A G E N D A

CITY OF SEASIDE	REGULAR MEETING
CITY COUNCIL/SUCCESSOR	440 HARCOURT AVE (COUNCIL CHAMBER)
AGENCY TO THE	Thursday, August 20, 2026
REDEVELOPMENT AGENCY	5:00 PM

Virtual Participation Guide: https://www.ci.seaside.ca.us/129/City-Council-Committee-Agendas
https://www.youtube.com/c/CityofSeasideCalifornia | https://ci-seaside-ca-us.zoom.us/j/81936832059 |
WEBINAR ID: 819 3683 2059 | (669) 900-9128

1. CALL TO ORDER

2. ROLL CALL – ESTABLISHMENT OF QUORUM

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

3. INVOCATION AND PLEDGE OF ALLEGIANCE

4. REVIEW OF AGENDA

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

5. PUBLIC COMMENT

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

6. PUBLIC AGENCY COMMUNICATIONS

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

A. SEASIDE CITY NEWS BROADCAST AND COMMENTS FROM THE CITY MANAGER

7. PRESENTATIONS

A. UPDATE FROM PG&E MONTEREY BAY (MEGAN RANGE, GOVERNMENT RELATIONS DIRECTOR)

B. RECEIVE A PRESENTATION FROM COMMUNITY PARTNERSHIP FOR YOUTH ("CPY") ON THE 2025/2026 COMMUNITY SOCIAL SERVICES GRANT PROGRAM

C. RECEIVE A PRESENTATION FROM THE ARTS COUNCIL FOR MONTEREY COUNTY ON THE 2025/2026 COMMUNITY SOCIAL SERVICES GRANT PROGRAM

D. AUGUST AND SEPTEMBER 2026 HOUSE OF THE MONTH AWARDS (NEIGHBORHOOD IMPROVEMENT COMMISSION)

8. CONSENT AGENDA

A. APPROVE MINUTES FROM AUGUST 6, 2026

RECOMMENDATION: Approve minutes as presented in the agenda packet.

B. ACCEPT AND FILE THE CASH AND INVESTMENTS REPORT FOR THE CITY OF SEASIDE AND THE SUCCESSOR AGENCY OF THE REDEVELOPMENT AGENCY OF THE CITY OF SEASIDE FOR THE QUARTER ENDING JUNE 30, 2026

RECOMMENDATION: Review City of Seaside and the Successor Agency to the Redevelopment Agency of the City of Seaside Cash and Investment Report for the quarter ending June 30, 2026.

C. APPROVE MAYOR'S YOUTH FUND CONTRIBUTION REQUEST OF $3,000.00 FROM SEASIDE RAIDERS YOUTH FOOTBALL TO HELP COVER THE COSTS ASSOCIATED WITH THEIR FOOTBALL PROGRAM

RECOMMENDATION: Approve the request.

D. APPROVE A FEE WAIVER FROM SUSTAINABLE SEASIDE FOR THE USE OF LAGUNA GRANDE HALL FOR THE CANDIDATE FORUM ON SEPTEMBER 29, 2026, FOR THE NOVEMBER 3, 2026, GENERAL MUNICIPAL ELECTION IN THE AMOUNT OF $196.88

RECOMMENDATION: Approve the fee waiver.

E. ADOPT A RESOLUTION APPROVING THE AMENDED POSITION CONTROL LIST FOR FISCAL YEAR 2026/2027 TO REFLECT PREVIOUSLY APPROVED TITLE UPDATES AND NUMBER OF POSITIONS

RECOMMENDATION: Approve the Fiscal Year 2026/2027 Position Control List.

F. ADOPT A RESOLUTION APPROVING THE LISTING OF BENEFITS FOR UNREPRESENTED EMPLOYEES WITHIN THE CITY OF SEASIDE'S UNCLASSIFIED, CONFIDENTIAL AND EXECUTIVE DIRECTORS' GROUPS

RECOMMENDATION: Approve the benefits for Non-Represented Confidential, Unclassified, and Department Directors Groups.

G. ADOPT A RESOLUTION SUPPORTING PILOT PASSENGER RAIL SERVICE CONNECTING LOS ANGELES, SAN LUIS OBISPO, AND THE SAN FRANCISCO BAY AREA DURING THE SUMMER 2028 OLYMPIC GAMES

RECOMMENDATION: Approve support of pilot passenger rail service.

9. PUBLIC HEARING

A. SECOND READING OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SEASIDE MODIFYING SEASIDE MUNICIPAL CODE CHAPTER 2.42 CONFLICT OF INTEREST CODE (SECOND READING – ROLL-CALL VOTE)

RECOMMENDATION: Conduct the second reading, open public hearing and adopt the ordinance.

10. BUSINESS ITEMS

A. 2026 JOINT PUBLIC SAFETY FIREWORKS AFTER ACTION REPORT

RECOMMENDATION: Recieve report and provide direction to staff.

11. COUNCIL MEMBER REQUESTS

A. NEW COUNCIL MEMBER REQUESTS

B. FOLLOW UP ON PREVIOUS REQUESTS

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

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

13. CLOSED SESSION

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

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

Two potential matters

14. ADJOURNMENT

Next Regularly Scheduled Meeting:
September 3, 2026
5:00 PM

The City of Seaside is committed to providing accessible facilities and accommodating people with disabilities in all of its services programs and activities. If special considerations are needed by any person to fully participate in this meeting, contact the City Clerk at 899-6707 no fewer than two business days prior to the meeting to allow reasonable arrangements. Agendas are posted at: http://www.ci.seaside.ca.us/129/City-Council-Committee-Agendas
Agenda-related writings or documents provided during public meetings are available for public inspection during the meeting or from the office of the City Clerk. This agenda is posted in compliance with California Governor Newsom's Executive Orders N-29-20 and N-33-20.

DRAFT MINUTES

CITY OF SEASIDE	REGULAR MEETING
CITY COUNCIL/ SUCCESSOR	440 HARCOURT AVE
AGENCY TO THE	Thursday, August 6, 2026
REDEVELOPMENT AGENCY	5:00 PM

1. CALL TO ORDER

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

2. ROLL CALL – ESTABLISHMENT OF QUORUM

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

3. INVOCATION AND PLEDGE OF ALLEGIANCE

A moment of silence was held for invocation. The pledge was led by Council/Agency Member Miller.

4. REVIEW OF AGENDA

No changes.

5. PUBLIC COMMENT

Bobby Maxwell, Rev. Jimmy Welch (Ocean View Baptist Church), Lora James, Peter Kaiser, Paris Charles, Miriam Smith, Natasha Henry, Beauty Salon Owner

6. PUBLIC AGENCY COMMUNICATIONS

A. SEASIDE CITY NEWS BROADCAST AND COMMENTS FROM THE CITY MANAGER

The following announcements were made:

- Relay for Life event on Monday, August 10 at 4pm at City Hall Lawn (440 Harcourt Avenue). In honor of survivors and those affected by cancer.
- The third annual Overdose and Drug Awareness Symposium will be held Thursday, August 13, from 5 to 8 p.m. at the Oldemeyer Center. Attendees can learn about youth drug trends, prevention efforts and family resources. Dinner, child care and Spanish interpretation will be available. Register online through Eventbrite.
- Mi Tierra Mercado y Taqueria is celebrating its grand opening with a ribbon-cutting ceremony on Friday, August 7, at 10:30 a.m. Join the celebration at 1000 Broadway Avenue in Seaside.
- Seaside residents can schedule low-cost spay or neuter services for cats and dogs on August 25. The clinic will be held at 1271 Canyon Del Rey Boulevard, in the empty lot by Chili's Restaurant. Services cost $25. Call or text 925-967-1001 for an appointment.

