1269
raltemeyer@mpusd.k12.ca.us

July 1, 2024

RE: Tax Exempt Status of MPUSD
Taxpayer Identification Number: 77-0320712

To Whom it May Concern:

Thank you for your interest in supporting our schools. We often receive inquiries about our nonprofit status. Please accept this letter as certification that the Monterey Peninsula Unified School District qualifies as a not-for-profit organization. We are a state educational institution, which is considered a political subdivision of the State of California. Because of this, we are considered a nonprofit state entity rather than a private 501 (c) (3) nonprofit organization. Donations and private grants made to our schools are tax-deductible under these statutes.

If you have further questions, please feel free to contact me at (831) 645-1269.

Sincerely,

A handwritten signature in black ink, appearing to read "Ryan Altemeyer", written over a horizontal line.

Ryan Altemeyer
Associate Superintendent, Business Services



CITY OF SEASIDE STAFF REPORT

Item No.: 8.H.

TO: City Council

FROM: Craig Malin, Interim City Manager

BY: Dan Meewis, Recreation Director

DATE: December 5, 2024

SUBJECT: APPROVE CO-SPONSORSHIP AND FEE WAIVER FROM GOLD COAST RODS FOR COSTS ASSOCIATED WITH THEIR FOUR HOT CARS COOL NITES CAR SHOWS ON JUNE 27, 2025, JULY 25, 2025, AUGUST 22, 2025, AND SEPTEMBER 26, 2025

RECOMMENDATION

Approve the request.

BACKGROUND

The City of Seaside has co-sponsored and funded the Gold Coast Rods classic car show on lower Broadway since 1998. The original car shows were fully funded for six events a year, which occurred on the last Friday of each month from May to October. During the 2005-06 budget review, the City Council voted to fund only the first three events, requiring Gold Coast Rods to cover the costs for the remaining three events for the 2005 and 2006 seasons. Funding was completely eliminated in the 2009-10 budget cuts and the organization eventually discontinued their event in the City of Seaside.

In 2014, the City reestablished their co-sponsorship of the Gold Coast Rods events, and they have continued since. The 2024 events were approved for co-sponsorship and fee waivers for costs associated with public works services, and the Fee Waiver & Special Event applications were approved to close Broadway Avenue between Calaveras Street and Contra Costa Street and detour traffic during each of the four events. In 2025, they are requesting to have Broadway Avenue between Calaveras Street and Hillsdale Street.

Gold Coast Rods has submitted a Special Event Application and is requesting all fees be waived for this year's events that will be held on June 27, 2025, July 25, 2025, August 22, 2025, and September 26, 2025. Gold Coast Rods will provide the insurance

coverage.

FISCAL IMPACT

Fees that would have been credited to the General Fund will not be collected if the fee waiver is granted.

The City's adopted fee schedule includes the following approximate fees, which are applicable to this request:

June 27, 2025:

Public Workks Staff:	\$3,283.03
----------------------	------------

July 25, 2025:

Public Works Staff:	\$3,283.03
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August 22, 2025:

Public Works Staff:	\$3,283.03
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September 26, 2025:

Public Works Staff:	\$3,283.03
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GRAND TOTAL FOR ALL FOUR EVENTS:	\$13,132.12
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ATTACHMENTS

1. Gold Coast Fee Waiver and Special Event Application 2025
2. Temporary Street Closure Policy- Gold Coast Rods 2025
3. Gold Coast Rods Events - Letters of Support from Broadway Businesses 2025

Reviewed for Submission to the City Council by:



Craig Malin, Interim City Manager

Please read policy on back first.



**SEASIDE
CALIFORNIA**

Fee Waiver Request Form

Parks and Recreation Division
986 Hilby Avenue, Seaside CA 93955
831-899-6800

CONTACT INFORMATION:

Organization: GOLD COAST RODS
Name of Applicant: OTIS STEVENSON
Address: PO BOX 2672 City: Monterey State: CA
Phone: 831 601 2315 Email: Otis Auto Sales @ GMAIL . com

EVENT INFORMATION:

Event Title: HOT CARS COOL NIGHTS
Event Description: CLASSIC / SPECIAL INTEREST CAR SHOW
Event Date: 6-27 7-25 8-22 9-26 Room(s) Requested: BROADWAY AVE
Time (including set-up): 2 PM - 8 PM Approximate Number of Guests: 100+

ADDITIONAL INFORMATION:

Reason for Requesting Fee Waiver: HOSTING A FAMILY CAR SHOW
TO SEASIDE FOR OVER 25 YEARS

Have you received a Fee Waiver in the past? ☒ Yes, the event was on BROADWAY ☐ No

What is your organization's tax identification number? 770007263

What percentage of your members or participants resides in Seaside? over 50% percent

Is your organization based in Seaside? ☒ Yes ☐ No

Is your organization able to provide liability insurance? ☒ Yes ☐ No

Will alcohol be served or sold at your event? ☐ Yes ☒ No

Applicant Signature: [Signature]

Date: 10-17-24

(For Office Use Only)

Fee Waiver Request: ☐ Approved ☐ Denied ☐ Appealed

Security Deposit Required? ☐ Yes ☐ No

Staff Signature: _____

Date: _____

Notes: _____



**SEASIDE
CALIFORNIA**

Fee Waiver Request Form

Parks and Recreation Division
986 Hilby Avenue, Seaside CA 93955
831-899-6800

POLICY REGARDING ROOM RENTAL FEES AND WAIVERS

Fees may be waived for activities that benefit the majority of Seaside residents. Any new organizations requesting fee waivers are required to submit a letter of intent and complete the Fee Waiver Request form to the Recreation Services Department. The application will be submitted to the City Manager or his designee for review and approval. In the event that the fee waiver request is denied by the City Manager, the request can be appealed to the City Council. Applicants must demonstrate that the following criteria are satisfied:

1. At least 60% of the organization's membership must consist of Seaside residents. The organization must provide documentation verifying membership residency.
2. The organization must be a 501(C)3 non-profit or public benefit organization and provide taxpayer identification number.
3. The organization must provide an in-kind service/donation to benefit and augment the City of Seaside. A written statement must be submitted with the application outlining specific donations and/or services provided by the organization to the City of Seaside.

FEE WAIVERS FOR MEETING ROOMS

1. Meetings are limited to four hours.
2. All organizations receiving fee waivers must give seven days notice of cancellation. If no notice is given of cancellation, the City reserves the right to deny further fee waiver requests.
3. Due to limited space, organizations may not request fee waivers for any more than one meeting room use per year; fee waivers are not intended to provide for ongoing weekly or monthly meeting use.
4. No faith based organizations may apply for fee waivers due to the separation of church and state.

AUDITORIUM RENTAL FEE WAIVER

Organizations requesting the use of the Auditorium must:

1. Pay the non-refundable portion of the deposit per event.
2. An organization requesting use of the auditorium for a special event or meeting may receive no more than one fee waiver request within a 90-day period.
3. Provide special event liability insurance. The following is required:
 - a. Provide an "Occurrence Made" liability insurance policy, naming the city as additionally insured, with limits of \$1 million per occurrence and \$2 million aggregate. A copy of that policy must be provided to the Recreation Services Department.
 - OR
 - b. Purchase Special Event Liability insurance through the Recreation Services Department at the time of fee waiver request. This insurance covers not only the city, but also those renting the facility.
4. Fundraising activities of any nature do not qualify for fee waivers.
5. Special events may be required to provide security at renter's expense. A photocopy of the contract must be on file with the Recreation Services Department. The number of security guards required is determined by the nature of the event and the numbers in attendance.

***A City-sanctioned organization is defined as "any community based group or organization that in cooperation with the Recreation Services Department, provides an entertainment, recreation and/educational service benefiting the citizens of Seaside."**

****All deposits are placed in the maintenance and janitorial fund designated for the upkeep and repair of the Oldemeyer Center.**



**SEASIDE
CALIFORNIA**

Special Event Application

Parks and Recreation Division
986 Hilby Avenue, Seaside CA 93955
831-899-6800

Date:

Dear Event Sponsor:

Welcome to the City of Seaside. The following pages include the City of Seaside's Special Events Application and accompanying instructions developed to guide you through the application process.

Effective July 01, 2020 a \$110.00 permit fee was approved by the Seaside City Council. Please enclose a check made out to the City of Seaside with your completed application. Once the completed form is received it will be distributed to all City departments and agencies affected by your event. You will then be notified of the status of your request. On behalf of the City of Seaside we thank you for contributing to the spirit and vitality of our City through the staging of your event. **Best wishes for a successful event!**

Terry Navarro
City of Seaside
986 Hilby Avenue
Seaside, CA 93955
(831) 899-6805
(831) 718-8603
Email: tnavarro@ci.seaside.ca.us



SEASIDE CALIFORNIA

Special Event Application

Parks and Recreation Division
986 Hilby Avenue, Seaside CA 93955
831-899-6800

CONTACT INFORMATION:

Organization: GOLD COAST RODS
Name of Applicant: OTIS STEVENSON
Address: PO BOX 2672 City: MTM State: CA
Phone: 831 601 2375 Email: OTIS AUTO SALES GMAIL.COM
Day of Event Contact Name and Phone: OTIS STEVENSON 831-601-2375

EVENT INFORMATION:

Event Title: HOT CARS COOL NIGHTS

Event Category:

- | | | |
|---|--|---------------------------------|
| ☐ Athletic / Recreation | ☐ Concert / Performance | ☐ Circus |
| ☐ Celebration / Festival | ☐ Parade / March / Procession | ☐ Dance |
| ☐ Carnival | ☐ Other: <u>CAR SHOW</u> | |

Event Date and Time: 4pm UNTIL 8pm June 27, 2025, July 25, 2025, August 22, 2025, Sept. 26, 2025
Setup: 3pm Event Start: 4pm Event End: 8pm Clean up: 8pm

Event Location: BROADWAY from Calaveras to Hillside

EVENT DESCRIPTION:

Please provide detailed description of your event. Include details regarding any components of your event such as the use of vehicles, animals, rides, sanitation provisions or any other pertinent information about the event.

CLASSIC CAR SHOW FREE TO PUBLIC

Number of Participants: 3000 or more Event Benefiting: MONTY PENNELL

Federal ID # (if applicable): 7700072163

☐ 501 C(3) ☐ 501 C(6) ☐ Commercial-For Profit ☐ Other: _____

Will admission be charged? ☐ Yes, tickets cost: NO ☒ No



SEASIDE CALIFORNIA

Special Event Application

Parks and Recreation Division
986 Hilby Avenue, Seaside CA 93955
831-899-6800

Is the event open to the public? ☒ Yes ☐ No

If no, how will the event be restricted? Indicate plan on detailed schematics:

How will the event be advertised and promoted? Inter net Kmby Radio
Auto Shopper

Signs posted: yes flyers

Special equipment to be used for proposed event: (List all electrical needs you may require)

- | | | |
|---------------------------------------|---------------------------------------|--|
| ☐ P.A. System | ☐ Generator(s) | ☐ Amplified sound / music |
| ☐ Booths | ☐ Bleachers | ☐ Cooking fuel |
| ☐ Tents | ☐ Banners | ☐ Barricades |
| ☐ Other: _____ | | |

Will the event include music or live performances? JUST PA SYSTEM ☐ Yes ☒ No

Will film, video, or photography be involved with the production of event? ☐ Yes ☒ No

Do you intend to sell food or beverage? ☐ Yes ☒ No

(If yes, please attach Health Department Food Vendor Certificate)

Do you intend to sell other merchandise? ☐ Yes ☒ No

Number of Vendors? _____ (For-profit vendors must have business license on file with the City)

Vendor Name

Vendor Address

No outside vendors

Describe Merchandise

Will alcohol be served? ☐ Yes ☒ No

Will alcohol be sold? (If yes, please attach ABC license) ☐ Yes ☒ No

Parking arrangements: GOLD COAST RODEO members



**SEASIDE
CALIFORNIA**

Special Event Application

Parks and Recreation Division
986 Hilby Avenue, Seaside CA 93955
831-899-6800

Safety / Security / Accessibility (please describe your procedures for crowd control and internal security):

GOLD COAST ROPS members

Security Organization (if required - please attach security contract):

What City services do you anticipate you will need? (i.e. Police, Fire, Public Works, etc.)

PUBLIC WORKS

Method of trash collection/disposal and provision for additional sanitary facilities:

TRASH CANS

Other pertinent information or special requests:

APPLICANT AGREEMENT

All applicable fees must be paid 30 days prior to event date. No permit revisions will be accepted less than 14 days prior to the event date. The City of Seaside retains the right to terminate the event at any time should a responsible city official determine any activity related to the event is a threat to public safety and/or property. I (we) agree to abide by all laws, rules and regulations which may apply to this area. I (we) accept specific responsibility for other members of my group and for any damage done to city property and/or facilities, and agree to clean and restore the site to the condition in which it was found prior to the holding of the specific event. I certify under penalty of perjury that all the preceding information is true to the best of my knowledge. **Completed and signed special event form must be submitted to Recreation and Community Activities Director within seven working days of receipt of form.**

Applicant Signature: _____

Date: _____

1-17-24



**SEASIDE
CALIFORNIA**

Special Event Application

Parks and Recreation Division
986 Hilby Avenue, Seaside CA 93955
831-899-6800

APPLICATION MUST INCLUDE: Detailed schematic of event location indicating specific activity sites. For non-profit organizations, a copy of non-profit status must be submitted.

Attach to application and mail to:

**City of Seaside Recreation Services
Attn: Recreation Director
986 Hilby Avenue
Seaside, CA 93955**

SPECIFIC EVENT CONDITIONS OF APPROVAL

- ✓ Event organizers must clean up any event-related trash.
- ✓ All event noise or sound must be kept to a minimum, particularly before 9:00 a.m. and must not create an annoyance to co-existing events.
- ✓ Permittee is responsible for the actions of all vendors and participants during the event.
- ✓ No activities are permitted onsite that are not included on your permit application.
- ✓ All City ordinances will be strictly enforced (alcohol, dogs, etc.).
- ✓ Permit must be kept on location at all times.

Failure to comply with the above conditions may result in immediate closure of the event and a ban on future events by the organizer in the City of Seaside.

PROVISIONS

Permittee waives all claims against the City, its officers, agents and employees, for loss or damage caused by, arising out of, or in any way connected with, the exercise of this permit and permittee agrees to save harmless, indemnify and defend City, its officers, agents and employees, from any and all loss, damage or liability which may be suffered or incurred by City, its officers, agents and employees caused by, arising out of or in any way connected with exercise by permittee of the rights hereby granted, except those arising out of the sole negligence of the City.

City shall have the privilege of inspecting the premises covered by this permit any and all time. This permit shall not be assigned. City may terminate this permit at any time if permittee fails to perform and covenant herein contained at the time and in the manner herein provided. City agrees it will not unreasonably exercise this right of termination.

The parties hereto agree that the permittee, its officers, agents and employees, in the performance of this permit shall act in an independent capacity and not as officers, employees or agents of the City. No alteration or variation of the terms of this permit shall be valid unless made in writing and signed by the parties hereto.

Permittee will not discriminate against any employee or applicant for employment because of race, color, religion, ancestry, sex, sexual orientation, age national origin or physical handicaps. Permittee agrees to comply with the terms and conditions contained herein and all rules and regulation of the City subject to this permit.

Applicant Signature: _____

Date: _____

10-31-24



SEASIDE CALIFORNIA

Special Event Application

Parks and Recreation Division
986 Hilby Avenue, Seaside CA 93955
831-899-6800

INDEMNIFICATION, DEFENSE, HOLD HARMLESS

Applications must furnish the city with a certificate of insurance in an amount no less than \$1 million naming the City of Seaside as an additional insured. The amount of insurance is subject to increase at the discretion of the Finance Director who is the Risk Manager, depending upon the nature of the event. Such insurance must be primary to any city insurance and the city must have at least ten days' notice of cancellation.

For final event approval, you will need commercial general liability insurance that names "the City of Seaside, its officers, employees and agents" as an additional insured and any other public entities impacted by this event. Insurance coverage must be maintained for the duration of the event. To determine the amount of insurance coverage necessary, please contact Risk Manager. Please obtain the required insurance and mail an original insurance certificate to City of Seaside, Recreation and Community Activities Department, 986 Hilby Ave., Seaside, CA 93955.

Insurance Agency: Clifford + Bradford Insurance Agent: Arvin
Phone Number: 601 283 8100 Policy Number: 364 6656

PERMIT HOLDER hereby agrees to protect, defend, indemnify and hold and save harmless **CITY**, its officers, and employees against any and all liability, claims, judgements, costs and demands, however caused, including those resulting from death or injury to **PERMIT HOLDER'S** employees and damage to **PERMIT HOLDER'S** property, arising directly or indirectly out of the obligations or operations herein undertaken by **PERMIT HOLDER**, including those arising from the passive concurrent negligence of **CITY** but save and except those which arise out of the active concurrent negligence, sole negligence, or the sole willful misconduct of **CITY**. **PERMIT HOLDER** will conduct all defense at its sole cost and expense. **CITY** shall be reimbursed by **PERMIT HOLDER** for all costs or attorney's fees incurred by **CITY** in enforcing this obligation.

Applicant Signature: [Signature]

Date: 1-17-24

(For Office Use Only)

Authorization

- | | |
|---|--|
| ☐ Building _____ | ☐ Recreation _____ |
| ☐ Planning _____ | ☐ Redevelopment _____ |
| ☐ Police _____ | ☐ Public Works _____ |
| ☐ Fire _____ | ☐ County Health _____ |
| ☐ Finance _____ | |

Comments: _____



TEMPORARY STREET CLOSURE POLICY

I. Purpose

- A. It is the policy of the City of Seaside to encourage neighborhood, business, and community activities that promote the health, welfare, safety, and harmony of its citizens. Temporary street closures for such activities will be authorized when those closures are not anticipated to cause harm to or be a significant disruption to the general public.
- B. The purpose of this policy to the define parameters under which requests for temporary street closures for community and special events will be considered and processed. Except as otherwise provided by law, it shall be unlawful to close any public street unless a Street Closing Permit has been issued by the City of Seaside in accordance with this policy.

II. Scope

This policy applies to all roads and streets in the City of Seaside road system.

- A. City Manager's Administrative Approval: The City Manager, with recommendation of City staff, is authorized to approve:
 1. City sponsored events and community events that occur on an annual or routine basis, and have been previously approved by the City Council (i.e., Hot Cars Cool Nights, Red White and Blues, Farmer's Market, Fire Department Open House, etc.); and
 2. Closures lasting for eight hours or less where the majority of residents / businesses within 500 feet of the proposed closure support the closure (i.e. a neighborhood block party).
- B. City Council Approval: City Council approval is required for:
 1. Special events of a non-routine nature;
 2. Events lasting longer than eight hours; and
 3. Requests for closure of traffic arteries or streets with a speed limit that exceeds 30 miles per hour.

III. Policy Criteria

- A. Disposition of Temporary Street Closure Requests is administrative in nature under the authority of the City Manager and the Seaside City Council.
- B. A notice of application for street closure must be distributed to residents and business affected by the potential closure sample form attached.
- C. Fire hydrants on the specified street closure shall not be obstructed by vehicles, temporary structures, tents or other obstacles that impede the fire departments ability to access the hydrant in the event of an emergency. A minimum of 20-foot unobstructed path must be maintained for emergency vehicle access to the street if the event is not a complete, hard closure. If the event plans on having a hard closure, both the fire and police departments must be made aware of the closure in advance so alternative routes of response can be planned. An Emergency Access plan must be submitted and approved by the Fire Department and Police Department.



- D. The applicant shall conduct all activities in such a manner that the health and safety of the public are not negatively impacted.
- E. Promptly following the conclusion of the event, the applicant shall clean the right-of-way equivalent to its condition prior to the temporary closure.
- F. Approval of the request is subject to other conditions that may be specified by the City Manager or City Council.
- G. Conditions considered for all street closures include (but are not limited to):
 - 1. Impact of the proposed closure on residents, occupants, or businesses.
 - 2. Impact of the proposed closure on the accessibility of emergency vehicles into the closure areas.
 - 3. Impact of the proposed closure on vehicular traffic such as circulation, site lines, traffic movement, and availability of alternate routes for traffic.
 - 4. Potential interference with commercial and business activities in the immediate vicinity.
 - 5. Conditions existing within the surrounding area that, when occurring in conjunction with a street closure, might create a hardship or an unnecessary inconvenience to the public or persons residing in the area.
- H. The applicant is responsible for all costs associated with establishing, running, or maintaining the closure, including reimbursing the City for any costs associated with the closure, unless a fee waiver is approved by the City Council.
- I. The proposed street closure must be compatible with the neighborhood / commercial area of the requested street or road.
- J. The location must be large enough for the anticipated crowd capacity as determined by the City's Police Chief, Fire Chief, City Engineer, and Risk Manager.
- K. The temporary street closure shall be for a period less than eight (8) hours, including any set up time and breakdown time, unless approved by City Council.
- L. The City of Seaside maintains the right to cancel approval of the street closure at any time.
- M. The City reserves the right to limit the number of street closures in particular areas in order to limit disruption to residents and businesses.
- N. The City Manager will maintain and update the application and other forms to support this policy.

IV. Application Procedure

- A. The applicant shall submit a Seaside Application for Temporary Street Closing Permit at least 90 days prior to the date of the proposed street closure. Applications submitted less than 90 days cannot be guaranteed a response for approval or denial.
- B. A site map must be included with the application detailing a 20-foot emergency vehicle access lane through closure, or alternative emergency vehicle access in accordance with an approved Emergency Access Plan.



February 2022

C. All applicable documents shall be attached to the Application for Temporary Street Closing Permit (consult with City staff to determine which documents are required):

1. Special Event Application;
2. Detailed site map;
3. Traffic control plan;
4. Emergency Access Plan;
5. Temporary detour plan;
6. Petition with signatures of affected residents / businesses; and
7. Proof of insurance.

D. Incomplete applications will be denied.

E. The City's Police Chief, Fire Chief, City Engineer, and Risk Manager will review application materials and make recommendations regarding the closure to the City Manager and/or City Council.

F. In the event an application is denied by the City Manager, the applicant may appeal to the City Council.

V. Road Closure / Barricade Equipment:

- A. Barricade equipment is required and can be provided by the City. City Staff will contact the Maintenance & Utilities Superintendent to schedule the delivery of the barricade equipment.
- B. Barricades will be delivered by the Maintenance & Utilities Division the last working day before the event and will be picked up the first working day after the event.
- C. Depending on the proposed closure, the City may require City staff or a bonded and insured traffic control company to be responsible for opening and closing the roadway.

VI. Public Notification

- A. At the applicant's expense, and prior to approval of the potential closure, the City will notify all residents/tenants directly affected by the street closure and provide them with the means to comment on the proposed closure.
- B. At a minimum, notices will be distributed to all who live or own/manage businesses within a 500-foot radius of the event location.
- C. The applicant may submit a petition demonstrating support of the affected residences / businesses which may be accepted in lieu of the City's noticing process. Upon request, the City will provide the applicant of a list of businesses and residences within the 500-foot radius.



VII. Fees and Charges

- A. The applicant will be responsible for all applicable fees and costs associated with the street closure, including but not limited to:
 - 1. Public Noticing;
 - 2. Use of City barricades;
 - 3. Staff time to shut down and reopen the street;
 - 4. Permit fee as established by the City Council in the adopted fee schedule;
 - 5. Cost of any required traffic plans and Emergency Access Plans; and
 - 6. Police, Fire, and other staff time as deemed necessary by the City
- B. The City Council may waive the fees associated with street closures.

VIII. Additional Event Requirements

- A. No stakes or penetrations may be made through the street surface.
- B. No disposal of anything in storm sewers.
- C. Any marking on the street can be done in chalk or washable material. No paint or permanent markings can be used.
- D. No loud speaker system shall be used which is audible beyond the designated event location. Event organizers and guests shall be in compliance with public peace statutes and ordinances.
- E. Alcoholic beverages are prohibited on City streets or public right of way unless the applicant has obtained a permit from the City. Proof of ABC license must be submitted to the City prior to the event in accordance with the Special event application.
- F. If alcoholic beverages are dispensed, event organizers may be subject to criminal penalties if under-aged persons are consuming or possessing such beverages.

