



AGENDA
CITY OF SEASIDE
PARKS AND RECREATION

REGULAR MEETING
440 HARCOURT AVE (COUNCIL CHAMBER)
Monday, June 15, 2026
5:30 PM

Virtual Participation Guide: <https://www.ci.seaside.ca.us/129/City-Council-Committee-Agendas>
<https://us02web.zoom.us/j/81754708643?pwd=RjNEU2xNMDhINFFpWjB6b0pGSGgzdz09>
WEBINAR ID 817 5470 8643 | PASSCODE 417485 | (669) 900-6833

1. CALL TO ORDER

2. ROLL CALL - PARKS AND RECREATION

Bobby Maxwell	Chair
Alicia Louise Gaines	Vice Chair
Christy Pappas	Commissioner
Cathleen Pryor	Commissioner
Nichole Munoz	Commissioner
Alice Aguillon	Commissioner

3. 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).

4. PUBLIC COMMENT

Members of the public wishing to address the Commission 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. Comments on specific agenda items are heard under that item. For the public record, please state your name.

5. APPROVAL OF MINUTES

A. OCTOBER 20, 2025 MINUTES

6. BUSINESS ITEMS

A. WELCOME COMMISSIONER PRYOR, COMMISSIONER MUNOZ, AND COMMISSIONER AGUILLON TO THE SEASIDE PARKS & RECREATION COMMISSION

RECOMMENDATION: We are pleased to announce and warmly welcome Commissioner Cathleen Pryor, Commissioner Nichole Munoz, and Commissioner Aguillon to the Seaside Parks and Recreation Commission.

B. SUBMISSION OF FORM 700

RECOMMENDATION: Review form 700 and submit to the City Clerker

C. RECEIVE A PRESENTATION ON 2026 EVENTS IN THE CITY OF SEASIDE

RECOMMENDATION: Kennedy Parker, Recreation Program Coordinator, will give a presentation on the 2026 events in the City of Seaside.

D. RECEIVE A PRESENTATION ON ONGOING, UPCOMING, AND RECENTLY COMPLETED PARK PROJECTS

RECOMMENDATION: Thomas Korman, Public Works Director/City Engineer, will give a presentation on the ongoing, upcoming, and recently completed park projects.

E. REVIEW AND DISCUSS THE 2026/2027 WORK PLAN

RECOMMENDATION: Review and discuss the 2026-2027 work plan that was submitted.

7. REPORTS FROM RECREATION STAFF

8. REPORTS FROM PARKS STAFF

9. REPORTS FROM COMMISSIONERS

10. ADJOURNMENT

Next Regularly Scheduled Meeting:
July 20, 2026
5:30 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.



MINUTES
CITY OF SEASIDE
PARKS AND RECREATION
COMMISSION

REGULAR MEETING
440 Harcourt Ave (Council Chamber)
Monday, October 20, 2025
5:30 p.m.

1. CALL TO ORDER:

The meeting was called to order at: 5:32 p.m.

2. ROLL CALL – ESTABLISHMENT OF QUORUM:

PARKS & RECREATION COMMISSION:

Bobby Maxwell	Chair	<u> X </u>
Alicia Louise Gaines	Commissioner	<u> X </u>
Jeanette Walton	Commissioner	<u> X </u>
Christy Pappas	Commissioner	<u> X </u>

STAFF:

Dan Meewis X Terry Navarro X

GUEST:

- * Dave Pacheco – Mayor Pro Tem
- * Jeannie Reese - FOSPA
- * Dianne Nielson
- * Allen Katz

3. 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)

- * None

4. PUBLIC COMMENTS:

* Allen Katz thanked the Commissioners for their service. He stated he lives adjacent to Lincoln Cunningham Park and feels that the renovation there is beautiful. He stated that the sidewalks and Havana Soliz Park are really bad. He is sure, that everyone is aware of this and has a plan to address this. He wanted to know where Havana Soliz Park was on the project list because that park desperately needs attention.

* Staff stated that Lincoln Cunningham Park is connected with Manzanita Sturt Park, San Pablo Bridge, and Havana Soliz Park. All three of those Parks are part of their Blue Zones Marquee Project that was submitted. Havana Soliz Park is on the list to get done at some point. At this time the city is having some budget challenges. The park will be one of the next parks they will be looking into.

5. **APPROVAL OF JULY 21, 2025 MINUTES:**
* Alicia Louisa Gaines/Jeanette Walton M/S/P

6. **BUSINESS ITEMS:**

A. RECEIVE A PRESENTATION FROM FRIENDS OF SEASIDE PARKS ASSOCIATION (FOSPA):

* Jeannie Reese gave a presentation on the update of what FOSPA has done and are continuing to do in the parks. She stated that FOSPA's goal is to foster a sense of community, unity, and civic pride by volunteering together to improve Seaside city parks and neighborhoods. They meet every Saturday from 10:00 a.m. to 12:00 p.m. Their schedule is posted on Seaside City's website. Jeannie went over what happens on Saturday workdays. She gave an update on Beta Park, Capra Park, Havana Soliz Park, Highland Otis Park, Lincoln Cunningham Park and Mescal Neil Park. She also gave an update on the mural and the new community garden sign at Capra Park and the mural and the new veggie garden sign at Havana Soliz Park. Jeannie stated that this season the Green Cadre of Monterey County and students from Stevenson School have been assisting FOSPA in several parks on special projects. FOSPA was honored by the Monterey County Board of Supervisors for their Environmental Stewardship. National Blues Zones officially made FOSPA a Participating Blue Zones Organization. FOSPA was also recognized by Blue Zones for their dedication to supporting community well-being. She went over FOSPA events. Please see the attached presentation for more information.

* During the presentation Jeannie discussed the construction at Lincoln Cunningham Park. When the construction crew did the concrete there, they cleaned out their machinery in the pollinator garden and did not take it with them. So about twelve inches from the top there is sludge that can be broken through with a digging tool. They also left some asphalt for the old paths. The city has come out and removed some of the foundations. They are having some challenges removing sludge and asphalt, however, they are moving forward preparing the two areas near the current pollinator garden for planting.

* Chair Maxwell thanked Jeannie for her presentation. He stated that FOSPA is very important to the city. All the work that is done at the parks would not be done without FOSPA. He is very disturbed to learn about the mess that was left at Lincoln Cunningham Park during that construction of that trail. That should of not happen. The contractor that did that is liable for that and they should be called to clean that messy up. Chair Maxwell is going to ask the Parks & Recreation Commission to recommend to the City Council to reach out to the contractor to have them clean up the messy or else compensate FOSPA or whoever else that has been cleaning up the messy.

* Public Comment:

* Allen Katz thanked FOSPA for what they do. He stated while walking his dogs he observed the mess that was left behind after the construction was done and the work that FOSPA did. He suggested that FOSPA try to put a report together showing how many man-hours they worked cleaning up the mess to give to the contractor that did not fulfill their obligation.

- * Dianne Nielson stated that the FOSPA presentations are amazing. She wanted to commend the people that put them together because she has not seen any other organization that does that on a regular basis. She agrees with following up with the contractor that left the mess at Lincoln Cunningham Park and it should be done as soon as possible.

B. DISCUSS IDEAS FOR THE POTENTIAL ALLOCATION OF FUNDS FROM THE NEIGHBORHOOD IMPROVEMENT COMMISSION:

- * Staff stated that the Neighborhood Improvement Commission sent out letters to the staff liaisons and the Chairs of the other Commissions as well as some other local non-profit organizations asking them to submit ideas for FY 2026/27 funded programs. They need these ideas submitted by November 07, 2025 and they will be holding their annual retreat at the Oldemeyer Center on Saturday, November 15, 2025 from 8:00 a.m. to 12:00 p.m. They will have around 250 to 300 thousand dollars to allocate for a variety of different projects.
- * Chair Maxwell wanted to advocate for a Community Center and a Gym facility in the future. This facility should be in an area close to Seaside High School so students from that school and other nearby schools can walk to the facility. He suggested that they could put the money in a bank account or fund and over the years add to it until they can invest in something like this.
- * Vice Chair Gaines agrees with Chair Maxwell and they should build a field at the center for the youth to play football. The youth practice football at Cutino Park without the striping or anything so when they get to Seaside High School where the field has the striping, the youth are confused pretty much because they have not seen the striping before. She feels it is important to have a field like this for the youth.
- * Commissioner Pappas suggested to find a place for an additional dog park in Seaside. She stated that people come from Salinas and Prunedale to go to Pacchetti Dog Park because people are saying it is one of the best parks to go to. An additional dog park would be nice to spread it out more because there are more and more dog owners now and you do not want to see anyone get hurt.
- * The Commissioners a talked about walkways and the Tree Give Away Program.
- * Staff and the Commissioners went over what was discussed. First to allocate annual funding to build an account to set money aside for the construction of the community center and gym facility with a field at a later date. The recommended dollar amount to ask for the community center and gym facility is \$100 thousand. Second would be funding for an additional dog park, however, there is not location selected yet. Chair Maxwell suggested that the location should be in the northern area of Seaside. The recommended dollar amount to ask for the additional dog park is \$50 thousand. Third would be for walkways. The recommended dollar amount to ask for the walkways is \$35 thousand. The recommended dollar amount to ask for the Tree Give Away is \$5,000.00.

* Public Comment:

* Allen Katz suggested that they target Havana Soliz Park sidewalks with the the recommended walkway fund if they get it.

C. HAVE DISCUSS AND MAKE RECOMMENDATIONS FOR SWAG TO PURCHASE FOR TABLING AT FUTURE CITY EVENTS:

* Staff gave a presentation on some swag ideas and the cost of swag for the Commissioners. The items were a basting BBQ brush, fishing lure (one hook), fishing lure # 2 (2 hooks), bottle opener key chain, dog bandanna, cooling towel, first aid kit, and sun stick. Please see the attached presentation for more information.

* Staff and Commissioners discussed the swag ideas and other ideas and adding the dog waste bag holders to the list.

* Public Comment:

* Allen Katz recommended that if they go for one of the fishing lures that they should pick the one that has one hook. The other one is for surface and fresh water fishing.

* Commissioners prioritized their swag list. The priority list is as follow: dog waste bag holders, fishing lures (one hook), basting BBQ brush, first aid kit, and sun stick. It looks like they can probably get all five swag items in the allotted swag budget.

D. DISCUSSION ON HOLIDAY LIGHTS CONTEST AND POTENTIAL COLLABORATE WITH THE NEIGHBORHOOD IMPROVEMENT COMMISSION:

* Staff stated that at the last Neighborhood Improvement Commission meeting they recommended to partner with the Parks and Recreation Commission for the third year for the holiday light judging.

* The Commissioners agreed to partner with the Neighborhood Improvement Commission.

* No Public Comment

7. REPORTS FROM RECREATION STAFF:

* Staff apologized to Commissioner Walton for not acknowledging her at the Seaside Stars event. Commissioner Walton appreciated his apology. Staff reported that the Seaside Stars event was well attended and the program is growing. They had the Oaxaca by the Sea is on Sunday, September 28, 2025. The City's 71st Birthday was on Monday, October 13, 2025. It was raining that day, however, the event was very well attended. The Hawaiian group that performed at the end in the dark was phenomenal. They are gearing up for the Halloween Bonanza is on Friday, October 31, 2025, the Older Adults Thanksgiving Luncheon and Dance on Thursday, November 20, 2025, Winter Wonderland on Friday, December 05,

2025, Cereal with Santa on Saturday, December 13, 2025 and the Community Holiday Luncheon on Saturday, December 20, 2025. The Winter Spring Activity Guide will be out on October 31, 2025 and registration will be the first week of December. They are still looking for life guards for the pool.

8. REPORTS FROM PARKS STAFF:

* Staff stated the Parks Superintendent has retired. There are some things that are taking more time to complete. They are having interviews soon to fill that position. The playground equipment is at Lincoln Cunningham Park, however, it is going to take a little longer to get it installed. There is a little delay on the review of the grant application for Laguna Grande Park. Hopefully in the next few weeks they should have the full contract to start the process on the trails.

9. REPORTS FROM COMMISSIONERS:

* Commissioner Pappas stated she went to the Seaside Music Festival on Saturday, October 04, 2025.

* Commissioner Walton congratulated the staff for the very successful Seaside Stars event. The weather, food, and venue were great. Everything was very positive. She stated that Ruthie Watts will be putting her suggestions in for next year. Ruthie wants the bios in the programs and there be a time limit for the people speaking.

* Chair Maxwell stated he attended Oaxaca by the Sea, the City's 71st Birthday, and the Seaside Stars event. Pal Basketball registration for ages 5-14 is now open. The Junior Giant program is coming up in the spring. He reminded everyone about the Older Adult's Luncheons and Dances to enjoy or volunteer for. Chair Maxwell wanted everyone to remember Helena Lum and wanted to close the meeting in memory of her.

10. ADJOURNMENT: The meeting was adjourned at: 7:09 p.m.

RESPECTFULLY SUBMITTED,

Terry Navarro, PRC Clerk

Bobby Maxwell, PRC Chair

Next Regular Scheduled Meeting
November 17, 2025
Time: 5:30 p.m.
HYBRID (Virtual & In-Person)

Attachments from the
October 20, 2025
Meeting



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 6.A.

TO: Parks and Recreation Commission

BY: Dan Meewis, Assistant City Manager

DATE: October 20, 2025

SUBJECT: RECEIVE A PRESENTATION FROM FRIENDS OF SEASIDE PARKS ASSOCIATION (FOSPA)

RECOMMENDATION

Receive a presentation.

BACKGROUND

Friends of Seaside Parks Association (FOSPA) typically gives quarterly presentations to the Parks & Recreation Commission on their past and current activities in the parks that they are stewards of. This presentation is in line with their past practice.

FISCAL IMPACT

No fiscal impact with this item

ATTACHMENTS

None



Friends of Seaside Parks Association (FOSPA)

Update
October 2025

FOSPA'S PURPOSE:

To foster a sense of community, unity, and civic pride by volunteering together to improve Seaside city parks and neighborhoods.



What's happening on Saturday work days?

Some weeding.
Lots of sheet mulching.

We put down a layer of cardboard followed by a thick layer of mulch/ woodchips



What's happening on Saturday work days?



Lots of wood chips!

Beta Park

Stewards at Beta have added a small vegetable garden on the north side of the park with squash, corn, and beans.



Beta Park - Within the month, stewards will add fruit trees. They are preparing the soil.



Capra Park

Last year, FOSPA asked the NIC for funds to enhance Capra Park. The Public Works Department made improvements using NIC funds. Additions included:

- An extended picnic area
- A new picnic table and bbq
- A water refilling station



Capra Park

- New retaining wall
- Table and chairs with an embedded game board.



Capra Park

Earlier this year, a mural by Hanif Panni was painted. Commissioned by Blue Zones Project.



Capra Park
Ross Recreation
donated a
climbing rock to
FOSPA.
Public Works will
install it on the
upper level of
Capra, next to
the swing sets.



Capra Park

A new sign has been added. It was donated by Blue Zones and includes our Bee City Designation. Public Works made the frame.