- Seaside Car Week returns August 10 through 15 with seven automotive events across the city.
- The week begins Monday, August 10, with the free Porsche Monterey Classic from 3 to 8 p.m. at Porsche Monterey, 1781 Del Monte Boulevard.
- Also beginning Monday is the Automobilia Collectors Expo at Embassy Suites, 1441 Canyon Del Rey Boulevard. The expo runs from 10 a.m. to 5 p.m. Monday and Tuesday, and from 10 a.m. to 3 p.m. Wednesday. Admission is $30 for one day or $60 for all three days.
- On Friday, August 14, The Paddock Monterey will be held from 3 to 8 p.m. at Bayonet and Black Horse Golf Course, 1 McClure Way. Admission is $100, and children age 13 and younger are free with a paid adult.
- Four events are scheduled for Saturday, August 15: Concours d'Lemons will take place from 8 a.m. to 1 p.m. on the Seaside City Hall Lawn, 440 Harcourt Avenue. Admission is free; The Lemons Rally will run approximately from 8:30 a.m. to 1:30 p.m. at Laguna Grande Park, 1259 Canyon Del Rey Boulevard. Spectators may attend for free: Concorso Italiano will be held from 10 a.m. to 4 p.m. at Bayonet and Black Horse Golf Course. General admission is $250, and children age 13 and younger are free with a paid adult; Exotics on Broadway will close out the schedule from 11 a.m. to 4 p.m. at Broadway Avenue and Del Monte Boulevard. Public viewing on Broadway is free, with $40 general admission and VIP options also available.
- Monterey County LAFCO is seeking a public member to help represent residents and support orderly growth, open-space protection and efficient government services. Applicants must live in Monterey County and cannot work for the County, a city or a special district. Applications are due by 5 p.m. Friday, August 14. Visit www.monterey.lafco.ca.gov for details.

7. PRESENTATIONS

A. PRESENTATION OF A PROCLAMATION RECOGNIZING THE MONTEREY BAY SIRENS WOMEN'S SOCCER CLUB FOR THEIR INAUGURAL SEASON AND USL-W LEAGUE NORCAL DIVISION CHAMPIONSHIP (ASSISTANT CITY MANAGER, DAN MEEWIS)

The City presented a proclamation recognizing the Monterey Bay Sirens Women's Football Club for its historic inaugural season and for winning the 2026 USL W League NorCal Division Championship. The Council commended the team's players, coaches, staff, volunteers, supporters, and families for advancing women's athletics, inspiring young athletes, and strengthening the Monterey Bay region's soccer community.

B. THE VILLAGE PROJECT, INC. SUMMER YOUTH INTERNSHIP PROGRAM REPORT (YOUTH INTERNSHIP SUPERVISOR, ZAREA BOYKIN)

Representatives of The Village Project's 2026 Summer Internship Program presented an overview of their experiences, highlighting academic enrichment activities, program logistics, and educational field trips. The interns shared lessons learned, challenges overcome, and experiences supporting younger participants through projects, group activities, and visits to locations including the aquarium, waterpark, and regional parks. The presentation concluded with appreciation to the City Council and a request for continued support of the program.

C. CITY OF SEASIDE RENTAL ASSISTANCE PROGRAM UPDATE (SENIOR ADMINISTRATIVE ASSISTANT, DANNY BARRIENTOS)

Sr. Administrative Assistant Barrientos presented an overview of the City's 2025 Rental Assistance Program, funded through a $630,509 State Permanent Local Housing Allocation award. The program provided security-deposit assistance and up to six months of rent to 64 extremely low-income Seaside households, including seniors, families with minors, persons with disabilities, veterans, and non-English-speaking residents. Staff reported that the program helped prevent evictions and homelessness, stabilize families, and address a critical community need through effective outreach, partnerships, and an efficient application process.

D. 2026 SEASIDE CAR WEEK COMMUNICATIONS AND COMMUNITY OUTREACH UPDATE (ASSISTANT CITY MANAGER, DAN MEEWIS)

Assistant City Manager Meewis presented an update on the City's communications and community outreach efforts for 2026 Seaside Car Week. The presentation highlighted event and traffic information distributed through City channels, business listening sessions and direct outreach, regional partnerships, and resources to assist residents and visitors with parking, road closures, and travel planning. Staff also outlined plans for daily updates, real-time monitoring, public guidance, and a post-event report evaluating outreach results and community feedback.

8. CONSENT AGENDA

PUBLIC COMMENT: Peter Kaiser

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

RESULT: 5-0-0-0
AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco
NOES: None
ABSTAIN: None
ABSENT: None

A. APPROVE MINUTES FROM JULY 2, JULY 16 AND JULY 17, 2026

ACTION: APPROVED

B. **APPROVE AND FILE CITY CHECKS**

ACTION: APPROVED

C. **APPROVE AND FILE SUCCESSOR AGENCY CHECKS**

ACTION: APPROVED

D. **APPROVE A PROCLAMATION RECOGNIZING SEPTEMBER 2026, AS NATIONAL MENTAL HEALTH AND ADDICTION RECOVERY MONTH IN THE CITY OF SEASIDE**

ACTION: APPROVED

E. **APPROVE CO-SPONSORSHIP AND WAIVE ALL FEES RELATED TO THE MONTEREY COUNTY POPS! LABOR DAY CONCERT AT SEASIDE CITY HALL LAWN ON SEPTEMBER 7, 2026, IN THE AMOUNT OF $5,762.75**

ACTION: APPROVED

F. **APPROVE A FEE WAIVER REQUEST FROM PALENKE ARTS ORGANIZATION TO USE LAGUNA GRANDE HALL AND KITCHEN TO HOLD THEIR ANNUAL "DIA DE LOS MUERTOS" EVENT ON NOVEMBER 1, 2026, IN THE AMOUNT OF $717.00**

ACTION: APPROVED

G. **APPROVE MAYOR'S YOUTH FUND CONTRIBUTION REQUEST OF $3,000.00 FROM SEASIDE RAIDERS CHEER PROGRAM TO HELP COVER THE COSTS ASSOCIATED WITH THEIR CHEER PROGRAM**

ACTION: APPROVED

H. **ADOPT A RESOLUTION AUTHORIZING AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH GEOSYNTEC CONSULTANTS, INC. FOR SUPPLEMENTAL SOIL SAMPLING SERVICES FOR PRE-DEMOLITION AND POST-DEMOLITION SOIL SAMPLING - PHASES 2A THROUGH 2C FOR AN AMOUNT NOT TO EXCEED $44,700.00 TO BE PAID FOR BY FORT ORD REUSE AUTHORITY BONDS**

ACTION: ADOPTED RESO #26-79

I. **ADOPT A RESOLUTION APPROVING THE MEMORANDUM OF UNDERSTANDING WITH THE SEASIDE FIRE FIGHTERS' ASSOCIATION AND THE SEASIDE CITY EMPLOYEES' ASSOCIATION**

ACTION: ADOPTED RESO #26-80

J. **ADOPT A RESOLUTION GRANTING AN EASEMENT TO PACIFIC GAS & ELECTRIC FOR A UTILITY EASEMENT ON THE MAIN GATE PROPERTY (APN 031-031-018)**

ACTION: ADOPTED RESO #26-81

K. **ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A THREE-YEAR PROFESSIONAL SERVICES AGREEMENT WITH CITY DATA SERVICES, LLC FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM DATA MANAGEMENT SOFTWARE, MAINTENANCE, SUPPORT, AND MIGRATION SERVICES**

ACTION: ADOPTED RESO #26-82

9. PUBLIC HEARING

A. **ADOPTION OF ORDINANCE AMENDING MUNICIPAL CODE SECTION 2.02.490 INCREASING THE COMPENSATION OF THE MAYOR AND CITY COUNCIL MEMBERS. THE PROPOSED ACTION IS NOT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO GUIDELINE 15378 (NOT A PROJECT) AND SECTION 15061(B)(3) AND PROVIDE DIRECTION TO CITY MANAGER (SECOND READING – ROLL-CALL VOTE)**

City Manager Greg McDanel and Special Counsel Brian Pierik of Burke, Williams & Sorensen, LLP, presented the second reading of an ordinance amending Municipal Code Section 2.02.490 to increase future compensation for the Mayor and City Councilmembers. The presentation summarized the Council’s prior corrective actions, applicable state law, and the calculation establishing monthly compensation of $1,180. The increase would take effect only after one or more Councilmembers begin a new term following the November 3, 2026 General Municipal Election. The City Council was asked to find the ordinance exempt from CEQA, waive further reading, and adopt the ordinance.

PUBLIC COMMENT: Peter Kaiser, Lora James

On motion by Mayor Pro Tem/Vice Chair Pacheco and second by Council and carried by the following vote, the City Council/Successor moved to adopt the ordinance amending SMC 2.02.490 increasing the compensation of the Mayor and City Council Members.