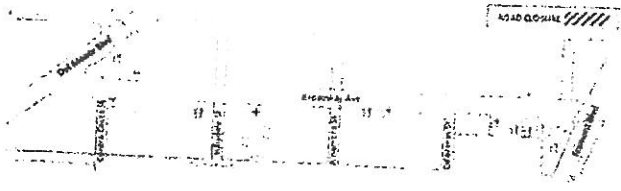
IX. Damages & Insurance

- A. Any person or persons to whom a Street Closing Permit has been issued shall be liable for any loss or damage to any City of Seaside property arising out of the issuance or exercise of said permit.
- B. As a condition to the issuance of any Street Closing Permit, the permittee or permittees may be required to provide insurance to indemnify the City from any and all damages and costs of litigation arising out of the issuance and use of such permit.
- C. As a condition to the issuance of any Street Closing Permit, the City may require the permittee to indemnify and hold the City harmless from any claims for damages arising out of the street closing.



February 2022

STREET CLOSURE NOTIFICATION (SAMPLE)

Notice Application for Street Closure	
This notice serves as notification that a request for street closure has been submitted to the City of Seaside and includes a request to close a portion of: (insert street)	
Noticing Date:	
Name of Applicant: Otis Stevenson / Gold Coast Rods	
Name of the Event / Purpose of Closure: HOT CARS COOL NIGHTS	
Date of Closure: 6-27 7-25 8 22 9-26 2025	
Start Time of Closure: 2 PM	End Time of Closure: 8 PM
Streets to be closed:	
A: BROADWAY	from to CALAVAS & Hillsdale
B:	from to
C:	from to
Map of Closure:	
Map of Street Closure: 	
To provide input on this application:	
Provide written comment to city clerk@ci.seaside.ca.us, include the following in the subject line "Public comment Item # (insert the agenda item number relevance to your comment). Written comments must be received by 3pm of the day of the meeting	
Provide public comment in person at the meeting.	
Meeting Date/Time:	Meeting Information:



February 2022

TEMPORARY STREET CLOSURE APPLICATION

Applicant Information		
Name of Applicant: <u>OTIS STEVENSON</u> <u>GOLD COAST ROADS</u>	Date: <u>1-17-24</u>	
Mailing Address: <u>PO BOX 2672</u>	City/ State: <u>SEASIDE CA 93940</u>	
Email: <u>OTIS AUTO SALES @ GMAIL.COM</u>	Phone: <u>831 661 2315</u>	

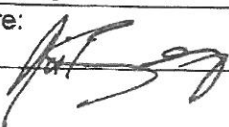
Street Closure Details		
Name of the Event / Purpose of Closure: <u>HOT CARS COOL NIGHT</u>		
General Description: <u>THIS IS A CLASSIC SPECIAL INTEREST CAR SHOW WHERE THE PARTICIPANTS PARK THEIR CARS FOR DISPLAY TO THE PUBLIC</u>		
Event Start and End Time: <u>6:00 SATURDAY 2PM - 8PM</u>	Estimated number of people in attendance: <u>300+</u>	
Date of Event: <u>6-27 7-25-8-22 9-26</u>	Total Number of streets to be closed:	
Will alcohol be served?	Will the event include live or amplified music?	
Streets to be closed (please attach a detailed site map of closure location):		
A: <u>BROADWAY</u>	from to	<u>CAIAVERAN TO HILLSDALE</u>
B: _____	from to	_____
C: _____	from to	_____
Street close time: <u>3PM</u>	Street opening time: <u>8PM</u>	
Supplementary questions	Yes	No
Will vehicles be allowed inside the closure?	<u>ONLY PARTICIPANTS</u>	
If yes, please explain why and provide their locations:		
Are you planning to hire a security company for the planned closure?	<u>GOLD COAST</u> <u>ROADS MEMBERS</u>	
If yes, provide the Company name, phone number, name of Supervisor, and locations for where security will be placed:		
I certify that the information provided in the application is true and correct to the best of my knowledge.		
Applicant Signature: <u>[Signature]</u>		Date: <u>10-17-24</u>



February 2022

For Official Use Only

Engineering / Public Works Department		
Application Review Questions	Yes	No
Has the traffic control plan been submitted?		
Is the traffic control plan approved?		
Per the approved traffic control plan, is security being required for traffic control?		
Is the street closure application approved by the Engineering / Public Works Dept?		
If no, what is the reason for denial:		
Is the street closure approved with conditions?		
If yes, what are the approval conditions?		
Name of Dept. Head:	Title:	
Signature:		

Police Department		
Application Review Questions	Yes	No
Based on the information provided, does the applicant need to have Security assigned to assist traffic around the street closure?		✓
If yes, please identify the areas where security is required:		
N/A		
Is the street closure application approved by the Police Dept?	✓	
If no, what is the reason for denial:		
N/A		
Is the street closure approved with conditions?		✓
If yes, what are the approval conditions?		
N/A		
Name of Dept. Head: Nicholas Borges	Title: Chief of Police	
Signature: 		



February 2022

Fire Department		
Application Review Questions	Yes	No
Does the site plan show obstructions on the road way?		
Does the site plan does provide for a 20' wide fire lane for emergency vehicle access?		
Is the street closure application approved by the Fire Dept?		
If no, what is the reason for denial:		
Is the street closure approved with conditions?		
If yes, what are the approval conditions?		
Name of Dept. Head:	Title:	
Signature:		
Risk Management		
Application Review Questions	Yes	No
Does the proposed street closure meet the requirements of this policy with respect to size, compatibility, etc.?		
If required, has the applicant submitted Liability Insurance?		
Is the street closure application approved by Risk Management?		
If no, what is the reason for denial:		
Is the street closure approved with conditions?		
If yes, what are the approval conditions?		
Name of Dept. Head:	Title:	
Signature:		

Status of Application

The street closure request is: APPROVED _____ DENIED _____ DATE: _____

City Manager's Signature / Date: _____

If applicable, scheduled for City Council consideration on: _____

Gold Coast Rods

P.O. Box 2672

Monterey, CA 93940

CITY OF SEASIDE

To the Honorable Mayor and City council we support Gold Coast Rods Hot Cars and Cool Nights on Broadway Ave in Seaside.

A handwritten signature in black ink, appearing to read "Marina Auto Stereo", written in a cursive style.

Marina Auto Stereo

1605 Delmonte Blvd

Seaside, CA 93955

Gold Coast Rods

P.O. Box 2672

Monterey, CA 93940

CITY OF SEASIDE

To the Honorable Mayor and City council we support Gold Coast Rods Hot Cars and Cool Nights on Broadway Ave in Seaside.

A handwritten signature in black ink, appearing to read "Owen Pizzeria", written over a horizontal line.

Oven Pizzeria

720 Broadway Ave

Seaside, CA 93955

Gold Coast Rods
P.O. Box 2672
Monterey, CA 93940

CITY OF SEASIDE

To the Honorable Mayor and City council we support Gold Coast Rods Hot Cars and Cool Nights on Broadway Ave in Seaside.



Gold Coast Rods
P.O. Box 2672
Monterey, CA 93940

CITY OF SEASIDE

To the Honorable Mayor and City council we support Gold Coast Rods Hot Cars and Cool Nights on Broadway Ave in Seaside.



Paul Hill

Gold Coast Rods

P.O. Box 2672

Monterey, CA 93940

CITY OF SEASIDE

To the Honorable Mayor and City council we support Gold Coast Rods Hot Cars and Cool Nights on Broadway Ave in Seaside.

A handwritten signature in black ink, appearing to read "Erik's Deli", with a long horizontal flourish extending to the right.

Erik's Deli

840 Broadway Ave

Seaside, CA 93955

Gold Coast Rods

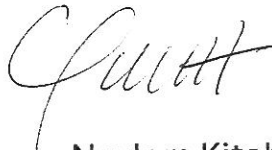
P.O. Box 2672

Monterey, CA 93940

CITY OF SEASIDE

To the Honorable Mayor and City council we support Gold Coast Rods Hot Cars and Cool Nights on Broadway Ave in Seaside.

11/11/24



CHERYL PUCKETT
for Norman Naylor

Norman Naylor's Kitchen & Cabinet Design

815 Broadway Ave

Seaside, CA 93955

Gold Coast Rods

P.O. Box 2672

Monterey, CA 93940

CITY OF SEASIDE

To the Honorable Mayor and City council we support Gold Coast Rods Hot Cars and Cool Nights on Broadway Ave in Seaside.

Hobby Planet

530 Broadway Ave

Seaside, CA 93955

Manuel Bogach
Manuel Bogach

Gold Coast Rods

P.O. Box 2672

Monterey, CA 93940

CITY OF SEASIDE

To the Honorable Mayor and City council we support Gold Coast Rods Hot Cars and Cool Nights on Broadway Ave in Seaside.

A handwritten signature in black ink, consisting of a large, stylized 'S' or 'B' shape with a horizontal line extending to the right.

Premier Chevrolet & Hyundai

4 Heitzinger Plaza

Seaside, CA 93955



CITY OF SEASIDE STAFF REPORT

Item No.: 8.I.

TO: City Council

FROM: Craig Malin, Interim City Manager

BY: Andreas Baer, Senior Engineer
Thomas Korman, Public Works Director/City Engineer

DATE: December 5, 2024

**SUBJECT: REVIEW AND TAKE ACTION ON TRAFFIC ADVISORY
COMMITTEE RECOMMENDATION TO APPROVE THE RED CURB
AT 1184 BARBARA COURT**

RECOMMENDATION

Approve painting of red curb at 1184 Barbara Court.

BACKGROUND

Staff received the Traffic Advisory Committee Request Application (attachment 1), dated September 30th, 2024, from a resident requesting the installation of red curb on the west side of the driveway at 1184 Barbara Court. The resident noted their driveway is on the rounded portion of a Cul-du-sac and vehicles parking up to the driveway apron project into the exit path of the driveway, partially blocking the driveway and making it difficult to exit. A blocked driveway impact the property owner's ability to use their property and access their driveway. In addition, blocked driveways impede emergency evacuation and first responder access.

Staff conducted a site visit at 1184 Barbara Court at 9:00am, and compiled a report (attachment 2). During the site visit, it is noted that the area was not heavily impacted with vehicles parking on the street. It was also noted that the applicants driveway exits the court at a sharp angle, and cars parking at the driveway apron to the west of 1184 Barbara court would project into the driveway exit path.

Barbara Court is classified as a local road, with a posted speed limit of 25 miles per hour (mph) allowing one lane of traffic in each direction. Barbara court is an oval-shaped cul-de-sac approximately 138ft long and 69ft wide with the approach street

approximately 33 ft wide, measuring from face-of-curb to face-of-curb. Parallel parking is available on both sides of the street. The driveways are generally two car driveways serving two car garages, however the driveway curb cuts are only sized for a single car. Sidewalks measuring approximately 5 feet wide are present on both sides of the street. Single-family residences are located along this block of Barbara Court. The applicant's driveway is approximately 11 feet wide at the face of curb, and the approach width at the curb is approximately 14 feet. The applicant's driveway is located on the rounded portion of the cul-de-sac leaving the street at almost a 40-degree angle. The distance to the next driveway approach is approximately 17 feet to the west, and 9 feet to the east providing inadequate space for parking on either side. A standard parallel parking space is 20 feet long. The 17 ft curb length to the west of the applicants' driveway is smaller than a conforming parallel space, but is large enough to encourage illegal parking. There is no red curb in the vicinity of 1184 Barbara Court at this time. Adding red paint to either the east or west side of the driveway will not take away a conforming parking space. Partial red striping will leave the remaining curb small enough that it discourages even small vehicles from trying to fit.

Staff also reviewed past consultations with the traffic engineer from the City's On-call Traffic Engineering list. The consultant provided examples of driveway red tipping and red curb recommendations from nearby Bay Area cities. Factors to consider when evaluating red curbs for driveways include visibility from the driveway, maneuverability into and out of the driveway, width of the driveway, and the length of the adjacent curb for parking spaces. Placing a red curb on either side of this driveway approach would assist with the applicant's ability to maneuver in and out of the driveway, as well as improve visibility when exiting the driveway.

Staff recommended that the City Council approve the TAC recommendation to install 10 feet of red curb on the west side of the driveway and red tipping the east side of the driveway at 1184 Barbara Court as it will not reduce the number of viable parking spots available on the street, it will allow motorcycle parking in the remaining curb space, and will prevent cars from parking where their vehicle blocks access to the 1184 Barbara court driveway.

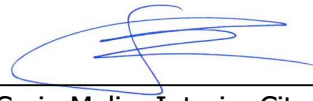
FISCAL IMPACT

There is no fiscal impact associated with this Item approving the painting of red curb at 1184 Barbara Court. The cost of the improvements would be paid by the applicant.

ATTACHMENTS

1. 1184 Barbara Court TAC Docs
-

Reviewed for Submission to the City Council by:



Craig Malin, Interim City Manager



Traffic Advisory Committee Request Application

The following information is required to process all Traffic Advisory Committee requests. This information will be used to contact the applicant should staff have questions or needs clarification on the request. This information will also appear in the staff report presented to the Traffic Advisory Committee and/or City Council.

The Traffic Advisory Committee meets the 3rd Tuesday of every month at 5:00 PM in the City of Seaside's City Hall Conference room. This meeting is open to the public and applicants are encouraged to attend.

Name: MONICA MARTIREN Date: 09/30/24
Address: 1184 BARBARA COURT Phone: (831) 915-4665

Type of Request (check all that apply):

- ☐ Parking Designations ☐ Crosswalk ☒ Curb Markings (White, Yellow, etc.)
☐ Warning Sign ☐ Traffic Signal/Stop Sign ☐ Signing/Striping
☐ Other _____

FEES WILL APPLY FOR PARKING AND CURB MARKING REQUESTS

Request: CURB MARKINGS ON RED, CARS
BLOCKING MY DRIVEWAY ALL THE TIME.

Request Procedures are outlined on the back of this form. For any questions regarding the Traffic Advisory Committee (TAC) please contact 899-6825.

City of Seaside
440 Harcourt Avenue
Seaside, CA 93955

DATE : 10/4/2024 3:56 PM
OPER : RM
TKBY : ND
TERM : 30
REC# : R00053599

100.3665 TRAFFIC ADVISORY COM 73.00
MONICA MARTIREN 73.00

Paid By: MONICA MARTIREN
CC 73.00

APPLIED 73.00
TENDERED 73.00

CHANGE 0.00

Cardmember acknowledges receipt of goods
and/or services in the amount of the
total shown hereon and agrees to perform
the obligations set forth by the
cardmember's agreement with the user.

10/4/24

XXXXXXXXXXXX7885
Entry Mode: CHIP READ
CVM:

EMV Details:
AC: C6ED35C6A36DD516
ATC: 0109
AID: A0000000031010
TVR: 8080008000
TSI: 6800



TRAFFIC ADVISORY COMMITTEE

1184 Barbara Court

11/19/2024

REQUEST INFORMATION:

Request By Owner

Summary: Paint red curb west of driveway.

Reason: Vehicles parked on Street block driveway.

Justification: Driveway is off a round cul-de-sac and when vehicles park at edge of driveway apron they project into the driveway.

 APPLICATION FEE PER THE CURRENT ADOPTED FEE SCHEDULE

Traffic Advisory Committee Request Application

The following information is required to process all Traffic Advisory Committee requests. This information will be used to contact the applicant should staff have questions or needs clarification on the request. This information will also appear in the staff report presented to the Traffic Advisory Committee and/or City Council.

The Traffic Advisory Committee meets the 3rd Tuesday of every month at 5:00 PM in the City of Seaside's City Hall Conference room. This meeting is open to the public and applicants are encouraged to attend.

Name: MONIKA MAETIREN Date: 09/30/24
Address: 1184 BARBARA COURT Phone: (831) 915-4665

Type of Request (check all that apply):
☐ Parking Designations ☐ Crosswalk ☒ Curb Markings (White, Yellow, etc.)
☐ Warning Sign ☐ Traffic Signal/Stop Sign ☐ Signage/Striping
☐ Other _____

FEES WILL APPLY FOR PARKING AND CURB MARKING REQUESTS

Request: CURB MARKING ON RED CURB
BLOCKING MY DRIVEWAY ALL THE TIME

Request Procedures are outlined on the back of this form. For any questions regarding the Traffic Advisory Committee (TAC) please contact 899-6825.

LOCATION:

1184 Barbara Court
Seaside, CA 93955



STREET VIEW:



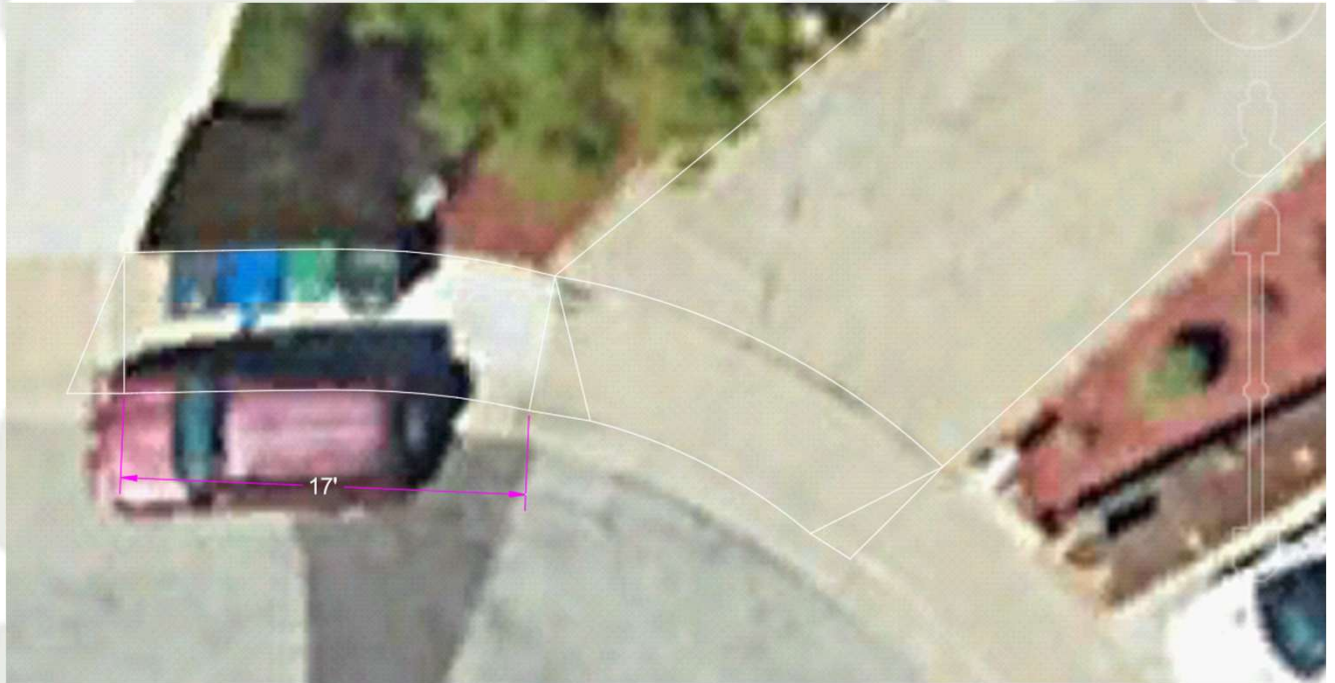


BARBARA COURT
Oval shaped Cul-du-sac

Enlarged
view

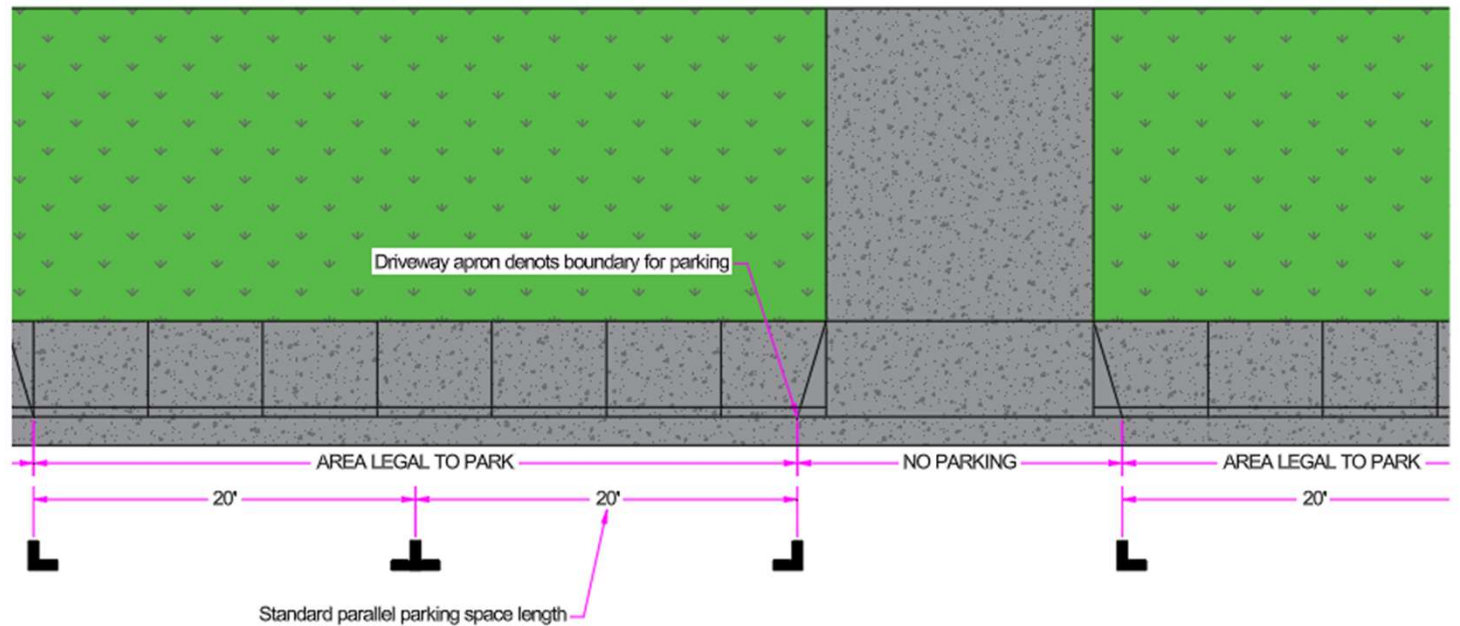
1184 DRIVEWAY CHARACTERISTICS

- Cul-du-Sac is curved.
- Driveway leading to garage accentuates angle at which vehicles approach street.
- Street Parking is shorter than a standard vehicle space.



STANDARD STREET PARKING

NOTE: Vehicles are not allowed to park on the street between a private driveway apron.