Havana Soliz Park

Last fall we prepared the space above the picnic area for planting.



Havana Soliz Park

Now we have a new pollinator garden. ...made possible thanks to the underground water tank installed last year and stewards who established the garden by watering weekly.



Havana Soliz Park

A mural on the garden shed was completed in January by Jess Soriano. FOSPA and Blue Zones Project commissioned the work.



Havana Soliz Park - Mural



**Havana
Soliz Park
Blue Zones
Project donated
a sign for the
veggie garden
and Public
Works made the
frame for us.**



Highland Otis Park



Tree stumps have been used to build walkways in the park and to contain wood chip mulch in sloped areas.





Highland Otis

Two

improvements

FOSPA

requested

from the City

were a new

volleyball

court and a

concrete pad

for the lower

picnic area.



Lincoln Cunningham Park - Arterial Paths!

The City's Engineering Dept. made sure FOSPA stewards were able to access the pollinator garden during construction for maintenance.



Lincoln Cunningham

Thanks to NIC funds and the resourceful Engineering Department, picnic tables and a pergola were added on the central plaza and the 5-12 yr. playground equipment is scheduled to be installed this fall.

The Engineering Department has sought the input of stewards during this process.



Lincoln Cunningham Park

FOSPA is preparing two areas near the current pollinator garden for planting by amending the soil.

Public Works has helped by reestablishing the DG trail and moving dirt out of the three planter beds.



Lincoln Cunningham

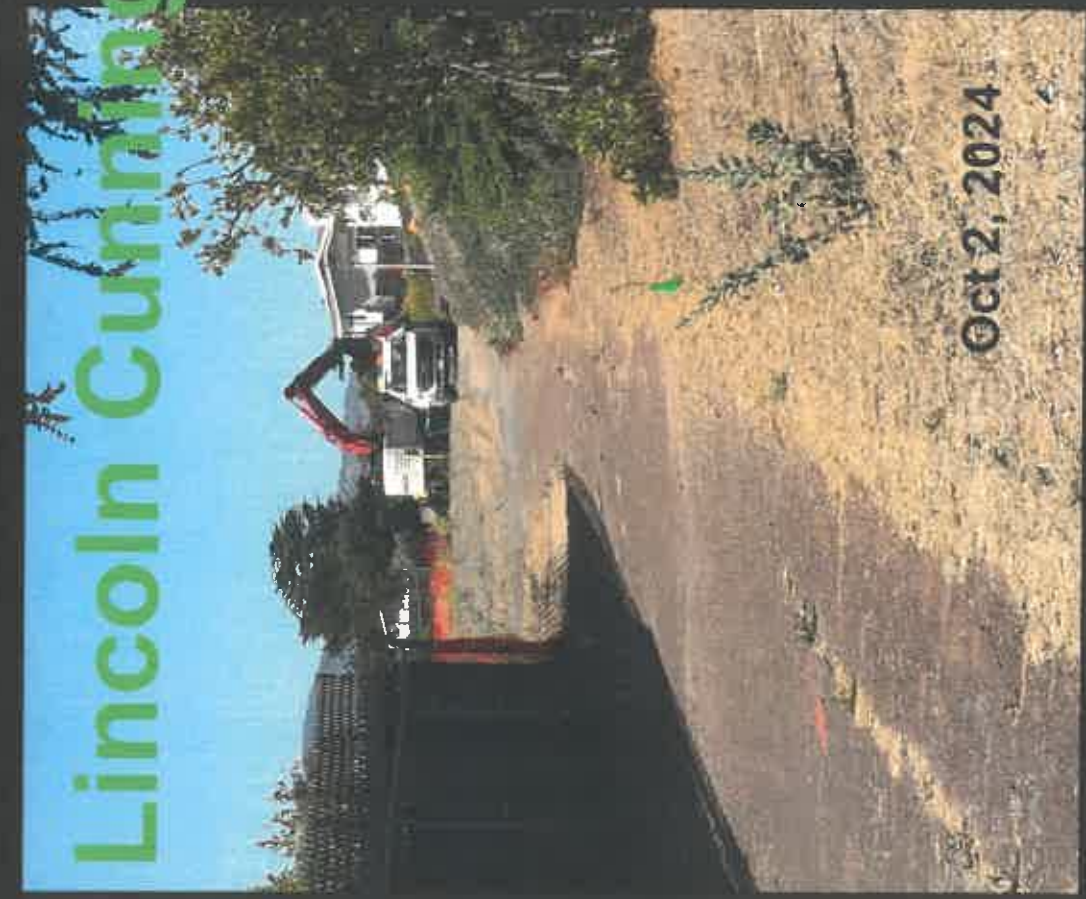


Sept 14, 2024



August 15, 2025

Lincoln Cunninghamham



Oct 2, 2024



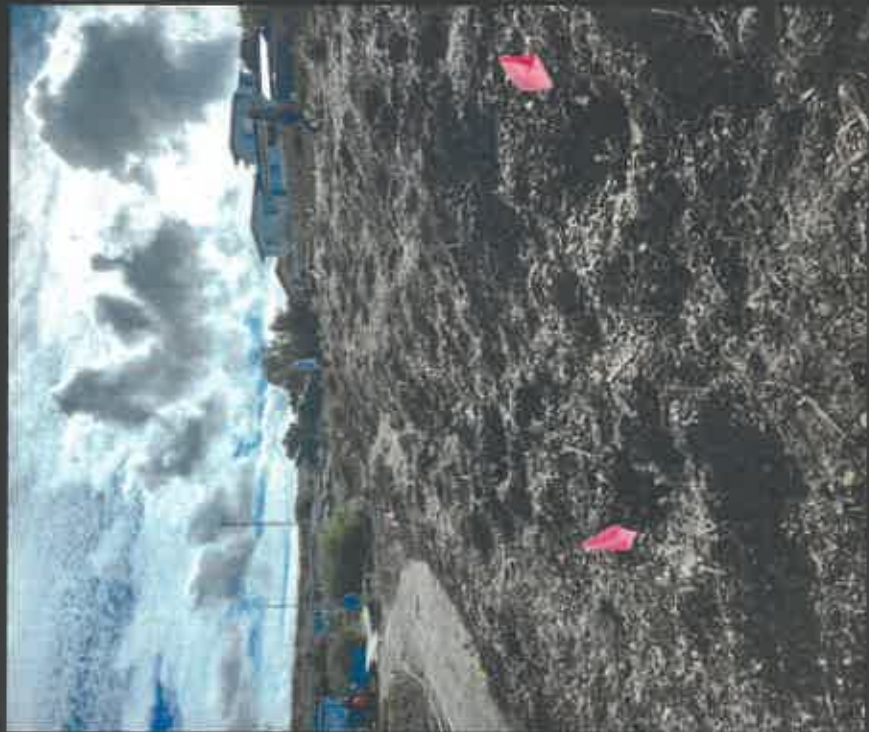
August 15, 2025

Mescal Neil Park

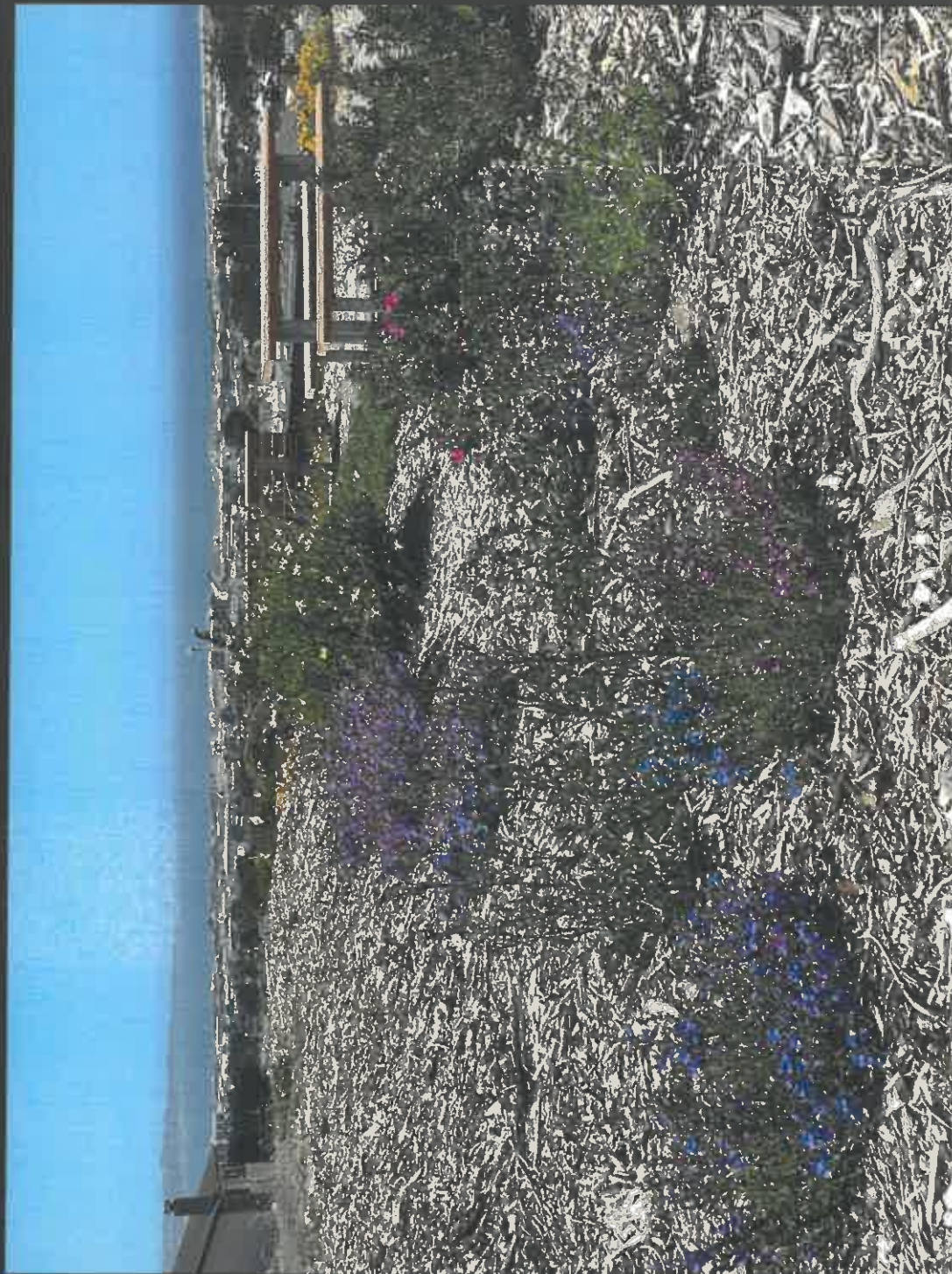
Hillsides that were covered in ice plant two years ago are now happy pollinator gardens.



Mescal Neil Park



Mescal Neil Park



This season, on selected workdays, we have been joined by the **Green Cadre of Monterey County** and students from **Stevenson School**. These young people are assisting us in several parks on special projects .

FOSPA Collaborations



FOSPA Honors

On World Earthday,
2025, FOSPA was
honored by the
Monterey County
Board of
Supervisors for our
environmental
stewardship.



On May 8th, 2025,
National Blue Zones
Project
representatives
visited Havana Soliz
Community Garden
and officially made
FOSPA a
participating Blue
Zones Organization.

FOSPA Honors



FOSPA Honors

On August 22nd, FOSPA was recognized by Blue Zones for our dedication to supporting community well-being.

The City of Seaside and Laura Murphy from the Resource Conservation District were also honored.



FOSPA Events

On June 22, FOSPA held a Park Tour, encouraging residents and visitors to walk or ride from one park to another, to see park improvements, and learn about California Native Pollinator Gardens.

**Discover Seaside Parks
TOUR**

SPONSORED BY
FRIENDS OF SEASIDE PARKS ASSOCIATION

**SUNDAY
JUNE 22ND, 2025
1 - 4PM**

TAKE A SELF-GUIDED TOUR
OF YOUR NEIGHBORHOOD PARKS

CELEBRATE RECENT PARK IMPROVEMENTS
MEET PARK STEWARDS FROM FRIENDS OF SEASIDE PARKS
LEARN ABOUT POLLINATOR PLANTS AND GET FREE
RESOURCES FOR YOUR OWN GARDENS

PRIZES FOR THE FIRST 10 VISITORS WHO VISIT ALL 8 PARKS!
GET SOME EXERCISE AND HAVE SOME FUN!

Games and Activities!

Visit one park or visit them all!

Participating Parks
Beta, Capra, Durant, Farrington,
Havana, Soltz, Highland Oaks, Lincoln Cunningham,
Martin, Mescal, Nell

For more information
on park locations, visit
www.friendsofseasideparks.org

City of Seaside
FRIENDS OF SEASIDE PARKS ASSOCIATION

FOSPA Events - Park Tour

Activities at different parks included painting rocks, telescope viewing, planting sunflowers and flying kites.



FOSPA Events Park Tour

Participants who visited all nine parks on the tour earned a prize... a FOSPA tote bag.



MONTEREYCOUNTYNOW.COM

HOT PICKS

Send ideas to
calendar@montereycountynow.com

SUNDAY, JUNE 22, 2025



Meet the guardians of the Seaside parks. Friends of Seaside Parks Association volunteers keep them clean and thriving. A walking tour on Sunday, June 22 is a chance to visit nine of the 11 parks they care for.

FOSPA will be participating again this year in MC Gives!

MONTEREY COUNTY **GiVES!**

**NOVEMBER 13 THROUGH DECEMBER
31, 2025**

Join us at Saturday Park Workdays



Every Saturday 10am - 12pm, rotating each week through nine parks.

<http://friendsofseasideparks.org/>

Thank you!





**CITY OF SEASIDE
STAFF REPORT**

Item No.: 6.B.

TO: Parks and Recreation Commission

BY: Dan Meewis, Assistant City Manager

DATE: October 20, 2025

**SUBJECT: DISCUSS IDEAS FOR THE POTENTIAL ALLOCATION OF FUNDS
FROM THE NEIGHBORHOOD IMPROVEMENT COMMISSION**

RECOMMENDATION

Discuss ideas for the potential allocation of funds from the Neighborhood Improvement Commission.

BACKGROUND

Each year the Neighborhood Improvement Commission receives funds from the Transient Occupancy Tax for their work plan. Last year, the Neighborhood Improvement Commission allocated funds to the Parks & Recreations Commission for their Residential Free Tree Giveaway Program.

In addition, they allocated funding to other City Commissions for projects to be completed prior to the end of the fiscal year. The Commissioners would like to discuss different ideas for the potential allocation of funds from the Neighborhood Improvement Commission for future projects.

FISCAL IMPACT

No fiscal impact on this item.

ATTACHMENTS

None



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 6.C.

TO: Parks and Recreation Commission

BY: Dan Meewis, Assistant City Manager

DATE: October 20, 2025

**SUBJECT: DISCUSS AND MAKE RECOMMENDATIONS FOR SWAG TO
PURCHASE FOR TABLING AT FUTURE CITY EVENTS**

RECOMMENDATION

Discuss and make the final recommendations for Parks & Recreation swag.