RESULT: 4-1-0-0
AYES: Burks, Garcia-Arrazola, Oglesby, Pacheco
NOES: Miller
ABSTAIN: None
ABSENT: None

ACTION: ADOPTED ORDINANCE 2045

B. ADOPTION OF AN ORDINANCE AMENDING SEASIDE MUNICIPAL CODE CHAPTER 13.12 CROSS-CONNECTION CONTROL PROGRAM. THE PROPOSED ACTION IS NOT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO SECTION 15061(B)(3) (SECOND READING - ROLL CALL VOTE)

Public Works Director/City Engineer Thomas M. Korman presented the second reading of an ordinance amending Seaside Municipal Code Chapter 13.12 to update the City's Cross-Connection Control Program. The amendments align the Municipal Code with the State Water Resources Control Board's Cross-Connection Control Policy Handbook, including updated standards for backflow protection, device installation, and hazard evaluation. The City Council was asked to find the action exempt from CEQA and adopt the ordinance.

PUBLIC COMMENT: None

On motion by Mayor Pro Tem/Vice Chair Pacheco and second by Council/Agency Member Burks and carried by the following vote, the City Council/Successor moved to adopt the ordinance amending SMC 13.12 Cross-Connection Control Program.

RESULT: 5-0-0-0
AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco
NOES: None
ABSTAIN: None
ABSENT: None

ACTION: ADOPTED ORDINANCE 2046

C. INTRODUCTION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SEASIDE MODIFYING SEASIDE MUNICIPAL CODE CHAPTER 2.42 CONFLICT OF INTEREST CODE (FIRST READING – ROLL-CALL VOTE)

City Clerk/Assistant to the City Manager Dominique L. Davis presented the first reading of an ordinance updating the City's Conflict of Interest Code following the required 2026 biennial review. The proposed amendments revise the Appendix of Designated Persons to reflect current boards and commissions, department leadership titles, management classifications, and positions involved in governmental decision-making. The City Council was asked to open the public hearing, introduce the ordinance modifying Chapter 2.42 of the Seaside Municipal Code, and advance it for second reading and adoption at a future meeting.

PUBLIC COMMENT: Karla Lobo, Eloise Shim, Peter Kaiser

On motion by Mayor Pro Tem/Vice Chair Pacheco and second by Council/Agency Member Burks and carried by the following vote, the City Council/Successor moved to approve for a second reading the ordinance modifying SMC 2.42 Conflict of Interest Code.

RESULT: 5-0-0-0
AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco
NOES: None
ABSTAIN: None
ABSENT: None

ACTION: 2nd Reading scheduled for August 20, 2026

10. BUSINESS ITEMS

A. APPROVE CO-SPONSORSHIP AND FEE WAIVER FROM ACTION COUNCIL " BUILDING HEALTHY COMMUNITIES" FOR COSTS ASSOCIATED WITH THEIR SICKLE CELL AWARENESS WALK AND THEIR HEALTH AWARENESS AND EDUCATION FAIR AT LAGUNA GRANDE PARK ON SEPTEMBER 19, 2026, IN THE AMOUNT OF $5,783.00

Assistant City Manager Dan Meewis presented a request from Action Council "Building Healthy Communities" for City co-sponsorship and a fee waiver associated with the first annual Sickle Cell Awareness Walk and Community Health Awareness & Education Fair at Laguna Grande Park on September 19, 2026. The event is intended to raise awareness of sickle cell disease, provide health education and community resources, and promote community wellness. The City Council was asked to approve co-sponsorship and waive applicable City fees totaling approximately $5,783.

PUBLIC COMMENT: Lora James, Annalisa Mitchell, Susan Schiavone

On motion by Council/Agency Member Miller and second by Council/Agency Member Garcia-Arrazola and carried by the following vote, the City Council/Successor moved to approve a co-sponsorship and fee waiver from Action Council "Building Healthy

Communities" for a Sickle Cell Awareness Walk and Health Awareness & Education Fair at Laguna Grande Park on September 19, 2026.

RESULT: 5-0-0-0
AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco
NOES: None
ABSTAIN: None
ABSENT: None

ACTION: APPROVED

11. COUNCIL MEMBER REQUESTS

A. NEW COUNCIL MEMBER REQUESTS

1. Status Report on Cannabis Dispensary Agreements (Pacheco) – The Council agreed to have the item placed on a future agenda.

B. FOLLOW UP ON PREVIOUS REQUESTS

None.

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

Reports provided.

13. CLOSED SESSION

City Attorney Sheri Damon, read the closed session items and did not anticipate a report out.

PUBLIC COMMENT: Ann Marie Pagan, Lora James

A. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT CODE 54957.6

Agency Negotiators: Greg McDanel, City Manager; Samantha Sahkrani, Human Resources Director/Risk Manager
Employee Organizations: Seaside Police Officers' Association, Seaside Firefighters' Association, Seaside Public Safety Managers' Association, Seaside City Employees Association, Seaside Managers Employee Association, Non-Represented Non-Exempt Confidential Employees, Non-Represented Exempt Confidential Employees, Executive Employees, Unclassified Exempt Employees, and Unclassified Non-Exempt Employees

No report.

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

Two potential matters

No report.

C. PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO GOVERNMENT CODE SECTION 54957

Title: City Attorney and City Manager

No report.

14. ADJOURNMENT

With no further business, the meeting adjourned in honor and memory of Pastor Frederick J. Anderson, at 10:48 p.m.

Respectfully submitted,

Dominique L. Davis, City Clerk	**Ian N. Oglesby, Mayor**

CITY OF SEASIDE
STAFF REPORT

Item No.: 8.B.

TO: City Council

FROM: Greg McDanel, City Manager

BY: Corryn Bennett, Accountant II

DATE: August 20, 2026

SUBJECT: **ACCEPT AND FILE THE CASH AND INVESTMENTS REPORT FOR THE CITY OF SEASIDE AND THE SUCCESSOR AGENCY OF THE REDEVELOPMENT AGENCY OF THE CITY OF SEASIDE FOR THE QUARTER ENDING JUNE 30, 2026**

RECOMMENDATION

Review City of Seaside and the Successor Agency to the Redevelopment Agency of the City of Seaside Cash and Investment Report for the quarter ending June 30, 2026.

BACKGROUND

Section 53646 of the California State Government code requires the fiscal officer to prepare a quarterly report detailing the City's and the Agency's cash and investments. The City of Seaside's and the Successor Agency's Investment Policy requires a quarterly report. This report covers the Fiscal Year 2025-2026 4th quarter beginning April 1, 2026 and ending June 30, 2026.

The June 30, 2026 report shows that approximately 99.1% of the portfolio is City of Seaside funds and 0.86% is Successor Agency Funds. 50% of the funds are invested in the Local Agency Investment Fund with the State of California.

FISCAL IMPACT

None.

STRATEGIC PRIORITY

Effective Accessible Governance

ATTACHMENTS

1. LAIF Program Description
2. LAIF Quarterly Apportionment Rates
3. PMIA-LAIF_perform
4. exhibit A, B, C - 4Q quarter ended 06-30-2025

Reviewed for Submission to the City Council by:

Greg McDanel, City Manager

LOCAL AGENCY INVESTMENT FUND

Program Description

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

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

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

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

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

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

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

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

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

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

Official website of the State of California

State of California
Office of the
State Treasurer

Investment Division

LAIF Quarterly Apportionment Rates

	March	June	September	December
2026	3.98	3.92		
2025	4.48	4.40	4.34	4.20
2024	4.30	4.55	4.71	4.62
2023	2.74	3.15*	3.59	4.00
2022	0.32	0.75	1.35	2.07
2021	0.44	0.33	0.24	0.23
2020	2.03	1.47*	0.84	0.63
2019	2.55	2.57	2.45	2.29
2018	1.51	1.90	2.16	2.40
2017	0.78	0.92	1.07	1.20
2016	0.46	0.55	0.60	0.68
2015	0.26	0.28	0.32	0.37
2014	0.23	0.22	0.24	0.25
2013	0.28	0.24	0.26	0.26
2012	0.38	0.36	0.35	0.32

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

*Revised

PMIA/LAIF Performance Report
as of 07/22/26

Quarterly Performance
Quarter Ended 06/30/26

LAIF Apportionment Rate[2]:	3.92
LAIF Earnings Ratio[2]:	0.00010743238142967
LAIF Administrative Cost[1]*:	0.22
LAIF Fair Value Factor[1]:	0.998872382
PMIA Daily[1]:	3.83
PMIA Quarter to Date[1]:	3.81
PMIA Average Life[1]:	269

PMIA Average Monthly Effective Yields[1]