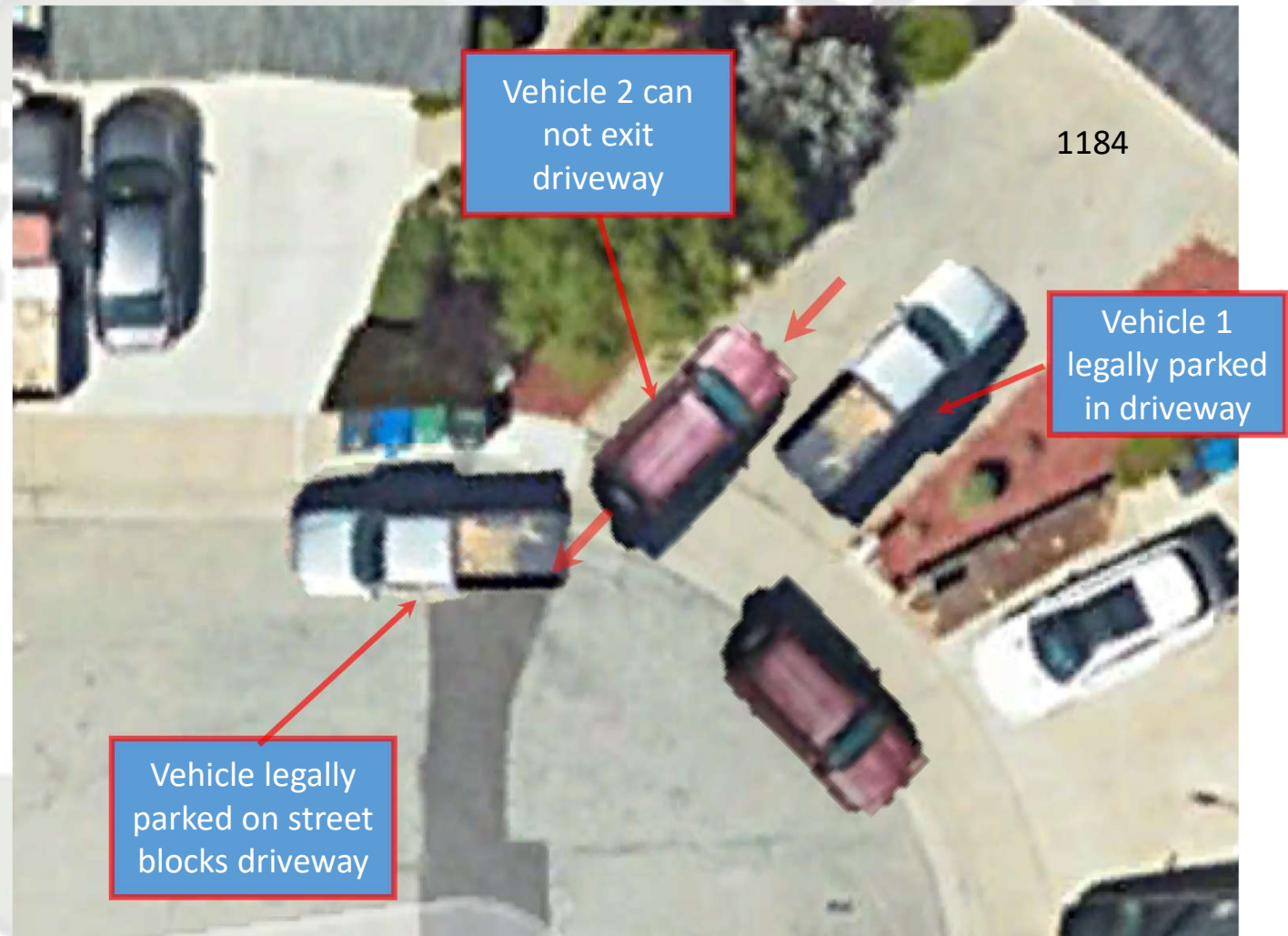
CONFLICT

- Vehicles legally parked project over driveway approach.
- 17' space adequate for most vehicles, and a naturally tempting parking space.



EXAMPLE

- Legally parked cars on the street in curved cul-du-sac areas will project beyond their driveway apron and block driveway access



SOLUTION

- Project driveway out into street, and paint curb red up to point where standard vehicle if parked will not block driveway access.
- Owner to pay curb painting fee.





CITY OF SEASIDE STAFF REPORT

Item No.: 5.A.

TO: Traffic Advisory Committee

BY: Andreas Baer, Senior Engineer

DATE: November 19, 2024

**SUBJECT: CONSIDER THE INSTALLATION OF RED CURB AT 1184
BARBARA COURT**

PURPOSE & RECOMMENDATION

The purpose of this item is to have the Traffic Advisory Committee consider the installation of red curb at 1184 Barbara Court, Seaside, CA 93955.

BACKGROUND

Staff received the Traffic Advisory Committee Request Application (attachment 1), dated September 30th, 2024, from a resident requesting the installation of red curb on the west side of the driveway at 1184 Barbara Court. The resident noted their driveway is on the rounded portion of a Cul-du-sac and vehicles parking up to the driveway apron project into the exit path of the driveway partially blocking the driveway and making it difficult to exit. Blocking the driveway impacts the property owner's ability to use their property, and in particular the ability to park off the street and use the driveway. In addition blocked driveways impede emergency evacuation, and first responder access.

Staff conducted a site visit at 1184 Barbara Court at 9:00am on October 11th at 9:00am, and compiled a report (attachment 2). During the site visit, it is noted that the area was not heavily impacted with vehicles parking on the street. It was also noted that the Applicants driveway exits the court at a sharp angle, and cars parking at the driveway apron to the west of 1184 Barbara court would project into the driveway exit path.

Barbara Court is classified as a local road, with a speed limit of 25 miles per hour (mph) allowing one lane of traffic in each direction. Barbara court is an oval shaped cul-de-sac approximately 138ft long and 69ft wide with the approach street approximately 33 ft wide measured from face-of-curb to face-of-curb. Parallel parking is available on both sides of the street. The driveways are generally two car driveways serving two car garages, however the driveway curb cuts are only sized for a single car. Sidewalks

measuring approximately 5 feet wide are present on both sides of the street. Single-family residences are located along this block of Barbara Court. The applicant's driveway is approximately 11 feet wide at the face of curb, and the approach width at the curb is approximately 14 feet. The applicant's driveway is located on the rounded portion of the cul-de-sac leaving the street at almost a 40deg angle. The distance to the next driveway approach is approximately 17 feet to the west and 9 feet to the east. There is inadequate space for parking on either side. A standard parallel parking space is 20 feet long. The 17 ft curb length to the west of the Applicants driveway is smaller than a conforming parallel space, but is large enough to encourage illegal parking. There is no red curb in the vicinity of 1184 Barbara Court at this time. Adding red paint to either the east or west side of the driveway will not take a conforming parking space. Partial red striping will leave the remaining curb small enough that it discourages even small vehicles from trying to fit, but still allows motorcycles.

Staff reviewed past consultations with a traffic engineer from the City's On-call Traffic Engineering list. The consultant had provided examples of driveway red tipping and red curb recommendations from nearby Bay Area cities. Factors to consider when evaluating red curb for driveways include visibility from the driveway, maneuverability into and out of the driveway, width of the driveway, and the length of the adjacent curb for parking spaces. Placing red curb on either side of this driveway approach would assist with the applicant's ability to maneuver in and out of the driveway, as well as improve visibility when exiting the driveway.

Staff recommends installing 10 feet of red curb on the west side of the driveway at 1184 Barbara Court and red tipping the west side. This recommendation will not reduce the number of viable parking spots available on the street, allows motorcycle parking in the remaining curb space, and will prevent cars from parking where the vehicle blocks access to the 1184 Barbara court driveway.

ATTACHMENTS

1. Application
 2. Site Visit Presentation with Photos
-



CITY OF SEASIDE STAFF REPORT

Item No.: 8.J.

TO: City Council

FROM: Craig Malin, Interim City Manager

BY: Paul Blaha, Deputy Fire Chief
Mary Gutierrez, Fire Chief

DATE: December 5, 2024

SUBJECT: ADOPT A RESOLUTION APPROVING A BUDGET TRANSFER OF \$20,680.00 FROM A FIRE OPERATIONS ACCOUNT TO THE PUBLIC WORKS FIRE STATION 1 CAPITAL IMPROVEMENT BUDGET, AND PROCEED WITH A CONCEPTUAL SITE PLAN AND A THREE-STORY FIRE STATION TRAINING TOWER DESIGN FOR FIRE STATION 2 PARCEL AT 1ST AND GIGLING AVENUE

RECOMMENDATION

Approve the budget transfer.

BACKGROUND

The Fire Department seeks approval for finance to transfer \$20,680.00 from fire department operating account 100-6640-8187 to the fire station capital improvement budget. The transfer will allow the fire department to move forward with a scope of service agreement with RRM Design Group, to design a three-story training tower at the future Fire Station No. 2 location. The current fire department capital improvement budget does not have enough funds for this project.

FISCAL IMPACT

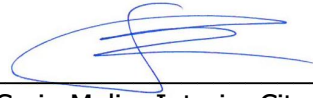
There is no fiscal impact to the overall City budget. The fire department operating budget will be reduced by \$20,680.00.

ATTACHMENTS

1. Scope of Work
-

2. Resolution Conceptual Design Services Agreement

Reviewed for Submission to the City Council by:



Craig Malin, Interim City Manager



November 12, 2024

Transmitted via email: mgutierrez@ci.seaside.ca.us

Mary Gutierrez, Fire Chief
City of Seaside Fire Department
1635 Broadway Avenue
Seaside, CA 93955

**RE: Seaside Fire Station No. 2 Training Tower Conceptual Design
Proposed Scope of Services**

Dear Chief Gutierrez,

RRM Design Group (RRM) understands that the City of Seaside (City) would like to include a three-story training tower at the future Fire Station No. 2 (Station 2) location to ensure that the City is able to provide its first responders with the Insurance Services Office's (ISO) required annual training on the station's site.

Under this proposal, RRM will work with the Fire Department to provide a conceptual site plan and tower design for the desired training tower. It is our understanding that the proposed tower will be located behind Station 2 to the north of the apparatus storage building. RRM also understands that the Fire Department will provide directions on the types of training props needed in the proposed tower and space required for apparatus driver training. We are happy to review the scope below with the City and make modifications as needed.

SCOPE OF SERVICES

If selected for this project, RRM anticipates working with the City to refine the scope and associated fees. The following list and description of phases and tasks represent our approach for this conceptual study.

Task 1: Training Tower Conceptual Design

Subtask 1.1: Conceptual Design and Renderings

RRM will prepare a schematic site plan, floor plans, and elevations of the proposed training tower for review with the City and the Fire Department. The site plan will indicate the location of the tower, and a portion of the site designated for training to meet ISO requirements. The tower plans will include conceptual floor plans for each level and exterior elevations with the

3765 S. Higuera St., Ste. 102 • San Luis Obispo, CA 93401
p: (805) 543-1794 • f: (805) 543-4609

www.rrmdesign.com

a California corporation • Lenny Grant, Architect C26973 • Robert Camacho, PE 76597 • Steve Webster, LS 7561 • Jeff Ferber, LA 2844



location of the desired training props noted for review by the Fire Department. Based on the approved conceptual design, RRM will prepare an updated rendering of the front of the station from First Avenue for Station 2. Additionally, if requested RRM will prepare a conceptual rendering of the tower as viewed from the rear of the station.

Deliverables:

- *Updated conceptual site plan*
- *Conceptual training tower floor plans and elevations*
- *Updated rendering from First Avenue showing proposed tower*
- *Conceptual rendering of proposed training tower*

Meetings:

- *Two (2) remote meetings to review draft schematic layouts and renderings*
- *One (1) remote meeting to review final schematic layouts and renderings*

Client Participation:

- *Attendance at project meetings*
- *Provide timely decisions regarding the design and desired training props*

Subtask 1.2: City Council Meeting Presentation

Under this task, RRM will work with the Fire Department to prepare a presentation for, attend, and present at a City council meeting to provide the council with an update on the status of Station 2 and to present the proposed tower design.

Deliverables:

- *City council meeting presentation – PowerPoint format, approximately ten slides*

Meetings:

- *One (1) meeting to review Client comments on 100% construction documents*
- *One (1) City council meeting to present proposed training tower conceptual design*

Client Participation:

- *Attendance of Client/RRM team meetings and council meeting*

Reimbursable Expenses

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

Estimated Fee:

- **\$1,500**



SERVICES AND/OR INFORMATION TO BE PROVIDED BY CLIENT

- ISO training requirements for incorporation into conceptual plans
- Desired training props for incorporation into conceptual plans

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-1.

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

- Construction documents and tower permitting
- Structural, civil, electrical, mechanical, and plumbing engineering

TASK AND FEE SUMMARY

TASK	DESCRIPTION	T&M NTE (see footnote)
Task I	Training Tower Conceptual Design	
I.1	Conceptual Design and Renderings	\$ 14,780
I.2	City Council Meeting Presentation	\$ 4,400
	Task I Subtotal	\$ 19,180
	Estimated Reimbursable Expenses:	\$ 1,500
	ESTIMATED PROJECT TOTAL:	\$ 20,680

Fee Footnote

Estimated fees for tasks shown as "Time and Materials - Not to Exceed" (T&M/NTE) establish the maximum that will be billed for each task. Amounts billed will reflect actual hours and will not exceed the maximum amount shown without prior approval by the Client.



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

Kathryn Hicks, RA
Project Manager
CA License No. C38079

Michael Scott, LEED AP
Principal
CA License No. C31544

Attachment: Exhibit A-1

The person signing and executing this contract for the Client represents and warrants that they are 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

11/15/24

Date

CIRIA'S MAJIN, INTERIM CIFT MANAGER

Print Name, Title

PIBLAHA@CI.SEASIDE.CA.US

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

440 Harcourt, Seaside CA 93955

Billing Address (if different from mailing address)



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

SURVEYING

Survey Technician I	\$ 75 - \$ 109
Survey Technician II	\$ 87 - \$ 128
Survey Technician III	\$ 99 - \$ 170
Party Chief	\$ 103 - \$ 167
Senior Party Chief	\$ 129 - \$ 201
Land Surveyor	\$ 129 - \$ 189
Senior Land Surveyor	\$ 152 - \$ 232
Supervisor of Surveying	\$ 164 - \$ 240
Manager of Surveying	\$ 175 - \$ 259

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

RESOLUTION NO. 24-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

**ADOPT A RESOLUTION APPROVING A BUDGET TRANSFER OF \$20,680.00
FROM A FIRE OPERATIONS ACCOUNT TO THE PUBLIC WORKS FIRE STATION
1 CAPITAL IMPROVEMENT BUDGET, AND PROCEED WITH A CONCEPTUAL
SITE PLAN AND A THREE-STORY FIRE STATION TRAINING TOWER DESIGN
FOR FIRE STATION 2 PARCEL AT 1ST AND GIGLING AVENUE**

WHEREAS, The Fire Department is seeking approval for finance to transfer \$20,680.00 from fire department operating account 100-6640-8187 to the fire station capital improvement budget; and

WHEREAS, The transfer will allow the fire department to move forward with a scope of service agreement with RRM Design Group, to design a three-story training tower at the future Fire Station No. 2 location; and

WHEREAS, The current fire department capital improvement budget does not have enough funds for this project; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Seaside direct the Finance Director to make the necessary budgetary changes.

PASSED AND ADOPTED at a regular City Council meeting of the City of Seaside duly held on the 5th day of December 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 STAFF REPORT

Item No.: 8.K.

TO: City Council

FROM: Craig Malin, Interim City Manager

BY: Thomas Korman, Public Works Director/City Engineer
Kirstin van Gend, Administrative Analyst II

DATE: December 5, 2024

SUBJECT: ADOPT A RESOLUTION APPROVING THE ANNUAL PROGRAM COMPLIANCE REPORT IN SUPPORT OF PROJECTS FUNDED BY MEASURE X AND AUTHORIZING STAFF TO SUBMIT THE REPORT TO THE TRANSPORTATION AGENCY FOR MONTEREY COUNTY

RECOMMENDATION

Adopt a resolution approving the annual compliance report.

BACKGROUND

On November 8, 2016, the voters of Monterey County, approved Measure X on the Monterey County Ballot, thereby authorizing TAMC to impose and administer the proceeds from a three-eighths cent transaction and use tax (Measure X). Measure X is estimated to generate \$600 million over 30 years for transportation improvements in Monterey County. Of that amount, \$360 million (60%) will be distributed to the cities and the County for local projects, while the remaining \$240 million (40%) is programmed to regional safety and mobility projects.

The duration of the Measure X sales tax will be 30 years from the initial year of collection, which began April 1, 2017, with said tax to terminate/expire on March 31, 2047. The tax proceeds will be used to pay for the programs and projects outlined in TAMC's Transportation Safety and Investment Plan (the "Measure X Investment Plan"), as it may be amended.

As required in the Master Program Funding Agreement between TAMC and the City, the City must submit to TAMC an Annual Program Compliance Report (Attachment 2) by

December 31st for each Fiscal Year the Measure X funds are in effect. Attachments required for the Annual Program Compliance Report are the Independent Audit of Financial Statements, Five-Year Capital Improvement Program (CIP), Pavement Management Program Report, and Project Photos, as described below.

- Independent Audit of Financial Statements – The Independent Audit of Financial Statements for Measure X Funds was completed on November 8, 2024.
- Measure X CIP - List of eligible transportation projects that are anticipated to be funded with the jurisdiction's share of Measure X funds. Projects in the current Fiscal Year funded by Measure X are based upon the approved CIP and additional upcoming traffic-calming projects. Subsequent projects identified in the remaining 4 years of the Measure X CIP include projects funded by Measure X and SB1. Specific street segments for pavement rehabilitation will be identified upon completion of the City's Pavement Management Program Update five year forecast.
- Pavement Management Program (PMP) Report - A letter confirming that the City's PMP Update conforms to the criteria established by TAMC. (Draft Attached).
- Project Photos - Before and after project photos from the reporting year.

Staff recommends the City Council adopt a resolution authorizing staff to submit the Annual Program Compliance Report to the Transportation Agency of Monterey County.

ENVIRONMENTAL COMPLIANCE

This action is not defined as a project under the California Environmental Quality Act (CEQA) in accordance with Title 14 of the California Code of Regulations, Chapter 3, Article 20, Section 15378 (b.4).

Evidence:

The proposed action is a government funding mechanism, not a project, and fiscal activities do not involve commitment to one specific project.

FISCAL IMPACT

Revenues generated from Measure X over the next 30 years is estimated to be \$22 million for the City of Seaside for transportation improvements. Annual revenue to the City from Measure X is expected to be about \$1,000,000.00. The proposed annual expenditures are less than the expected Measure X revenues. Therefore, there will be no fiscal impact to the City.

ATTACHMENTS

1. Resolution
 2. DRAFT Annual Program Compliance Report
-

Reviewed for Submission to the City Council by:



Craig Malin, Interim City Manager

RESOLUTION NO. 24-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

**APPROVING THE ANNUAL PROGRAM COMPLIANCE REPORT IN SUPPORT OF
PROJECTS FUNDED BY MEASURE X AND AUTHORIZING STAFF TO SUBMIT
REPORT TO THE TRANSPORTATION AGENCY FOR MONTEREY COUNTY.**

WHEREAS, the Master Funding Agreement (Agreement) between the Transportation Authority for Monterey County (TAMC) and the City was approved by City Council on June 15, 2017 (Res 17-40); and

WHEREAS, the Annual Program Compliance Report, per the Agreement, is a document produced by the City which describes the efforts taken by the jurisdiction to comply with Measure X funding agreement; and

WHEREAS, the Independent Audit of Financial Statements, Attachment 1 of the Annual Program Compliance Report, is included in the Annual Report submitted to TAMC; and

WHEREAS, the Five-Year Capital Improvement Program and the Pavement Management Program Report are included as Attachments 2 and 3 to the Annual Program Compliance Report; and

WHEREAS, the Agreement requires the submittal of an Annual Program Compliance Report by December 31st each year the Measure X funds are in effect; and

WHEREAS, under the California Environmental Quality Act (CEQA) in accordance with Title 14 of the California Code of Regulations, Chapter 3, Article 20, Section 15378 (b.4), this action is not defined as a project and is not subject to CEQA, as it is defined as a government funding mechanism.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Seaside does hereby authorizes staff to submit the Annual Program Compliance Report in support of the Measure X Program, to the Transportation Agency for Monterey County.

PASSED AND ADOPTED at a Regular meeting of the City Council of the City of Seaside duly held on the 5th day of December, 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

THE CITY OF SEASIDE
MEASURE X ANNUAL PROGRAM COMPLIANCE REPORT
FISCAL YEAR 2023/2024

The City of Seaside Annual Program Compliance Report presents the City's efforts and actions taken during the fiscal year (FY) 2023/2024 on the programming and use of Measure X to fund local roadway rehabilitation projects within the City of Seaside.

The City of Seaside received a Bond of approximately \$10,000,000 for improvements to various roadways as part of the Pavement Rehabilitation Project for both the design and construction elements. The Bond financing payments use Measure X Revenues, which are included in the Measure X Revenues in the table below.

The revenue earned in FY23/24 that was not expended by the end of the Fiscal Year will be carried over and applied to the projects programmed for FY24/25.

CITY OF SEASIDE - FISCAL YEAR 2023/24 BALANCE SHEET

REVENUES	
Carryover from Previous Year*	\$1,668,766.960
Measure X Prior Year Adjustment**	(\$99,208.06)
Measure X Revenues	\$1,272,389.670
Earning on Interest	\$ 53,361.14
TOTAL REVENUES:	\$2,895,309.71
EXPENDITURES – MEASURE X	
FY 2021/2022 Pavement Rehabilitation (Construction)	\$ 78,474.41
FY 2022/2023 Pavement Rehabilitation (Design & Construction)	\$186,853.06
Traffic Calming – Hilby Avenue (Design)	\$102,361.72
Traffic Calming – Ord Terrace Elementary School Crossing Improvements (Construction)	\$49,864.26
Traffic Calming – San Pablo Calming (Design)	\$75,880.39
Street Sign Upgrades	\$ 3.25
Pavement Management Program	\$3,000
Debt Service – Measure X Bond	\$642,996.50
Audit Fee	\$7,725.00
Central Service Charge	\$345.00
TOTAL EXPENDITURES:	\$1,147,503.59
TOTAL EXPENDITURES (MSR X AND BOND):	\$1,147,503.59
FUND BALANCE, END OF PERIOD (MSR X):	\$1,747,806.12

* FY 22/23 Audited Report

**Prior Year (PY) Transfer Adjustments:	
Pavement Rehabilitation - Retention Cost	94,320.33
Pavement Rehabilitation - Cost Reclass to General Fund	(533.72)
Traffic Calming Ord Terrace - Retention Cost	1,805.87
Street Sign Upgrades - Retention Cost	3,648.75
Internal Service Charges	(33.17)
Total	99,208.06

Project Details

Title: FY 2021/2022 Pavement Rehabilitation

Description:

The actions performed by City staff in fiscal year (FY) 23/24 included construction and construction management services for the FY 2021/2022 Pavement Rehabilitation Project. Several roadway segments from the previous pavement rehabilitation project (A&C Roadway Rehabilitation Project Phase 3) were removed from the project due to utility conflicts and Caltrans permitting delays. The roadway segments include the north and south portions of Fremont Boulevard, Kimball Avenue and Wheeler Street. The City incorporated citywide striping into the scope of the project and several locations of base repairs.

The project was funded through Measure X funds, Regional Surface Transportation Program (RSTP) funds, and Measure X supported Bond revenue.

Benefits: At the completion of the project, it is anticipated that the overall PCI of the arterial and collector network within the City will be improved. Base repairs on residential/local streets will improve drivability and the quality of the roadway, and alleviate further pavement deterioration. Citywide striping improves safety for motorists and pedestrians and compliments the regulatory signage.

Phase: Construction - Completed

Title: FY 2022/2023 Pavement Rehabilitation

Description:

The actions performed by City staff in fiscal year (FY) 23/24 included design of FY 2022/2023 Pavement Rehabilitation Project. The residential roadway segments will be overlaid with HMA on portions of the following streets: Flores Place, Flores Street, Grandview Street, Harding Street, Lincoln Street, Waring Street, Yosemite Street, Villa Nova Court, and Velerton Court.

The design began in June 2023 and was completed in June 2024. The project construction phase began in August 2024 with an anticipated completion in February 2025. The scope of the work includes base repairs, AC overlay, and accessibility improvements. The project is funded through Measure X, SB 1 funds and City General Funds.

Benefits: At the completion, the project will improve the overall PCI of the residential roadway network within the City. Overlays will improve drivability and the quality of the roadway, and alleviate further pavement deterioration.

Phase: Design is complete and project is currently under construction.

Title: Hilby Avenue Traffic Calming Improvement Project

Description:

The actions performed by City staff in fiscal year (FY) 23/24 included preparation of a comprehensive traffic calming plan for Hilby Avenue from Canyon Del Rey Boulevard to General Jim Moore Boulevard.

The final traffic-calming plan was approved in the Fall of 2023 with design beginning in Winter 2024. The scope of the work included data collection, preparation of existing conditions map, development of a “toolkit” of potential traffic calming measures, an in-person community outreach workshop, and draft plan presentation to the Traffic Advisory Committee and City Council for final approval. The project is funded through Measure X, SB 1 funds and City General Funds.

Benefits: Hilby Avenue is minor arterial roadway in the City, which has high rates of speeding and collisions. Construction of traffic calming measure along Hilby Avenue will reduce speeds and collisions and resulting in safety gains for the community.

Phase: Design

Title: Ord Terrace Elementary School Crossing Improvement (Traffic Calming)

Description:

In fiscal year (FY) 23/24 the Project was constructed. The School experiences heavy traffic congestion during the morning and afternoon drop off and pick up periods along with observed parking violations, prompting the need for safety improvements at the school crosswalk.