BACKGROUND

The Parks & Recreation Commission and other City departments regularly participate in community events such as **festivals, resource fairs, and special City celebrations**. Commission-branded items help with:

- Attract visitors to our booth
- Increase awareness of City services
- Create lasting impressions that extend beyond the event
- Existing inventory is **low** following recent events

Some considerations would be:

- Quantity & Cost
- Storage and Distribution
- Target Audience

FISCAL IMPACT

The estimated budget is **\$2,000.00**. This would be funded through the commissions

allocated to the FY2025/26 budget.

ATTACHMENTS

None



**DISCUSS AND MAKE RECOMMENDATIONS FOR SWAG
TO PURCHASE FOR TABLING AT FUTURE CITY EVENTS**

Item 6.C.

October 20, 2025

Dan Meewis, Assistant City Manager



Background

Item 1. Basting BBQ Brush

300 Minimum at \$.45
each total of \$135.00



Item 2. Fishing Lure

100 Minimum at **\$0.99**
each total of **\$99.00**



Item 3. Fishing Lure #2

200 Minimum at \$1.00
each total of \$200.00



Item 4. Bottle opener key chain

100 Minimum at **\$.31**
each total of **\$31.00**



Item 5. Dog Bandanna

100 Minimum at **\$1.55**
each total of **\$155.00**



Item 6. Cooling Towel

250 Minimum at \$2.63
each total of \$657.50



Item 7. First Aid Kit

150 Minimum at \$1.89
each total of \$283.50



Item 8. Sun Stick

250 Minimum at \$1.52
each total of \$380.00



7040 Ave Encinas #104
 Carlsbad, CA 92011 USA
 andy@parkink.us



Quote

ADDRESS
 Dan Meewis
 Seaside Parks and Recreation
 986 Hilby St
 Seaside, CA 93955

SHIP TO
 Dan Meewis
 Seaside Parks and Recreation
 986 Hilby St
 Seaside, CA 93955

QUOTE # 90561
DATE 10/02/2023

ACTIVITY	QTY	RATE	AMOUNT
632MK Mom Kit w/ 1 color logo	150	1.89	283.50T
charge w/ 1 color logo	100	3.44	344.00T
towel w/ 1 color logo	250	2.63	657.50T
sunstck w/ 1 color logo	250	1.52	380.00T
AQMWJNTZUP bandanna	100	1.55	155.00T
21065 doggie lg w/ 1 color logo	100	1.61	161.00T
OPENERC20 strap w/ 1 color	100	0.31	31.00T
bbq brush w/ 1 color logo	300	0.45	135.00T
JK-9006 fishing lure w/ 1 color logo	100	0.99	99.00T
JK-9006 minnow fishing lure w/ 1 color logo	200	1.00	200.00T
set-up/screen charge	10	55.00	550.00T
SUBTOTAL			2,996.00
TAX (7.75%)			232.19
SHIPPING TOTAL			384.40
			\$3,612.59

Accepted By _____ Date _____



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 6.D.

TO: Parks and Recreation Commission

BY: Dan Meewis, Assistant City Manager

DATE: October 20, 2025

SUBJECT: DISCUSSION ON HOLIDAY LIGHTS CONTEST AND POTENTIAL COLLABORATE WITH THE NEIGHBORHOOD IMPROVEMENT COMMISSION

RECOMMENDATION

Discuss this year's holiday lights contest and collaborate with the Neighborhood Improvement Commission.

BACKGROUND

In November 2023, the Parks & Recreation Commission received a request from the Neighborhood Improvement Commission (NIC) to collaborate with the Annual Holiday Lights contest that is done throughout the community. At the November 20, 2023, Parks & Recreation Commission meeting, the Commissioners voted on the Holiday Home Decorating Contest, and they agreed to collaborate with the Neighborhood Improvement Commission. On December 18, 2023, the Parks & Recreation Commissioners and staff went on a bus tour and judged 13 houses in Seaside that entered the holiday lights contest. They pick first, second, and third place winners. The winners were announced at the December 21, 2023, City Council meeting.

During the November 6, 2024, Neighborhood Improvement Commission's special meeting, A request was made to collaborate with the Parks and Recreation Commission again for this year's contest. The Parks and Recreation Commission's staff liaison was present at that meeting, and stated during public comment that he would add it to the agenda for the November 18, 2024, Parks and Recreation Commission meeting for discussion.

It is recommended that the commission collaborate with the NIC for the judging of the 2024 Holiday Lights Contest.

FISCAL IMPACT

No fiscal impact on this item.

ATTACHMENTS

None



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 6.A.

TO: Parks and Recreation Commission

BY: Dan Meewis, Assistant City Manager

DATE: June 15, 2026

**SUBJECT: WELCOME COMMISSIONER PRYOR, COMMISSIONER MUNOZ,
AND COMMISSIONER AGUILLON TO THE SEASIDE PARKS &
RECREATION COMMISSION**

RECOMMENDATION

We are pleased to announce and warmly welcome Commissioner Cathleen Pryor, Commissioner Nichole Munoz, and Commissioner Aguillon to the Seaside Parks and Recreation Commission.

BACKGROUND

Commissioner Cathleen Pryor was officially appointed to the Commission on March 19, 2026. She has been a Seaside resident for over thirty years and recently retired from Community Hospital of the Monterey Peninsula. Commissioner Pryor has excellent communication skills and customer service skills. She is very active in the Seaside community and would like to see the community thrive. She is looking forward to being part of the team in helping the community thrive. Her fresh perspective will be an asset as we continue to grow and improve Seaside's parks, trails, community events, and recreational facilities.

Commissioner Nichole Munoz was officially appointed to the Commission on June 4, 2026. She has been a local of the Monterey Peninsula her entire life and lives in Seaside. She has twenty years of customer service experience and was an ambassador at Monterey and Salinas Chamber in the recent past. She would like to be more involved with the Seaside community. The Parks and Recreation department for Seaside is dear to her heart. She is a big believer in investing in the youth and the community.

Commissioner Alice Aguillon was officially appointed to the Commission on June 4, 2026. She has been a lifelong resident of Monterey County, and her heart has always been in the community, especially with the youth. She has served on the board of Disabled American Veterans auxiliary Unit 85 in Fort Ord and is involved with The Wahine Project in Monterey. Through those roles she has seen firsthand how meaningful it is to create spaces where everyone feels welcome. As an Operations Manager, she coordinates programs, leads teams and handles logistics. However, her favorite part is connecting with people. She would be honored to bring her experience, passion, and dedication to the Parks and Recreation Commission, to help create safe, inclusive, and enriching programs and spaces that truly serve all members of the community.

Please join us in welcoming Commissioner Pryor, Commissioner Munoz, and Commissioner Aguillon to the team. We look forward to their contributions as we continue to serve the Seaside community with excellence and enthusiasm.

FISCAL IMPACT

No fiscal impact on this item.

ATTACHMENTS

None

Reviewed for Submission to the City Council by:



Greg McDanel, City Manager



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 6.B.

TO: Parks and Recreation Commission
BY: Dan Meewis, Assistant City Manager
DATE: June 15, 2026
SUBJECT: SUBMISSION OF FORM 700

RECOMMENDATION

Review form 700 and submit to the City Clerk

BACKGROUND

Every year, each commissioner needs to file form 700 with the City Clerk.

FISCAL IMPACT

No fiscal impact for this item

ATTACHMENTS

1. Form 700 - 2025 - 2026
-
-

Reviewed for Submission to the City Council by:

A handwritten signature in black ink, appearing to be "LMP" or similar, written in a cursive style.

Greg McDanel, City Manager

2025-2026 Statement of Economic Interests



Form 700

A Public Document

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Helpful Resources

- Video Tutorials
- Reference Pamphlet
- Excel Version
- FAQs
- Gift and Travel Fact Sheet for State and Local Officials

California Fair Political Practices Commission

1102 Q Street, Suite 3050 • Sacramento, CA 95811

Email Advice: advice@fppc.ca.gov

Toll-free advice line: 1 (866) ASK-FPPC • 1 (866) 275-3772

Telephone: (916) 322-5660 • Website: www.fppc.ca.gov

December 2025

Quick Start Guide
Detailed instructions begin on page 3.

WHEN IS THE ANNUAL STATEMENT DUE?

- March 2 – Elected State Officers, Judges (Supreme, Appellate, Superior Court), Retired Judges, Pro Tem Judges, Court Commissioners, State Board and Commission members listed in Government Code Section 87200
- April 1 – Most other filers

WHERE DO I FILE?

Most people file the Form 700 with their agency. Certain filers are required to file electronically with the FPPC. (See next page). If you're not sure where to file your Form 700, contact your filing officer or the person who asked you to complete it.

ITEMS TO NOTE!

- The Form 700 is a public document.
- Only filers serving in active military duty may receive an extension on the filing deadline.
- You must also report interests held by your spouse or registered domestic partner.
- Your agency's conflict of interest code will help you to complete the Form 700. You are encouraged to get your conflict of interest code from the person who asked you to complete the Form 700.

NOTHING TO REPORT?

Mark the "No reportable interests" box on Part 4 of the Cover Page, and submit only the signed Cover Page. Please review each schedule carefully!

Schedule	Common Reportable Interests	Common Non-Reportable Interests
A-1: Investments	Stocks, including those held in an IRA or 401K. Each stock must be listed.	Insurance policies, government bonds, diversified mutual funds, funds similar to diversified mutual funds.
A-2: Business Entities/Trusts	Business entities, sole proprietorships, partnerships, LLCs, corporations and trusts. (e.g., Form 1099 filers).	Savings and checking accounts, cryptocurrency, and annuities.
B: Real Property	Rental property in filer's jurisdiction, or within two miles of the boundaries of the jurisdiction.	A residence used exclusively as a personal residence (such as a home or vacation property).
C: Income	Non-governmental salaries. Note that filers are required to report only half of their spouse's or partner's salary.	Governmental salary (from school district, for example).
D: Gifts	Gifts from businesses, vendors, or other contractors (meals, tickets, etc.).	Gifts from family members.
E: Travel Payments	Travel payments from third parties (not your employer).	Travel paid by your government agency.

Note: Like reportable interests, non-reportable interests may also create conflicts of interest and could be grounds for disqualification from certain decisions.

QUESTIONS?

- advice@fppc.ca.gov
- (866) 275-3772 Mon-Thurs, 9-11:30 a.m.

E-FILING ISSUES?

- If using your agency's system, please contact technical support at your agency.
- If using FPPC's e-filing system, write to form700@fppc.ca.gov.

What to Know

What's New

Gift Limit Increase

The gift limit increased to **\$630** for calendar years **2025** and **2026**. The gift limit in calendar year 2024 was \$590.

Required Electronic Filing for FPPC (Section 87500) Filers

Certain candidates and officials specified in Section 87500 are now required to file their Form 700 electronically using the FPPC's e-filing system. Filers for the offices listed under Section 87500 should contact the FPPC at form700@fppc.ca.gov to obtain their login and password information.

Reporting Prospective Employment

Effective January 1, 2026, Section 87200 Filers must report any arrangement for prospective employment on attachment Form 700-P. Attachment Form 700-P is filed electronically via the FPPC's e-filing portal. (See Reference Pamphlet, page 16, for more information.)

Who must file:

- Elected and appointed officials and candidates listed in Government Code Section 87200
- Employees, appointed officials, and consultants filing pursuant to a conflict of interest code ("code filers"). **Obtain your disclosure categories, which describe the interests you must report, from your agency;** they are not part of the Form 700
- Candidates running for local elective offices that are designated in a conflict of interest code (e.g., county sheriffs, city clerks, school board trustees, and water board members)

Exception:

- Candidates for a county central committee are not required to file the Form 700
- Employees in newly created positions of existing agencies

For more information, see Reference Pamphlet, page 3, at www.fppc.ca.gov.

Where to file:

Code Filers — State and Local Officials, Employees, and Consultants Designated in a Conflict of Interest Code:

File with your agency, board, or commission unless otherwise specified in your agency's code (e.g., Legislative staff files directly with FPPC). In most cases, the agency, board, or commission will retain the statements.

Members of Newly Created Boards and Commissions: File with your agency or with your agency's code reviewing body pursuant to Regulation 18754.

Employees in Newly Created Positions of Existing Agencies: File with your agency or with your agency's code reviewing body. (See Reference Pamphlet, page 3.)

Multi-County Agencies, Boards, Commissions: File with your agency, board, or commission unless otherwise specified in your agency's code. Please review your agency's conflict of interest code as some multi-county offices are required to file electronically with the FPPC. In most cases, the agency, board, or commission will retain the statements.

87200 State Filers, for offices not specified in Section 87500, file as follows: File with your agency, board, or commission unless otherwise specified in your agency's code. Please review your agency's conflict of interest code as some 87200 state offices are required to file electronically with the FPPC. In most cases, the agency, board, or commission will retain the statements.

87200.5 Filers — Groundwater Sustainability Agency:

Members of the Board of Directors and Executives (e.g., Executive Director, General Manager, or other equivalent position) file electronically with the FPPC.

Officials and Candidates Specified in Section 87500, FPPC Filers:

The Act requires that the following officeholders and candidates for the positions listed below file electronically using the FPPC's e-filing system.

- Statewide elected officers and candidates for statewide elective office. (For a complete list of statewide elected officers please see Reference Pamphlet, Page 6.)
- Members and candidates for the Legislature and State Board of Equalization
- Designated employees of the Legislature directed to file with the FPPC by the house of the Legislature by which they are employed
- Members of the Public Utilities Commission, State Energy Resources Conservation and Development Commission, or California Coastal Commission
- Members of a state licensing or regulatory board, bureau, or commission
- Members of the Fair Political Practices Commission
- Appointed members to a state board, commission, or similar multimember body of the state if the FPPC has been designated as the filing officer in the conflict of interest code of the respective board, commission, or body. (Please contact your agency for a copy of your agency's conflict of interest code.)
- Designated employees of more than one joint powers insurance agency who elect to file a multiagency statement pursuant to Section 87350
- Judges (Supreme, Appellate, Superior Court), Retired Judges, Pro Tem Judges, court commissioners, or candidates for judge
- Officeholder or candidate for the office of district attorney, county counsel, county treasurer, or county board of supervisors
- Officeholder or candidate for the office of city council member, city treasurer, city attorney, or mayor
- County chief administrative officer, city manager, or if there is no city manager, the chief administrative officer
- County or city planning commissioner
- Head of a local government agency or member of a local government board or commission, if the FPPC has been designated as the filing officer in the conflict of interest code of the respective agency, board, or commission. (Please contact your agency for a copy of your agency's conflict of interest code.)
- A public official who manages public investments

Candidates, for offices not listed in Section 87500 above, file as follows:

- County offices (e.g., candidates running for local elective office that are designated in a conflict of interest code): File with your county elections official.
- City offices (e.g., candidates running for local elective office that are designated in a conflict of interest code): File with your City Clerk.
- Multi-county offices: File with your county elections official with whom you file your declaration of candidacy.