June	**3.816**
May	3.810
April	3.811
March	3.826
February	3.871
January	3.931

Pooled Money Investment Account
Monthly Portfolio Composition [1]
06/30/26
$193.1 billion

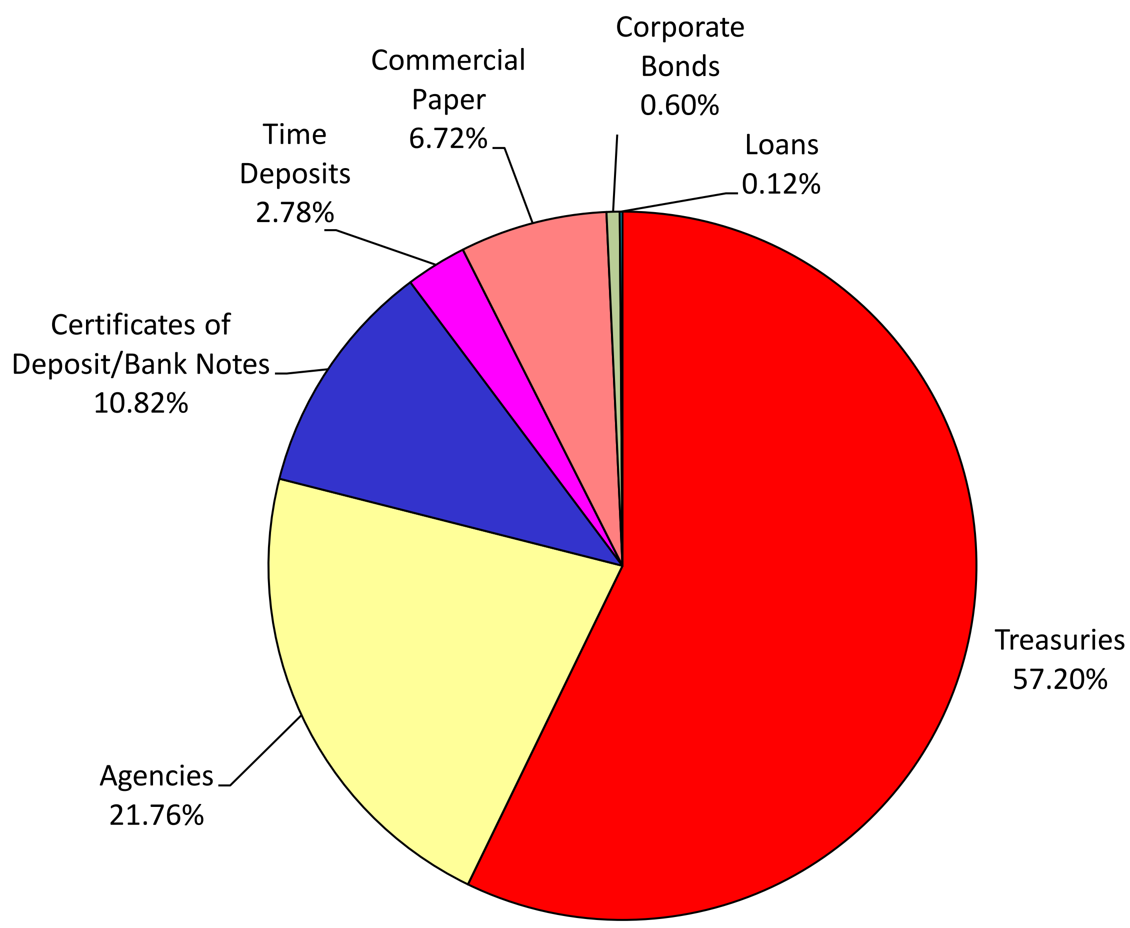


Chart does not include $749,000.00 in mortgages, which equates to 0.0004%. Percentages may not total 100% due to rounding.

Daily rates are now available here. **View PMIA Daily Rates**

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) .

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

Source:
[1] State of California, Office of the Treasurer
[2] State of California, Office of the Controller

Exhibit A

CITY OF SEASIDE and THE SUCCESSOR AGENCY
SUMMARY OF POOLED CASH AND INVESTMENTS
AS OF JUNE 30, 2026

DESCRIPTION	INSTITUTION	VALUATION	AMOUNT
LAIF - City Funds	State Treasurer	Market	$ 26,040,204.68
General Checking	BMO	Market	$ 12,160,225.94
Money Market	BMO	Market	$ 3,862,503.28
Safe Keeping	BMO	Market	$ 4,479,901.04
2022 Lease Escrow Account	Webster Bank	Market	$ 10,127.15
PARS Retirement Account	US Bank	Market	$ 70,683.96
PARS 115 Trust	PARS	Market	$ 4,965,476.09
York Tail Claims	Bank of America	Market	$ -
Bond 2018 Cutino Reserve account	US Bank	Market	$ 16,565.63
Bond 2018 Measure X Reserve account	US Bank	Market	$ 5.55
Bond 2014 Reserve account	US Bank	Market	$ 414.64
Bond 2006 Reserve & Installment accounts	US Bank	Market	$ 339,493.97
Pension Obligation Bond Program Reserve account	Wells Fargo Bank	Market	$ -
		Total	$ 51,945,601.93

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

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

Respectfully submitted,

Greg McDanel
City Manager

Exhibit B

CITY OF SEASIDE and THE SUCCESSOR AGENCY
SUMMARY OF POOLED CASH AND INVESTMENTS
AS OF JUNE 30, 2026

	Yield	Book Value	% of Total	Market Value
Investments				
State Treasurer LAIF - City Account	1.76%	26,040,204.68	50.13%	26,040,204.68
Checking Account				
BMO - General Checking	0.00%	12,160,225.94	23.41%	12,160,225.94
BMO - Money Market	1.38%	3,862,503.28	7.44%	3,862,503.28
BMO - Safe Keeping	0.00%	4,476,000.00	8.62%	4,479,901.04
Webster Bank - 2022 Lease	0.03%	10,127.15	0.02%	10,127.15
PARS Retirement Account	1.70%	70,683.96	0.14%	70,683.96
PARS 115 Trust	14.98%	4,965,476.09	9.56%	4,965,476.09
Bank of America-York Checking	0.00%	-	0.00%	-
US Bank - Cutino Revenue 2018 Bonds				
Installment Payment, Reserve	0.00%	16,565.63	0.03%	16,565.63
US Bank - Measure X Revenue 2018 Bonds				
Installment Payment, Reserve	0.00%	5.55	0.00%	5.55
US Bank - Redevelopment Agency Merged Area Refunding 2014 Bonds				
Installment Payment, Reserve	1.56%	414.64	0.00%	414.64
US Bank - Golf Course 2006 Bonds				
Installment Payment, Reserve	0.00%	339,493.97	0.65%	339,493.97
Wells Fargo Bank				
Pension Obligation Bond Program Reserve Account	0.00%	-	0.00%	-
Total Cash and Investments		51,941,700.89	100.00%	51,945,601.93

Exhibit C

CITY OF SEASIDE and THE SUCCESSOR AGENCY
CASH AND INVESTMENT ACTIVITY REPORT FOR THE PERIOD
APRIL 1, 2026 THROUGH JUNE 30, 2026

INSTITUTION	ACCOUNT STATUS		BEGINNING BALANCE	DEPOSITED	EXPENDED or TRANSFERRED	INTEREST EARNED		ENDING BALANCE
INVESTMENTS								
LAIF - City	OPEN	$	20,836,050.51	5,000,000.00	-	204,154.17	$	26,040,204.68
CHECKING ACCOUNT								
BMO - General Checking	OPEN	$	10,158,188.04	21,999,624.14	19,997,586.24		$	12,160,225.94
BMO - Payroll Checking	OPEN	$	-	8,412,957.67	8,412,957.67		$	-
BMO - Money Market	OPEN	$	3,836,156.85	-	15.00	26,361.43	$	3,862,503.28
BMO - Athens Tail Claims	OPEN	$	-	5,669.00	5,669.00	-	$	-
BMO - Safe Keeping	OPEN	$	4,973,000.00	-	497,000.00	-	$	4,476,000.00
Webster Bank - 2022 Lease*	OPEN	$	10,125.87	96.00	96.00	1.28	$	10,127.15
PARS Retirement Account	OPEN	$	58,063.18	17,370.00	5,292.20	542.98	$	70,683.96
PARS 115 Trust	OPEN	$	4,642,957.10	-	7,099.14	329,618.13	$	4,965,476.09
Bank of America York Tail Claims	OPEN	$	-	-	-	-	$	-
BOND RESERVE ACCOUNT - HELD BY TRUSTEES								
Bond 2018 Cutino Accounts - Reserve, Interest	OPEN	$	318,998.36	-	302,434.39	1.66	$	16,565.63
Bond 2018 Meas X Accounts - Reserve, Interest	OPEN	$	464,328.33	-	464,325.01	2.23	$	5.55
Bond 2014 Accounts - Reserve, Interest	OPEN	$	411.44	-	-	3.20	$	414.64
Bond 2006 Accounts - Reserve, Installment	OPEN	$	339,489.70	-	-	4.27	$	339,493.97
Wells F Pension Obligation Bond Prog-Reserve Acct.	OPEN	$	-	-	-	-	$	-
		$	45,637,769.38	35,435,716.81	29,692,474.65	560,689.35	$	51,941,700.89