The construction was completed in September 2023. The scope of the work included construction of a curb extension and median, an accessible curb ramp, a school crosswalk with Rapid Rectangular Flashing Beacon, and striping. The project was funded through Measure X funds, SB 1 funds and City General Funds. This project was the recipient of the 2024 Outstanding Local Streets and Roads Project Award for Excellence and Innovation in Preserving and Improving California’s Local Transportation System presented by the League of California Cities.

Benefits: The traffic calming improvements resulted in a safe crossing for students while minimizing pedestrian-vehicle conflicts.

Phase: Construction – Complete

Title: San Pablo Avenue Traffic Calming Improvement Project

Description:

The actions performed by City staff in fiscal year (FY) 23/24 included preparation of a comprehensive traffic calming plan for San Pablo Avenue from Mescal Street to General Jim Boulevard.

The final traffic-calming plan was approved in December 2023 with design beginning in Winter 2024. The scope of the work included data collection, preparation of existing conditions map, development of a “toolkit” of potential traffic calming measures, an in-person community outreach workshop, and draft plan presentation to the Traffic Advisory Committee. The project is funded through Measure X and SB 1 funds.

Benefits: San Pablo Avenue is a residential roadway in the City, which has high rates of speeding. Construction of traffic calming measure along San Pablo Avenue will reduce speeds, increase visibility, and provide high visibility crosswalks, resulting in increased safety for the surrounding neighborhood.

Phase: Design

Title: School Area Speed Reduction Zones (Traffic Calming)

Description:

The actions performed by City staff in fiscal year (FY) 22/23 included design and installation of the reduced speed limit signs in school zones. The project included installation of 25 mph and 20 mph school speed limits within the school zones of 14 schools within the city.

The installation was completed in April 2023 and due to slight oversight there were additional costs incurred. The project was funded through Measure X.

Benefits: Unsafe speed is a primary collision factor for many streets within the City and reducing speeds within school zones results in large safety gains for children, who are more vulnerable and lack critical perception and ability to process information.

Phase: Installation - Completed

Title: Pavement Management Program

Description:

The ongoing expense of the Pavement Management Program in FY 23/24 was the cost of the annual subscription of StreetSaver, a pavement management system. StreetSaver provides the City with a powerful Pavement Management System analysis tool to maintain our local streets and roads.

The purpose of a Pavement Management Program is to track inventory, store work history and furnish budget estimates to optimize funding for improving the city's pavement system. The program is only funded through Measure X funds.

Benefits: This Pavement Management Program assists the City in its efforts to monitor treatments and track their effectiveness and help the City in setting future priorities and treatment policies.

Phase: Subscription costs

List of Attachments

The following Attachments are included in the Annual Program Compliance Report:

- ATTACHMENT 1: Annual Independent Audit
- ATTACHMENT 2: Five-Year Capital Improvement Program
- ATTACHMENT 3: Pavement Management Program Report
- ATTACHMENT 4: Project Photos

CITY OF SEASIDE
TRANSPORTATION SAFETY AND
INVESTMENT PLAN ACCOUNT FUND
BASIC FINANCIAL STATEMENTS
WITH INDEPENDENT AUDITOR'S REPORTS
FOR THE FISCAL YEAR ENDED
JUNE 30, 2024

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**CITY OF SEASIDE
TRANSPORTATION SAFETY AND INVESTMENT PLAN ACCOUNT FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

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INDEPENDENT AUDITOR'S REPORT

To the Honorable Members of the City Council
City of Seaside, California

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the City of Seaside, California (City) Transportation Safety and Investment Plan Account Fund (Fund) as of and for the fiscal year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the Fund's basic financial statements as listed in the Table of Contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Fund as of June 30, 2024, and the changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirement relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Fund's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Emphasis of Matter

As discussed in Note 1, the financial statements present only the Fund and do not purport to, and do not, present fairly the financial position of the City of Seaside, as of June 30, 2024 or the changes in its financial position for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 8, 2024, on our consideration of the Fund's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Fund's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Fund's internal control over financial reporting and compliance.

Maze & Associates

Pleasant Hill, California
November 8, 2024

**CITY OF SEASIDE
TRANSPORTATION SAFETY AND INVESTMENT PLAN ACCOUNT FUND
BALANCE SHEET
JUNE 30, 2024**

ASSETS

Cash and Investments	\$ 1,432,080
Accounts Receivable	<u>318,301</u>
Total Assets	<u><u>\$ 1,750,381</u></u>

LIABILITIES

Accounts payable	<u>\$ 2,574</u>
Total Liabilities	<u><u>\$ 2,574</u></u>

FUND BALANCES

Restricted	<u>\$ 1,747,807</u>
Total Fund Balances	<u><u>\$ 1,747,807</u></u>
Total Liabilities and Fund Balances	<u><u>\$ 1,750,381</u></u>

See accompanying Notes to the Financial Statements

CITY OF SEASIDE
TRANSPORTATION SAFETY AND INVESTMENT PLAN ACCOUNT FUND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FOR THE YEAR ENDED JUNE 30, 2024

REVENUES

Transportation Safety Taxes	\$ 1,272,390
Interest Revenue	<u>53,361</u>
Total Revenues	<u>1,325,751</u>

EXPENDITURES

Transfers to City of Seaside for Bond payment and capital projects	1,238,675
Reporting and Implementation	<u>8,037</u>
Total Expenditures	<u>1,246,712</u>

**EXCESS (DEFICIENCY) OF REVENUES
OVER (UNDER) EXPENDITURES**

79,039

Fund Balances - Beginning of Year	<u>1,668,768</u>
-----------------------------------	------------------

FUND BALANCES - END OF YEAR

\$ 1,747,807

See accompanying Notes to the Financial Statements

CITY OF SEASIDE
TRANSPORTATION SAFETY AND INVESTMENT PLAN ACCOUNT FUND
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2024

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the City of Seaside Transportation Safety and Investment Plan Account Fund are prepared in accordance with accounting principles generally accepted in the United States of America as applied to governmental units (GAAP). The Activities' reporting entity applies all relevant *Governmental Accounting Standards Board* (GASB) pronouncements.

Reporting Entity

The City of Seaside receives Measure X funding from the Transportation Agency of Monterey County for the purpose of street and road infrastructure improvements. In addition, Measure X funds can be utilized to match grants, loans, programs, and pay annual debt service to fund eligible approved bonds for local road maintenance or safety projects. The financial statements present only the City of Seaside Transportation Safety and Investment Plan Account Fund and do not purport to, and do not present, the City's financial position and changes in financial position. The City of Seaside's basic financial statements are available from the City's website at <http://www.ci.seaside.ca.us/190/Budget-Financial-Statements>.

Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The City of Seaside Transportation Safety and Investment Plan Account Fund is presented as a governmental fund type. Governmental funds are accounted for using a current financial resources measurement focus. The application of this measurement focus provides that, in general, only current assets and current liabilities are present on the balance sheet. Operating statements of these funds present revenues and expenditures.

The modified accrual basis of accounting is used for all governmental funds. Under the modified accrual basis of accounting, revenues are recognized when they become susceptible to accrual (i.e., both measurable and available). Measurable means that the amount of the transaction can be determined. Available means the funds are collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. For Measure X Funds, the City considers revenues to be available if they are collected within 120 days of the end of the current fiscal period, in order to capture all revenues related to the current fiscal year.

Expenditures of governmental funds are generally recognized when the related fund liability is incurred.

NOTE 2 – CASH DEPOSITS

The City follows the practice of pooling cash and investments for all funds under its direct daily control. Interest earned on pooled cash and investments is allocated periodically to the various funds based on average cash balances. Detailed disclosure regarding the City's investments of cash is included in the City of Seaside basic financial statements.

**CITY OF SEASIDE
TRANSPORTATION SAFETY AND INVESTMENT PLAN ACCOUNT FUND
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2024**

NOTE 3 – MAINTENANCE OF EFFORT

The Measure X Master Programs Funding Agreement between the City of Seaside and the Transportation Agency of Monterey County, as amended, requires that the City must expend each fiscal year from its general fund for street and highway purposes an amount not less than the annual average of its expenditures from its general fund during the 2009-10, 2010-11, and 2011-12 fiscal years, but not less than what was expended in 2016-17 (when Measure X passed), as reported to the State of California Controller pursuant to Streets and Highways Code section 2151 ("Maintenance of Effort"). This baseline amount will be indexed annually to the Engineering News Record construction index.

Maintenance of Effort:	\$771,486
------------------------	-----------

Total expenditures from the general fund for street and highway purposes for the fiscal year ended June 30, 2024 was \$1,481,210. The City was in compliance with the Maintenance of Effort requirement of the Measure X Master Programs Funding Agreement between the City of Seaside and the Transportation Agency for Monterey County.

**INDEPENDENT AUDITOR'S REPORT ON
COMPLIANCE WITH TAMC ORDINANCE NO. 2016-01
TRANSPORTATION SAFETY AND INVESTMENT PLAN (TAMC PLAN)**

To the Honorable Members of the City Council
City of Seaside, California

Report on Compliance for TAMC PLAN

Opinion on Compliance for TAMC Plan

We have audited the City of Seaside, California (City) Transportation Safety and Investment Plan Account Fund's (Fund) compliance with the requirements of laws, regulations, contracts, and grants specified in the Transportation Agency for Monterey County's (TAMC) Ordinance No. 2016-01 Transportation Safety and Investment Plan (TAMC Plan)) and in the Measure X Master Programs Funding Agreement between TAMC and the City (Measure X Agreement) that could have a direct and material effect on the Fund for the year ended June 30, 2024.

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on the Fund for the year ended June 30, 2024.

Basis for Opinion on the TAMC Plan

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (Government Auditing Standards), and requirements specified in the Funding Agreement. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for the TAMC Plan. Our audit does not provide a legal determination of the City's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the TAMC Plan.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the City's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, Government Auditing Standards and requirements specified in the Funding Agreement will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the City's compliance with the requirements of the TAMC Plan as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards* and the Funding Agreement, we:

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the City's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- obtain an understanding of the City's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the requirements referred to above, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements, specified in TAMC Ordinance and Measure X Agreement. Accordingly, this report is not suitable for any other purpose.

A handwritten signature in dark ink that reads "Maze & Associates". The script is cursive and fluid, with the ampersand being particularly stylized.

Pleasant Hill, California
November 8, 2024

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**INDEPENDENT AUDITOR'S REPORT ON
INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Honorable Members of the City Council
City of Seaside, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the basic financial statements of the City of Seaside, California (City) Transportation Safety and Investment Plan Account Fund (Fund) as of and for the fiscal year ended June 30, 2024, and the related notes to the financial statements, and have issued our report thereon dated November 8, 2024.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Fund's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Fund's internal control. Accordingly, we do not express an opinion on the effectiveness of the Fund's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Fund's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Fund's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Fund's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Fund's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Maze & Associates

Pleasant Hill, California
November 8, 2024

CITY of SEASIDE
MEASURE X FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FOR FISCAL YEARS 2024/25– 2028/29

Attachment 2

YEAR 1 (FY24/25)

Project	Description & Phase	Total Cost	Measure X	PCI
2023 Pavement Rehabilitation (Carry over)	Design & Construction - Residential Road Rehabilitation on Grandview St., Flores St., Flores Pl., Lincoln St., Villa Nova Ct., Velerton Ct. Harding St., Yosemite St., and Waring St.	\$3,165,145	\$835,815	<60
2025 Pavement Rehabilitation (Carry Over)	Design & Construction: Rehabilitate deteriorated roadway sections within the City	\$1,000,000	\$837,085	<60
Hilby Avenue Traffic Calming (Carry Over)	Design & Construction – traffic calming measure on Hilby Avenue from General Jim Moore Blvd. to Canyon Del Rey Blvd.	\$1,527,580	\$1,357,710	NA
San Pablo Traffic Calming (Carry Over)	Design & Construction – traffic calming measures on San Pablo from Mescal St to General Jim Moore Blvd.	\$710,270	\$55,280	NA
Baker Street Traffic Calming	Design & Construction – speed cushion and striping improvements on Baker Street from Clementina to Echo Street	\$70,000	\$70,000	NA
Pavement Management Program	Conduct pavement condition survey for the arterial and collector roadway segments and update the StreetSaver database.	\$24,990.00	24,990.00	NA
Broadway Complete Street Corridor Improvements	Plan Review Services-provide plan review comments on the 65%, 90%, and 100% design bid documents for the project.	\$32,280.00	\$32,280.00	NA
Totals:		\$6,530,265	\$3,213,160	

YEAR 2 (FY 25/26)

Project	Description & Phase	Total Cost	Measure X	PCI
2026 Pavement Rehabilitation	Design & Construction: Rehabilitate deteriorated roadway sections within the City	\$1,000,000	\$300,000	<60
Totals:		\$1,000,000	\$300,000	

CITY of SEASIDE
MEASURE X FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FOR YEARS 2024/25– 2027/28

YEAR 3 (FY 26/27)

Project	Description & Phase	Total Cost	Measure X	PCI
2027 Pavement Rehabilitation	Design & Construction: Rehabilitate deteriorated roadway sections within the City	\$1,000,000	\$300,000	<60
Totals:		\$1,000,000	\$300,000	

YEAR 4 (FY 27/28)

Project	Description & Phase	Total Cost	Measure X	PCI
2028 Pavement Rehabilitation	Design & Construction: Rehabilitate deteriorated roadway sections within the City	\$1,000,000	\$300,000	<60
Totals:		\$1,000,000	\$300,000	

YEAR 5 (FY 28/29)

Project	Description & Phase	Total Cost	Measure X	PCI
2029 Pavement Rehabilitation	Design & Construction: Rehabilitate deteriorated roadway sections within the City	\$1,000,000	\$300,000	<60
Totals:		\$1,000,000	\$300,000	

DEFINITIONS OF REQUESTED INFORMATION:

1. Project: The title of the project to receive Measure X funding.
2. Description & Phase: A general description of the project and the phase (e.g. Environmental; Design; Right-of-Way; or Construction) that will be funded in the given year.
3. Total Cost: The total cost of the project.
4. Measure X: The amount of Measure X funding that will be expended on the project.
5. PCI: The Pavement Condition Index for the roadway, from the local jurisdiction's Pavement Management Program.



DRAFT

ENGINEERING & PUBLIC WORKS DEPARTMENT

440 Harcourt Avenue
Seaside, CA 93955
www.ci.seaside.ca.us

Telephone 831-899-6835
Fax 831-899-6211

December 5, 2024

To: Todd Muck
Executive Director
Transportation Agency for Monterey County
55-B Plaza Circle
Salinas, CA 93901

Re: Pavement Management Program Annual Report Letter

The City of Seaside confirms that it has a Pavement Management Program that conforms to the criteria established by the Transportation Agency for Monterey County and included in the Measure X Agreement with the Local Agency. An approved Pavement Management Program must be in place to be eligible for Measure X funds.

The Pavement Management Program utilizes a software system developed by:

 X Metropolitan Transportation Commission StreetSaver
 Other : _____

The system was updated by PEI and contains, at a minimum, the following elements:

- Inventory of all existing pavements under the local agency jurisdiction:

Centerline miles: 80.05 miles
Total lane miles (or equivalent units): 152.92 miles
The last update of the inventory was completed on: November 2024

- Pavement Condition Index (PCI) 55
- Identification of sections of roadways brought up to acceptable PCI levels for the current year.

Circle Avenue – Grandview St. to Waring St.	PCI= 100
Metz Avenue – Grandview St. to Waring St.	PCI= 100
Waring Street – Military Ave. to Ord Grove Ave.	PCI= 100
Roberts Avenue –Olympia Ave. to Home Depot Parking Lot	PCI= 100
East Frontage Rd – La Salle Ave. to Military Ave.	PCI= 53
Baker Street – San Pablo Ave. to La Salle Ave.	PCI= 63
Lincoln Street – Ord Grove Ave. to La Salle Ave.	PCI= 64
Sonoma Ave. – Luxton St. to Judson St.	PCI= 53
Elm Ave. – Terrace Ave. to Noche Buena St.	PCI= 51
Trinity Ave. – Fremont Blvd. to Terrace St.	PCI= 54

- Estimated budget needs to rehabilitate or replace deficient sections for the current year and the next three years: **\$90,742,308.00 (Unconstrained Needs)**

You may direct any questions regarding the system to Leslie Llantero at (831) 899-6832, lllantero@ci.seaside.ca.us, or myself at (831) 899-6884.

Sincerely,

Thomas Korman, Public Works Director/City Engineer

FY 2021/2022 Pavement Rehabilitation

Kimball Avenue

Before



After Photos



Kimball Avenue at Wheeler Street

During



Wheeler Street

Before



After



Harcourt Avenue

Before



After



ORD TERRACE ELEMENTARY SCHOOL CROSSING IMPROVEMENTS

Before



After



SCHOOL AREA SPEED REDUCTION ZONES

Dual Language Academy of Monterey Peninsula (Sonoma Avenue & Yosemite Street)

BEFORE



AFTER





CITY OF SEASIDE STAFF REPORT

Item No.: 8.L.

TO: City Council

FROM: Craig Malin, Interim City Manager

BY: Dan Meewis, Recreation Director

DATE: December 5, 2024

SUBJECT: ADOPT A RESOLUTION AUTHORIZING THE CLOSURE OF BROADWAY AVENUE TO THROUGH TRAFFIC FROM FREMONT BOULEVARD TO DEL MONTE BOULEVARD, AND FREMONT BOULEVARD FROM CLEMENTINA AVENUE TO AMADOR AVENUE WITH ALL THE ASSOCIATED SIDE STREETS, FOR THE EXOTICS ON BROADWAY CAR EVENT ON AUGUST 16, 2025

RECOMMENDATION

Adopt a resolution permitting the closure of Broadway Avenue and Fremont Boulevard.

BACKGROUND

Exotics on Broadway, LLC, has submitted an application to hold an Exotics on Broadway Car Event on Broadway Avenue and Fremont Boulevard on Saturday, August 16, 2025, from 11:00 a.m. to 6:00 p.m., with setup and clean up hours from 12:00 a.m. to 9:30 p.m. They are requesting the closure of Broadway Avenue from Fremont Boulevard to Del Monte Boulevard and associated side streets, including Calaveras Street, Alhambra Street, Hillsdale Street and Contra Costa Street from the alleyways, both north and south of Broadway, towards Broadway Avenue, as well as the northbound and southbound lanes of Fremont Boulevard from Clementina Avenue to Amador Avenue and associated side streets, including alley south of Clementina Avenue, Olympia Avenue, alley south of Olympia Avenue, east side of Broadway Avenue, Palm Avenue, alley south of Palm Avenue and Elm Avenue, for their display of exotic cars. The closure of Broadway Avenue from Fremont Boulevard to Del Monte Boulevard, as well as both lanes of Fremont Boulevard from Clementina Avenue to Amador Avenue which will allow 200-300 exotic cars to be shown, as well as amenities to complement the event, like a stage, bands, vendors, porta-potties, etc.

In 2018, Exotics on Broadway, LLC outgrew its former location, with crowds estimated in the thousands. However, in 2019, Exotics on Broadway LLC held their first annual Exotics on Broadway in Seaside with great success. In 2020, Exotics on Broadway was poised to come back to Seaside. However, that was at the height of the pandemic, and the show was canceled. Exotics on Broadway made their return to Seaside in 2022, and that show saw some of the largest crowds out of any of the shows during car week. In 2023 and 2024, it featured an extension that utilized the westbound lanes of Fremont Avenue. It is expected that the 2025 show will exceed the attendance of 2024, as it is known as the best free car show on the peninsula.

After our 2024 event debrief, the following areas will be addressed for the upcoming year:

Safety: There will be zero movement of vehicles in the event space from the time the event starts at 11:00 a.m. until the event officially ends at 6:00 p.m. During the registration process, this policy change will be discussed with the potential vendors, and if they can not comply, they will be asked not to participate. Exotics on Broadway will also advertise this through their channels from the start of their event promotions. The event organizers will also be developing a plan for the exit of the cars at the end of the show. Spectators stayed around to watch the cars leave, which created some challenges.

Closure of Fremont: For the 2023 and 2024 shows, the event had a partial closure of Fremont which included only the southbound lane. While this closure did help with creating a larger footprint for the event, there was some concerns for safety as the event has grown. For 2025, the plan will be to close Fremont Boulevard entirely from Clemintina to Amador. This will help create a bigger footprint to accommodate for the larger crowds, as well as provide added safety measures by eliminating traffic one side of Fremont.

Staff and Security: There will be an increase in staff for this event, which will include increasing the security personnel to 40.

Load in and Load Out: The organizer is working on establishing 2 locations for loading in and loading out for the vendors and show cars. This will help eliminate the bottleneck from the one entrance on Contra Costa. There will also be two exits to expedite the exit process for the show cars.

Alleys: Work with staff to ensure that the alleys are kept clear and open for emergency access. They will also work with Seaside PD on this. The alleys were closed to through traffic during the event, which worked out well, and this practice will continue for 2025, and we we refine some specifics as it relates to the buisnesses that have parking lots in the alley.

First Aid Station: Organizer will work directly with the Fire Department to ensure that the location of the first aid tent is a logistical priority and is centrally located.

Local Businesses: If the event is approved, the organizer will begin communication with the local businesses as soon as possible. This will help make sure that there is communication early and often with multiple forms of communication opportunities for all the affected businesses on Broadway. There will be specific meetings specifically for the business owners to have open discussions and provide any feedback to the event organizers. During the 2024 show, a vast majority of the businesses on Broadway activated their space by selling snacks and drinks, and in one instance a business had a DJ. There were some challenges with this, but knowing that businesses are now doing this the organizers will be working with them on a plan for 2025.

Typically, during Car Week, Seaside has been a low-key destination for tourists. Exotics on Broadway now offers an opportunity for a free high quality show, which is very popular with locals and tourists, and it has made Seaside a premier destination during Car Week. This event would enhance exposure of Broadway and other Seaside businesses to generate revenue, particularly from food and beverage sales. Several Broadway businesses have mentioned support of this type of event.

FISCAL IMPACT

Cost Estimate for staff time and resources:

Medical Standby - Four Firefighters assigned to Event	\$10,282.13
Police Department - Three Officers Assigned to Event	\$ 2,238.28
Public Works - Labor & Vehicles, Rental of City Traffic control, UBER. Bus sign	\$ 6,748.56
TOTAL	\$19,268.97

RECOMMENDATION

If the City Council approves the request for closure of Broadway Avenue from Fremont Boulevard to Del Monte Boulevard, and associated side streets, as well as the northbound and southbound lanes of Fremont Boulevard from Clemintina Avenue to Amador Street and associated side streets on Saturday, August 16, 2025, between the hours of 12:00 a.m. to 9:30 p.m. staff recommends the following conditions be met:

1. Submit a temporary traffic control plan and temporary traffic detour plan prepared by a registered traffic engineer. Reviewed and approved by Public Works.
2. Submit an encroachment permit.
3. No parking signs, morning closure and opening of the roadway in the evening

need to be set out 3 days in advance.

4. NO PARKING in the alley on the North and South side of Broadway Avenue between Santa Barbara Street and Del Monte Avenue and Calaveras Street and Contra Costa, and they shall provide security to enforce it.
5. Provide information on restrooms and trash control.
6. Organization to provide insurance coverage of the event in the amount of \$3 million per occurrence and \$5 million in the aggregate.
7. Pay all city-related costs associated with the event.
8. Invite Seaside businesses to participate and provide priority vendor spaces for Seaside businesses who are interested in vending at the event.
9. Provide a minimum of 40 security guards for the duration of the event.
10. Due to limited access and medical emergencies that occurred during last year's event, we are requesting to staff a first aid tent (canopy) with members of Seaside Fire Department from the hours of 0745–1945 hours.

Exotics on Broadway will pay all associated fees for their event.

ATTACHMENTS

1. Special Event Application - Exotics on Broadway 2025
2. Exotic on Broadway, LLC -Seaside Encroachment Permit 2025
3. Exotics on Broadway, LLC - Seaside Tent Permit 2025
4. Exotics on Broadway - Signed & Completed Temporary Street Closure Policy 2025
5. Exotics Resolution 2025

Reviewed for Submission to the City Council by:



Craig Malin, Interim City Manager



SEASIDE
CALIFORNIA

Special Event Application

Parks and Recreation Division
986 Hilby Avenue, Seaside CA 93955
831-899-6800

Date:

Dear Event Sponsor:

Welcome to the City of Seaside. The following pages include the City of Seaside's Special Events Application and accompanying instructions developed to guide you through the application process.