What to Know Continued

How to file:

The Form 700 is available at www.fppc.ca.gov. Additional PDF schedules of Form 700 are available on the FPPC's website. Form 700 schedules are also available in Excel format. Filers should always check with their filing officer to see if their agency requires a particular filing method. All statements are signed under penalty of perjury and must be verified by the filer. See Regulation 18723.1(c) for filing instructions for copies of expanded statements. Depending on your agency's requirements, statements can be required to be filed in the following formats:

Wet Signature ➡ Each Statement must have a handwritten "wet" signature. Wet signature statements can be filed either by hand delivery or mail.

Digital Signature ➡ Each statement must be signed with a verified digital signature via the filer's agency email address *if permitted by the filing officer*. The statement must be sent by email as a PDF with the digital signature affixed to the document. (See Regulations 18104 and 18757, as well as FPPC's Filing with a Digital Signature Fact Sheet for additional guidance).

Electronic Signature ➡ Each statement must be signed with a secure electronic signature submitted using an approved electronic filing system. Filers must be duly authorized by their filing officer to file electronically under Government Code Section 87500.2.

When to file:

Annual Statements

➡ March 2, 2026

- Elected State Officers
- Judges (Supreme, Appellate, Superior Court), Retired Judges, Pro Tem Judges, and Court Commissioners
- State Board and State Commission Members listed in Government Code Section 87200

➡ April 1, 2026

- Most other filers

Individuals filing under conflict of interest codes in city and county jurisdictions should verify the annual filing date with their filing official or filing officer.

Statements postmarked by the filing deadline are considered filed on time.

Statements of 30 pages or less may be emailed or faxed by the deadline as long as the originally signed paper version is sent by first class mail to the filing official within 24 hours.

Assuming Office and Leaving Office Statements

Most filers file within 30 days of assuming or leaving office or within 30 days of the effective date of a newly adopted or amended conflict of interest code.

Exception:

If you assumed office between October 1, 2025, and December 31, 2025, and filed an assuming office statement, you are not required to file an annual statement until March 1, 2027, or April 1, 2027, whichever is applicable. The annual statement will cover the day after you assumed office through December 31, 2026. (See Reference Pamphlet, page 7, for additional exceptions.)

Candidate Statements

File no later than the final filing date for the declaration of candidacy or nomination documents. A candidate statement is not required if you filed an assuming office or annual statement for the same jurisdiction within 60 days before filing a declaration of candidacy or other nomination documents.

Certain candidates listed in Government Code Section 87500, FPPC Filers, are required to file their candidate statement electronically via the FPPC's e-filing system. Please refer to Page 3, Where to File section, for the list of offices required to file electronically with FPPC. Filers for the offices listed under Section 87500 should contact the FPPC at form700@fppc.ca.gov to obtain their login and password information.

Late Statements

There is no provision for filing deadline extensions unless the filer is serving in active military duty. (See page 20 for information on penalties and fines.)

Amendments

Statements may be amended at any time. You are only required to amend the schedule that needs to be revised. It is not necessary to amend the entire filed form. The amended schedule(s) is attached to your original filed statement. Obtain amendment schedules at www.fppc.ca.gov. Filers authorized to file electronically amend their statements using their agency's electronic filing system. *Note:* If you are a candidate or officeholder listed under Government Code Section 87500, FPPC Filers, then you must amend your statements electronically using the FPPC's e-filing system.

Types of Statements

Assuming Office Statement:

If you are a newly appointed official or are newly employed in a position designated, or that will be designated, in a state or local agency's conflict of interest code, your assuming office date is the date you were sworn in or otherwise authorized to serve in the position. If you are a newly elected official, your assuming office date is the date you were sworn in.

- Report: Investments, interests in real property, and business positions held on the date you assumed the office or position must be reported. In addition, income (including loans, gifts, and travel payments) received during the 12 months prior to the date you assumed the office or position.

For positions subject to confirmation by the State Senate or the Commission on Judicial Appointments, your assuming office date is the date you were appointed or nominated to the position.

- Example: Maria Lopez was nominated by the Governor to serve on a state agency board that is subject to state Senate confirmation. The assuming office date is the date Maria's nomination is submitted to the Senate. Maria must report investments, interests in real property, and business positions Maria holds on that date, and income (including loans, gifts, and travel payments) received during the 12 months prior to that date.

If your office or position has been added to a newly adopted or newly amended conflict of interest code, use the effective date of the code or amendment, whichever is applicable.

- Report: Investments, interests in real property, and business positions held on the effective date of the code or amendment must be reported. In addition, income (including loans, gifts, and travel payments) received during the 12 months prior to the effective date of the code or amendment.

Annual Statement:

Generally, the period covered is January 1, 2025, through December 31, 2025. If the period covered by the statement is different than January 1, 2025, through December 31, 2025, (for example, you assumed office between October 1, 2024, and December 31, 2024 or you are combining statements), you must specify the period covered.

- Investments, interests in real property, business positions held, and income (including loans, gifts, and travel payments) received during the period covered by the statement must be reported. Do not change the preprinted dates on Schedules A-1, A-2, and B unless you are required to report the acquisition or disposition of an interest that did not occur in 2025.
- If your disclosure category changes during a reporting period, disclose under the old category until the effective date of the conflict of interest code amendment and disclose under the new disclosure category through the end of the reporting period.

Leaving Office Statement:

Generally, the period covered is January 1, 2025, through the date you stopped performing the duties of your position. If the period covered differs from January 1, 2025, through the date you stopped performing the duties of your position (for example, you assumed office between October 1, 2024, and December 31, 2024, or you are combining statements), the period covered must be specified. The reporting period can cover parts of two calendar years.

- Report: Investments, interests in real property, business positions held, and income (including loans, gifts, and travel payments) received during the period covered by the statement. Do not change the preprinted dates on Schedules A-1, A-2, and B unless you are required to report the acquisition or disposition of an interest that did not occur in 2025.

Candidate Statement:

If you are filing a statement in connection with your candidacy for state or local office, investments, interests in real property, and business positions held on the date of filing your declaration of candidacy must be reported. In addition, income (including loans, gifts, and travel payments) received during the 12 months prior to the date of filing your declaration of candidacy is reportable. Do not change the preprinted dates on Schedules A-1, A-2, and B.

Candidates running for local elective offices (e.g., county sheriffs, city clerks, school board trustees, or water district board members) must file candidate statements, as required by the conflict of interest code for the elected position. The code may be obtained from the agency of the elected position.

Amendments:

If you discover errors or omissions on any statement, file an amendment as soon as possible. You are only required to amend the schedule that needs to be revised; it is not necessary to refile the entire form. Obtain amendment schedules from the FPPC website at www.fppc.ca.gov.

Note: Once you file your statement, you may not withdraw it. All changes must be noted on amendment schedules.

Expanded Statement:

If you hold multiple positions subject to reporting requirements, you may be able to file an expanded statement for each position, rather than a separate and distinct statement for each position. The expanded statement must cover all reportable interests for all jurisdictions and list all positions on the Form 700 or on an attachment for which it is filed. The rules and processes governing the filing of an expanded statement are set forth in Regulation 18723.1.

**STATEMENT OF ECONOMIC INTERESTS
COVER PAGE
A PUBLIC DOCUMENT**

Please type or print in ink.

NAME OF FILER (LAST) (FIRST) (MIDDLE)

1. Office, Agency, or Court

Agency Name (Do not use acronyms)

Division, Board, Department, District, if applicable Your Position

► If filing for multiple positions, list below or on an attachment. (Do not use acronyms)

Agency: Position:

2. Jurisdiction of Office (Check at least one box)

State Judge (Supreme, Appellate, Superior Court), Retired Judge, Pro Tem Judge, or Court Commissioner (Statewide Jurisdiction)
Multi-County County of
City of Other

3. Type of Statement (Check at least one box)

Annual: The period covered is January 1, 2025, through December 31, 2025. **Leaving Office:** Date Left (Check one circle below.)
-or- The period covered is through December 31, 2025. The period covered is January 1, 2025, through the date of leaving office.
Assuming Office: Date assumed -or- The period covered is through the date of leaving office.
Candidate: Date of Election and office sought, if different than Part 1:

4. Schedule Summary (required)

► Total number of pages including this cover page:

Schedules attached

Schedule A-1 - Investments – schedule attached **Schedule C - Income, Loans, & Business Positions** – schedule attached
Schedule A-2 - Investments – schedule attached **Schedule D - Income – Gifts** – schedule attached
Schedule B - Real Property – schedule attached **Schedule E - Income – Gifts – Travel Payments** – schedule attached
Attachment 700-P - Prospective Employment (87200 Filers Only) – schedule attached

-or- **None - No reportable interests on any schedule**

5. Verification

MAILING ADDRESS STREET CITY STATE ZIP CODE
(Business or Agency Address Recommended - Public Document)

DAYTIME TELEPHONE NUMBER EMAIL ADDRESS
()

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed Signature
(month, day, year) (File the originally signed paper statement with your filing official.)

Instructions Cover Page

Enter your name, mailing address, and daytime telephone number in the spaces provided. **Because the Form 700 is a public document, you may list your business/office address instead of your home address.**

Part 1. Office, Agency, or Court

- Enter the name of the office sought or held, or the agency or court. Consultants must enter the public agency name rather than their private firm's name. (Examples: State Assembly; Board of Supervisors; Office of the Mayor; Department of Finance; Hope County Superior Court).
- Indicate the name of your division, board, or district, if applicable. (Examples: Division of Waste Management; Board of Accountancy; District 45). **Do not use acronyms.**
- Enter your position title. (Examples: Director; Chief Counsel; City Council Member; Staff Services Analyst).
- If you hold multiple positions (i.e., a city council member who also is a member of a county board or commission) you may be required to file separate and distinct statements with each agency. To simplify your filing obligations, in some cases you may instead complete a single expanded statement and file it with each agency.
 - The rules and processes governing the filing of an expanded statement are set forth in Regulation 18723.1. To file an expanded statement for multiple positions, enter the name of each agency with which you are required to file and your position title with each agency in the space provided. **Do not use acronyms.** Attach an additional sheet if necessary. Complete one statement disclosing all reportable interests for all jurisdictions. Then file the expanded statement with each agency as directed by Regulation 18723.1(c).

If you assume or leave a position after a filing deadline, you must complete a separate statement. For example, a city council member who assumes a position with a county special district after the April annual filing deadline must file a separate assuming office statement. In subsequent years, the city council member may expand their annual filing to include both positions.

Example:

Brian Bourne is a city council member for the City of Lincoln and a board member for the Camp Far West Irrigation District – a multi-county agency that covers the Counties of Placer and Yuba. The City is located within Placer County. Brian may complete one expanded statement to disclose all reportable interests for both offices and list both positions on the Cover Page. Brian will file the expanded statement with each the City and the District as directed by Regulation 18723.1(c).

Part 2. Jurisdiction of Office

- Check the box indicating the jurisdiction of your agency and, if applicable, identify the jurisdiction. Judges, judicial candidates, and court commissioners have statewide jurisdiction. All other filers should review the Reference Pamphlet, page 14, to determine their jurisdiction.
- If your agency is a multi-county office, list each county in which your agency has jurisdiction.

- If your agency is not a state office, court, county office, city office, or multi-county office (e.g., school districts, special districts and JPAs), check the “other” box and enter the county or city in which the agency has jurisdiction.

Example:

This filer is a member of a water district board with jurisdiction in portions of Yuba and Sutter Counties.

1. Office, Agency, or Court	
Agency Name (Do not use acronyms) Feather River Irrigation District	
Division, Board, Department, District, if applicable N/A	Your Position Board Member
▶ If filing for multiple positions, list below or on an attachment. (Do not use acronyms)	
Agency: N/A	Position:
2. Jurisdiction of Office (Check at least one box)	
<input type="checkbox"/> State	<input type="checkbox"/> Judge or Court Commissioner (Statewide Jurisdiction)
<input checked="" type="checkbox"/> Multi-County Yuba & Sutter Counties	<input type="checkbox"/> County of _____
<input type="checkbox"/> City of _____	<input type="checkbox"/> Other _____

Part 3. Type of Statement

Check at least one box. The period covered by a statement is determined by the type of statement you are filing. If you are completing a 2025 annual statement, **do not** change the pre-printed dates to reflect 2026. Your annual statement is used for reporting the **previous year's** economic interests. Economic interests for your annual filing covering January 1, 2026, through December 31, 2026, will be disclosed on your statement filed in 2027. See Reference Pamphlet, page 4.

Combining Statements: Certain types of statements for the same position may be combined. For example, if you leave office after January 1, but before the deadline for filing your annual statement, you may combine your annual and leaving office statements. File by the earliest deadline. Consult your filing officer or the FPPC.

Part 4. Schedule Summary

- Complete the Schedule Summary after you have reviewed each schedule to determine if you have reportable interests.
- Enter the total number of completed pages including the cover page and either check the box for each schedule you use to disclose interests; **or** if you have nothing to disclose on any schedule, check the “No reportable interests” box. Please **do not** attach any blank schedules.

Part 5. Verification

Complete the verification by signing the statement and entering the date signed. Each statement must have an original “wet” signature unless filed with a secure electronic signature. (See page 4 above.) All statements must be signed under penalty of perjury and be verified by the filer pursuant to Government Code Section 81004. See Regulation 18723.1(c) for filing instructions for copies of expanded statements.

When you sign your statement, you are stating, under penalty of perjury, that it is true and correct. Only the filer has authority to sign the statement. An unsigned statement is not considered filed and you may be subject to late filing penalties.

SCHEDULE A-1

Investments

Stocks, Bonds, and Other Interests

(Ownership Interest is Less Than 10%)

Investments must be itemized.

Do not attach brokerage or financial statements.