*Corrected Webster beginning balance, understated by $1.27

Exhibit D

CITY OF SEASIDE and THE SUCCESSOR AGENCY
SUMMARY OF SECURITIES HELD
AS OF JUNE 30, 2026

Asset Type	CUSIP / ISIN	Security Description	Issue Date	Maturity Date	Market Value ($)	Par Value ($ / Unit)
Certificates of Deposit	00224TAS5	A+ FEDERAL CREDIT UNION CERTIFICATE OF DEPOSIT M 03/28/30 4.150% D 03/28/25	3/28/2025	3/28/2030	$ 246,695.52	$ 248,000.00
Certificates of Deposit	01882MAG7	ALLIANT CREDIT UNION/IL CERTIFICATE OF DEPOSIT M 11/16/26 5.500% D 11/15/23	11/16/2026	11/16/2026	$ 249,455.76	$ 248,000.00
Certificates of Deposit	108622PH8	BRIDGEWATER BK BLOOM MN CERTIFICATE OF DEPOSIT M 08/03/26 5.150% D 11/03/23	8/3/2026	8/3/2026	$ 248,265.36	$ 248,000.00
Certificates of Deposit	16141BAT8	CHARTWAY FED CREDIT UN CERTIFICATE OF DEPOSIT SERIES CD M 11/03/27 5.200% D 11/03/23	11/3/2027	11/3/2027	$ 251,442.24	$ 248,000.00
Certificates of Deposit	178808AA9	CIVIC FEDERAL CU CERTIFICATE OF DEPOSIT M 08/23/27 4.150% D 07/23/25	7/23/2025	8/23/2027	$ 249,097.11	$ 249,000.00
Certificates of Deposit	219873AP1	CORP AMERICA FAMILY CU CERTIFICATE OF DEPOSIT M 03/29/27 3.800% D 09/29/25	9/29/2025	3/29/2027	$ 248,628.99	$ 249,000.00
Certificates of Deposit	25844MCR7	DORT FINANCIAL CREDIT CERTIFICATE OF DEPOSIT M 06/20/28 3.750% D 12/18/25	12/18/2025	6/20/2028	$ 247,887.50	$ 250,000.00
Certificates of Deposit	39573LEU8	GREENSTATE CREDIT UNION CERTIFICATE OF DEPOSIT M 09/26/30 3.750% D 09/26/25	9/26/2025	9/26/2030	$ 243,509.55	$ 249,000.00
Certificates of Deposit	43742UAG1	HOMELAND CREDIT UNION CERTIFICATE OF DEPOSIT M 05/29/28 4.250% D 11/29/24	11/29/2024	5/29/2028	$ 249,266.43	$ 249,000.00
Certificates of Deposit	43942MAV4	HOPE FEDERAL CREDIT UNIO CERTIFICATE OF DEPOSIT M 09/29/27 3.650% D 09/29/25	9/29/2025	9/29/2027	$ 247,456.20	$ 249,000.00
Certificates of Deposit	67054NBT9	NUMERICA CREDIT UNION CERTIFICATE OF DEPOSIT SERIES 0000 M 11/26/29 4.150% D 11/26/24	11/26/2024	11/26/2029	$ 247,984.08	$ 249,000.00
Certificates of Deposit	67885MAV2	OKLAHOMA EDUCATORS CERTIFICATE OF DEPOSIT M 12/13/27 3.700% D 12/12/25	12/12/2025	12/13/2027	$ 248,432.50	$ 250,000.00
Certificates of Deposit	81788WAB3	SEVEN SEVENTEEN CR U INC CERTIFICATE OF DEPOSIT M 03/30/27 3.750% D 09/30/25	9/30/2025	3/30/2027	$ 248,511.96	$ 249,000.00
Certificates of Deposit	8562854D0	STATE BANK OF INDIA CERTIFICATE OF DEPOSIT M 10/30/28 5.000% D 10/30/23	10/30/2028	10/30/2028	$ 252,163.92	$ 248,000.00
Certificates of Deposit	898812AF9	TUCSON FEDERAL CREDIT CERTIFICATE OF DEPOSIT M 04/03/28 4.100% D 04/02/25	4/2/2025	4/3/2028	$ 247,704.88	$ 248,000.00
Certificates of Deposit	913065AD0	UNITED TELETECH FIN FCU CERTIFICATE OF DEPOSIT M 11/08/27 5.100% D 11/08/23	11/8/2027	11/8/2027	$ 251,144.64	$ 248,000.00
Certificates of Deposit	960576AD8	WESTMARK CREDIT UNION CERTIFICATE OF DEPOSIT M 09/30/26 3.800% D 09/30/25	9/30/2025	9/30/2026	$ 248,820.72	$ 249,000.00
Certificates of Deposit	98138MCA6	WORKERS FED CREDIT UNION CERTIFICATE OF DEPOSIT SERIES CD M 10/30/28 5.200% D 10/30/23	10/30/2028	10/30/2028	$ 253,433.68	$ 248,000.00
				Total	$ 4,479,901.04	$ 4,476,000.00

CITY OF SEASIDE
STAFF REPORT

Item No.: 8.C.

TO:	City Council
FROM:	Greg McDanel, City Manager
BY:	Dan Meewis, Assistant City Manager Kee Hyon Higgins, Recreation Superintendent
DATE:	August 20, 2026
SUBJECT:	**APPROVE MAYOR'S YOUTH FUND CONTRIBUTION REQUEST OF $3,000.00 FROM SEASIDE RAIDERS YOUTH FOOTBALL TO HELP COVER THE COSTS ASSOCIATED WITH THEIR FOOTBALL PROGRAM**

RECOMMENDATION

Approve the request.

BACKGROUND

The Seaside Raiders Youth Football organization is requesting a $3,000.00 donation from the Mayor's Youth Fund to help cover the costs associated with purchasing certified football helmets, shoulder pads, practice equipment, replacement safety gear, and provide financial scholarships for children from low-income families. The goal of the Seaside Raiders is to provide a quality program that teaches and instills values, leadership, sportsmanship, discipline, respect, and personal responsibility in a safe and structured environment led by trained volunteer coaches and mentors. They provide an outlet that gives the youth in our community an opportunity to be active and physical at a time where physical education and other physical programs are lacking.

The leadership team of the Seaside Raiders encourage their youth to be responsible community members by prompting environmental stewardship throughout the season. Players and families participate in keeping practice fields and game families clean by disposing of trash properly, recycling when available, and leaving parks and athletic facilities better than they found them. The program extends the life of equipment by reconditioning helmets, repairing gear when safe to do so, and reusing serviceable equipment whenever possible, reducing waste while making participation more affordable for families.

The program provides a community benefit by providing a safe, inclusive, and affordable football program that promotes physical fitness, teamwork, leadership, community responsibility, and positive character development in an environment where young athletes can thrive both on and off the field.

The Seaside Raiders Youth Football Program relies on a variety of fundraising efforts and community partnerships to keep participation affordable for local families. Throughout the year, we conduct sponsorship campaigns with local businesses, seek corporate and foundation grants, organize restaurant fundraising nights, hold raffle and merchandise sales, and accept individual donations from community mergers and alumni.

Based on the information provided in the application, the request meets the criteria for the Mayor’s Youth Fund Policy:

- The Seaside Raiders is a non-profit organization in Seaside.
- They serve 90% of Seaside youth ages 5–14.
- Their program contributes to environmental sustainability and climate resilience.
- Their program has a municipal community benefit.