Effective July 01, 2020 a \$110.00 permit fee was approved by the Seaside City Council. Please enclose a check made out to the City of Seaside with your completed application. Once the completed form is received it will be distributed to all City departments and agencies affected by your event. You will then be notified of the status of your request. On behalf of the City of Seaside we thank you for contributing to the spirit and vitality of our City through the staging of your event. **Best wishes for a successful event!**

Terry Navarro
City of Seaside
986 Hilby Avenue
Seaside, CA 93955
(831) 899-6805 (Office)
(831) 718-8603 (Fax)
Email: tnavarro@ci.seaside.ca.us



**SEASIDE
CALIFORNIA**

Special Event Application

Parks and Recreation Division
986 Hilby Avenue, Seaside CA 93955
831-899-6800

CONTACT INFORMATION:

Organization: Exotics on Broadway, LLC
Name of Applicant: Johnny Valencia
Address: 1390 Avenida DeCortez City: Los Angeles State: CA
Phone: 954-415-1198 Email: Johnny@GearOneAgency.com
Day of Event Contact Name and Phone: Johnny Valencia 954-415-1198

EVENT INFORMATION:

Event Title: Exotics on Broadway

Event Category:

- | | | |
|---|--|---------------------------------|
| ☐ Athletic / Recreation | ☐ Concert / Performance | ☐ Circus |
| ☐ Celebration / Festival | ☐ Parade / March / Procession | ☐ Dance |
| ☐ Carnival | ☒ Other: <u>Car Show</u> | |

Event Date and Time: 8/16/25
Setup: 12AM - 9AM Event Start: 11AM Event End: 4PM Clean up: 4PM - 9:30PM

Event Location: Seaside, CA - Broadway Ave From Del Monte to Fremont -
Fremont Blvd From Clementina to Amador

EVENT DESCRIPTION:

Please provide detailed description of your event. Include details regarding any components of your event such as the use of vehicles, animals, rides, sanitation provisions or any other pertinent information about the event.

Car show during Monterey Car Week. Broadway Ave portion is Free to the public.
Fremont Blvd portion will be ticketed. Full event includes show cars, vendors,
entertainment stage, music, VIP tent area and opportunity for local businesses to
have discounted vendor spaces. Please see Exotics on Broadway 2024 for examples

Number of Participants: 30-35K Event Benefiting: TBD

Federal ID # (if applicable): _____

☐ 501 C(3) ☐ 501 C(6) ☐ Commercial-For Profit ☐ Other: _____

Will admission be charged? ☒ Yes, tickets cost: Broadway portion of event is free ☐ No

Fremont portion is ticketed
Price is TBD



**SEASIDE
CALIFORNIA**

Special Event Application

Parks and Recreation Division
986 Hilby Avenue, Seaside CA 93955
831-899-6800

Is the event open to the public? ☒ Yes ☒ No

If no, how will the event be restricted? Indicate plan on detailed schematics:

Boardway portion is free to the public. Fremont portion will be
completely fenced in and have a main entrance to pay or scan ticket for entry

How will the event be advertised and promoted? Digital Media, Social Media,
website, local Monterey Car Week sites

Signs posted: As needed by the city

Special equipment to be used for proposed event: (List all electrical needs you may require)

- | | | |
|---|--|---|
| ☒ P.A. System | ☒ Generator(s) | ☒ Amplified sound / music |
| ☐ Booths | ☐ Bleachers | ☐ Cooking fuel |
| ☒ Tents | ☒ Banners | ☒ Barricades |
| ☐ Other: _____ | | |

Will the event include music or live performances? ☒ Yes ☐ No

Will film, video, or photography be involved with the production of event? ☒ Yes ☐ No

Do you intend to sell food or beverage? ☐ Yes ☒ No

(If yes, please attach Health Department Food Vendor Certificate)

Do you intend to sell other merchandise? ☒ Yes ☐ No

Number of Vendors? 40-50 (For-profit vendors must have business license on file with the City)

Vendor Name

Vendor Address

Variety of Auto industry vendors such as auto dealerships, manufacturers,
wheel companies, performance shops, local vendors

Describe Merchandise

Event shirts and hats

Will alcohol be served? ☒ Yes ☐ No

Will alcohol be sold? (If yes, please attach ABC license) ☐ Yes ☒ No

Parking arrangements: Coe Ave off of Gen Jim Moore Blvd. will have
multiple shuttles running during event. Free to the public



**SEASIDE
CALIFORNIA**

Special Event Application

Parks and Recreation Division
986 Hilby Avenue, Seaside CA 93955
831-899-6800

Safety / Security / Accessibility (please describe your procedures for crowd control and internal security):

Staff of 40, hired security of 40

Security Organization (if required - please attach security contract):

All Code 4 - will provide all details as we near event

What City services do you anticipate you will need? (i.e. Police, Fire, Public Works, etc.)

Police, Fire, Public Works

Method of trash collection/disposal and provision for additional sanitary facilities:

Rented trash and recycle receptacles placed throughout the event

Other pertinent information or special requests: COI to be provided 30 days before event

APPLICANT AGREEMENT

All applicable fees must be paid 30 days prior to event date. No permit revisions will be accepted less than 14 days prior to the event date. The City of Seaside retains the right to terminate the event at any time should a responsible city official determine any activity related to the event is a threat to public safety and/or property. I (we) agree to abide by all laws, rules and regulations which may apply to this area. I (we) accept specific responsibility for other members of my group and for any damage done to city property and/or facilities, and agree to clean and restore the site to the condition in which it was found prior to the holding of the specific event. I certify under penalty of perjury that all the preceding information is true to the best of my knowledge. **Completed and signed special event form must be submitted to Recreation and Community Activities Director within seven working days of receipt of form.**

Applicant Signature: 

Date: 11/1/24



**SEASIDE
CALIFORNIA**

Special Event Application

Parks and Recreation Division
986 Hilby Avenue, Seaside CA 93955
831-899-6800

APPLICATION MUST INCLUDE: Detailed schematic of event location indicating specific activity sites. For non-profit organizations, a copy of non-profit status must be submitted.

Attach to application and mail to:

**City of Seaside Recreation Services
Attn: Recreation Director
986 Hilby Avenue
Seaside, CA 93955**

SPECIFIC EVENT CONDITIONS OF APPROVAL

- ✓ Event organizers must clean up any event-related trash.
- ✓ All event noise or sound must be kept to a minimum, particularly before 9:00 a.m. and must not create an annoyance to co-existing events.
- ✓ Permittee is responsible for the actions of all vendors and participants during the event.
- ✓ No activities are permitted onsite that are not included on your permit application.
- ✓ All City ordinances will be strictly enforced (alcohol, dogs, etc.).
- ✓ Permit must be kept on location at all times.

Failure to comply with the above conditions may result in immediate closure of the event and a ban on future events by the organizer in the City of Seaside.

PROVISIONS

Permittee waives all claims against the City, its officers, agents and employees, for loss or damage caused by, arising out of, or in any way connected with, the exercise of this permit and permittee agrees to save harmless, indemnify and defend City, its officers, agents and employees, from any and all loss, damage or liability which may be suffered or incurred by City, its officers, agents and employees caused by, arising out of or in any way connected with exercise by permittee of the rights hereby granted, except those arising out of the sole negligence of the City.

City shall have the privilege of inspecting the premises covered by this permit any and all time. This permit shall not be assigned. City may terminate this permit at any time if permittee fails to perform and covenant herein contained at the time and in the manner herein provided. City agrees it will not unreasonably exercise this right of termination.

The parties hereto agree that the permittee, its officers, agents and employees, in the performance of this permit shall act in an independent capacity and not as officers, employees or agents of the City. No alteration or variation of the terms of this permit shall be valid unless made in writing and signed by the parties hereto.

Permittee will not discriminate against any employee or applicant for employment because of race, color, religion, ancestry, sex, sexual orientation, age national origin or physical handicaps. Permittee agrees to comply with the terms and conditions contained herein and all rules and regulation of the City subject to this permit.

Applicant Signature: _____

Date: _____

11/11/24



**SEASIDE
CALIFORNIA**

Special Event Application

Parks and Recreation Division
986 Hilby Avenue, Seaside CA 93955
831-899-6800

INDEMNIFICATION, DEFENSE, HOLD HARMLESS

Applications must furnish the city with a certificate of insurance in an amount no less than \$1 million naming the City of Seaside as an additional insured. The amount of insurance is subject to increase at the discretion of the Finance Director who is the Risk Manager, depending upon the nature of the event. Such insurance must be primary to any city insurance and the city must have at least ten days' notice of cancellation.

For final event approval, you will need commercial general liability insurance that names "the City of Seaside, its officers, employees and agents" as an additional insured and any other public entities impacted by this event. Insurance coverage must be maintained for the duration of the event. To determine the amount of insurance coverage necessary, please contact Risk Manager. Please obtain the required insurance and mail an original insurance certificate to City of Seaside, Recreation and Community Activities Department, 986 Hilby Ave., Seaside, CA 93955.

Insurance Agency: _____ Insurance Agent: _____
Phone Number: _____ Policy Number: _____

PERMIT HOLDER hereby agrees to protect, defend, indemnify and hold and save harmless **CITY**, its officers, and employees against any and all liability, claims, judgements, costs and demands, however caused, including those resulting from death or injury to **PERMIT HOLDER'S** employees and damage to **PERMIT HOLDER'S** property, arising directly or indirectly out of the obligations or operations herein undertaken by **PERMIT HOLDER**, including those arising from the passive concurrent negligence of **CITY** but save and except those which arise out of the active concurrent negligence, sole negligence, or the sole willful misconduct of **CITY**. **PERMIT HOLDER** will conduct all defense at its sole cost and expense. **CITY** shall be reimbursed by **PERMIT HOLDER** for all costs or attorney's fees incurred by **CITY** in enforcing this obligation.

Applicant Signature: _____

Date: _____

11/1/24

(For Office Use Only)

Authorization

- ☐ Building _____
- ☐ Planning _____
- ☐ Police _____
- ☐ Fire _____
- ☐ Finance _____

- ☐ Recreation _____
- ☐ Redevelopment _____
- ☐ Public Works _____
- ☐ County Health _____

Comments: _____



440 Harcourt Avenue
Seaside, CA 93955

Public Works Division

Telephone (831) 899-6835
pwinfo@ci.seaside.ca.us

ENCROACHMENT PERMIT REQUIREMENTS

To: Encroachment Permit Applicants:

Completion of the following items is required prior to the issuance of an Encroachment Permit:

1. **Complete the applications form**

- An encroachment permit applications may be obtained from the Resource Management Services counter located at City Hall or downloaded from the City Website at:

<http://ca-seaside.civicplus.com/DocumentCenter/View/2487>

- Sign and date the application

2. **Sketch or plot of the work to be done within the public right-of-way**

- If a plan of the work has already been prepared, then attach a reduced size copy of the plan with the application

3. **Fees and Payments**

- **Base permit** fee is charged per the adopted fee schedule. If additional staff time is needed for a project, the applicant will be charged an additional hourly fee per the adopted fee schedule.
- Pursuant to Seaside Municipal Code Section (SMC) 5.04.300, **applicants must obtain a City of Seaside Business License**. The business license fee is based on the estimated gross income from the applicant or work performed.

4. **Encroachment Permit Insurance Requirements (Pursuant to Municipal Code Chapter 12.04)**

- A certificate of insurance for **bodily injury for \$2,000,000 per occurrence and \$4,000,000 general aggregate amount** should be obtained. A separate endorsement form (in CG 20 10 format or equivalent) **explicitly listing the City of Seaside, its Officials, Employees, and agents as an additional insured**. In addition, it must clearly state that the City of Seaside and its officials/employees, are free from any and all liability in connection with encroachments/excavations in the public right of way. (The City's Risk Management Department may consider reduced insurance requirements for smaller, less risky encroachment actions. The request for reduced insurance must include a detailed explanation of the reasons for the request.)
- The certificate of insurance must include **automobile liability** for a combined single limit of **\$1,000,000** and **worker's compensation for \$1,000,000 each accident or disease**.
- A **bond is required** in an amount determined by the public works department [SMC 12.04.010.B.4].
- In order to perform **concrete work** in the public right of way, a **contractor must hold a valid Class A or other applicable Class C or Class D license**.

Encroachment permits shall be issued only after the Municipal Code(s) and all other applicable requirements have been met.

Should you have any questions, please contact the Public Works Department at (831) 899-6835.



Encroachment Permit

City of Seaside Public Works

440 Harcourt Avenue

Seaside, Ca 93955

Phone: (831) 899-6835, pwinfo@ci.seaside.ca.us

Permit #: _____

Permit Fee: _____

Receipt #: _____

Bond Fee: _____

Receipt #: _____

All information except signature must be typed or legibly printed. Notify City 48 hours in advance before start of project. (831) 899-6745

(Office Use Only)

Date Issued: _____

Expiration Date: _____

A

Applicant/Permittee:

Exotics on Broadway, LLC

Phone#

954.415.1198

Mailing Address:

1390 Avenida De Cortez, Los Angeles, CA 90272

Applicant/Permittee is Contractor: No ☒ Yes ☐

Contractor:

Phone#

Mailing Address:

Applicant/
Permittee

State Contractor's License # _____

Seaside Business License # _____

Certificate of Liability Insurance on file with the City of Seaside: No ☒ Yes ☐

Applicant/Permittee hereby agrees to comply with the Standard Conditions attached as Exhibit A, and special provisions outlined in this permit and all City Ordinances, Resolutions, Standards and Specifications currently in force.

Execution below shall confirm that contractor and/or Applicant/Permittee has received and reviewed the Standard Conditions, understands the same and agrees to be bound thereby.

Applicant/Permittee Signature: _____

Date: 11/1/24

Contractor Signature: _____

Date: _____

B

Job Address/Location:

Seaside CA, Broadway Ave and Fremont Ave

APN: _____

Cross Street: _____

Type of Encroachment:

Street Improvement: ☐

Sidewalk: ☐

Other: ☒

Check all that apply:

Street Excavation: ☐

Driveway Approach: ☐

Excavation Size (Sq. Ft.) _____

Project Description:

Street closures. Broadway Ave between Del Monte & Fremont
and Fremont Blvd between Clementina and Amador

C Permit Conditions (Office Use Only)	Applicant/Permittee to notify the following:	
	Underground Service Alert (800)-227-2600- U.S.A. Ticket # _____	☐
	Seaside Police Department (831)-899-6748	☒
	Seaside Fire Department (831)-899-6790	☒
	Monterey-Salinas Transit, fax work location (831)-899-7789	☐
	AMR Ambulance Service (831)-718-9555	☒
	Latitude/Longitude:	
	Traffic Control/Lane Drop Required:	Yes: ☐ No: ☐
Sidewalk Closure Required:	Yes: ☐ No: ☐	
Special Provisions: Permit # _____		
D Issuance & Acceptance (Office Use Only)	Seaside Public Works/Engineering Department	
	Permit Issued By	
	Signature: _____	Date: _____
	<i>I have examined the work covered by this permit and find that it is in accordance with the standards of the City of Seaside.</i>	
	Encroachment Inspector	
Signature: _____ Date: _____		
O.K. To Release Bond: Yes: ☐ No: ☐		
Comments:		
S:\Engineering\Forms 2 Revised 3/19		

EXHIBIT A

CITY OF SEASIDE PERMIT TO ENCROACH

I. STANDARD CONDITIONS

- A. Permittee or Permittee's authorized representative must notify the City of Seaside (the City) at least 48 hours before starting any work under this Permit. Failure to so notify is cause for revocation of Permit. Should Permittee fail to commence the work or project for which this permit was issued within 180 days from the date of issuance set forth above or fail to actively and diligently exercise the privileges of this Permit, the Permit becomes null and void.
- B. The City shall not be responsible for monitoring the Permittee's compliance with any laws or regulations. If the Permittee performs any work knowing or having reason to know that it is contrary to laws or regulations, the Permittee shall bear all claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) arising out of or relating to such work.
- C. Permittee or Permittee's authorized representative shall notify (underground service alert) at least 24 hours before commencing any excavation necessary to perform the work authorized by this Permit. Permittee agrees to contact and obtain an Inquiry ID Number from (underground service alert) 800-227-2600 at least two (2) working days prior to commencing work. By signing this Permit application, Permittee acknowledges that Permittee understands the statutes and regulations pertaining to excavation near or in the vicinity of underground utilities and agrees to strictly conform all of Permittee's activities to such requirements. And failure on the part of Permittee to comply with such requirements shall be grounds for the immediate revocation of this Permit.
- D. A copy of this Permit shall be kept at the site of the work throughout the period of operations within the jurisdictional limits of the City and any right-of-way therein and shall be shown to any City employee, agent or duly authorized representative or any law enforcement officer upon demand.
- E. This Permit is valid only for the purpose specified herein. No change to the scope of work as identified in the application and/or drawings submitted therewith is permitted except upon written permission of the City Engineer or his/her duly authorized representative.
- F. Compliance with the American with Disabilities Act (ADA): All work shall be conducted in compliance with all applicable Federal, State, and Local Access Laws, regulations and guidelines including but not limited to the Americans with Disabilities Act Accessibility Guidelines (ADAAG), the Public Rights-of-Way Guidelines (PROWG), Design Information Bulletin 82-05, "Pedestrian Accessibility Guidelines for Highway Projects" and the City's encroachment permit and encroachment permit packet shall be approved by the City's California Licensed Professional Engineer, Licensed Architect, or Licensed Landscape Architect, Activities and uses authorized under this Permit are subject to any instruction of the City Engineer or his/her designated representative, including but not limited to the Public Works Inspector. All instructions must be strictly observed.
- G. The permittee shall, upon notice from the Public Works Director repair any injury, damage or nuisance in any portion of the right-of-way caused to City infrastructure by reason of exercise of this Permit. Damage shall be replaced or repaired by Permittee at his/her/its sole expense to the satisfaction of the City. Upon notice of damage to City infrastructure arising from the exercise of this Permit, should Permittee fail to act within a reasonable time or should the exigencies of the injury or damage require repairs or replacement before the permittee can be notified or can respond to the notification, the City may at it's option make necessary repairs, replacement or perform the necessary work and the Permittee shall be charged with all the expenses incurred in the performance of the work. Each separate day on which a violation of this section shall exist shall be a separate misdemeanor and shall be punishable as set forth in SMC1.16. (Ord. 304, 1966; prior code Â§ 10-406)
- H. Unless otherwise specifically provided, all costs incurred by Permittee as a result of the conditions of the Permit or the exercise by City of any right, authority, or reservation contained therein shall be the sole responsibility of and shall be borne entirely by the Permittee.

- I. Issuance of this Permit shall not be construed as an obligation on the part of the City to assume responsibility for any damages incurred to the Permittee's improvements and/or for any injury or death to person(s) or damage to property arising out of the permitted work.
- J. This permit is non-transferable. Applicant required to pay application fee's prior to issuance of permit, unless work is for Emergency Utility Work.
- K. Unless otherwise specified herein, this Permit may be revoked or canceled at any time by the City Engineer or his/her duly authorized representative at the sole discretion of the City Engineer or his/her duly authorized representative.
- L. Upon written notice of cancellation or revocation of this Permit for any cause whatsoever, Permittee shall promptly restore City right-of-way and structures to their condition prior to the issuance of the Permit and then shall vacate City property. Should Permittee fail to promptly restore the premises or structures to a condition satisfactory to the City Engineer or his/her duly authorized representative, the City may make any and all repairs or have repairs made and Permittee will be billed and shall reimburse City for all costs incurred.
- M. Progress of work shall proceed as expeditiously as possible. If the work consists of multiple phases, each phase of work must be approved the City before proceeding with the next phase. The City Engineer or his/her designated representative may cancel the permit if the work authorized herein is not commenced within sixty (60) days of issuance and thereafter, in the opinion of the City Engineer, is not diligently prosecuted to completion. Cancellation may be effected by giving written notice thereof by sending the same to the Permittee by ordinary mail to the address shown on the application.
- N. The permittee or permittee's authorized representative shall notify the City Engineer when all work is completed.

II. INSURANCE

- A. Permittee shall maintain and provide commercial general liability insurance, with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$2,000,000 per occurrence, \$4,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include coverage for contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted. Any insurance proceeds available to Permittee in excess of the minimum limits and coverage set forth in this Permit and which is applicable to a given loss or claim shall be deemed by this Permit to be applicable to the City. A certificate of insurance evidencing this coverage shall be provided to the City prior to the start of any work under this Encroachment Permit. The City's Risk Manager may from time to time increase the limits of the required insurance coverage.
- B. The City is to be named as an additional insured with an endorsement in favor of the City.
- C. Coverage provided by Permittee shall be primary and any insurance or self-insurance procured or maintained by City 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 City before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.
- D. A severability of interests provision must apply for all additional insureds ensuring that Permittee'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.
- E. 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 City and approved in writing.
- F. If Permittee maintains higher limits than the minimums shown above, City requires and shall be entitled to coverage for the higher limits maintained by Permittee. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to City.
- G. Permittee must also maintain worker's compensation insurance as required by State law.

III. INDEMNITY AGREEMENT

- A. Permittee shall indemnify, defend, and hold harmless City, its officers, employees, and agents from any and all losses, costs, expenses, claims, liabilities, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time during and/or arising out of or in any way connected with Permittee's authorized activities under the terms of this permit unless solely caused by the gross negligence or willful misconduct of City, its officers, employees, or agents.
- B. It is expressly understood and agreed between the parties to this Permit that this is an agreement and permit for access to and for certain events to occur or work to take place on City property. This Agreement and permit is not a construction contract or an agreement for design professional services as those terms are defined or used under Title 12 of the California Civil Code (§§ 2772 et. seq.).

IV. DUTY TO DEFEND

- A. As an express and material term of City's issuance of this Permit, Permittee agrees to defend, at its sole expense, the Indemnitees from and against any and all Claims arising out of or related to the permitted encroachment. Permittee's duty to defend shall apply immediately upon demand from the Indemnitees for any injury or death to persons or damage to property occasioned by reason of or arising out of the acts or omissions of the City, its officers, employees and/or agents and the acts or omissions of Permittee, his/her/its agents, employees, contractors and subcontractors and/or any other person or entity performing work authorized by this Permit.
- B. In the event of any controversy, claim or dispute arising out of or relating to this Permit or the violation of any covenant contained herein, the prevailing party shall be entitled to receive from the losing party reasonable expenses, including attorney's fees and costs.
- C. The City Engineer or his/her designated representative may, either at the time of the issuance of this permit or at any time thereafter until the completion of the work, prescribe such additional conditions as he/she may deem necessary for the protection of the public property or for the prevention of undue interference with traffic or to assure public safety.

V. OTHER CONDITIONS

- A. **Care of Drainage** If the proposed work alters surface runoff or interferes with established drainage, ample provisions shall be made by the Permittee to provide adequate drainage and erosion control as approved by the City Engineer. Construction waste or excavated materials will not be allowed to be washed into the storm drain or sewer system.
- B. **Maintenance** The Permittee agrees by acceptance of this permit to exercise reasonable care to properly maintain utilities within the City right of way and to inspect for and immediately repair any damage to any improvement within the right of way which occurs as a result of the Permittee activities.
- C. **Test Results** If necessary, the Permittee shall provide the City Engineer with soil compaction test results. Compliance with compaction requirements shall be certified by a City-approved materials testing laboratory with local experience.
- D. **Pavement Replacement** Permittee shall backfill excavation in accordance with the City of Seaside Standards. Slurry backfill shall remain a minimum of 4 inches below the finished surface. Permittee shall place 4 inches of Cold Mix Asphalt as a temporary pavement surface. At the discretion of the City Engineer the Permittee shall install 4 inches of Hot Mix Asphalt surface in accordance with City standards.
- E. **Protection of Traffic** Provide protection for the traveling public. Barricades shall be placed with flashing amber lights at night. Flag persons shall be provided if necessary. Warning signs, lights and temporary traffic control devices shall be placed in conformance with the requirements of the City Engineer or Inspector and the Caltrans Manual of Traffic Control.