CALIFORNIA FORM 700
FAIR POLITICAL PRACTICES COMMISSION
Name _____

▶ NAME OF BUSINESS ENTITY _____

GENERAL DESCRIPTION OF THIS BUSINESS _____

FAIR MARKET VALUE

\$2,000 - \$10,000	\$10,001 - \$100,000
\$100,001 - \$1,000,000	Over \$1,000,000

NATURE OF INVESTMENT

Stock Other _____ (Describe)

Partnership Income Received of \$0 - \$499
Income Received of \$500 or More (Report on Schedule C)

IF APPLICABLE, LIST DATE:

_____/_____/25 _____/_____/25
ACQUIRED DISPOSED

▶ NAME OF BUSINESS ENTITY _____

GENERAL DESCRIPTION OF THIS BUSINESS _____

FAIR MARKET VALUE

\$2,000 - \$10,000	\$10,001 - \$100,000
\$100,001 - \$1,000,000	Over \$1,000,000

NATURE OF INVESTMENT

Stock Other _____ (Describe)

Partnership Income Received of \$0 - \$499
Income Received of \$500 or More (Report on Schedule C)

IF APPLICABLE, LIST DATE:

_____/_____/25 _____/_____/25
ACQUIRED DISPOSED

▶ NAME OF BUSINESS ENTITY _____

GENERAL DESCRIPTION OF THIS BUSINESS _____

FAIR MARKET VALUE

\$2,000 - \$10,000	\$10,001 - \$100,000
\$100,001 - \$1,000,000	Over \$1,000,000

NATURE OF INVESTMENT

Stock Other _____ (Describe)

Partnership Income Received of \$0 - \$499
Income Received of \$500 or More (Report on Schedule C)

IF APPLICABLE, LIST DATE:

_____/_____/25 _____/_____/25
ACQUIRED DISPOSED

▶ NAME OF BUSINESS ENTITY _____

GENERAL DESCRIPTION OF THIS BUSINESS _____

FAIR MARKET VALUE

\$2,000 - \$10,000	\$10,001 - \$100,000
\$100,001 - \$1,000,000	Over \$1,000,000

NATURE OF INVESTMENT

Stock Other _____ (Describe)

Partnership Income Received of \$0 - \$499
Income Received of \$500 or More (Report on Schedule C)

IF APPLICABLE, LIST DATE:

_____/_____/25 _____/_____/25
ACQUIRED DISPOSED

▶ NAME OF BUSINESS ENTITY _____

GENERAL DESCRIPTION OF THIS BUSINESS _____

FAIR MARKET VALUE

\$2,000 - \$10,000	\$10,001 - \$100,000
\$100,001 - \$1,000,000	Over \$1,000,000

NATURE OF INVESTMENT

Stock Other _____ (Describe)

Partnership Income Received of \$0 - \$499
Income Received of \$500 or More (Report on Schedule C)

IF APPLICABLE, LIST DATE:

_____/_____/25 _____/_____/25
ACQUIRED DISPOSED

▶ NAME OF BUSINESS ENTITY _____

GENERAL DESCRIPTION OF THIS BUSINESS _____

FAIR MARKET VALUE

\$2,000 - \$10,000	\$10,001 - \$100,000
\$100,001 - \$1,000,000	Over \$1,000,000

NATURE OF INVESTMENT

Stock Other _____ (Describe)

Partnership Income Received of \$0 - \$499
Income Received of \$500 or More (Report on Schedule C)

IF APPLICABLE, LIST DATE:

_____/_____/25 _____/_____/25
ACQUIRED DISPOSED

Comments: _____

Instructions – Schedules A-1 and A-2 Investments

“Investment” means a financial interest in any business entity (including a consulting business or other independent contracting business) that is located in, doing business in, planning to do business in, or that has done business during the previous two years in your agency’s jurisdiction in which you, your spouse or registered domestic partner, or your dependent children had a direct, indirect, or beneficial interest totaling \$2,000 or more at any time during the reporting period. (See Reference Pamphlet, page 14.)

Reportable investments include:

- Stocks, bonds, warrants, and options, including those held in margin or brokerage accounts and managed investment funds (See Reference Pamphlet, page 14.)
- Sole proprietorships
- Your own business or your spouse’s or registered domestic partner’s business (See Reference Pamphlet, page 9, for the definition of “business entity.”)
- Your spouse’s or registered domestic partner’s investments even if they are legally separate property
- Partnerships (e.g., a law firm or family farm)
- Investments in reportable business entities held in a retirement account (See Reference Pamphlet, page 16.)
- If you, your spouse or registered domestic partner, and dependent children together had a 10% or greater ownership interest in a business entity or trust (including a living trust), you must disclose investments held by the business entity or trust. (See Reference Pamphlet, page 17, for more information on disclosing trusts.)
- Business trusts

You are not required to disclose:

- Government bonds, diversified mutual funds, certain funds similar to diversified mutual funds (such as exchange traded funds) and investments held in certain retirement accounts. (See Reference Pamphlet, page 14.) (Regulation 18237)
- Bank accounts, savings accounts, money market accounts and certificates of deposits
- Cryptocurrency
- Insurance policies
- Annuities
- Commodities
- Shares in a credit union
- Government bonds (including municipal bonds)

Reminders

- Do you know your agency’s jurisdiction?
- Did you hold investments at any time during the period covered by this statement?
- Code filers – your disclosure categories may only require disclosure of specific investments.

- Retirement accounts invested in non-reportable interests (e.g., insurance policies, mutual funds, or government bonds) (See Reference Pamphlet, page 16.)
- Government defined-benefit pension plans (such as CalPERS and CalSTRS plans)
- Certain interests held in a blind trust (See Reference Pamphlet, page 17.)

Use Schedule A-1 to report ownership of less than 10% (e.g., stock). Schedule C (Income) may also be required if the investment is not a stock or corporate bond. (See second example below.)

Use Schedule A-2 to report ownership of 10% or greater (e.g., a sole proprietorship).

To Complete Schedule A-1:

Do not attach brokerage or financial statements.

- Disclose the name of the business entity. Do not use acronyms for the name of the business entity, unless it is one that is commonly understood by the public.
- Provide a general description of the business activity of the entity (e.g., pharmaceuticals, computers, automobile manufacturing, or communications).
- Check the box indicating the highest fair market value of your investment during the reporting period. If you are filing a candidate or an assuming office statement, indicate the fair market value on the filing date or the date you took office, respectively. (See page 21 for more information.)
- Identify the nature of your investment (e.g., stocks, warrants, options, or bonds).
- An acquired or disposed of date is only required if you initially acquired or entirely disposed of the investment interest during the reporting period. The date of a stock dividend reinvestment or partial disposal is not required. Generally, these dates will not apply if you are filing a candidate or an assuming office statement.

Examples:

Frank Byrd holds a state agency position. Frank’s conflict of interest code requires full disclosure of investments. Frank must disclose stock holdings of \$2,000 or more in any company that is located in or does business in California, as well as those stocks held by Frank’s spouse or registered domestic partner and dependent children.

Alice Lance is a city council member. Alice has a 4% interest, worth \$5,000, in a limited partnership located in the city. Alice must disclose the partnership on Schedule A-1 and income of \$500 or more received from the partnership on Schedule C.

SCHEDULE A-2

Investments, Income, and Assets of Business Entities/Trusts

(Ownership Interest is 10% or Greater)

CALIFORNIA FORM 700

FAIR POLITICAL PRACTICES COMMISSION

Name _____

▶ 1. BUSINESS ENTITY OR TRUST

Name _____

Address (Business Address Acceptable) _____

Check one
 Trust, go to 2 Business Entity, complete the box, then go to 2

GENERAL DESCRIPTION OF THIS BUSINESS

FAIR MARKET VALUE	IF APPLICABLE, LIST DATE:	
\$0 - \$1,999	____/____/25	____/____/25
\$2,000 - \$10,000	ACQUIRED	DISPOSED
\$10,001 - \$100,000		
\$100,001 - \$1,000,000		
Over \$1,000,000		

NATURE OF INVESTMENT
 Partnership Sole Proprietorship _____ Other

YOUR BUSINESS POSITION _____

▶ 1. BUSINESS ENTITY OR TRUST

Name _____

Address (Business Address Acceptable) _____

Check one
 Trust, go to 2 Business Entity, complete the box, then go to 2

GENERAL DESCRIPTION OF THIS BUSINESS

FAIR MARKET VALUE	IF APPLICABLE, LIST DATE:	
\$0 - \$1,999	____/____/25	____/____/25
\$2,000 - \$10,000	ACQUIRED	DISPOSED
\$10,001 - \$100,000		
\$100,001 - \$1,000,000		
Over \$1,000,000		

NATURE OF INVESTMENT
 Partnership Sole Proprietorship _____ Other

YOUR BUSINESS POSITION _____

▶ 2. IDENTIFY THE GROSS INCOME RECEIVED (INCLUDE YOUR PRO RATA SHARE OF THE GROSS INCOME TO THE ENTITY/TRUST)

\$0 - \$499	\$10,001 - \$100,000
\$500 - \$1,000	OVER \$100,000
\$1,001 - \$10,000	

▶ 2. IDENTIFY THE GROSS INCOME RECEIVED (INCLUDE YOUR PRO RATA SHARE OF THE GROSS INCOME TO THE ENTITY/TRUST)

\$0 - \$499	\$10,001 - \$100,000
\$500 - \$1,000	OVER \$100,000
\$1,001 - \$10,000	

▶ 3. LIST THE NAME OF EACH REPORTABLE SINGLE SOURCE OF INCOME OF \$10,000 OR MORE (Attach a separate sheet if necessary.)

None or Names listed below _____

▶ 3. LIST THE NAME OF EACH REPORTABLE SINGLE SOURCE OF INCOME OF \$10,000 OR MORE (Attach a separate sheet if necessary.)

None or Names listed below _____

▶ 4. INVESTMENTS AND INTERESTS IN REAL PROPERTY HELD OR LEASED BY THE BUSINESS ENTITY OR TRUST

Check one box:
 INVESTMENT REAL PROPERTY

Name of Business Entity, if Investment, or Assessor's Parcel Number or Street Address of Real Property _____

Description of Business Activity or City or Other Precise Location of Real Property _____

FAIR MARKET VALUE	IF APPLICABLE, LIST DATE:	
\$2,000 - \$10,000	____/____/25	____/____/25
\$10,001 - \$100,000	ACQUIRED	DISPOSED
\$100,001 - \$1,000,000		
Over \$1,000,000		

NATURE OF INTEREST
 Property Ownership/Deed of Trust Stock Partnership

Leasehold _____ Other _____
Yrs. remaining

Check box if additional schedules reporting investments or real property are attached

▶ 4. INVESTMENTS AND INTERESTS IN REAL PROPERTY HELD OR LEASED BY THE BUSINESS ENTITY OR TRUST

Check one box:
 INVESTMENT REAL PROPERTY

Name of Business Entity, if Investment, or Assessor's Parcel Number or Street Address of Real Property _____

Description of Business Activity or City or Other Precise Location of Real Property _____

FAIR MARKET VALUE	IF APPLICABLE, LIST DATE:	
\$2,000 - \$10,000	____/____/25	____/____/25
\$10,001 - \$100,000	ACQUIRED	DISPOSED
\$100,001 - \$1,000,000		
Over \$1,000,000		

NATURE OF INTEREST
 Property Ownership/Deed of Trust Stock Partnership

Leasehold _____ Other _____
Yrs. remaining

Check box if additional schedules reporting investments or real property are attached

Comments: _____

Instructions – Schedule A-2 Investments, Income, and Assets of Business Entities/Trusts

Use Schedule A-2 to report investments in a business entity (including a consulting business or other independent contracting business) or trust (including a living trust) in which you, your spouse or registered domestic partner, and your dependent children, together or separately, had a 10% or greater interest, totaling \$2,000 or more, during the reporting period and which is located in, doing business in, planning to do business in, or which has done business during the previous two years in your agency's jurisdiction. (See Reference Pamphlet, page 14.) A trust located outside your agency's jurisdiction is reportable if it holds assets that are located in or doing business in the jurisdiction. Do not report a trust that contains non-reportable interests. For example, a trust containing only your personal residence not used in whole or in part as a business, your savings account, and some municipal bonds, is not reportable.

Also report on Schedule A-2 investments and real property held by that entity or trust if your pro rata share of the investment or real property interest was \$2,000 or more during the reporting period.

To Complete Schedule A-2:

Part 1. Disclose the name and address of the business entity or trust. If you are reporting an interest in a business entity, check "Business Entity" and complete the box as follows:

- Provide a general description of the business activity of the entity.
- Check the box indicating the highest fair market value of your investment during the reporting period.
- If you initially acquired or entirely disposed of this interest during the reporting period, enter the date acquired or disposed.
- Identify the nature of your investment.
- Disclose the job title or business position you held with the entity, if any (i.e., if you were a director, officer, partner, trustee, employee, or held any position of management). A business position held by your spouse is not reportable.

Part 2. Check the box indicating **your pro rata** share of the **gross** income received **by** the business entity or trust. This amount includes your pro rata share of the **gross** income **from** the business entity or trust, as well as your community property interest in your spouse's or registered domestic partner's share. Gross income is the total amount of income before deducting expenses, losses, or taxes.

Part 3. Disclose the name of each source of income that is located in, doing business in, planning to do business in, or that has done business during the previous two years in your agency's jurisdiction, as follows:

- Disclose each source of income and outstanding loan **to the business entity or trust** identified in Part 1 if your pro rata share of the **gross** income (including your community property interest in your spouse's or registered domestic partner's share) to the business entity or trust from that source was \$10,000 or more during the reporting period. (See Reference Pamphlet, page 12, for examples.) Income from governmental sources may be reportable if not considered salary. See Regulation 18232. Loans from commercial lending institutions made in the lender's regular course of business on terms available to members of the public without regard to your official status are not reportable.
- Disclose each individual or entity that was a source of commission income of \$10,000 or more during the reporting period through the business entity identified in Part 1. (See Reference Pamphlet, page 9.)

You may be required to disclose sources of income located outside your jurisdiction. For example, you may have a client who resides outside your jurisdiction who does business on a regular basis with you. Such a client, if a reportable source of \$10,000 or more, must be disclosed.

Mark "None" if you do not have any reportable \$10,000 sources of income to disclose. Phrases such as "various clients" or "not disclosing sources pursuant to attorney-client privilege" are not adequate disclosure. (See Reference Pamphlet, page 15, for information on procedures to request an exemption from disclosing privileged information.)

Part 4. Report any investments or interests in real property held or leased **by the entity or trust** identified in Part 1 if your pro rata share of the interest held was \$2,000 or more during the reporting period. Attach additional schedules or use FPPC's Form 700 Excel spreadsheet if needed.

- Check the applicable box identifying the interest held as real property or an investment.
- If investment, provide the name and description of the business entity.
- If real property, report the precise location (e.g., an assessor's parcel number or address).
- Check the box indicating the highest fair market value of your interest in the real property or investment during the reporting period. (Report the fair market value of the portion of your residence claimed as a tax deduction if you are utilizing your residence for business purposes.)
- Identify the nature of your interest.
- Enter the date acquired or disposed only if you initially acquired or entirely disposed of your interest in the property or investment during the reporting period.

SCHEDULE B
Interests in Real Property
 (Including Rental Income)

Name _____

▶ ASSESSOR'S PARCEL NUMBER OR STREET ADDRESS _____

CITY _____

FAIR MARKET VALUE IF APPLICABLE, LIST DATE:

\$2,000 - \$10,000		
\$10,001 - \$100,000	____/____/25	____/____/25
\$100,001 - \$1,000,000	ACQUIRED	DISPOSED
Over \$1,000,000		

NATURE OF INTEREST

Ownership/Deed of Trust	Easement
Leasehold _____	_____
Yrs. remaining	Other

IF RENTAL PROPERTY, GROSS INCOME RECEIVED

\$0 - \$499	\$500 - \$1,000	\$1,001 - \$10,000
\$10,001 - \$100,000	OVER \$100,000	

SOURCES OF RENTAL INCOME: If you own a 10% or greater interest, list the name of each tenant that is a single source of income of \$10,000 or more.