They received their last donation at the August 07, 2025, City Council meeting. They submitted their 2025 Mayor's Youth Fund Closing Report within the 60-day time frame.

FISCAL IMPACT

This request would be funded by a donation from the Green Waste Recovery's donation to the Mayor's Youth Fund. The current balance of the Mayor's Youth Fund account (601-2106) is $56,879.79. If the City Council approves this request, the balance will decrease to $53.879.79. This is for fiscal year 2026/27.

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

STRATEGIC PRIORITY

Diverse and Inclusive Community

ATTACHMENTS

1. MYF - Seaside Raiders - 2026

2. Seaside Raiders - 501(c)(3)
3. Mayor's Youth Fund Closing Report - Seaside Raiders 2025

Reviewed for Submission to the City Council by:

Greg McDanel, City Manager

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

From: "noreply@civicplus.com" <noreply@civicplus.com>
To: <cityclerk@ci.seaside.ca.us>, <dmeewis@ci.seaside.ca.us>, <tnavarro@ci.s...
Date: 8/7/2026 1:19 PM
Subject: Online Form Submittal: Mayor Youth's Contribution Request

Mayor Youth's Contribution Request

MAYOR'S YOUTH FUND POLICY

Purpose

The Mayor's Youth Fund provides supplemental financial assistance to Seaside youth and youth-serving organizations that enhance well-being, leadership, civic engagement, recreation, environmental sustainability and/or climate resilience. The Mayor's Youth Fund Policy has been developed to standardize the evaluation of contribution requests and ensure that the funds are used appropriately to serve the City's youth.

Eligible Applicants

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

Allowable Expenditures

Eligible expenditures may include:

- Event or program costs such as field or facility rental, entry fees, or supplies.
- Equipment or uniforms directly supporting youth participation in extracurricular, athletic, cultural, or environmental programs.
- Transportation or travel expenses directly tied to eligible events
- Stipends or payments for qualified referees or contracted service providers directly supporting an approved youth event, program, or tournament.

- Materials or supplies advancing environmental sustainability, climate resilience, clean-energy awareness, conservation, waste-reduction efforts, community stewardship, or civic engagement.

The following expenses are not eligible: standard classroom supplies, textbooks, staff salaries or stipends, religious or political activities, personal gifts, activity rewards, or food and entertainment unrelated to program activities.

School Coordinated Funding Requests

Funding requests coordinated through schools may be considered when:

- The project provides a clear municipal or community benefit.
- Requests supplement but do not supplant school district funding.
- The activity involves collaboration with Seaside businesses, organizations, or City departments.
- The application includes written approval from the school principal of the participating school or an authorized district administrator confirming the project aligns with district policy and is not otherwise fully funded.

Submittal of Contribution Requests

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

- Name of the organization, person(s) benefiting, proposed use of the funds, total amount needed.
- Description of other fundraising or contributors.
- An explanation of how the group, activity, or event will benefit Seaside youth.
- A written description of how the proposed activity or event contributes to environmental sustainability and climate resilience, which may include: waste reduction, recycling, reuse, pollution prevention, clean-energy or solar-powered education, water conservation, habitat restoration, community stewardship, or other practices that support a healthy and sustainable Seaside.
- How this request will provide a municipal benefit (i.e., benefit the community).
- Proof of non-profit status (not a taxpayer's I.D. number) and a current W-9 form.
- If the request originates from a school or district-affiliated program, written sign-off by school principal or appropriate school district administrator must accompany the application.

Incomplete applications will not be forwarded for Council consideration.

Evaluation Process & Criteria

Funding requests are subject to City Council approval following staff review for eligibility and completeness. Evaluation will consider:

- Scholastic, athletic, music, environmental and art activities will be considered for funding based on the quality of the proposed activity.
- Evidence that the activity or event contributes to environmental sustainability and climate resilience, such as waste-reduction practices, recycling and reuse efforts, clean-energy or solar-power learning, conservation initiatives, habitat restoration, or community stewardship projects that support a healthy environment.
- Contributions requests will be accepted from individuals and can be made to an organization on behalf of an individual member or student.
- Contributions are only paid to organizations, such as non-profit groups and schools.
- Contributions are intended to fund actual costs related to an event or activity. (Please see "Payment Process" information provided below.)
- Contributions from the Mayor's Youth Fund are not intended to be the sole source of funds for an organization or program and will only be made to supplement other fundraising activities.
- How this request will provide a municipal benefit (ie., benefit the community).

Contribution Limits

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

Individuals	*25% of total cost of activity (not to exceed $1,000)*
Groups (≤ 20 persons)	*up to $1,500*
Groups (≥ 21 persons)	*up to $3,000*

Funding is limited to one contribution per applicant or organization within a twelve-month period.

Funding Requirements

- Submit the Mayor's Youth Fund Closing Report within 60 days of event, activity, or program completion. <u>Applicants that do not furnish the report may not apply for funds for the following year.</u>

- A representative from the organization is required to be at the Council meeting, or attend virtually, for their application to be heard. If no representative is present then the agenda item will be postponed to another City Council meeting upon notification by the applicant.
- Incomplete applications will not be forwarded for Council consideration; applications not answering the question related to reduce, reuse or recycle/environmental sustainability **AND** municipal benefit are considered incomplete.

Individual Requests

Please attach an itemized list of all expenses. Amount of donation may not exceed 25% of the total cost of the activity and not exceed $1,000.

Payment Process

If a contribution is approved by the City Council, payment will be made to the authorized organization or directly to the vendor selected by the authorized organization after submittal of a receipt or the presentation of actual invoices. No funding payments shall be made directly to individuals, ensuring compliance with municipal auditing standards.

Submission

All requests will be considered before the City Council and you will be notified of the specific date your item is placed on the agenda.

(Section Break)

MAYOR'S YOUTH FUND CONTRIBUTION REQUEST

CONTACT INFORMATION

Name of Organization	Seasdie Raiders Football & Cheer
Name	Claudia Washington
Email Address	candicevega@yahoo.com
Address	1575 Mira Mar Ave
City	Seaside
State	Ca
Zip Code	93940
Phone Number	8312779091

Additional Phone Number	*Field not completed.*
Percentage of Residents or Students of Seaside	90
Number of Participants	169
Ages of Participants	5-14

(Section Break)

CRITERIA

Applicants must meet at least one of the following criteria to be eligible for funding. Please select one or more from the following list:	Athletic
Is funding a reward for one of these activities?	No
1. Description of event, activity or program funding pertains to:	The Seaside Raiders Youth Football Program provides affordable, organized tackle football opportunities for more than 200 youth throughout Seaside, Monterey, Marina, Pacific Grove, Carmel, Sand City, and surrounding communities. Our program emphasizes athletic development while building leadership, discipline, teamwork, respect, and personal responsibility in a safe, structured environment led by trained volunteer coaches and mentors. We are committed to ensuring that every child has the opportunity to participate regardless of their family's financial circumstances by offering scholarships and keeping registration costs among the lowest in Monterey County. Grant funding will directly support the purchase and maintenance of certified safety equipment, including helmets and shoulder pads, replacement practice gear, coach safety certifications, player scholarships, transportation assistance, and essential program supplies. These resources help us meet league safety standards while reducing financial barriers that often prevent youth from participating in organized sports. Beyond football, the Seaside Raiders provide a positive environment where young athletes develop confidence, build lifelong friendships, receive guidance from positive role models, and learn skills that prepare them for success both on and off the field.
Attach Additional Information as Necessary	Mayors Youth Fund.png