- F. **Storage of Materials** No material shall be stored within two (2) feet of the edge of the pavement, sidewalk or traveled way or within the shoulder line where the shoulders are wider than five (5) feet. No supplies or equipment shall be stored on the City Street or right-of-way.
- G. **Cleanup** Immediately, upon completion of work and after each work day, all material and debris shall be entirely removed. The right of way shall be left in the same or better condition as before work started.
- H. **Conformance of Construction** All construction shall conform to the most current Caltrans and City of Seaside standards and specifications.
- I. **Bond** Prior to permit issuance, the Permittee is required to provide a bond in the form of a Letter of Credit, Cashier's Check, Money Order, Cash, or Surety Bond in an amount determined by the City Engineer. The bond will be in the name of the City of Seaside and be held by or deposited to the City. The bond will be released or refunded to the individual submitting it upon satisfactory completion of the improvements, acceptance of the project by the City, and written request by the Permittee [SMC 12.04.020].

VI. DOCUMENTS INCORPORATED BY REFERENCE

- A. **The following documents are incorporated into this encroachment permit.**
 - a. City Standard Plans
 - b. Caltrans Standard Plans
 - c. Caltrans Standard Specifications
- B. **In the event of conflict in the referenced documents for this encroachment permit, the order of precedence from highest to lowest shall be as follows:**
 - i. Permits and Licenses
 - ii. Project Specific Conditions found in Exhibit B to the Encroachment Permit
 - iii. Standard Conditions found in Exhibit A to the encroachment Permit
 - iv. Project Plans
 - v. Revised Standard Specifications
 - vi. Standard Specifications
 - vii. Revised Standard Plans
 - viii. Standard Plans
 - ix. Supplemental project information



**FIRE DEPARTMENT**

1635 Broadway Avenue
Seaside, CA 93955

Telephone (831) 899-6790

FAX (831) 899-6261

**APPLICATION FOR PERMIT AND INSPECTION TO OPERATE A TEMPORARY TENT,
CANOPY OR MEMBRANE STRUCTURE OF 200 SQUARE FEET OR MORE**

GENERAL INFORMATION

Name of Event: Exotics on Broadway Location: Seaside, CA
Start Date/Time: 8/16/25 11AM End Date/Time: 8/16/25 4PM
Event Coordinator/Applicant Name: Johnny Valencia Phone: 954-415-1198
Email Address: Johnny@GearOneAgency.com

- A. In signing this application, I understand that I am responsible for all aspects of Title 19 and Chapter 31 of the California Fire Code relating to Tents, Canopies and other Membrane Structures. I also agree to contact the Fire Department with at least 24 hours notice so they can conduct any inspections prior to the Tent or Canopy being used. **(Call 831-899-6790 to schedule your inspection with the Fire Department.)**
- B. Submit a site plan showing the size and locations of the Tents/Canopies with this application.
- C. Submit payment of \$218.00 along with this application. This fee covers permit approval and tent inspection. Submit application and payment to:

Seaside Fire Department
1635 Broadway Avenue
Seaside, CA 93955
(Credit card & check only)

In signing this application, I understand that I am responsible for all aspects as stipulated by the California Fire Code, Title 19 and all applicable fire ordinances pertaining to assembly tents (see attachments). Failure to comply with these requirements at any time will result in suspension/revocation/refusal to issue assembly tent permit.

Signature of Owner/Applicant: Johnny Valencia Date: _____

The following comments are based on the applicable edition of the California Codes and should be resolved before a permit is issued.

Tent/Membrane Structure Requirements:

- ☐ A minimum of 20 ft. clear width shall be provided around the tent, and shall be no closer than 20 ft. to lot lines, buildings, other temporary structures, vehicles. Support ropes and guy wires are not included.
- ☐ The structure shall not be located within a fire lane or public street.
- ☐ Fire apparatus access roads shall be provided of minimum of 26 ft. wide.
- ☐ Smoking, cooking or use of open flames in the tent shall not be permitted. If cooking is to be used, a

Tent Permit Application
FY 2024-2025

separate dedicated cooking tent operation shall be used. Additional requirements shall apply.

- ☐ Approved "No Smoking" signs shall be conspicuously posted.
- ☐ Exits, with a minimum width of 6 ft. each, shall be provided and kept clear at all times. The number of exits required shall be determined by the occupant load and CFC Table 3103.12.2. Exit signs shall be self-luminous or shall be internally or externally illuminated.

Exiting Requirement:

Occupant Load	Minimum Number of Exits	Minimum Width of Tent or Canopy	Each Exit (inches) Membrane Structure
10 to 199	2	72 inches	36 inches
200 to 499	3	72 inches	72 inches
500 to 999	4	96 inches	72 inches
1,000 to 1,999	5	120 inches	96 inches
2,000 to 2,999	6	120 inches	96 inches
Over 3,000	7	120 inches	96 inches

- ☐ Emergency Lighting may be required.
- ☐ Hay, straw, shaving or similar combustibles shall not be located within any tent structure.
- ☐ Open flame or other devices emitting flames, fire or heat or any flammable or combustible liquids, gas, or charcoal shall not be permitted under the tent or located within 20 ft. unless specifically approved and permitted.
- ☐ Warming of foods and similar operations using solids flammables or other similar devices that do not pose a fire hazard, shall be permitted.
- ☐ If heating and cooking devices are approved, they shall not be located within 10 ft. of an exit or combustible material. These distances may be increased based upon the type and hazard of the cooking.
- ☐ A minimum of one 2A-10BC fire extinguisher shall be provided for each tent less than 3,000 sq. ft. or less than 75 ft. across. The fire extinguisher shall be currently serviced & tagged by a certified company and readily accessible.
- ☐ Other: _____

Flame Resistance:

- ☐ The sidewalls, drops and tops of tents and canopies shall be composed of flame-resistant material or shall be treated with a flame retardant in an approved manner. Temporary membrane structures, tents or canopies shall have a permanently affixed label bearing the following information:
 1. Tent size and fabric or material type.
 2. Date materials were last treated with an approved flame retardant.
 3. The trade name and type of flame retardant utilized in the treatment.
 4. The name of the person and firm that applied the flame retardant.



Generators:

- ☐ Generators and other internal combustion power sources shall be separated from temporary membrane structures, tents, and canopies by a minimum of 20' and be isolated from contact with the public by fencing, enclosure or other approved means.
- ☐ Other: _____

LP-Gas:

- ☐ Equipment such as tanks, valves, tubing and other related components shall be approved and in

accordance with Article 82 and the Mechanical Code. LP-gas containers up to 125 gallon water capacity shall be located outside tents and canopies a minimum 5 feet. Container shall be adequately protected to prevent tampering, damage by vehicles or other hazards.

☐ Other: _____

Floor Plan, specifying the following:

- ☐ Location of exits (including size, type, and etc.).
- ☐ Location of fire extinguishers.
- ☐ Location of "No Smoking" signs.
- ☐ Location of emergency lighting (if required).
- ☐ Location of chairs, tables, merchandise and exhibits.
- ☐ Other: _____

Inspection Requirements:

- ☐ The permit shall be valid only for the dates specifically requested and indicated on the issued permit.
- ☐ Verification of compliance and inspection by the Seaside Fire Department shall be required PRIOR to use.
- ☐ Re-submit application / plans
- ☐ Other: _____

Questions can be directed to the Seaside Fire Department at (831) 899-6790

OFFICIAL USE: DO NOT WRITE BELOW THIS LINE

NOTES:

Inspector's Name: _____ Date: _____

Inspector's Signature _____



TEMPORARY STREET CLOSURE POLICY

I. Purpose

- A. It is the policy of the City of Seaside to encourage neighborhood, business, and community activities that promote the health, welfare, safety, and harmony of its citizens. Temporary street closures for such activities will be authorized when those closures are not anticipated to cause harm to or be a significant disruption to the general public.
- B. The purpose of this policy to the define parameters under which requests for temporary street closures for community and special events will be considered and processed. Except as otherwise provided by law, it shall be unlawful to close any public street unless a Street Closing Permit has been issued by the City of Seaside in accordance with this policy.

II. Scope

This policy applies to all roads and streets in the City of Seaside road system.

- A. City Manager's Administrative Approval: The City Manager, with recommendation of City staff, is authorized to approve:
 - 1. City sponsored events and community events that occur on an annual or routine basis, and have been previously approved by the City Council (e.g., the Seaside Nights, Red White and Blues, Farmer's Market, Fire Department Open House, etc.); and
 - 2. Closures lasting for eight hours or less where the majority of residents / businesses within 500 feet of the proposed closure support the closure (i.e. a neighborhood block party).
- B. City Council Approval: City Council approval is required for:
 - 1. Special events of a non-routine nature;
 - 2. Events lasting longer than eight hours; and
 - 3. Requests for closure of traffic arteries or streets with a speed limit that exceeds 30 miles per hour.

III. Policy Criteria

- A. Disposition of Temporary Street Closure Requests is administrative in nature under the authority of the City Manager and the Seaside City Council.
- B. A notice of application for street closure must be distributed to residents and business affected by the potential closure sample form attached.
- C. Fire hydrants on the specified street closure shall not be obstructed by structures, tents or other obstacles that impede the fire departments ability to access the hydrant in the event of an emergency. A minimum of 20-foot unobstructed path must be maintained for emergency vehicle access to the street if the event is not a complete, hard closure. If the event plans on having a hard closure, both the fire and police departments must be made aware of the closure in advance so alternative routes of response can be planned. An Emergency Access plan must be submitted and approved by the Fire Department and Police Department.



- D. The applicant shall conduct all activities in such a manner that the health and safety of the public are not negatively impacted.
- E. Promptly following the conclusion of the event, the applicant shall clean the right-of-way equivalent to its condition prior to the temporary closure.
- F. Approval of the request is subject to other conditions that may be specified by the City Manager or City Council.
- G. Conditions considered for all street closures include (but are not limited to):
 - 1. Impact of the proposed closure on residents, occupants, or businesses.
 - 2. Impact of the proposed closure on the accessibility of emergency vehicles into the closure areas.
 - 3. Impact of the proposed closure on vehicular traffic such as circulation, site lines, traffic movement, and availability of alternate routes for traffic.
 - 4. Potential interference with commercial and business activities in the immediate vicinity.
 - 5. Conditions existing within the surrounding area that, when occurring in conjunction with a street closure, might create a hardship or an unnecessary inconvenience to the public or persons residing in the area.
- H. The applicant is responsible for all costs associated with establishing, running, or maintaining the closure, including reimbursing the City for any costs associated with the closure, unless a fee waiver is approved by the City Council.
- I. The proposed street closure must be compatible with the neighborhood / commercial area of the requested street or road.
- J. The location must be large enough for the anticipated the crowd capacity as determined by the City's Police Chief, Fire Chief, City Engineer, and Risk Manager.
- K. The temporary street closure shall be for a period less than eight (8) hours, including any set up time and breakdown time, unless approved by City Council.
- L. The City of Seaside maintains the right to cancel approval of the street closure at any time.
- M. The City reserves the right to limit the number of street closures in particular areas in order to limit disruption to residents and businesses.
- N. The City Manager will maintain and update the application and other forms to support this policy.

IV. Application Procedure

- A. The applicant shall submit a Seaside Application for Temporary Street Closing Permit at least 90 days prior to the date of the proposed street closure. Applications submitted less than 90 days cannot be guaranteed a response for approval or denial.
- B. A site map must be included with the application detailing a 20-foot emergency vehicle access lane through closure, or alternative emergency vehicle access in accordance with an approved Emergency Access Plan.



- C. All applicable documents shall be attached to the Application for Temporary Street Closing Permit (consult with City staff to determine which documents are required):
 - 1. Special Event Application;
 - 2. Detailed site map;
 - 3. Traffic control plan;
 - 4. Emergency Access Plan;
 - 5. Temporary detour plan;
 - 6. Petition with signatures of affected residents / businesses; and
 - 7. Proof of insurance.
- D. Incomplete applications will be denied.
- E. The City's Police Chief, Fire Chief, City Engineer, and Risk Manager will review application materials and make recommendations regarding the closure to the City Manager and/or City Council.
- F. In the event an application is denied by the City Manager, the applicant may appeal to the City Council.

V. Road Closure / Barricade Equipment:

- A. Barricade equipment is required and can be provided by the City. City Staff will contact the Maintenance & Utilities Superintendent to schedule the delivery of the barricade equipment.
- B. Barricades will be delivered by the Maintenance & Utilities Division the last working day before the event and will be picked up the first working day after the event.
- C. Depending on the proposed closure, the City may require City staff or a bonded and insured traffic control company to be responsible for opening and closing the roadway.

VI. Public Notification

- A. At the applicant's expense, and prior to approval of the potential closure, the City will notify all residents/tenants directly affected by the street closure and provide them with the means to comment on the proposed closure.
- B. At a minimum, notices will be distributed to all who live or own/manage businesses within a 500-foot radius of the event location.
- C. The applicant may submit a petition demonstrating support of the affected residences / businesses which may be accepted in lieu of the City's noticing process. Upon request, the City will provide the applicant of a list of businesses and residences within the 500-foot radius.

A handwritten signature in black ink, appearing to be "JW", is located in the bottom right corner of the page.



VII. Fees and Charges

- A. The applicant will be responsible for all applicable fees and costs associated with the street closure, including but not limited to:
 - 1. Public Noticing;
 - 2. Use of City barricades;
 - 3. Staff time to shut down and reopen the street;
 - 4. Permit fee as established by the City Council in the adopted fee schedule;
 - 5. Cost of any required traffic plans and Emergency Access Plans; and
 - 6. Police, Fire, and other staff time as deemed necessary by the City
- B. The City Council may waive the fees associated with street closures.

VIII. Additional Event Requirements

- A. No stakes or penetrations may be made through the street surface.
- B. No disposal of anything in storm sewers.
- C. Any marking on the street can be done in chalk or washable material. No paint or permanent markings can be used.
- D. No loud speaker system shall be used which is audible beyond the designated event location. Event organizers and guests shall be in compliance with public peace statutes and ordinances.
- E. Alcoholic beverages are prohibited on City streets or public right of way unless the applicant has obtained a permit from the City. Proof of ABC license must be submitted to the City prior to the event in accordance with the Special event application.
- F. If alcoholic beverages are dispensed, event organizers may be subject to criminal penalties if under-aged persons are consuming or possessing such beverages.

IX. Damages & Insurance

- A. Any person or persons to whom a Street Closing Permit has been issued shall be liable for any loss or damage to any City of Seaside property arising out of the issuance or exercise of said permit.
- B. As a condition to the issuance of any Street Closing Permit, the permittee or permittees may be required to provide insurance to indemnify the City from any and all damages and costs of litigation arising out of the issuance and use of such permit.
- C. As a condition to the issuance of any Street Closing Permit, the City may require the permittee to indemnify and hold the City harmless from any claims for damages arising out of the street closing.



February 2022

STREET CLOSURE NOTIFICATION (SAMPLE)

Notice Application for Street Closure

This notice serves as notification that a request for street closure has been submitted to the City of Seaside and includes a request to close a portion of: (insert street)

Noticing Date:

Name of Applicant:

Name of the Event / Purpose of Closure:

Date of Closure:

Start Time of Closure:

End Time of Closure:

Streets to be closed:

A: _____ from to _____

B: _____ from to _____

C: _____ from to _____

Map of Closure:

Map of Street Closure:



To provide input on this application:

Provide written comment to city _____, include the following in the subject line "Public comment Item # (insert the agenda item number relevance to your comment). Written comments must be received by 3pm of the day of the meeting

Provide public comment in person at the meeting.

Meeting Date/Time:

Meeting Information:



February 2022

TEMPORARY STREET CLOSURE APPLICATION

Applicant Information	
Name of Applicant: <u>Johnny Valencia</u>	Date: <u>10/30/24</u>
Mailing Address: <u>1390 Avenida De Cortez</u>	City/ State: <u>Los Angeles, CA</u>
Email: <u>Johnny@GearOneAgency.com</u>	Phone: <u>954-415-1198</u>

Street Closure Details	
Name of the Event / Purpose of Closure: <u>Exotics on Broadway</u>	
General Description: <u>Automotive Car show during Monterey Car Week. Static event which includes show cars, vendors, entertainment stage, VIP area</u>	
Event Start and End Time: <u>8/16/25 11AM - 8/16/25 4PM</u>	Estimated number of people in attendance: <u>30K - 35K</u>
Date of Event: <u>8/16/25</u>	Total Number of streets to be closed: <u>2 - two</u>
Will alcohol be served? <u>NO</u>	Will the event include live or amplified music? <u>yes</u>
Streets to be closed (please attach a detailed site map of closure location):	
A: <u>Broadway Ave</u> from to <u>Fremont Blvd to Del Monte Blvd</u>	
B: <u>Fremont Blvd</u> from to <u>Clementine Ave to Amador Ave</u>	
C: _____ from to _____	
Street close time: <u>12AM 8/16/25</u>	Street opening time: <u>9:30PM 8/16/25</u>
Supplementary questions	Yes ☐ No ☐
Will vehicles be allowed inside the closure?	☒
If yes, please explain why and provide their locations: <u>Cars for the car show, Support vehicles for vendor setup</u>	
Are you planning to hire a security company for the planned closure?	☒
If yes, provide the Company name, phone number, name of Supervisor, and locations for where security will be placed: <u>All Code 4 - Jose Barajas, Jbarajas@allcode4.com, Placed throughout the entire event</u>	
I certify that the information provided in the application is true and correct to the best of my knowledge.	
Applicant Signature: <u>Johnny Valencia</u>	Date: <u>11/11/24</u>



February 2022

For Official Use Only

Engineering / Public Works Department

Application Review Questions	Yes	No
Has the traffic control plan been submitted?		
Is the traffic control plan approved?		
Per the approved traffic control plan, is security being required for traffic control?		
Is the street closure application approved by the Engineering / Public Works Dept?		
If no, what is the reason for denial:		
Is the street closure approved with conditions?		
If yes, what are the approval conditions?		
Name of Dept. Head:	Title:	
Signature:		

Police Department

Application Review Questions	Yes	No
Based on the information provided, does the applicant need to have Security assigned to assist traffic around the street closure?		
If yes, please identify the areas where security is required:		
Is the street closure application approved by the Police Dept?		
If no, what is the reason for denial:		
Is the street closure approved with conditions?		
If yes, what are the approval conditions?		
Name of Dept. Head:	Title:	
Signature:		



February 2022

Fire Department		
Application Review Questions	Yes	No
Does the site plan show obstructions on the road way?		
Does the site plan does provide for a 20' wide fire lane for emergency vehicle access?		
Is the street closure application approved by the Fire Dept?		
If no, what is the reason for denial:		
Is the street closure approved with conditions?		
If yes, what are the approval conditions?		
Name of Dept. Head:	Title:	
Signature:		
Risk Management		
Application Review Questions	Yes	No
Does the proposed street closure meet the requirements of this policy with respect to size, compatibility, etc.?		
If required, has the applicant submitted Liability Insurance?		
Is the street closure application approved by Risk Management?		
If no, what is the reason for denial:		
Is the street closure approved with conditions?		
If yes, what are the approval conditions?		
Name of Dept. Head:	Title:	
Signature:		

Status of Application

The street closure request is: APPROVED _____ DENIED _____ DATE: _____

City Manager's Signature / Date: _____

If applicable, scheduled for City Council consideration on: _____

RESOLUTION NO. 24-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

**APPROVING THE CLOSURE OF BROADWAY TO THROUGH TRAFFIC FROM
FREMONT BOULEVARD TO DEL MONTE BOULEVARD AND ASSOCIATED SIDE
STREETS, AS WELL AS THE NORTHBOUND AND SOUTHBOUND LANES OF
FREMONT BOULEVARD FROM CLEMENTINA AVENUE TO AMADOR AVENUE
AND ASSOCIATED SIDE STREETS**

WHEREAS, Exotics on Broadway, LLC will be holding their Exotics on Broadway event that is open to the public; and

WHEREAS, the closing of Broadway Avenue from Fremont Boulevard to Del Monte Boulevard and Fremont Boulevard from Clementina Avenue to Amador Avenue and all associated side streets is necessary between the hours of 12:00 a.m. to 9:30 p.m. on Saturday, August 16, 2025 to ensure the safety of the public.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Seaside hereby approves the closure of Broadway Avenue from Fremont Boulevard to Del Monte Boulevard and Fremont Boulevard from Clementina Avenue to Amador Avenue and all associated side streets to ensure the safety of the public using this portion of roadway during this event.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside duly held on the 05th day of December 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



CITY OF SEASIDE STAFF REPORT

Item No.: 8.M.

TO: City Council

FROM: Craig Malin, Interim City Manager

BY: Dan Meewis, Recreation Director
Kee Hyon Higgins, Recreation Supervisor

DATE: December 5, 2024

**SUBJECT: ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO
RENEW A MEMORANDUM OF UNDERSTANDING BETWEEN THE
CITY OF SEASIDE AND HAMILTON, ELLIS, AND MARTIN PLAZA
TO REIMBURSE THE CITY FOR PROVIDING AFTER SCHOOL
RECREATIONAL PROGRAMMING AT THE HEM PLAZA**

RECOMMENDATION

Adopt a resolution authorizing the renewal of the Memorandum of Understanding with Hamilton, Ellis, and Martin Plaza.

BACKGROUND

The Hamilton, Ellis, and Martin (HEM) Plaza, formally "Del Monte Manor", completed a full renovation of the property, which includes a playground, basketball court, synthetic turf activity area, community garden, and a community room with a fully functional computer room. These new amenities provide an ideal location to facilitate a structured recreational program for the residents. Over the past few years, the HEM plaza has worked with various community-based organizations, which has brought on a different after-school program for the HEM Plaza.

The HEM plaza first reached out to the City in 2019 to run a similar program, but shortly after those discussions, the COVID pandemic hit, which ceased operations. During 2023, the City worked with the management of HEM Plaza to develop an after-school recreational service for the residents. After numerous discussions and site visits, the City and the HEM Plaza worked out a plan to provide youth development, academic enrichment, and recreation programs for the youth residing in the HEM plaza, which City Council approved on September 9, 2023.

Due to the success of the program, both partners desire to renew the contract for another year and provide youth a structured environment where they can learn and grow while engaging with their fellow residents to help build a strong community within the HEM Plaza.

The attached Memorandum of Understanding outlines the established agreement between the City of Seaside and the Hamilton, Ellis, and Martin Plaza.

FISCAL IMPACT

The City and the HEM agree that re-entering into this Agreement is of mutual benefit to both Parties. Accordingly, the City shall provide Recreational Programs to HEM Plaza youth residents, and the HEM will pay the City the staff costs for the program. City staff working in the program are estimated to work the following hours in the Fiscal Year (July 1st – June 30th):

- Recreation Specialist (\$24.65 per hour) – 1560 hours per Fiscal Year
- Recreation Leader (\$18.21 per hour) – 999 hours per Fiscal Year

The ratios needed for the program are as follows:

- 1-20 participants - (1) Recreation Specialist, and two (2) Recreation Leaders
- 21-30 participants - (1) Recreation Specialist, and three (3) Recreation Leaders
- 31-40 participants - (1) Recreation Specialist, and four (4) Recreation Leaders
- 41-50 participants - (1) Recreation Specialist, and five (5) Recreation Leaders

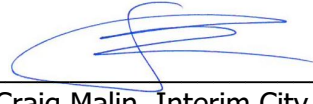
The City will invoice the HEM by the 10th and 22nd of each month to ensure timely payment is rendered.

The HEM shall additionally pay for all supplies that are needed to operate a year-round recreational program, such as school & art supplies, board games, sports equipment, room furnishings, etc. The City will provide the HEM with a list of supplies needed on a quarterly basis, or as deemed necessary.

ATTACHMENTS

1. Resolution 2024 HEM

Reviewed for Submission to the City Council by:



Craig Malin, Interim City Manager

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

**APPROVING THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY
AND HAMILTON, ELLIS, AND MARTIN PLAZA.**

WHEREAS, City provides youth development, academic enrichment, and recreation activities and programs for the benefit of Hamilton, Ellis, and Martin Plaza and youth residing in the HEM Plaza; and

WHEREAS, City shall provide Recreational Programs to HEM Plaza youth residents, and the Community Partner will pay for all costs of the program.; and

WHEREAS, the City desires to provide structured programs to Hamilton, Ellis, and Martin Plaza residents who may otherwise not be able to attend such programs and services at other locations; and

WHEREAS, Hamilton, Ellis, and Martin Plaza desires that City provides after school recreational programs and services for residents of the Hamilton, Ellis, and Martin Plaza and City is willing to provide such Recreational Programs pursuant to the terms and conditions of this Agreement; and

WHEREAS, the City and Hamilton, Ellis, and Martin Plaza agree that it is mutually beneficial to reenter into this Agreement in order to support the youth residents of the Hamilton, Ellis, and Martin Plaza.