None

▶ ASSESSOR'S PARCEL NUMBER OR STREET ADDRESS _____

CITY _____

FAIR MARKET VALUE IF APPLICABLE, LIST DATE:

\$2,000 - \$10,000		
\$10,001 - \$100,000	____/____/25	____/____/25
\$100,001 - \$1,000,000	ACQUIRED	DISPOSED
Over \$1,000,000		

NATURE OF INTEREST

Ownership/Deed of Trust	Easement
Leasehold _____	_____
Yrs. remaining	Other

IF RENTAL PROPERTY, GROSS INCOME RECEIVED

\$0 - \$499	\$500 - \$1,000	\$1,001 - \$10,000
\$10,001 - \$100,000	OVER \$100,000	

SOURCES OF RENTAL INCOME: If you own a 10% or greater interest, list the name of each tenant that is a single source of income of \$10,000 or more.

None

* You are not required to report loans from a commercial lending institution made in the lender's regular course of business on terms available to members of the public without regard to your official status. Personal loans and loans received not in a lender's regular course of business must be disclosed as follows:

NAME OF LENDER* _____

ADDRESS (Business Address Acceptable) _____

BUSINESS ACTIVITY, IF ANY, OF LENDER _____

INTEREST RATE TERM (Months/Years)

_____%	None	_____
--------	------	-------

HIGHEST BALANCE DURING REPORTING PERIOD

\$500 - \$1,000	\$1,001 - \$10,000
\$10,001 - \$100,000	OVER \$100,000

Guarantor, if applicable _____

NAME OF LENDER* _____

ADDRESS (Business Address Acceptable) _____

BUSINESS ACTIVITY, IF ANY, OF LENDER _____

INTEREST RATE TERM (Months/Years)

_____%	None	_____
--------	------	-------

HIGHEST BALANCE DURING REPORTING PERIOD

\$500 - \$1,000	\$1,001 - \$10,000
\$10,001 - \$100,000	OVER \$100,000

Guarantor, if applicable _____

Comments: _____

Instructions – Schedule C

Income, Loans, & Business Positions

(Income Other Than Gifts and Travel Payments)

Reporting Income:

Report the source and amount of gross income of \$500 or more you received during the reporting period. Gross income is the total amount of income before deducting expenses, losses, or taxes and includes loans other than loans from a commercial lending institution. (See Reference Pamphlet, page 12.) You must also report the source of income to your spouse or registered domestic partner if your community property share was \$500 or more during the reporting period.

The source and income must be reported only if the source is located in, doing business in, planning to do business in, or has done business during the previous two years in your agency's jurisdiction. (See Reference Pamphlet, page 14.) Reportable sources of income may be further limited by your disclosure category located in your agency's conflict of interest code.

Reporting Business Positions:

You must report your job title with each reportable business entity even if you received no income during the reporting period. Use the comments section to indicate that no income was received.

Commonly reportable income and loans include:

- Salary/wages, per diem, and reimbursement for expenses including travel payments provided by your employer
- Community property interest (50%) in your spouse's or registered domestic partner's income - **report the employer's name and all other required information**
- Income from investment interests, such as partnerships, reported on Schedule A-1
- Commission income not required to be reported on Schedule A-2 (See Reference Pamphlet, page 9.)
- Gross income from any sale, including the sale of a house or car (Report your pro rata share of the total sale price.)
- Rental income not required to be reported on Schedule B
- Prizes or awards not disclosed as gifts
- Payments received on loans you made to others
- An honorarium received prior to becoming a public official (See Reference Pamphlet, page 11.)
- Incentive compensation (See Reference Pamphlet, page 13.)

Reminders

- Code filers – your disclosure categories may not require disclosure of all sources of income.
- 87200 Filers – if reporting prospective employment, use attachment Form 700-P available on the FPPC's e-filing portal. Do not use Schedule C to report prospective employment.
- If you or your spouse or registered domestic partner are self-employed, report the business entity on Schedule A-2.
- Do not disclose on Schedule C income, loans, or business positions already reported on Schedules A-2 or B.

You are not required to report:

- Salary, reimbursement for expenses or per diem, or social security, disability, or other similar benefit payments received by you or your spouse or registered domestic partner from a federal, state, or local government agency.
- Stock dividends and income from the sale of stock unless the source can be identified.
- Income from a PERS retirement account.

(See Reference Pamphlet, page 13.)

To Complete Schedule C:

Part 1. Income Received/Business Position Disclosure

- Disclose the name and address of each source of income or each business entity with which you held a business position.
- Provide a general description of the business activity if the source is a business entity.
- Check the box indicating the amount of gross income received.
- Identify the consideration for which the income was received.
- For income from commission sales, check the box indicating the gross income received and list the name of each source of commission income of \$10,000 or more. (See Reference Pamphlet, page 9.) **Note: If you receive commission income on a regular basis or have an ownership interest of 10% or more, you must disclose the business entity and the income on Schedule A-2.**
- Disclose the job title or business position, if any, that you held with the business entity, even if you did not receive income during the reporting period.

Part 2. Loans Received or Outstanding During the Reporting Period

- Provide the name and address of the lender.
- Provide a general description of the business activity if the lender is a business entity.
- Check the box indicating the highest balance of the loan during the reporting period.
- Disclose the interest rate and the term of the loan.
 - For variable interest rate loans, disclose the conditions of the loan (e.g., Prime + 2) or the average interest rate paid during the reporting period.
 - The term of the loan is the total number of months or years given for repayment of the loan at the time the loan was entered into.
- Identify the security, if any, for the loan.

SCHEDULE D
Income – Gifts

Name _____

▶ NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
____/____/____	\$ _____	_____
____/____/____	\$ _____	_____
____/____/____	\$ _____	_____

▶ NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
____/____/____	\$ _____	_____
____/____/____	\$ _____	_____
____/____/____	\$ _____	_____

▶ NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
____/____/____	\$ _____	_____
____/____/____	\$ _____	_____
____/____/____	\$ _____	_____

▶ NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
____/____/____	\$ _____	_____
____/____/____	\$ _____	_____
____/____/____	\$ _____	_____

▶ NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
____/____/____	\$ _____	_____
____/____/____	\$ _____	_____
____/____/____	\$ _____	_____

▶ NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
____/____/____	\$ _____	_____
____/____/____	\$ _____	_____
____/____/____	\$ _____	_____

Comments: _____

Instructions – Schedule D Income – Gifts

A gift is anything of value for which you have not provided equal or greater consideration to the donor. A gift is reportable if its fair market value is \$50 or more. In addition, multiple gifts totaling \$50 or more received during the reporting period from a single source must be reported.

It is the acceptance of a gift, not the ultimate use to which it is put, that imposes your reporting obligation. Except as noted below, you must report a gift even if you never used it or if you gave it away to another person.

If the exact amount of a gift is unknown, you must make a good faith estimate of the item's fair market value. Listing the value of a gift as "over \$50" or "value unknown" is not adequate disclosure. In addition, if you received a gift through an intermediary, you must disclose the name, address, and business activity of both the donor and the intermediary. You may indicate an intermediary either in the "source" field after the name or in the "comments" section at the bottom of Schedule D.

Commonly reportable gifts include:

- Tickets/passes to sporting or entertainment events
- Tickets/passes to amusement parks
- Parking passes not used for official agency business
- Food, beverages, and accommodations, including those provided in direct connection with your attendance at a convention, conference, meeting, social event, meal, or like gathering
- Rebates/discounts not made in the regular course of business to members of the public without regard to official status
- Wedding gifts (See Reference Pamphlet, page 17)
- An honorarium received prior to assuming office (You may report an honorarium as income on Schedule C, rather than as a gift on Schedule D, if you provided services of equal or greater value than the payment received. See Reference Pamphlet, page 11.)
- Transportation and lodging (See Schedule E.)
- Forgiveness of a loan received by you

Reminders

- Gifts from a single source are subject to a \$630 limit for calendar years 2025 and 2026. The gift limit in calendar year 2024 was \$590. (See Reference Pamphlet, page 11.)
- Code filers – you only need to report gifts from reportable sources.

You are not required to disclose:

- Gifts that were not used and that, within 30 days after receipt, were returned to the donor or delivered to a charitable organization or government agency without being claimed by you as a charitable contribution for tax purposes
- Gifts from your spouse or registered domestic partner, child, parent, grandparent, grandchild, brother, sister, and certain other family members (See Regulation 18942 for a complete list.). The exception does not apply if the donor was acting as an agent or intermediary for a reportable source who was the true donor.
- Gifts of similar value exchanged between you and an individual, other than a lobbyist registered to lobby your state agency, on holidays, birthdays, or similar occasions
- Gifts of informational material provided to assist you in the performance of your official duties (e.g., books, pamphlets, reports, calendars, periodicals, or educational seminars)
- A monetary bequest or inheritance (However, inherited investments or real property may be reportable on other schedules.)
- Personalized plaques or trophies with an individual value of less than \$250
- Campaign contributions
- Up to two tickets, for your own use, to attend a fundraiser for a campaign committee or candidate, or to a fundraiser for an organization exempt from taxation under Section 501(c)(3) of the Internal Revenue Code. The ticket must be received from the organization or committee holding the fundraiser.
- Gifts given to members of your immediate family if the source has an established relationship with the family member and there is no evidence to suggest the donor had a purpose to influence you. (See Regulation 18943.)
- Free admission, food, and nominal items (such as a pen, pencil, mouse pad, note pad or similar item) available to all attendees, at the event at which the official makes a speech (as defined in Regulation 18950(b)(2)), so long as the admission is provided by the person who organizes the event.
- Any other payment not identified above, that would otherwise meet the definition of gift, where the payment is made by an individual who is not a lobbyist registered to lobby the official's state agency, where it is clear that the gift was made because of an existing personal or business relationship unrelated to the official's position and there is no evidence whatsoever at the time the gift is made to suggest the donor had a purpose to influence you.

To Complete Schedule D:

- Disclose the full name (not an acronym), address, and, if a business entity, the business activity of the source.
- Provide the date (month, day, and year) of receipt, and disclose the fair market value and description of the gift.

SCHEDULE E
Income – Gifts
Travel Payments, Advances,
and Reimbursements

Name _____

- Mark either the gift or income box.
- Mark the “501(c)(3)” box for a travel payment received from a nonprofit 501(c)(3) organization or the “Speech” box if you made a speech or participated in a panel. Per Government Code Section 89506, these payments may not be subject to the gift limit. However, they may result in a disqualifying conflict of interest.
- For gifts of travel, provide the travel destination.

▶ NAME OF SOURCE *(Not an Acronym)* _____

ADDRESS *(Business Address Acceptable)* _____

CITY AND STATE _____

501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE _____

DATE(S): ____/____/____ - ____/____/____ AMT: \$ _____
(If gift)

▶ MUST CHECK ONE: Gift **-or-** Income

 Made a Speech/Participated in a Panel _____

 Other - Provide Description _____

▶ If Gift, Provide Travel Destination _____

▶ NAME OF SOURCE *(Not an Acronym)* _____

ADDRESS *(Business Address Acceptable)* _____

CITY AND STATE _____

501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE _____

DATE(S): ____/____/____ - ____/____/____ AMT: \$ _____
(If gift)

▶ MUST CHECK ONE: Gift **-or-** Income

 Made a Speech/Participated in a Panel _____

 Other - Provide Description _____

▶ If Gift, Provide Travel Destination _____

▶ NAME OF SOURCE *(Not an Acronym)* _____

ADDRESS *(Business Address Acceptable)* _____

CITY AND STATE _____

501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE _____

DATE(S): ____/____/____ - ____/____/____ AMT: \$ _____
(If gift)

▶ MUST CHECK ONE: Gift **-or-** Income

 Made a Speech/Participated in a Panel _____

 Other - Provide Description _____

▶ If Gift, Provide Travel Destination _____

▶ NAME OF SOURCE *(Not an Acronym)* _____

ADDRESS *(Business Address Acceptable)* _____

CITY AND STATE _____

501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE _____

DATE(S): ____/____/____ - ____/____/____ AMT: \$ _____
(If gift)

▶ MUST CHECK ONE: Gift **-or-** Income

 Made a Speech/Participated in a Panel _____

 Other - Provide Description _____

▶ If Gift, Provide Travel Destination _____

Comments: _____

Instructions – Schedule E Travel Payments, Advances, and Reimbursements

Travel payments reportable on Schedule E include advances and reimbursements for travel and related expenses, including lodging and meals.

Gifts of travel may be subject to the gift limit. In addition, certain travel payments are reportable gifts, but are not subject to the gift limit. To avoid possible misinterpretation or the perception that you have received a gift in excess of the gift limit, you may wish to provide a specific description of the purpose of your travel. (See the FPPC fact sheet entitled "Limitations and Restrictions on Gifts, Honoraria, Travel, and Loans" to read about travel payments under section 89506(a).)

You are not required to disclose:

- Travel payments received from any state, local, or federal government agency for which you provided services equal or greater in value than the payments received, such as reimbursement for travel on agency business from your government agency employer.
- A payment for travel from another local, state, or federal government agency and related per diem expenses when the travel is for education, training or other inter-agency programs or purposes.
- Travel payments received from your employer in the normal course of your employment that are included in the income reported on Schedule C.
- A travel payment that was received from a nonprofit entity exempt from taxation under Internal Revenue Code Section 501(c)(3) for which you provided equal or greater consideration, such as reimbursement for travel on business for a 501(c)(3) organization for which you are a board member.

Note: Certain travel payments may not be reportable if reported via email on Form 801 by your agency.

To Complete Schedule E:

- Disclose the full name (not an acronym) and address of the source of the travel payment.
- Identify the business activity if the source is a business entity.
- Check the box to identify the payment as a gift or income, report the amount, and disclose the date(s).
 - **Travel payments are gifts** if you did not provide services that were equal to or greater in value than the payments received. You must disclose gifts totaling \$500 or more from a single source during the period covered by the statement.

When reporting travel payments that are gifts, you must provide a description of the gift, the **date(s)** received, and the **travel destination**.

- **Travel payments are income** if you provided services that were equal to or greater in value than the

payments received. You must disclose income totaling \$500 or more from a single source during the period covered by the statement. You have the burden of proving the payments are income rather than gifts. When reporting travel payments as income, you must describe the services you provided in exchange for the payment. You are not required to disclose the date(s) for travel payments that are income.

Example:

City council member MaryClaire Chandler is the chair of a 501(c)(6) trade association, and the association pays for MaryClaire's travel to attend its meetings. Because MaryClaire is deemed to be providing equal or greater consideration for the travel payment by virtue of serving on the board, this payment may be reported as income. Payments for MaryClaire to attend other events for which they are not providing services are likely considered gifts.

<small>▶ NAME OF SOURCE (Not an Acronym)</small>	
Health Services Trade Association	
<small>ADDRESS (Business Address Acceptable)</small>	
1230 K Street, Suite 610	
<small>CITY AND STATE</small>	
Sacramento, CA	
<input type="checkbox"/> 501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE	
Association of Healthcare Workers	
<small>DATE(S):</small> ___/___/___ <small>(if gift)</small> <small>AMT: \$</small> 550.00	
<small>▶ MUST CHECK ONE:</small> <input type="checkbox"/> Gift <small>-or-</small> <input checked="" type="checkbox"/> Income	
<input type="radio"/> Made a Speech/Participated in a Panel	
<input checked="" type="radio"/> Other - Provide Description <u>Travel reimbursement for board meeting.</u>	
<small>▶ If Gift, Provide Travel Destination</small> _____	

Note that the same payment from a 501(c)(3) would NOT be reportable.