2. Description of how funds will be specifically used for youth groups, activities and events	Grant funds will be used exclusively to support youth participants in the Seaside Raiders Football Program. Funding will provide financial scholarships for children from low-income families, ensuring that no child is turned away because of an inability to pay. Funds will also purchase certified football helmets, shoulder pads, practice equipment, replacement safety gear, first-aid supplies, and other equipment necessary to maintain a safe playing environment. A portion of the funding will support coach CPR certification, concussion training, background checks, and required coaching certifications to ensure every athlete is supervised by qualified, safety-trained mentors. Additional funds will assist with transportation for families facing financial hardship, provide essential program supplies throughout the season, and support youth recognition events, including awards and our annual end-of-season banquet celebrating each participant's achievements. Every dollar will directly benefit youth by creating a safe, inclusive, and affordable football program that promotes physical fitness, teamwork, leadership, academic success, and positive character development while providing a structured environment where young people can grow both on and off the field.
3. Describe how the event, activity, or program contributes to environmental sustainability and climate resilience.	Grant funds will be used exclusively to support youth participants in the Seaside Raiders Football Program. Funding will provide financial scholarships for children from low-income families, ensuring that no child is turned away because of an inability to pay. Funds will also purchase certified football helmets, shoulder pads, practice equipment, replacement safety gear, first-aid supplies, and other equipment necessary to maintain a safe playing environment. A portion of the funding will support coach CPR certification, concussion training, background checks, and required coaching certifications to ensure every athlete is supervised by qualified, safety-trained mentors. Additional funds will assist with transportation for families facing financial hardship, provide essential program supplies throughout the season, and support youth recognition events, including awards and our annual end-of-season banquet celebrating each participant's achievements. The Seaside Raiders also encourage youth to be responsible community members by promoting environmental stewardship throughout the season. Players and families participate in keeping practice fields and game facilities clean by disposing of trash properly, recycling when available, and leaving parks and athletic facilities better than they found them. The program extends the life of equipment by reconditioning helmets,

	repairing gear when safe to do so, and reusing serviceable equipment whenever possible, reducing waste while making participation more affordable for families. Every dollar will directly benefit youth by creating a safe, inclusive, and affordable football program that promotes physical fitness, teamwork, leadership, community responsibility, and positive character development in an environment where young athletes can thrive both on and off the field.
4. Description of how the event, activity, or program has a municipal community benefit:	Grant funds will be used exclusively to support youth participants in the Seaside Raiders Football Program. Funding will provide financial scholarships for children from low-income families, ensuring that no child is turned away because of an inability to pay. Funds will also purchase certified football helmets, shoulder pads, practice equipment, replacement safety gear, first-aid supplies, and other equipment necessary to maintain a safe playing environment. A portion of the funding will support coach CPR certification, concussion training, background checks, and required coaching certifications to ensure every athlete is supervised by qualified, safety-trained mentors. Additional funds will assist with transportation for families facing financial hardship, provide essential program supplies throughout the season, and support youth recognition events, including awards and our annual end-of-season banquet celebrating each participant's achievements. The Seaside Raiders also encourage youth to be responsible community members by promoting environmental stewardship throughout the season. Players and families participate in keeping practice fields and game facilities clean by disposing of trash properly, recycling when available, and leaving parks and athletic facilities better than they found them. The program extends the life of equipment by reconditioning helmets, repairing gear when safe to do so, and reusing serviceable equipment whenever possible, reducing waste while making participation more affordable for families. Every dollar will directly benefit youth by creating a safe, inclusive, and affordable football program that promotes physical fitness, teamwork, leadership, community responsibility, and positive character development in an environment where young athletes can thrive both on and off the field.
5. What other fundraising activities are you participating in to fund your event, program, or activity? What other funding sources	The Seaside Raiders Youth Football Program relies on a variety of fundraising efforts and community partnerships to keep participation affordable for local families. Throughout the year, we conduct sponsorship campaigns with local businesses, seek corporate and foundation grants, organize

will supplement your requests?	restaurant fundraising nights, hold raffle and merchandise sales, and accept individual donations from community members and alumni. We also offer banner sponsorship opportunities at our home field and player sponsorships that allow businesses and individuals to directly support youth athletes in need. In addition to community fundraising, participant registration fees help offset a portion of the program's operating costs; however, we intentionally keep fees among the lowest in Monterey County to ensure financial barriers do not prevent youth from participating. Volunteer support from coaches, board members, and families also provides significant in-kind contributions that reduce program expenses. Grant funding, combined with these fundraising efforts and community support, allows the Seaside Raiders to provide scholarships, purchase and maintain certified safety equipment, train coaches, and continue offering a safe, high-quality football program for the youth of Seaside and the surrounding communities.
Total Amount Requested:	3,000
School-affiliated requests require district approval	N/A
Electronic Signature Agreement	I agree.
Electronic Signature	Candice Vega
Date	8/7/2026

Email not displaying correctly? View it in your browser.

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

DEPARTMENT OF THE TREASURY

Date: JUL 27 2017

SEASIDE RAIDERS YOUTH FOOTBALL
PO BOX 813
SEASIDE, CA 93955-0000

Employer Identification Number:
82-2225417
DLN:
26053605002707
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
509(a)(2)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
June 30, 2017
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

SEASIDE RAIDERS YOUTH FOOTBALL

Sincerely,

Stephen a. Martin

Director, Exempt Organizations
Rulings and Agreements

STATE OF CALIFORNIA
FRANCHISE TAX BOARD
PO BOX 942857
SACRAMENTO CA 94257-0540

Entity Status Letter

Date: 7/15/2021

ESL ID: 3128656965

Why You Received This Letter

According to our records, the following entity information is true and accurate as of the date of this letter.

Entity ID: 4042056

Entity Name: SEASIDE RAIDERS YOUTH FOOTBALL

- [x] 1. The entity is in good standing with the Franchise Tax Board.
- [ ] 2. The entity is **not** in good standing with the Franchise Tax Board.
- [ ] 3. The entity is currently exempt from tax under Revenue and Taxation Code (R&TC) Section 23701 .
- [ ] 4. We do not have current information about the entity.
- [ ] 5. The entity was administratively dissolved/cancelled on through the Franchise Tax Board Administrative Dissolution process.

Important Information

- This information does not necessarily reflect the entity's current legal or administrative status with any other agency of the state of California or other governmental agency or body.
- If the entity's powers, rights, and privileges were suspended or forfeited at any time in the past, or if the entity did business in California at a time when it was not qualified or not registered to do business in California, this information does not reflect the status or voidability of contracts made by the entity in California during the period the entity was suspended or forfeited (R&TC Sections 23304.1, 23304.5, 23305a, 23305.1).
- The entity certificate of revivor may have a time limitation or may limit the functions the revived entity can perform, or both (R&TC Section 23305b).

Connect With Us

Web: **ftb.ca.gov**
Phone: 800.852.5711 from 7 a.m. to 5 p.m. weekdays, except state holidays
916.845.6500 from outside the United States
TTY/TDD: 800.822.6268 for persons with hearing or speech impairments

FTB 4263A WEB (REV 12-2019)

MAYOR'S YOUTH FUND CLOSING REPORT *

Date Mayor's Youth Fund was approved by council: 08/07/25

Name of Organization: Seaside Raiders Youth Football

Contact: Claudia Link Washington

Address: PO BOX 813 Seaside CA 93955

Email/Phone: 831-277-9091

Amount of Donation Received: $3000.00

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

Reconditioning of helmets & jerseys

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

We place recycling bins at our home games, recycle at our practices .

Signature: Claudia Link Washington

Date: 08/08/25

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

CITY OF SEASIDE
STAFF REPORT

Item No.: 8.D.

TO: City Council

FROM: Greg McDanel, City Manager

BY: Dan Meewis, Assistant City Manager
Kee Hyon Higgins, Recreation Superintendent

DATE: August 20, 2026

SUBJECT: **APPROVE A FEE WAIVER FROM SUSTAINABLE SEASIDE FOR THE USE OF LAGUNA GRANDE HALL FOR THE CANDIDATE FORUM ON SEPTEMBER 29, 2026, FOR THE NOVEMBER 3, 2026, GENERAL MUNICIPAL ELECTION IN THE AMOUNT OF $196.88**

RECOMMENDATION

Approve the fee waiver.

BACKGROUND

Sustainable Seaside is requesting a fee waiver to help cover the costs associated with their Candidate Forum for November 2026, Seaside Mayoral and Council Election on Tuesday, September 29, 2026, from 5:30 p.m. to 9:00 p.m. in the Laguna Grande Hall at the Oldemeyer Center.

The proposed event is intended as a nonpartisan voter-education forum rather than an event supporting or opposing any candidate. All qualified candidates for the offices covered by the forum will be invited and offered equal participation, speaking time, access to the distribution of campaign materials, and treatment under uniform forum rules. The League of Women Voters of Monterey County will independently moderate the forum. Approval of the fee waiver does not constitute City endorsement of Sustainable Seaside or any candidate. The forum is a benefit for Seaside voters who want to make informed choices among the mayoral and city council candidates in the November 03, 2026, general election.