NOW THEREFORE, BE IT RESOLVED, in accordance with the City's policies and the Agreement with the City and Hamilton, Ellis, and Martin Plaza enter into this agreement.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside duly held on the 5th day of December 2024 by the following vote:

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

Ian Olgesby, Mayor

ATTEST:

Dominique Davis, City Clerk



CITY OF SEASIDE STAFF REPORT

Item No.: 8.N.

TO: City Council

FROM: Craig Malin, Interim City Manager

BY: Samantha Alcaraz, Human Resources Director/Risk Manager

DATE: December 5, 2024

SUBJECT: ADOPT A RESOLUTION AUTHORIZING THE MODIFICATION OF THE POSITION ALLOCATION LIST AND COMPENSATION PLAN TO ADD THE POSITION OF CITY CLERK/ASSISTANT TO THE CITY MANAGER AND TO DELETE ONE PUBLIC AFFAIRS OFFICER/CITY CLERK

RECOMMENDATION

Adopt a resolution to modify the Position Allocation List and Classification Plan.

BACKGROUND

The City's management team continuously evaluates staffing levels and the organizational structure to align with operational needs. Public Affairs Officer (PAO)/City Clerk Dominique Davis has assumed a variety of special projects and initiatives that support the City's Strategic Plan, in addition to maintaining managerial oversight of the City Clerk and Public Affairs operations since the vacancy of the Assistant City Manager position.

The City Clerk/Assistant to the City Manager position will be filled through an internal process in accordance with the City's Personnel Rules, resulting in POA/City Clerk reclassification to City Clerk/Assistant to the City Manager. The salary for this position has not been updated since it became vacant in 2022. Mrs. Davis has been receiving a 7% salary increase since 2023 to reflect the additional duties she has taken on. Her proposed salary includes a 7% increase over her current salary, consistent with the results of a market-based salary study for the Assistant to the City Manager position. Her current compensation as PAO/City Clerk is aligned with market standards.

This reclassified position will be part of the Department Director Compensation Plan,

with a proposed annual salary of \$165,299.76.

FISCAL IMPACT

The Fiscal Impact for FY24-25 is \$3,347.28.

ATTACHMENTS

1. City Clerk - Assistant to CM
2. 12052024_Resolution
3. City Clerk_Asst. to CM Salary Survey
4. Fiscal Impact - salary and compensation

Reviewed for Submission to the City Council by:



Craig Malin, Interim City Manager

City Clerk/Assistant to the City Manager

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

DEFINITION

Under general direction of the City Manager, this position serves dual roles as the City Clerk and as the Assistant to the City Manager. The City Clerk/Assistant to the City Manager performs a variety of complex and sensitive policy, program, and systems analyses and management; coordinates and manages citywide initiatives, special projects, policies, and programs; provides analytical support for the Mayor and City Council; supports City Council subcommittee and advisory bodies; acts as a City liaison with external agencies, boards and committees; and performs related work as assigned; is responsible for managing media communications, election administration, public records, and information dissemination. The Assistant to the City Manager role focuses on supporting the City Manager's office with complex administrative and operational tasks, citywide initiatives, and special projects.

ESSENTIAL FUNCTIONS STATEMENT

The following tasks are typical for positions in this classification. Any single position may not perform all of these tasks and/or may perform similar related tasks not listed here:

Public Affairs Officer / City Clerk:

- Administers a comprehensive communications, marketing and community relations program to inform the public of the activities and objectives of the City of Seaside
- Proactively, and in coordination with City departments, anticipates and coordinates the City's communication policy priorities and organizational objectives, works with staff to design, develop and execute communications strategies;
- Develops and supervises the delivery of specific outreach efforts to target special populations groups that may need assistance with connecting city services and programs;
- Leads the content development and implementation of websites, multimedia tools, social media, content development for articles, e-publications, digital tools and other marketing communication initiatives for the City;
- Serves as City website and social media content manager and establishes policies and standards related to the content, appearance and timing of online posted information;
- Serves in an advisory capacity to the City Manager to provide guidance on how best the City can communicate its priorities and achieve its public policy objectives;
- Assists in the conduct of City workshops and other information gathering activities;

- Coordinates activities with City departments, community organizations and the public; maintains constructive relationships with civic, corporate and educational organizations;
- Develops materials to be presented including press releases, press briefings and feature articles; designs the content of City publications including posters, fliers and advertisements. Provides assistance to Departments for development of department specific media;
- Oversees City's public access television production including supervising audio visual functions which includes slide shows, computer-generated production and video programming;
- Maintains awareness of new developments in the field of public communications, and digital opportunities and incorporates new developments as appropriate into programs;
- Responds to major incidents as requested; provides public information to news media and coordinates information flow dissemination as the Public Affairs Officer during emergencies
- Administer a comprehensive communications, marketing, and community relations program.
- Develop and supervise outreach efforts to connect city services and programs to special populations.
- Oversee content development and management for City website, social media, and other digital platforms.
- Provide guidance to the City Manager on communication strategies to achieve public policy objectives.
- Manage the City Clerk's Office, overseeing public information, election management, and records management.
- Develop and implement policies, procedures, and budget plans for the City Clerk's Office.
- Coordinate with City departments, community organizations, and external agencies to foster relationships.
- Serve as Filing Officer for the Political Reform Act, managing disclosure requirements for City officials.
- Ensure legal compliance for public records requests, elections, and legislative actions.
- Act as City Historian, maintaining records and answering historical inquiries.
- Attend City Council meetings, oversee agenda preparation, and maintain official records.
- Assumes full management responsibility for all programs, services, and activities of the City Clerk's Office, including administration, public information, election management, and records management.
- Develops, directs, and coordinates the implementation of goals, objectives, policies, procedures, and work standards for the City Clerk's Office; establishes, within City policy, appropriate budget, service, and staffing levels.
- Manages and participates in the development and administration of the department's annual budget; directs the forecast of additional funds needed for staffing, equipment, materials, and supplies; directs the monitoring of and approves expenditures; directs and implements adjustments as necessary.
- Selects, trains, motivates, and directs administrative personnel assisting the City Clerk; evaluates and reviews work for acceptability and conformance with department standards, including program and project priorities and performance evaluations; provides or coordinates staff training; works with employees on performance issues; implements discipline and termination procedures; responds to staff questions and concerns.
- Contributes to the overall quality of City services by developing, reviewing, and implementing policies and procedures to meet legal requirements and City needs ;continuously monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures;

assesses and monitors the distribution of work, support systems, and internal reporting relationships; identifies opportunities for improvement; directs the implementation of change.

- Coordinates City Clerk's Office activities with those of other departments and outside agencies and organizations; provides staff assistance to the City Manager and City Council; prepares and presents staff reports and other necessary correspondence.
- Plans, manages, and conducts municipal elections and special elections; ensures conformance with the California Elections Code, Political Reform Act, and other government codes; coordinates, receives, and certifies sufficiency/insufficiency of ballot measures, initiative petitions, arguments, rebuttals, referendums, recalls, and impartial analyses; prepares municipal legislation as required; prepares candidate's notebooks and provides necessary information to candidates, committees, and the public; serves as filing officer for the Fair Political Practices Commission for campaign disclosure filings; maintains election documents for public inspection; oversees printing of sample ballot material; declares election results; administers and files oaths of office.
- Oversees the operations of the City-wide records management program, document imaging system, and records preservation and destruction; sets and ensures legal compliance retention schedules for City records; develops and updates records retention policies and procedures; researches City documents, historical information, and other information as needed; attests, indexes, and files all legislative actions.
- Maintains custody of the City Seal, ensuring authentication of only approved documents.
- Serves as Public Records Coordinator; ensures compliance with the Public Records Act, the Freedom of Information Act, and the Brown Act; reviews and monitors legal requests for records; ensures that all public records are open to inspection at all times during office hours and that every person's right to inspect any public record of the City is upheld.
- Serves as the Clerk of the City Council; attends meetings and oversees the recording of all official proceedings; supervises the preparation of public notifications, agendas, minutes, and other documents; directs the publication, filing, indexing, and safe keeping of all proceedings of the City Council.
- Administers the public hearing process for the City Council; supervises the coordination of public hearing packets and public notices of hearings in accordance with various government code requirements and legal deadlines.
- Serves as Filing Officer and Filing Official for the Political Reform Act; manages the City's disclosure requirements for designated employees, including composing and presenting legislation; ensures all candidates, political committees, elected officials, appointed officers, and designated employees file timely and complete campaign disclosure forms; distributes forms and notifications; conducts required audits; advises and trains candidates, committees, and treasurers on filing requirements; determines and collects fines for late filing; ensures campaign contribution limits and other requirements are met; corresponds with the Fair Political Practices Commission (FPPC) as appropriate.
- Administers and manages a variety of functions in the City Clerk's Office including ensuring compliance with legal acts; processing, filing, recording, and counter signing various documents and records; attesting all official documents of the City; receiving and distributing all subpoenas and claims; and preparing State filings.
- Manages the codification and distribution of revisions to the Municipal Code.
- Acts as the City Historian, including answering questions from staff, other departments, and the public.

City Clerk/Assistant to the City Manager

- Plans, oversees, and administers special projects.
- Represents the City Clerk Office to other City departments, elected officials, and outside agencies; explains and interprets departmental programs, policies, and activities; negotiates and resolves significant and controversial issues.
- Attends and participates in professional group meetings and committees; stays abreast of new trends and innovations in the field of municipal government.
- Monitors changes in laws, regulations, and technology that may affect City or departmental operations; implements policy and procedural changes as required.
- Responds to difficult and sensitive public inquiries and complaints and assists with resolutions and alternative recommendations.

Assistant to the City Manager:

- Provide high-level administrative support to the City Manager, including policy and program analysis.
- Coordinate and manage citywide initiatives, special projects, and policy development.
- Serve as the City's liaison with external agencies, boards, and committees as needed.
- Conduct research and data analysis to support decision-making and project development.
- Formulate, interpret, and present policy recommendations to the City Council and other stakeholders.
- Oversee complex projects, employing innovative approaches to address challenges and optimize outcomes.
- Manage and evaluate contracts and service agreements for city operations
- Performs all other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Knowledge of principles and practices of public administration, municipal government, and records management.
- Familiarity with the California Elections Code, Public Records Act, and Brown Act.
- Strong communication, analytical, and organizational skills.
- Ability to manage multiple projects, meet deadlines, and work collaboratively across departments.
- Proficiency in Microsoft Office Suite and content management systems.

Ability To:

- Provide high-level assistance to the City Manager and City Council in the management and administration of City services.
- Independently manage an assigned project through its full cycle: research, interpret and analyze appropriate information and data; translate into sound recommendations with deference to overarching budgetary, legal, management and organizational considerations; and present the recommendations accurately in oral and written forms.
- Manage complex projects and programs.

- Perform responsible and difficult professional analytical and administrative duties involving the use of independent judgment and personal initiative.
- Employ creativity and innovation in addressing current and forecasted challenges.
- Communicate clearly and effectively orally and in writing.
- Work cooperatively and effectively with all individuals contacted during the course of employment, including the City Council, City Manager, City Department Directors, coworkers, subordinates, other employees of the organization, staff of other agencies, and the general public.
- Interpret objectives, regulations, and policies for the public.
- Formulate and present policy recommendations to the City Council, community organizations, and other boards and commissions.
- Analyze difficult problems, develop a positive course of action and follow through on its implementation.
- Demonstrate sound professional judgment, ability to reason logically, creatively and imaginatively.
- Understand quality site planning and architectural design principles and their application to development proposals.
- Formulate and present policy recommendations to the City Council, community organizations, and other boards and commissions.

EDUCATION AND EXPERIENCE

Any combination of experience and education/training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education

- Equivalent to Bachelor of Arts degree in public or business administration. A Master's degree is desirable.

Experience

- Five (5) years of increasingly responsible experience in a City Clerk's or Deputy City Clerk's office and related areas, including supervisory experience, preferably in municipal administration, in a similar role within a city or government office.

License Required

- Possession of, or ability to obtain, a Notary Public certification.
- Possession of a Certified Municipal Clerk and/or California Public Municipal Clerk certification.

RESOLUTION NO. 22-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE TO MODIFY THE CLASSIFICATION PLAN AND POSITION ALLOCATION LIST TO ADD ONE CITY CLERK/ASSISTANT TO CITY MANAGER AND DELETE PUBLIC AFFAIRS OFFICER/CITY CLERK

WHEREAS, the full-time Classification Plan may be amended upon recommendation of the City Manager and approval by the City Council; and

WHEREAS, in order to provide greater efficiency in the operation of the City and enhance service levels, certain job classification changes have been added; and

WHEREAS, there is a need for the classification of City Clerk/Assistant to City Manager; and

WHEREAS, the City Clerk/Assistant to City Manager will be assigned to the Department Director Compensation Plan and paid an annual salary of \$165,299.76; and

WHEREAS, the addition of these position will create a succession plan in place in alignment to the Strategic Plan; and

WHEREAS, the Position Allocation List will be modified to delete one Public Affairs Officer/City Clerk and add one City Clerk/Assistant to City Manager; and

WHEREAS, the Finance Director included the costs of this position and adjusted the necessary changes in the FY24-25 approved budget; and

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Seaside hereby approves the new position and modifying the Position Allocation List as proposed.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside duly held on the 5th day of December 2024, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

ABSTAIN: COUNCILMEMBERS:

ATTEST:

Ian N. Oglesby, Mayor
City of Seaside

Dominique Davis, City Clerk

Agency	Classification		Low End Range
City of Marina	Deputy City Clerk	N/C	
City of El Paso De Robles	City Clerk	N/C	
City of Hollister	City Clerk	N/C	
City of Atascadero			
City of Gilroy	City Clerk	N/C	
City of Watsonville	City Clerk	N/C	\$13,333.33
City of Pacific Grove	City Clerk	N/C	\$9,581.87
City of Morgan Hill			\$13,708.00
City of Salinas	City Clerk	N/C	\$8,391.00
City of Monterey	City Clerk		\$9,782.00
City of Santa Cruz	City Clerk Administrator	N/C	
	Asst to CM average salary		
		Average	\$ 10,627.00

City of Seaside

City Clerk/Public Affairs Officer

Current

\$10,591.36

Currently receiving Performance Pay

7%

Currently behind market under current position
Not scheduled to receive increase in 2025

-3.721819725 (not > 5%)

6/30/2025

Effective

12/5/2024

Fiscal year Budget 24-25

	Salary	Total Compensation
City Clerk and Public Affairs	159,397.47	212,313.48
Assistant to CM	165,299.68	219,312.71
Annual Difference	5,902.21	6,999.23
Impact FY 24-25	3,347.28	3,969.43



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.O.

TO: City Council

FROM: Craig Malin, Interim City Manager

BY: Sheri Damon, City Attorney
Kirstin van Gend, Administrative Analyst II

DATE: December 5, 2024

SUBJECT: ADOPT A RESOLUTION APPROVING A \$350,000.00 BUDGET TRANSFER FROM THE FORT ORD REUSE AUTHORITY (FORA) BLIGHT REMOVAL - SUBCONTRACTED WORK ACCOUNT TO THE FORA BLIGHT REMOVAL - CONSULTANT ACCOUNT AND APPROVING AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH GEOSYNTEC CONSULTANTS, INC. FOR SOILS REMOVAL, ADDITIONAL TESTING AND REPORTING SERVICES FOR CAMPUS TOWN PHASE 1A FOR AN AMOUNT NOT TO EXCEED \$253,300.00 TO BE PAID FROM FORA DEMOLITION BONDS

RECOMMENDATION

Adopt a resolution approving a \$350,000.00 budget transfer and amendment to the agreement.

BACKGROUND

On June 17, 2024, the City Manager signed a contract with Geosyntec Consultants, Inc. (Geosyntec) for Environmental Consultant Services - Phase 1A Preliminary Endangerment Assessment and Phase 1B Document Review for an amount not to exceed \$24,800.00. The scope of services and associated budget in the proposal included: environmental consultation, document preparation, and agency coordination services related to the properties near the intersection of Lightfighter Drive and General Jim Moore Boulevard in Seaside.

On October 3, 2024, City Council approved an amendment to the contract expanding the scope of services to including additional soil sampling to delineate the extent of lead

impacts previously detected during excavation and increasing the contract amount to \$87,200.00 with a 10% contingency for a not to exceed amount of \$95,920.00.

Geosyntec is an approved consultant on the City's On-Call list approved by City Council on May 16, 2024. They have experience performing environmental investigation, excavation, and reporting work in the Phase 1A Development Area. Over the last few months, it was discovered that the extent of the lead-based-paint impacts on the soil was wider than originally anticipated.

Since the October 3, 2024 meeting in consultation with DTSC, the City will need to do additional soils removal, disposal, supplemental testing and additional reporting to DTSC. The anticipated timeline for these activities are underway and soils removal is tentatively scheduled for early December with a goal of completing and receiving regulatory clearance by DTSC on or before March 1, 2025. Campus Town Phase 1A project area will require regulatory clearance prior to the sale of the property for development.

Staff recommends adopting a resolution authorizing an amendment to the professional services agreement with Geosyntec Consultants, Inc. to provide for soils removal, additional soil testing and supplemental reporting to DTSC for Campus Town Phase 1A for a total revised contract amount not to exceed \$253,300.00 and written amendments such that the total agreement does not exceed \$340,500.00

A project contingency of 10% of the revised contract total or \$34,050.00 is requested for unforeseen circumstances.

FISCAL IMPACT

The current professional services agreement is in the amount of \$87,200.00, and was approved by the City Council. The proposed contract amendment #2 with Geosyntec Consultants, Inc. for additional services related to Campus Town Phase 1A is in the amount of \$253,300.00. A 10% contingency adds \$34,050.00 for a total of \$374,550.00

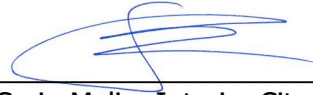
A budget transfer in the amount of \$350,000.00 is being requested from the Fort Ord Reuse Authority (FORA) Blight Removal - Subcontracted Work account (no. 329-8110-2073) to the FORA Blight Removal - Consultant account (no. 329-8110-1030). There are sufficient funds in the Subcontracted Work account to accommodate the budget transfer being requested. Due to the unforeseen circumstances in the soil sampling work, there were insufficient funds in the Consultant account.

All fees and costs presented by this contract do not impact the General Fund, but instead are paid for by FORA funds - Consultant Account (no. 329-8110-1030).

ATTACHMENTS

1. Resolution
 2. Amendment 2
-

Reviewed for Submission to the City Council by:



Craig Malin, Interim City Manager

RESOLUTION NO. 24-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

APPROVING A \$350,000.00 BUDGET TRANSFER FROM THE FORT ORD REUSE AUTHORITY (FORA) BLIGHT REMOVAL - SUBCONTRACTED WORK ACCOUNT TO THE FORA BLIGHT REMOVAL - CONSULTANT ACCOUNT AND APPROVING AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH GEOSYNTEC CONSULTANTS, INC. FOR SOILS REMOVAL, ADDITIONAL TESTING AND REPORTING SERVICES FOR CAMPUS TOWN PHASE 1A FOR AN AMOUNT NOT TO EXCEED \$253,300.00 TO BE PAID FROM FORA DEMOLITION BONDS

WHEREAS, on June 17, 2024, the City Manager approved a professional services agreement with Geosyntec Consultants, Inc. (Geosyntec) for Environmental Consultant Services - Phase 1A Preliminary Endangerment Assessment and Phase 1B Document Review for an amount not to exceed \$24,800.00; and

WHEREAS, it was discovered that the extent of the lead-based-paint impacts on the soil was wider than originally anticipated; and

WHEREAS, City Council approved an Amendment to the contract on October 3, 2024 for the additional soil sampling required and a total revised contract amount of \$87,200.00; and

WHEREAS, an amount of \$8,720.00 contingency, 10% of the contract value, was additionally authorized on an as required basis; and

WHEREAS, additional soils removal, disposal, supplemental testing and additional reporting to DTSC is needed; and

WHEREAS, Geosyntec submitted a proposal on November 22, 2024, for the additional scope of work, in the amount of \$253,300.00.00, for a total revised contract amount of \$340,500.00; and

WHEREAS, Staff reviewed the scope of work and fee in the proposal, and found it acceptable; and

WHEREAS, an amount of \$34,050.00 contingency, 10% of the contract value, should be authorized on an as required basis; and

WHEREAS, the FORA Blight Removal - Subcontracted Work account (no. 329-8110-2073) is funded by FORA Bond and has sufficient funds to accommodate the budget amendment this fiscal year.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Seaside does hereby approve a \$350,000.00 budget transfer from the from the FORA Blight Removal - Subcontracted Work account (no. 329-8110-2073) to the FORA Bight Removal - Consultant account (no. 329-8110-1030) and directs the Finance Director to make appropriate budget transfer; and

BE IT FURTHER RESOLVED, that the City Council hereby authorizes the City Manager to execute an amendment to the professional services agreement with Geosyntec Consultants, Inc. for additional soils removal, disposal, supplemental testing and additional reporting to DTSC for Campus Town Phase 1A for an amount not to exceed \$253,300.00 and written amendments such that the total agreement does not exceed \$374,550.00 paid for by FORA funds - Consultant Account (no. 329-8110-1030).

PASSED AND ADOPTED at a Regular meeting of the City Council of the City of Seaside duly held on the 5th day of December, 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: November 25, 2024

Change Requested by: X City Consultant

Contract Date

June 17, 2024

Project Name

Environmental Consultant Services – Phase 1A Preliminary
Endangerment Assessment and Phase 1B Document Review

To (Consultant): Geosyntec Consultants, 1111 Broadway, 6th Floor, Oakland CA 94607

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 2, “SERVICES.”**

Consultant shall perform the tasks described and set forth in **Exhibit A, A-1 and A-2** 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, A-1 and A-2.**

MODIFY the following text in **Section 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, B-1, and B-2** 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 **THREE HUNDRED FORTY THOUSAND FIVE HUNDRED DOLLARS (\$340,500.00)** for the total term of the Agreement unless additional payment is approved as provided in this Agreement.

Original Contract Amount	Previous CCO Total (Not including this Amendment)	This Amendment Total	Revised Contract Amount
\$24,800.00	\$62,400.00	\$253,300.00	\$340,500.00
Original Contract Time	Original Completion Date	Months to Add (Including This Amendment)	Revised Completion Date
12 Months	June 30, 2025	0	June 30, 2025

CONTRACT AMENDMENT #2
PROFESSIONAL SERVICES
City of Seaside

SUBMITTED BY:		
	Sheri Damon City Attorney	
Signature	Name and Title	Date
CITY APPROVAL BY:		
	Craig Malin Interim City Manager	
Signature	Name and Title	Date

CONSULTANT ACCEPTANCE BY:		
	Randy Brandt Senior Principal Geologist	
Signature	Name and Title	Date



1111 Broadway, 6th Floor
Oakland, California 94607
PH 510-836-3034
FAX 510-836-3036
www.geosyntec.com

November 22, 2024

Ms. Sheri Damon
City Attorney, City of Seaside
440 Harcourt Avenue
Seaside, California 93955

**Subject: Proposal for Environmental Consulting Services
 Lead Excavation at Former Building 4214
 City of Seaside, Former Fort Ord
 Lightfighter Drive & 2nd Avenue
 Seaside, California**

Dear Ms. Damon,

Geosyntec Consultants, Inc. (Geosyntec) is pleased to submit this proposal to the City of Seaside (Seaside), to perform excavation of lead-impacted soil around the former building 4214, located within the Campus Town Phase 1A development near the intersection of Lightfighter Drive and Second Avenue, Seaside, California (Site). Seaside has acquired the Site, known as the Fort Ord Surplus II Areas, from the U. S. Department of Defense that was part of the former Fort Ord Army Base. Seaside established development areas, known as the Parcel 1A and Parcel 1B Development Areas, within the Seaside city limits. Seaside has entered into a development agreement with a master developer to implement a mixed-use development project (Campus Town). The development will include high density residential housing, single family homes, commercial business and retail, and associated public facilities such as parks, open space, and schools.