Example:

Mayor Kim travels to China on a trip organized by China Silicon Valley Business Development, a California nonprofit, 501(c)(6) organization. The Chengdu Municipal People's Government pays for Mayor Kim's airfare and travel costs, as well as meals and lodging during the trip. The trip's agenda shows that the trip's purpose is to promote job creation and economic activity in China and in Silicon Valley, so the trip is reasonably related to a governmental purpose.

<small>▶ NAME OF SOURCE (Not an Acronym)</small>	
Chengdu Municipal People's Government	
<small>ADDRESS (Business Address Acceptable)</small>	
2 Caoshi St. CaoShiJie, Qingyang Qu, Chengdu Shi,	
<small>CITY AND STATE</small>	
Sichuan Sheng, China, 610000	
<input type="checkbox"/> 501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE	
<small>DATE(S):</small> 09 / 04 / XX - 09 / 08 / XX <small>(if gift)</small> <small>AMT: \$</small> 3,874.38	
<small>▶ MUST CHECK ONE:</small> <input checked="" type="checkbox"/> Gift <small>-or-</small> <input type="checkbox"/> Income	
<input type="radio"/> Made a Speech/Participated in a Panel	
<input checked="" type="radio"/> Other - Provide Description <u>Travel reimbursement for trip to China.</u>	
<small>▶ If Gift, Provide Travel Destination</small> <u>Sichuan Sheng, China</u>	

Thus, Mayor Kim must report the gift of travel, but the gift is exempt from the gift limit. In this case, the travel payments are not subject to the gift limit because the source is a foreign government and because the travel is reasonably related to a governmental purpose. (Section 89506(a)(2).) Note that Mayor Kim could be disqualified from participating in or making decisions about The Chengdu Municipal People's Government for 12 months. Also note that if China Silicon Valley Business Development (a 501(c)(6) organization) paid for the travel costs rather than the governmental organization, the payments would be subject to the gift limits. (See the FPPC fact sheet, Limitations and Restrictions on Gifts, Honoraria, Travel and Loans, at www.fppc.ca.gov.)

Restrictions and Prohibitions

The Political Reform Act (Gov. Code Sections 81000-91014) requires most state and local government officials and employees to publicly disclose their economic interests including personal assets and income. The Act's conflict of interest provisions also disqualify a public official from taking part in a governmental decision if it is reasonably foreseeable that the decision will have a material financial effect on these economic interests as well as the official's personal finances and those of immediate family. (Gov. Code Sections 87100 and 87103.) The Fair Political Practices Commission (FPPC) is the state agency responsible for issuing the attached Statement of Economic Interests, Form 700, and for interpreting the Act's provisions.

Gift Prohibition

Gifts received by most state and local officials, employees, and candidates are subject to a limit. In 2025-2026, the gift limit increased to \$630 from a single source during a calendar year. The gift limit in calendar year 2024 was \$590.

Additionally, state officials, state candidates, and certain state employees are subject to a \$10 limit per calendar month on gifts from lobbyists and lobbying firms registered with the Secretary of State. See Reference Pamphlet, page 11.

State and local officials and employees should check with their agency to determine if other restrictions apply.

Disqualification

Public officials are, under certain circumstances, required to disqualify themselves from making, participating in, or attempting to influence governmental decisions that will affect their economic interests. This may include interests they are not required to disclose. For example, a personal residence is often not reportable, but may be grounds for disqualification. Specific disqualification requirements apply to 87200 filers (e.g., city councilmembers, members of boards of supervisors, planning commissioners, etc.). These officials must publicly identify the economic interest that creates a conflict of interest and leave the room before a discussion or vote takes place at a public meeting. For more information, consult Government Code Section 87105, Regulation 18707, and the Guide to Recognizing Conflicts of Interest page at www.fppc.ca.gov.

Honorarium Ban

Most state and local officials, employees, and candidates are prohibited from accepting an honorarium for any speech given, article published, or attendance at a conference, convention, meeting, or like gathering. (See Reference Pamphlet, page 11.)

Loan Restrictions

Certain state and local officials are subject to restrictions on loans. (See Reference Pamphlet, page 15.)

Post-Governmental Employment

There are restrictions on representing clients or employers before former agencies. The provisions apply to elected state officials, most state employees, local elected officials, county chief administrative officers, city managers, including the chief administrator of a city, and general managers or chief administrators of local special districts and JPAs. The FPPC website has fact sheets explaining the provisions.

Late Filing

The filing officer who retains originally-signed or electronically filed statements of economic interests may impose on an individual a fine for any statement that is filed late. The fine is \$10 per day up to a maximum of \$100. Late filing penalties may be reduced or waived under certain circumstances.

Persons who fail to timely file their Form 700 may be referred to the FPPC's Enforcement Division (and, in some cases, to the Attorney General or district attorney) for investigation and possible prosecution. In addition to the late filing penalties, a fine of up to \$5,000 per violation may be imposed.

For assistance concerning reporting, prohibitions, and restrictions under the Act:

- Email questions to advice@fppc.ca.gov.
- Call the FPPC toll-free at (866) 275-3772.

Form 700 is a Public Document Public Access Must Be Provided

Statements of Economic Interests are public documents. The filing officer must permit any member of the public to inspect and receive a copy of any statement.

- Statements must be available as soon as possible during the agency's regular business hours, but in any event not later than the second business day after the statement is received. Access to the Form 700 is not subject to the Public Records Act procedures.
- No conditions may be placed on persons seeking access to the forms.
- No information or identification may be required from persons seeking access.
- Reproduction fees of no more than 10 cents per page may be charged.

Questions and Answers

General

- Q. What is the reporting period for disclosing interests on an assuming office statement or a candidate statement?
- A. On an assuming office statement, disclose all reportable investments, interests in real property, and business positions held on the date you assumed office. In addition, you must disclose income (including loans, gifts and travel payments) received during the 12 months prior to the date you assumed office.

On a candidate statement, disclose all reportable investments, interests in real property, and business positions held on the date you file your declaration of candidacy. You must also disclose income (including loans, gifts and travel payments) received during the 12 months prior to the date you file your declaration of candidacy.

- Q. I hold two other board positions in addition to my position with the county. Must I file three statements of economic interests?
- A. Yes, three are required. However, you may instead complete an expanded statement listing the county and the two boards on the Cover Page or an attachment as the agencies for which you will be filing. Disclose all reportable economic interests in all three jurisdictions on the expanded statement. File the expanded statement for your primary position providing an original “wet” signature unless filed with a secure electronic signature. (See page 4 above.) File copies of the expanded statement with the other two agencies as required by Regulation 18723.1(c). Remember to complete separate statements for positions that you leave or assume during the year.
- Q. I am a department head who recently began acting as city manager. Should I file as the city manager?
- A. Yes. File an assuming office statement as city manager. Persons serving as “acting,” “interim,” or “alternate” must file as if they hold the position because they are or may be performing the duties of the position.

- Q. My spouse and I are currently separated and in the process of obtaining a divorce. Must I still report my spouse’s income, investments, and interests in real property?
- A. Yes. A public official must continue to report a spouse’s economic interests until such time as dissolution of marriage proceedings is final. However, if a separate property agreement has been reached prior to that time, your estranged spouse’s income may not have to be reported. Contact the FPPC for more information.
- Q. As a designated employee, I left one state agency to work for another state agency. Must I file a leaving office statement?
- A. Yes. You may also need to file an assuming office statement for the new agency.

Investment Disclosure

- Q. I have an investment interest in shares of stock in a company that does not have an office in my jurisdiction. Must I still disclose my investment interest in this company?
- A. Probably. The definition of “doing business in the jurisdiction” is not limited to whether the business has an office or physical location in your jurisdiction. (See Reference Pamphlet, page 14.)
- Q. My spouse and I have a living trust. The trust holds rental property in my jurisdiction, our primary residence, and investments in diversified mutual funds. I have full disclosure. How is this trust disclosed?
- A. Disclose the name of the trust, the rental property and its income on Schedule A-2. Your primary residence and investments in diversified mutual funds registered with the SEC are not reportable.
- Q. I am required to report all investments. I have an IRA that contains stocks through an account managed by a brokerage firm. Must I disclose these stocks even though they are held in an IRA and I did not decide which stocks to purchase?
- A. Yes. Disclose on Schedule A-1 or A-2 any stock worth \$2,000 or more in a business entity located in or doing business in your jurisdiction.

Questions and Answers Continued

- Q. The value of my stock changed during the reporting period. How do I report the value of the stock?
- A. You are required to report the highest value that the stock reached during the reporting period. You may use your monthly statements to determine the highest value. You may also use the entity's website to determine the highest value. You are encouraged to keep a record of where you found the reported value. Note that for an assuming office statement, you must report the value of the stock on the date you assumed office.
- Q. I am the sole owner of my business, an S-Corporation. I believe that the nature of the business is such that it cannot be said to have any "fair market value" because it has no assets. I operate the corporation under an agreement with a large insurance company. My contract does not have resale value because of its nature as a personal services contract. Must I report the fair market value for my business on Schedule A-2 of the Form 700?
- A. Yes. Even if there are no *tangible* assets, intangible assets, such as relationships with companies and clients are commonly sold to qualified professionals. The "fair market value" is often quantified for other purposes, such as marital dissolutions or estate planning. In addition, the IRS presumes that "personal services corporations" have a fair market value. A professional "book of business" and the associated goodwill that generates income are not without a determinable value. The Form 700 does not require a precise fair market value; it is only necessary to check a box indicating the broad range within which the value falls.
- Q. I own stock in IBM and must report this investment on Schedule A-1. I initially purchased this stock in the early 1990s; however, I am constantly buying and selling shares. Must I note these dates in the "Acquired" and "Disposed" fields?
- A. No. You must only report dates in the "Acquired" or "Disposed" fields when, during the reporting period, you initially purchase a reportable investment worth \$2,000 or more or when you dispose of the entire investment. You are not required to track the partial trading of an investment.
- Q. On last year's filing I reported stock in Encoe valued at \$2,000 - \$10,000. Late last year the value of this stock fell below and remains at less than \$2,000. How should this be reported on this year's statement?
- A. You are not required to report an investment if the value was less than \$2,000 during the **entire** reporting period. However, because a disposed date is not required for stocks that fall below \$2,000, you may want to report the stock and note in the "comments" section that the value fell below \$2,000. This would be for informational purposes only; it is not a requirement.
- Q. We have a Section 529 account set up to save money for our son's college education. Is this reportable?
- A. If the Section 529 account contains reportable interests (e.g., common stock valued at \$2,000 or more), those interests are reportable (not the actual Section 529 account). If the account contains solely mutual funds, then nothing is reported.

Income Disclosure

- Q. I reported a business entity on Schedule A-2. Clients of my business are located in several states. Must I report all clients from whom my pro rata share of income is \$10,000 or more on Schedule A-2, Part 3?
- A. No, only the clients located in or doing business on a regular basis in your jurisdiction must be disclosed.
- Q. I believe I am not required to disclose the names of clients from whom my pro rata share of income is \$10,000 or more on Schedule A-2 because of their right to privacy. Is there an exception for reporting clients' names?
- A. Regulation 18740 provides a procedure for requesting an exemption to allow a client's name not to be disclosed if disclosure of the name would violate a legally recognized privilege under California or Federal law. This regulation may be obtained from our website at www.fppc.ca.gov. (See Reference Pamphlet, page 15.)

Questions and Answers Continued

Q. I am sole owner of a private law practice that is not reportable based on my limited disclosure category. However, some of the sources of income to my law practice are from reportable sources. Do I have to disclose this income?

A. Yes, even though the law practice is not reportable, reportable sources of income to the law practice of \$10,000 or more must be disclosed. This information would be disclosed on Schedule C with a note in the "comments" section indicating that the business entity is not a reportable investment. The note would be for informational purposes only; it is not a requirement.

Q. I am the sole owner of my business. Where do I disclose my income - on Schedule A-2 or Schedule C?

A. Sources of income to a business in which you have an ownership interest of 10% or greater are disclosed on Schedule A-2. (See Reference Pamphlet, page 9.)

Q. My spouse is a partner in a four-person firm where all of their business is based on their own billings and collections from various clients. How do I report my community property interest in this business and the income generated in this manner?

A. If your spouse's investment in the firm is 10% or greater, disclose 100% of your spouse's share of the business on Schedule A-2, Part 1 and 50% of your spouse's income on Schedule A-2, Parts 2 and 3. For example, a client of your spouse's must be a source of at least \$20,000 during the reporting period before the client's name is reported.

Q. How do I disclose my spouse's or registered domestic partner's salary?

A. Report the name of the employer as a source of income on Schedule C.

Q. I am a doctor. For purposes of reporting \$10,000 sources of income on Schedule A-2, Part 3, are the patients or their insurance carriers considered sources of income?

A. If your patients exercise sufficient control by selecting you instead of other doctors, then your patients, rather than their insurance carriers, are sources of income to you. (See Reference Pamphlet, page 15.)

Q. I received a loan from my grandfather to purchase my home. Is this loan reportable?

A. No. Loans received from family members are not reportable.

Q. Many years ago, I loaned my parents several thousand dollars, which they paid back this year. Do I need to report this loan repayment on my Form 700?

A. No. Payments received on a loan made to a family member are not reportable.

Real Property Disclosure

Q. During this reporting period we switched our principal place of residence into a rental. I have full disclosure and the property is located in my agency's jurisdiction, so it is now reportable. Because I have not reported this property before, do I need to show an "acquired" date?

A. No, you are not required to show an "acquired" date because you previously owned the property. However, you may want to note in the "comments" section that the property was not previously reported because it was used exclusively as your residence. This would be for informational purposes only; it is not a requirement.

Q. I am a city manager, and I own a rental property located in an adjacent city, but one mile from the city limit. Do I need to report this property interest?

A. Yes. You are required to report this property because it is located within 2 miles of the boundaries of the city you manage.

Q. Must I report a home that I own as a personal residence for my daughter?

A. You are not required to disclose a home used as a personal residence for a family member unless you receive income from it, such as rental income.

Q. I am a co-signer on a loan for a rental property owned by a friend. Since I am listed on the deed of trust, do I need to report my friend's property as an interest in real property on my Form 700?

A. No. Simply being a co-signer on a loan for property does not create a reportable interest in that real property.

Questions and Answers Continued

Gift Disclosure

- Q. If I received a reportable gift of two tickets to a concert valued at \$100 each, but gave the tickets to a friend because I could not attend the concert, do I have any reporting obligations?
- A. Yes. Since you accepted the gift and exercised discretion and control of the use of the tickets, you must disclose the gift on Schedule D.
- Q. Julia and Jared Benson, a married couple, want to give a piece of artwork to a county supervisor. Is each spouse considered a separate source for purposes of the gift limit and disclosure?
- A. Yes, each spouse may make a gift valued at the gift limit during a calendar year. For example, during 2025 the gift limit was \$630, so the Bensons may have given the supervisor artwork valued at no more than \$1,260. The supervisor must identify Jared and Julia Benson as the sources of the gift.
- Q. I am a Form 700 filer with full disclosure. Our agency holds a holiday raffle to raise funds for a local charity. I bought \$10 worth of raffle tickets and won a gift basket valued at \$120. The gift basket was donated by Doug Brewer, a citizen in our city. At the same event, I bought raffle tickets for, and won a quilt valued at \$70. The quilt was donated by a coworker. Are these reportable gifts?
- A. Because the gift basket was donated by an outside source (not an agency employee), you have received a reportable gift valued at \$110 (the value of the basket less the consideration paid). The source of the gift is Doug Brewer and the agency is disclosed as the intermediary. Because the quilt was donated by an employee of your agency, it is not a reportable gift.
- Q. My agency is responsible for disbursing grants. An applicant (501(c)(3) organization) met with agency employees to present its application. At this meeting, the applicant provided food and beverages. Would the food and beverages be considered gifts to the employees? These employees are designated in our agency's conflict of interest code and the applicant is a reportable source of income under the code.
- A. Yes. If the value of the food and beverages consumed by any one filer, plus any other gifts received from the same source during the reporting period total \$50 or more, the food and beverages would be reported using the fair market value and would be subject to the gift limit.
- Q. I received free admission to an educational conference related to my official duties. Part of the conference fees included a round of golf. Is the value of the golf considered informational material?
- A. No. The value of personal benefits, such as golf, attendance at a concert, or sporting event, are gifts subject to reporting and limits.



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 6.C.

TO: Parks and Recreation Commission

BY: Dan Meewis, Assistant City Manager

DATE: June 15, 2026

SUBJECT: RECEIVE A PRESENTATION ON 2026 EVENTS IN THE CITY OF SEASIDE

RECOMMENDATION

Kennedy Parker, Recreation Program Coordinator, will give a presentation on the 2026 events in the City of Seaside.

BACKGROUND

The City of Seaside hosts and supports a wide range of community events each year that contribute to the cultural, recreational, and economic vitality of the community. These events include City-sponsored programs, partnership events with community-based organizations, and permitted special events organized by external groups.

As part of ongoing efforts to keep the commission informed and to support strategic planning, staff has compiled an overview of events scheduled or anticipated for 2026.

ATTACHMENTS

None

Reviewed for Submission to the City Council by:



Greg McDanel, City Manager



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 6.D.

TO: Parks and Recreation Commission

BY: Dan Meewis, Assistant City Manager

DATE: June 15, 2026

**SUBJECT: RECEIVE A PRESENTATION ON ONGOING, UPCOMING, AND
RECENTLY COMPLETED PARK PROJECTS**

RECOMMENDATION

Thomas Korman, Public Works Director/City Engineer, will give a presentation on the ongoing, upcoming, and recently completed park projects.

BACKGROUND

The City of Seaside continues to invest in the maintenance, improvement, and expansion of its park system to enhance recreational opportunities, promote community well-being, and improve quality of life for residents. Park projects are prioritized based on community needs, safety considerations, available funding, and alignment with City goals.

This presentation provides the Commission with a comprehensive update on the status of various park-related capital improvement projects and initiatives.

ATTACHMENTS

None

Reviewed for Submission to the City Council by:

A handwritten signature in black ink, appearing to read 'G. McDanel', written in a cursive style.

Greg McDanel, City Manager



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 6.E.

TO: Parks and Recreation Commission

BY: Dan Meewis, Assistant City Manager

DATE: June 15, 2026

SUBJECT: REVIEW AND DISCUSS THE 2026/2027 WORK PLAN

RECOMMENDATION

Review and discuss the 2026-2027 work plan that was submitted.

BACKGROUND

The Parks and Recreation Commission has a work plan that they update each fiscal year to submit to the City Council. Their work plan is organized by projects with details that include which outcome(s) that are being supported, priority classification, estimated timeframe for completing the project, the amount of staff and volunteer resources that are required, and performance targets to measure project output. Their 2026/2027 work plan was submitted to the City Clerk before the May 1, 2026 deadline.

FISCAL IMPACT

No fiscal impact on this item.

ATTACHMENTS

1. Parks & Recreation Commissions Work Plan 2026-27
-
-

Reviewed for Submission to the City Council by:

A handwritten signature in black ink, appearing to read 'G McDanel', written in a cursive style.

Greg McDanel, City Manager



<http://www.ci.seaside.ca.us/>

CITY OF SEASIDE

Parks and Recreation Commission

FY 2026-2027 Work Plan & Prior Accomplishments

Members

Bobby Maxwell, Chair
Alicia Louise Gaines, Vice Chair
Christy Pappas
Cathleen Pryor

3 Vacancy

Staff Liaisons and Commission Clerk

Dan Meewis, Assistant City Manager
Thomas Korman, Public Works Director/City Engineer
Terry Navarro, Administrative Assistant

MISSION STATEMENT

The mission of the Seaside Recreation and Parks Commission is to promote and advocate for parks and recreation services in an advisory capacity, to advance and preserve parks and recreation services, and to ensure safe parks and recreation facilities are available for all residents and visitors to the City of Seaside.

HISTORICAL BACKGROUND

The City of Seaside Recreation and Park Commission consists of nine appointed members who hold office for three years. The Commission was established by Ordinance No. 1 on October 13, 1954. At that time SECTION 1-218 authorized the creation of three special committees of three members each; Recreation and Parks Committee, Public Works Committee and Financial Committee. Since then the committee structure was replaced by a Commission structure. Currently the duties of the Recreation and Park Commission are:

1. To act in an advisory capacity to the City Council, Recreation Director and the boards of trustees of the school districts and to cooperate with other governmental agencies and civic groups in the advancement of sound park and recreation planning and programming.
2. Recommend policies on recreational services and facilities to the Recreation Director and the City Council;
3. Consult with the Recreation Director on matters relating to the administration and development of recreation areas, facilities, programs and improvements.
4. Make periodic inventories of recreation services that exist or may be needed and interpret the needs of the public to the City Council, the school boards of trustees and to the Recreation Director.
5. Aid in coordinating recreation services with the programs of other public agencies and voluntary organizations.
6. Advise the Recreation Director in the preparation of the annual budget and a long-range recreation capital improvement program.
7. Advise the City Council on matters regarding trees, plants, landscape, etc.

8. Develop, keep current, and aid in the facilitation of a plan for the development, conservation and care of trees, trails, and parks.
9. Develop and review annually a long-range plan for trees and parks, both naturally occurring and planned.
10. Review, in cooperation with other City Commissions, plans for landscape, planting, trails, etc.
11. Coordinate or conduct planned projects for the advancement of trees, parks, and other outdoor recreational areas.
12. In collaboration with other City Commissions, inform residents regarding landscape projects and care.

FY 26-27 WORK PLAN

The Seaside Recreation and Parks Commission desires and encourages community participation in the decision making process.

Work Plan Objectives

1. Advisory Body to the City Council

As an on-going activity, serve as the recommending body for all matters as defined in the Municipal Code. All proposals and recommendations to come through the commission prior to presenting to the council. Keep abreast of current and emerging issues in parks and recreation. Use information to amend work plans if needed or save projects for future work plans.

Areas of Interest

- Budget review
- Department policies
- Current city and outside proposals for parks and recreation to review
- Current city council proposal considerations

Timeline: Ongoing

Cost Estimate: (\$250.00) Supplies budget for copying, noticing, and educational materials.

Participants: Parks and Recreation Commission Members and staff.

Staff Lead: Recreation Director

2. Programs, Fees, Operating Budget, Collaborations

Annually review recreation programs and fees. If any, the Parks and Recreation Commission will make recommendations to the City Council regarding Parks and Recreation operation, programming, fees for service, development impact fees, and rental fees. On request by Council and/or staff, or as the Commission deems appropriate, conduct an evaluation of Parks and Recreation Programs and Fees. Provide consideration and recommendations to the City Council. Work with city partners to collaboratively on projects that focus on our current work plan goals.

Areas of interest:

- The Commission will request operating budget from the Recreation and Park Directors for the January meetings.
- Presentation on current projects list being worked on
- January 2027- Review the recreation and parks program and fees at the January meeting.
- Review current city partners and commissions requests to collaborate on projects that align with our work plan goals. These collaborations include other commissions like Environmental, NIC, and city partners.
- Host a Parks & Recreation Commission community event

Timeline: Ongoing

Cost Estimate: (\$1,500) Supplies budget for copying, noticing, and educational materials, promotional items for events and activities.

Staff Lead: Recreation Director

3. Staff Support and Community Enrichment.

Provide support to Parks and Recreation staff in managing the prioritization of demand for limited park and recreation resources. Recommend and support staff in enhancing the City's events, parks, playgrounds, and other recreation programs and facilities.

Areas of interest:

- Participating in Field User Group Meetings
- Attend at least one workshop/ training that has a parks & recreation focus
- Seek yearly Input for needs within Recreation Department and funding for those needs
- Youth involvement in parks

Timeline: July 2026- June 2027

Cost Estimate: (\$5,000) Staff time and supplies budget for copying materials. Workshop/training registration fees.

Staff Lead: Recreation Director

4. Review Capital Improvement Plans, Projects, and Budget Review

Make recommendations to the City Council regarding CIP for Parks, Recreation facilities, review operating and CIP budgets for Parks & Recreation departments

CIP recommendations/requests:

- CIP Budget presentation
- Dog Park (identify additional location and design)
- Laguna Grande Park Pathway (explore the idea of lights) (Trails grant)
- Review locations for an indoor facility – Hire a consultant to do a feasibility study for city owned property.
- Increase the community awareness of the policy input process for parks and recreation programs and projects
- Research Specific grants to aid in the current CIP, project specific, bring at least 1-2 a year
- Include ADA Playground Equipment for all parks as upgrades move forward
- Research Irrigation needs such as underground water tanks for parks and improvements at community gardens
- Explore options for continuing the Trail System through Havana Soliz Park, Lincoln Cunningham Park and Manzanita Stuart Park
- Feasibility study for replacing light towers at Cutino.

Timeline: As needed

Cost Estimate: (\$TBD) Facility feasibility studies, Supplies budget for copying, noticing, and educational materials. Funds for minor park projects, and trees.

Staff Lead: Public Works Director, Recreation Director

(#5 ON HOLD for FY 25/26)

5. Advisory Body for Active Transportation Plan. (sub committee perhaps)(CIP)

As an on-going activity, serve as the recommending body surrounding matters dealing with bike and pedestrian safety on the Bike and Pedestrian Advisory Committee.

Areas of interest:

- Work on recommendations for regional connection between Big Sur, Carmel, Salinas, and the BART station in the foreseeable future
- Identify connectivity locations.
- Prioritize the locations based on feasibility, need, and community interest.
- Attend FORTAG Meetings to have a better understanding of the FORTAG

trail project that runs through Seaside.

Timeline: Ongoing

Cost Estimate: Supplies budget for copying, noticing, and educational materials.

Participants: sub-committee

Staff Lead: Public Works Director, Recreation Director

Estimated FY 25/26 PRC work plan budget: **\$0 (On hold for FY 25/26)**

ONGOING PROJECTS

<i>PROJECT</i>	<i>ACTIVITIES</i>
Manzanita Stuart Park, Lincoln Cunningham Park and Havana Soliz Park trail system project	Continue to seek community input into park as required by grant.
Recreation and park facilities	Encourage attendance to all parks, recreation center, pool and facilities. Attend and promote events.
Promote recreation and park activities	Blues in the Park, youth, adult and older adult activities.
Monitor park improvements	Laguna Grande, Capra Park, Highland Otis Park, and Manzanita Stuart Park.
Work collectively with other City Commissions	Promote and recommend flora in parks and around the City. Provide solutions to ensure parks, trails, landscape, and adjacent park areas can be enjoyed by all.

PRIOR ACCOMPLISHMENTS

<i>GOAL/OBJECTIVE</i>	<i>ACTIVITIES SUPPORTING GOAL</i>	<i>STATUS</i>
Capra Park Grant (Presented by FOSPA)		Completed – City Council approved a 5-year lease for the space located at Capra that is designated for the community garden.
Improve the condition of the Volleyball court at Highland Otis		Completed – January 2025
Review and update commission ordinance to catch up with current times, enlist help from city clerk office (CC will begin to update ordinances)		Completed by commission for waiting for Council Adoption – FY 25/26
FY 23-24 CIP and budget review	To review, consider and endorse recommended budget for FY 23-24.	Completed
Promote public input in 2023/24	Gather, review, and endorse needs.	Completed
Seek grant funds in 2023/24	Advocate and seek public funds available through the Office of Grants and Local Services and National Recreation and Park Association, etc.	Completed
Work cooperatively with FOSPA and other City Commissions: Homeless, NIC, SAHC, Environmental in 2024/25	Collaborate with other City Commissions and FOSPA.	Completed
Seek Input for needs within Recreation Department & funding	Gather, review, and endorse needs and funding for inclusion in	Completed

for those needs	FY 24-25 budget.	
Attend workshops in 2024/25	Encourage Commissioner attendance.	Completed
Work with environmental commission for tree	Goal of planting at least 30 new trees in City parks.	Completed
Signs for parks	Get signs to parks that do not have signs.	Completed
Implement a water safety program for local youth	Once per year field WSI and screened volunteers to run a drown proofing for the community.	Completed
Community garden	Work on a community garden.	Completed
Submitted SPP Grant	Submitted a competitive grant in order to encumber funds available to underserved CA communities.	Completed
Provide doggy bag stations at all parks	Allocated funding and personnel for installation.	Completed
Major renovation of Cutino Park	Opened to public August 2019.	Completed
Improve Highland Otis Park	Allocated funding for Playground structure, BBQ, ADA, volleyball court improvements.	Completed
Improve Metz Park and Rubio Field	Allocated funding for ADA improvements, Basketball and Futsal resurface and stripe.	Completed
Roberts Lake ECO Park Peace Pole	Provided funding and locations for Peace Poles.	Completed
Improve Durant Park	Allocated funding for Playground structure, ADA and BBQ improvements.	Completed
Community input regarding Manzanita Stuart Park	Public forum held regarding facility additions and construction.	Completed

Community input regarding Ellis Park	Public forum held regarding park improvements.	Completed
Improve basketball court at Capra Park	Allocated funding for resurface.	Completed
Attend Parks and Recreation Workshops during FY 22-23	Five members attended various workshops.	Completed
Submit CDBG Grant	Submit a competitive grant in order encumber funds.	Completed
ADA playground equipment	Provide ADA playground equipment at Laguna Grande Park.	Completed
Review Seaside Municipal Code section 9.08	Make necessary amendments to code.	Completed
Institute Adopt a Park program	Put together policies and guidelines for a community base program.	Completed
Wheeler Street Tennis Courts and Pickleball	Relining pickleball courts, resurfacing the courts.	Completed by June 2024
Capra Park Updates through NIC funding	Picnic Tables, BBQ, ADA accessibility	Completed April 2025

April 2026