OBJECTIVE AND SCOPE OF WORK

The objective of Geosyntec's services will be to excavate lead-impacted soil from around the former building 4214. This work will include pre-field preparation activities, subcontract of an environmental construction contractor to perform the excavation activities, screening soil with a portable x-ray fluorescence spectrometer (XRF) to delineate the extent of lead impacts, and collection of soil confirmation samples for submittal to a fixed environmental laboratory. The objectives will be met by implementing the scope of services described below.

Task 1 – Pre-Field Preparation

In advance of the planned soil excavation work, Geosyntec will prepare an internal work plan to guide the excavation effort in the field. This internal work plan will describe the excavation depths, XRF sampling and screening protocols, the anticipated confirmation sample counts and anticipated locations, and required documentation. Preparation of a health and safety plan and task hazard analysis will also be included in this effort.

Geosyntec will also coordinate and contract with the subcontractors expected to be used for the excavation, including the environmental construction contractor, geophysical locator, and the laboratory. Geosyntec anticipates renting a XRF from a local environmental equipment rental company.

Geosyntec has assumed a total of 66 hours for this effort, for a total estimated effort of **\$12,700**.

Task 2 – Lead-Impacted Soil Excavation

Geosyntec will contract with a third party geophysical locator to clear the anticipated excavation area prior to excavation. We expect this effort will require one day of staff time to travel to the Site and oversee geophysical clearance. During this mobilization, Geosyntec will also mark the area for Underground Service Alert (USA) and call in the notification.

Geosyntec will oversee the environmental construction subcontractor while they perform excavation of lead impacted soil in the vicinity of the former building 4214. Initial excavation and stockpiling work is anticipated to take 4 days. Soil from the western section of the excavation will be directly loaded into trucks, anticipated to be disposed of at Kirby Canyon Landfill in Morgan Hill, California. Soil from the eastern portion of the excavation will be stockpiled (0-2 feet bgs, 2-3 feet bgs, 3-4 feet bgs) and resampled for waste disposal characterization. Three samples will be collected, one from each stockpile.

During soil excavation, the perimeter and bottom of the excavation will be sampled and screened with a portable XRF. Soil sample collection and analysis will be performed in general accordance with United States Environmental Protection Agency (USEPA) Method 6200.

Based on the results of the XRF screening, the excavation may be expanded until concentrations less than 80 milligrams per kilogram (mg/kg) are observed. Soil confirmation samples will be collected and submitted to Enthalpy Analytical of Orange, California for analysis of lead by USEPA Method 6010B. Up to 50 samples will be run for lead under a 24-hour turnaround time.

Assumptions:

- Seaside will coordinate moving or removing the fencing currently surrounding the old excavation area at building 4214.
- Approximately 272 tons of soil from the western portion of the excavation will be characterized as non-hazardous, and Kirby Canyon Landfill will accept the soil for disposal.
- Approximately 424 tons of soil from the eastern portion of the excavation will be characterized as non-RCRA Hazardous (California Hazardous) for disposal at Kettleman Hills Landfill.
- No grading permit will be required through the City of Seaside.
- Initial excavation and stockpiling work will require no more than four days in the field. Geosyntec and AIS will return to the Site for one additional day to load the stockpiled soil for disposal after characterization and manifest approval.
- A total of 50 field samples are assumed to be collected and analyzed under a 24-hour turnaround time over the course of the excavation.

The field work is assumed to span two mobilizations and five field days. The total estimated effort for this task is **\$215,700**.

Task 3 – Excavation Completion Report

Following the excavation, Geosyntec will prepare an Excavation Completion report for submittal to DTSC. This report will summarize the prior investigation efforts in September 2024, as well as the excavation work anticipated to be completed in December. As part of the completion reporting, the lead data from September and December 2024 will be validated by Geosyntec's internal validation team, comparing the reports to the Stage 2A validation standard. This report will be prepared for an anticipated submittal date of January 15, 2025.

Geosyntec has assumed a total of 90 hours for this effort, for a total estimated effort of **\$24,900**.

ESTIMATED COST, TERMS, AND CONDITIONS

Geosyntec proposes to conduct these services on a time and materials basis in accordance with the attached rate schedule and terms and conditions of the Professional Services Agreement between Geosyntec and the City of Seaside executed July 3, 2024. ***The estimated cost for the above scope of services is \$253,300, which will not be exceeded without your written approval, is summarized in the following Table:***

Task	Labor Cost	Subcontractors & Direct Expenses	Total
1: Pre-Field Preparation	\$12,700	\$0	\$12,700
2: Lead-Impacted Soil Excavation	\$33,300	\$182,300	\$215,700
3: Excavation Completion Report	\$24,700	\$200	\$24,900
Totals	\$70,700	\$182,500	\$253,300

We appreciate the opportunity to provide these services to you. If this proposal is acceptable to you, please issue a Purchase Order, referencing this Proposal, for our signature. If you have any questions or require additional information regarding this proposal, please contact the undersigned at 209-648-9176 (Molly) or 510-285-2703 (Anju).

Sincerely,



Anju Wicke
Senior Principal



Molly Small, PG, CEM (CA, NV)
Senior Geologist

City of Seaside
November 22, 2024
Page 5

Attachments:
2024 Rate Schedule
AIS Proposal for Excavation Services

HAZMAT INVESTIGATION, WASTE CHARACTERIZATION & REMEDIATION FOR CITY OF SEASIDE

GEOSYNTEC CONSULTANTS 2024 U.S. RATE SCHEDULE

Staff Professional	\$154
Senior Staff Professional	\$178
Professional	\$198
Project Professional	\$224
Senior Professional	\$254
Principal	\$274
Senior Principal	\$294
Technician I	\$ 83
Technician II	\$ 89
Senior Technician I	\$ 99
Senior Technician II	\$106
Site Manager I	\$116
Site Manager II	\$128
Construction Manager I	\$142
Construction Manager II	\$152
Senior Designer	\$190
Designer	\$160
Senior Drafter/Senior CADD Operator	\$145
Drafter/CADD Operator/Artist	\$130
Project Administrator	\$ 85
Clerical	\$ 65
Direct Expenses	Cost plus 12%
Subcontract Services	Cost plus 12%
Technology/Communications Fee	3% of Professional Fees
Specialized Computer Applications (per hour)	\$ 15
Personal Automobile (per mile)	Current Gov't Rate
Photocopies (per page)	\$.09

Rates are provided on a confidential basis and are client and project specific. These rates are not to be shared publicly.

Unless otherwise agreed, rates will be adjusted annually based on a minimum of the Producer Price Index for Engineering Services.

Rates for field equipment, health and safety equipment, and graphical supplies presented upon request.

Construction management fee presented upon request.



November 21, 2024

AIS Proposal No. 4401953 REV3

Ms. Molly Small
Geosyntec Consultants
1111 Broadway, 6th Floor
Oakland, California 94607

MSmall@Geosyntec.com

Reference: **Soil Excavation and T&D**
Seaside, California

Dear Ms. Small:

American Integrated Service (AIS) is pleased to submit this proposal for soil excavation and disposal in Seaside, California. The proposed scope of work involves excavating approximately 435 cubic yards of lead-impacted soil. The following scope of work and costs are based on information provided to AIS electronically via email on November 12 and 22, 2024. Based on this information, AIS has developed the scope of work described below and associated cost breakdown. AIS will provide labor, equipment and material to perform the following activities:

Scope of Work:

The project scope of work is detailed below:

TASK 1: MOBILIZATION/DEMOBILIZATION

AIS will mobilize one equipment operator, one laborer, a hydraulic excavator, wheel loader, and a water trailer to complete the work. AIS will also prepare a Job Hazard Analyses and HASP to identify hazardous and associated safety controls. This task also includes providing sanitary facilities for one month and the following site preparation activities: installation of 480 lineal feet of 4-foot high snow fence and t posts around the excavation areas.

TASK 2: WASTE PROFILING

Using waste characterization data provided by Geosyntec, AIS will profile the soil into an appropriate disposal facility (WM Kirby Canyon or WM Kettleman Hills Landfills). Non-hazardous soil from the western excavation area (~170 CY) will be profiled prior to mobilization to allow for direct loading of that material. Soil from the eastern excavation area (~265 CY) will be stockpiled, sampled by Geosyntec, and profiled following excavation.

ASK 3: SOIL EXCAVATION

AIS will excavate approximately 435 cubic yards of impacted soil as directed by Geosyntec. The soil from the western excavation area (~170 CY) will be directly loaded into end dumps for transportation to the WM Kirby Canyon Landfill as non-hazardous waste. Soil from the eastern excavation area (~265 CY) will be segregated (i.e., <1' bgs and >1') and stockpiled for waste characterization sampling by Geosyntec. The soil will be stockpiled on and covered with 10 mil plastic sheeting secured with sand bags.

TASK 4: SOIL LOADING

Once the soil from the eastern excavation area has been profiled into an appropriate disposal facility(s), AIS will remobilize to the site to load the excavated soil into end dumps for transportation to the disposal facility(s).

TASK 5: SOIL TRANSPORTATION AND DISPOSAL

We anticipate utilizing one or more of the following disposal facilities: Waste Management Kirby Canyon Landfill (non-hazardous waste), or WM Kettleman Hills Landfill (non-RCRA or RCRA hazardous waste). For budgeting purposes, we have assumed that the soil will be transported to WM Kettleman Hills hazardous waste landfill for direct burial.

COST:

Description	Est Qty	Unit	Unit Cost	Total
Mobilization/Demobilization	1	LS	\$9,870.00	\$9,870.00
Soil Excavation and Direct Load	1	Day	\$6,240.00	\$6,240.00
Excavate, Segregate and Stockpile	2	Day	\$8,585.00	\$17,170.00
Soil Loading	2	Day	\$5,205.00	\$10,410.00
T&D – Non-Hazardous Waste Soil	272	Ton	\$68.00	\$18,500.00
T&D – Non-RCRA Hazardous Waste Soil	424	Ton	\$202.50	\$85,900.00

Total Amount: \$148,090.00

The above pricing is based on the following assumptions, conditions, and exclusions:

- Work will be performed in 8- hour work shifts between 7:00 AM and 4:00 PM
- AIS has not included costs for permits.
- Water is available at the site at no charge.
- T&D pricing is not guaranteed until waste profile is approved.

- Waste T&D based on 22 ton/load minimum.
- Items not identified in the scope of work will be at additional cost.
- Proposal is subject to a mutually agreeable schedule.
- Pricing assumes prevailing wage rates apply.
- Proposal is valid for 60 days.

Should you have any questions or need additional information, please contact me directly at 510-725-2693.

Best Regards,

American Integrated Services, Inc.



John Werfal
Senior Project Manager



CITY OF SEASIDE STAFF REPORT

Item No.: 9.A.

TO: City Council

FROM: Craig Malin, Interim City Manager

BY: Andrew Myrick, Economic Development & Community Planning Manager

DATE: December 5, 2024

SUBJECT: **AN ORDINANCE APPROVING A ZONING ORDINANCE AMENDMENT (ZOA-24-02) TO ALLOW RESIDENTIAL AND MIXED USE PROJECTS IN THE COMMERCIAL MIXED USE (CMX) ZONING DISTRICT AND A ZONING MAP AMENDMENT (ZMA-24-02) TO CHANGE THE ZONING OF 942 HILBY AVENUE FROM COMMUNITY COMMERCIAL (CC) TO CMX. ZOA-24-02 IS NOT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO SECTION 15061(B) OF THE CEQA GUIDELINES. ZMA-24-02 IS CATEGORICALLY EXEMPT (CLASS 32) FROM CEQA PURSUANT TO SECTION 15332 OF THE CEQA GUIDELINES (FIRST READING - ROLL CALL VOTE)**

RECOMMENDATION

Conduct the first reading of the ordinance approving a Zoning Ordinance Amendment to allow residential and mixed use projects in the Commercial Mixed Use zone.

BACKGROUND

On December 7, 2023, consistent with California law, the City Council of the City of Seaside adopted a new 6th Cycle Housing Element for its General Plan. This Housing Element was then submitted to the California Department of Housing and Community Development (HCD), which certified that the Housing Element complied with California law. Included in the Housing Element Technical Appendix is a list of potential sites for housing development, including sites identified as having a potential for the development of low-income housing. This list of sites is referred to as the "Sites Inventory."

Among the requirements within the Housing Element is a requirement on Page 13

which reads as follows:

• Complete rezoning of sites inventory by the end of 2024 to implement the proposed Land Use policy. The rezoned sites will meet the requirements of Government Code 65583.2, including but not limited to a minimum density of 20 units per acre, minimum site size to permit at least 16 units on site, and zoned to allow ownership and rental housing by right in which at least 20 percent of the units are affordable to lower households. As part of the rezoning, appropriate income development standards (including but not limited to setbacks, lot coverage, height, and parking, among others) will be established to ensure the allowable maximum density of each zone can be achieved.

This Section indicates that all sites included in the sites inventory for low-income housing must be allowed by-right by the end of 2024. This means that they are approved by a ministerial permitting application (such as a Building Permit). This differs from a discretionary permit type, such as a Use Permit. Discretionary permits are required to undergo public notification, potential public hearings, and are only approved once certain findings are made. Ministerial applications are reviewed only by staff, and are automatically approved without public notification if the proposal complies with all applicable codes.

Most of the sites identified in the Sites Inventory for low-income households are in high-density residential zones. These zones allow residential uses by right and meet the density requirements specified in the Housing Element. No action is required on those properties.

Two properties included in the Inventory are not located in residential zones. The first of these is located at 1130 Broadway Avenue and is located in the Commercial Mixed-Use (CMX District). Within the CMX District, residential and mixed use residential projects at the required densities are allowed. However, they are not allowed "by-right," as the projects currently require a Use Permit or Minor Use Permit, which are both discretionary permits. The second of these is located at 942 Hilby Avenue and is located in the Community Commercial (CC) Zoning District. Within the CC District, residential projects may be considered at the allowable densities as a part of a mixed-use project. However, these projects are not allowed by-right. Furthermore, stand-alone residential projects are prohibited.

In order to meet the requirements of the Housing Element, staff is recommending adoption of the attached Ordinance to do the following:

- 1) Amend the Zoning Ordinance to make residential projects (both stand-alone and mixed use) a Permitted (ie "by-right") use in the CMX Zoning District. The development requirements for any projects considered within the CMX Zoning District would not be changed - only the process by which they are considered would be different.

Therefore, this change would not have any effect upon the potential for development of parcels within the CMX District.

2) Rezone 942 Hilby Avenue from CC to CMX. Currently, stand-alone residential uses are prohibited in the CC District. Changing the Ordinance to allow residential development by right in the CC District would also allow residential development in all other properties in the CC District. This would have unknown effects and would require more extensive study to examine potential impacts. By rezoning 942 Hilby to CMX, residential development would be allowed by right on the parcel if the aforementioned Zoning Ordinance Amendment is also adopted. Although there are no adjacent CMX parcels, the rezone can be justified as the new General Plan identifies the property as having the Mixed Use - High land use designation. Therefore, rezoning the property to CMX would be more consistent with the City's General Plan than the current CC Zoning.

Taken together, these two items would bring the City into compliance with the provision of the Housing Element identified above.

The Planning Commission reviewed these items on November 13, 2024, and recommended that the City Council approve the proposed Zoning Ordinance Amendment and Zoning Map Amendment.

The Zoning Ordinance Amendment is not subject to the California Environmental Quality Act (CEQA) pursuant to Section 15061(b) of the CEQA Guidelines as the proposed changes only alter the review process for residential projects within the CMX District and there will be no changes to the allowable land uses or development regulations at any location within the City. The proposed Zoning Map Amendment is Categorically Exempt from CEQA pursuant to Section 15332 of the CEQA Guidelines.

FISCAL IMPACT

This Item would not have any financial impact.

ATTACHMENTS

1. Proposed Ordinance ZOA-24-02 ZMA-24-02 2024-12-05

Reviewed for Submission to the City Council by:



Craig Malin, Interim City Manager

ORDINANCE NO. _____

AN ORDINANCE APPROVING A ZONING ORDINANCE AMENDMENT TO ALLOW RESIDENTIAL AND MIXED USE PROJECTS AS PERMITTED USES IN THE COMMERCIAL MIXED-USE (CMX) ZONING DISTRICT AND A ZONING MAP AMENDMENT TO CHANGE THE ZONING OF 942 HILBY AVENUE (ASSESSOR'S PARCEL NUMBER 012-371-062-000) FROM COMMUNITY COMMERCIAL (CC) TO CMX

WHEREAS, on December 7, 2023, the Seaside City Council adopted a new Housing Element for the Seaside General Plan; and

WHEREAS, pursuant to State requirements, the City identified several properties throughout the City that were found to be suitable for development of low-income residential projects (hereafter referred to as the "Sites Inventory"); and

WHEREAS, page 13 of the adopted Housing Element indicates that the City must rezone parcels within the Sites Inventory to allow residential development "by right" by December 31, 2024; and

WHEREAS, the Sites Inventory includes one site (1130 Broadway Avenue) within the Commercial Mixed Use (CMX) Zoning District and one site (942 Hilby Avenue) within the Community Commercial (CC) Zoning District; and

WHEREAS, the CMX Zoning District allows residential development for both stand-alone and mixed-use residential development through a discretionary process, and the CC Zoning District prohibits stand-alone residential development and allows mixed-use residential development as a discretionary process; and

WHEREAS, modifying the CMX District to allow stand-alone and mixed-use development "by right" would not change any of the allowable land uses or development standards specified in the Zoning Ordinance; and

WHEREAS, on May 16, 2024, the Seaside City Council adopted a comprehensive General Plan update, which changed the land use designation of the property located at 942 Hilby Avenue (Assessor's Parcel Number [APN] 012-371-062-000) from Community Commercial to Mixed Use – High; and

WHEREAS, rezoning the property located at 942 Hilby Avenue to CMX would be consistent with the City's General Plan; and

WHEREAS, if the Zoning Ordinance is modified to allow residential development in the CMX District as a by-right use, and 942 Hilby Avenue is

rezoned to CMX, then all sites included in the Sites Inventory will allow residential development by-right; and

WHEREAS, on November 13, 2024, the Planning Commission of the City of Seaside held a duly noticed public hearing and voted to recommend that the City Council approve the proposed Zoning Ordinance Amendment and Zoning Map Amendment; and

WHEREAS, the proposed Zoning Ordinance Amendment is not subject to the California Environmental Quality Act (CEQA) pursuant to Section 15061(b) of the CEQA Guidelines as the proposed changes only alter the review process for residential projects within the CMX District and there will be no changes to the allowable land uses or development regulations at any location within the City; and

WHEREAS, the proposed Zoning Map Amendment is Categorically Exempt from CEQA pursuant to Section 15332 of the CEQA Guidelines.

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. Section 17.14.030.B of the Seaside Zoning Ordinance is hereby amended to reflect the changes identified in the attached Exhibit "A."

SECTION 3. The Zoning Map of the City of Seaside is hereby amended to change the Zoning District of APN 012-371-062-000 from CC to CMX as shown in the attached Exhibit "B."

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 5th day of December 2024.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside, State of California, held on the ____th day of _____ 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

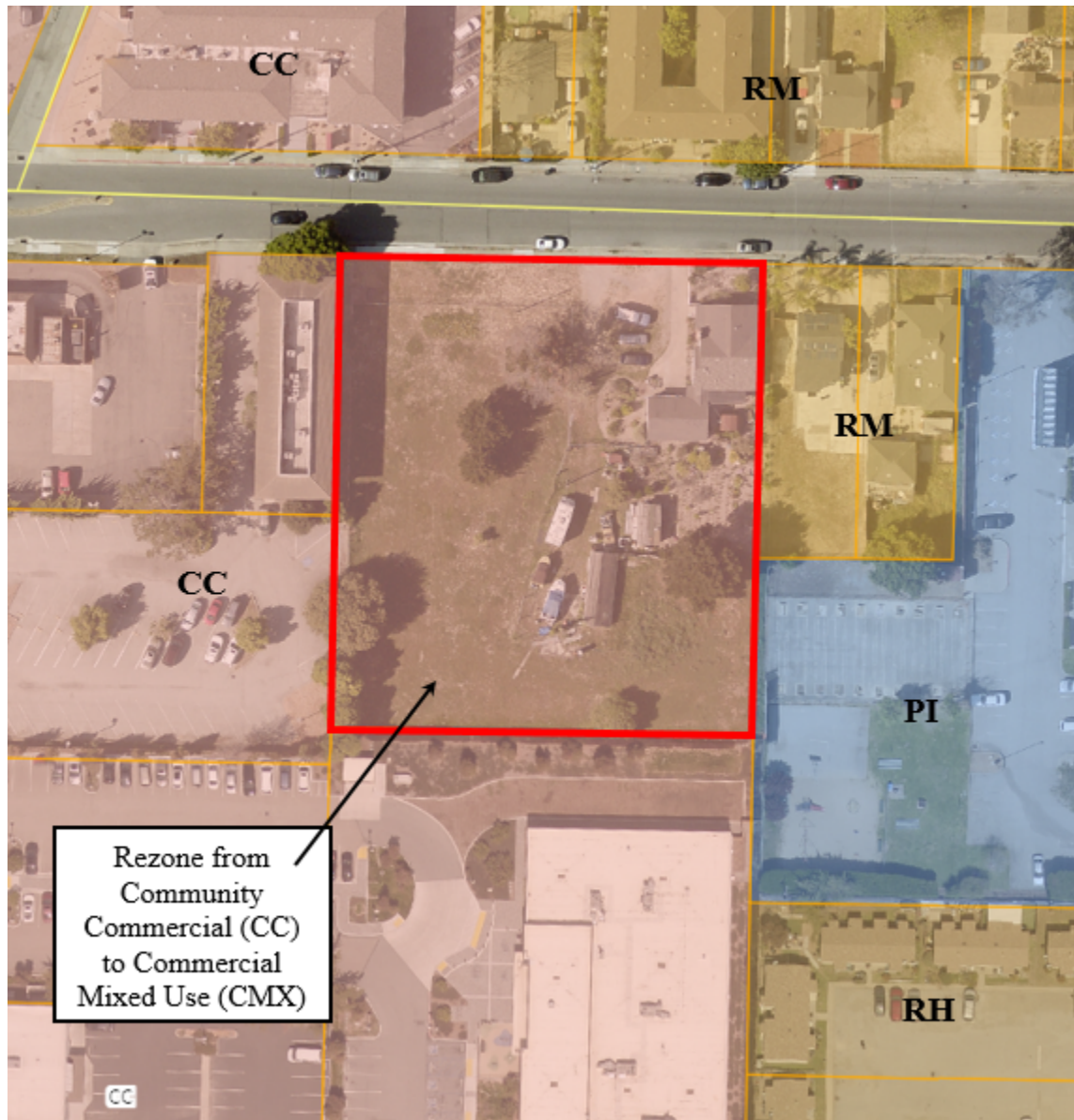
Attach: Exhibit "A" – Proposed Zoning Ordinance Amendment
 Exhibit "B" – Proposed Zoning Map Amendment

Exhibit “A”

Table 2-4 of Section 17.14.030.B of the Seaside Zoning Ordinance is hereby amended as follows:

Land Use	CMX	CC	CRG	CA	CH	Specific Use Regs
Multi-family Housing	UP	-	-	-	-	17.52.180
Mixed use project with a residential component	MUP	UP	UP	-	-	17.52.160

Exhibit "B"





CITY OF SEASIDE STAFF REPORT

Item No.: 10.A.

TO: City Council

FROM: Craig Malin, Interim City Manager

BY: Matthew Doza, Sergeant

DATE: December 5, 2024

**SUBJECT: PRESENTATION OF PLAN FOR FIREWORKS ENFORCEMENT FOR
NEW YEAR'S EVE 2024**

RECOMMENDATION

Receive the presentation.

BACKGROUND

The City of Seaside maintains a strict zero-tolerance policy regarding the use of fireworks during New Year's celebrations to ensure public safety and maintain community standards. To enforce this policy, the City will implement a comprehensive enforcement operation.

This operation will include proactive patrol units deployed throughout the community, supported by the use of drones to monitor and identify violations efficiently. Both civil and criminal citations will be issued to violators, with criminal charges pursued when deemed appropriate.

This coordinated effort underscores the City's commitment to a safe and enjoyable holiday season for all residents and visitors.

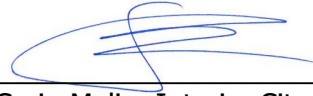
FISCAL IMPACT

None at this time.

ATTACHMENTS

None

Reviewed for Submission to the City Council by:



Craig Malin, Interim City Manager