No candidate or committee will receive exclusive access, preferential scheduling, City-provided campaign services, fundraising opportunities, or endorsement. City communications will clarify that the facility is being made available pursuant to the City's neutral fee-waiver policy and that approval of the fee waiver does not constitute City sponsorship or endorsement of Sustainable Seaside, any candidate, or any viewpoint. Any material deviation from these conditions, including unequal treatment, candidate exclusion, fundraising, or campaigning by the organizer, may result in cancellation of the event and revocation of the fee waiver.

Staff recommends that the fees be waived for the rental cost of the facility and that the organization provide liability coverage or pay for the City's insurance and pay only the non-refundable portion of the deposit of $98.25 which is deposited into the building maintenance fund.

Based on the information in the application, the request meets the following criteria for the Fee Waiver Request Policy:

- Sustainable Seaside is a 501(c)(3) non-profit organization.
- 90% of members or participants reside in Seaside.
- The organization does provide an in-kind service in the community for people in need.

The last fee waiver request for a Candidate Forum was approved at the September 19, 2024, City Council meeting.

FISCAL IMPACT

Should the City Council approve the full fee waiver request, the approximate fiscal impact is as follows:

Laguna Grande Hall Rental Fee	3.5 Hours @ $56.25	$196.88
Non-Refundable Deposit		$ 98.25
Insurance		$122.00
TOTAL		**$417.13**

Should the City Council approve the request with the staff recommendation to waive all rental fees but require payment for the insurance and the non-refundable deposit only, the fiscal impact is $196.88.

STRATEGIC PRIORITY

Diverse and Inclusive Community

ATTACHMENTS

1. Sustainable Seaside Fee Waiver Request - Candidate Forum - 2026

Reviewed for Submission to the City Council by:

Greg McDanel, City Manager

Terry Navarro - Online Form Submittal: Fee Waiver Request Form

From: "noreply@civicplus.com" <noreply@civicplus.com>
To: <dmeewis@ci.seaside.ca.us>, <tnavarro@ci.seaside.ca.us>
Date: 8/5/2026 2:37 PM
Subject: Online Form Submittal: Fee Waiver Request Form

Fee Waiver Request Form

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

1. At least 60% of the organization's membership must consist of Seaside residents. The organization must provide documentation verifying membership residency.

2. The organization must be a 501(C)3 non-profit or public benefit organization and provide taxpayer identification number.

3. The organization must provide an in-kind service/donation to benefit and augment the City of Seaside. A written statement must be submitted with the application outlining specific donations and/or services provided by the organization to the City of Seaside.

Fee Waivers for Meeting Rooms

1. Meetings are limited to four hours.

2. All organizations receiving fee waivers must give sevens days notice of cancellation. If no notice is given of cancellation, the City reserves the right to deny further fee waiver requests.

3. Due to limited space, organizations may not request fee waivers for any more *than one meeting room use per year; fee waivers are not intended to provide for ongoing weekly or monthly meeting use.*

4. No faith-based organizations may apply for fee waivers due to the separation of church and state.

Auditorium Rental Fee Waiver
Organizations requesting the use of the Auditorium must:

1. Pay the non-refundable portion of the deposit per event.

2. An organization requesting use of the auditorium for a special event or meeting may receive no more than one fee waiver request within a 90-day period.

3. Provide special event liability insurance. The following is required: Provide an "Occurrence Made" liability insurance policy, naming the city as additionally insured, with limits of $1 million per occurrence and $2 million aggregate. A copy of that policy must be provided to the Recreation Services Department or purchase special event liability insurance through the Recreation Services Department at the time of fee waiver request. This insurance covers not only the city, but also those renting the facility. Fundraising activities of any nature do not qualify for fee waivers. Special Events may be required to provide security at renter's expense. A photocopy of the contract must be on file whit the Recreation Services Department. The number of security guards requires is determined by the nature of the vent and the number in attendance.

A City-sanctioned organization is defined as "any community-based group or organization that in cooperation with the Recreation Services Department, provides entertainment, recreation, and/educational service benefiting the citizens of Seaside." All deposits are placed in the maintenance and janitorial fund designated for the upkeep and repair of the Oldemeyer Center.

Contact Information

Organization	Sustainable Seaside
Name	Catherine Crockett
Address	1739 Havana St.
City	Seaside
State	CA
Zip Code	939355

Phone Number	831-915-7257
Email Address	cm_crockett@sbcglobal.net

Event Information

Event Title	Candidate Forum for November 2026 Seaside Mayoral and Council Election
Event Date	9/29/2026
Event Description	This event promotes civic engagement by educating voters about the Candidates who are vying for Seaside's mayoral and city council seats. This event provides a forum for candidates to publicly express their positions on various issues raised by local citizens. The forum will be conducted by the League of Women Voters of Monterey County, which is a nonpartisan political organization encouraging informed and active participation in government through education and advocacy.
Rooms Requested	Laguna Grande Ballroom
Approximate Number of Guests	150
Start Time (Please Include Set-up)	5:30 PM
End Time (Please Include Clean-up)	9:00 PM

Additional Information

What is the reason for requesting a fee waiver?	This is a public event where all candidates will be invited to express their positions and introduce themselves to the community. The Candidate Forum will help Seaside voters make informed choices among the mayoral and city council candidates in the November 3, 2026 General Election.
Have you received a fee waiver in the past?	Yes
What is your organization's tax identification number?	26-1183384
What percentage of your member or participants reside in Seside?	90
Is your organization based in Seaside?	Yes

Is your organization able to provide liability insurance?	No
Will alcohol be served or sold at your event?	No
Electronic Signature Agreement	I agree.
Electronic Signature	Catherine Crockett

Email not displaying correctly? View it in your browser.

SEASIDE CALIFORNIA

Facility Use Rental Request Form

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

CONTACT INFORMATION: **ROOM:** Laguna Grande Ballroom & Kitchen

Organization: Sustainable Seaside

Name of Applicant: Catherine Crockett

Address: 1739 Havana St. City: Seaside Zip: 93955

Phone: 831-915-7257 Email: cm_crockett@sbcglobal.net

Day of Event Contact Name and Phone: September 29, 2026 Catherine Crockett 831-915-7257

☒ Resident ☐ Non-Resident

EVENT INFORMATION:

Event Title: Candidate Forum for November 2026 Seaside Mayoral and Council Election

**Please attach invitation or flyer if available.*

Event Date: Sept 29, 2026 Approximate Number of Guests: 100-150

Reservation Time: 5:30 pm - 9:00 pm Event Time: 6:00 pm - 8:30 pm

**Laguna Grande Hall & Soper: Security guard(s) must be present for entire event time. See next page.*

Special Instructions: Doors open 6 pm. Forum is 6:30 to 8:30 pm

Request to use the City's: ☒ Podium ☒ Microphone ☒ Projector Screen

**Subject to availability* ***Projectors and other electronic equipment will not be provided*

	Yes	No
Is the event open to the public?	☒	☐
Will admission be charged?	☐	☒
Are you a non-profit organization?	☒	☐
Will there be music?	☐	☒
Will there be live music and/or DJ?	☐	☒
Name of band or DJ:		

	Yes	No
Will refreshments be served?	☒	☐
Will refreshments be sold?	☐	☒
Will you be using the kitchen?	☐	☒
Will alcohol be served?	☐	☒
Will alcohol be sold?	☐	☒

**Alcohol is prohibited at youth oriented events*

APPLICANT WILL PROVIDE THE FOLLOWING ITEMS 30 DAYS PRIOR TO THE EVENT:

1. Full payment of all applicable fees
2. Copy of event security contract by licensed company (if applicable)
3. Proof of liability insurance
4. Copy of ABC license (if applicable)

I have read and agree to all pages in the rental agreement forms

Applicant Signature: Catherine Crockett Date: **August 2, 2026**

(For Office Use Only)

Permit Fee: ______ Authorized Agent: ______ Date: ______

Note: Original to Resource Management/Recreation Department

SEASIDE CALIFORNIA

Facility Use Rental Request Form

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

FACILITY SELECTION

X LAGUNA GRANDE HALL

Capacity: Dining: 225 / Theatre: 300
Dimensions: 128' X 120'

	Resident	Non-Res
Hourly Rate	$56.25	$154.00
Deposit	$655.00	$819.00
(Refundable)	*($556.75)*	*($696.15)*
Alcohol Deposit	$638.00	$798.00
(Refundable)	*($414.70)*	*($518.70)*

Liability Insurance: $85-$217
Security Guards: required 1 per 50 guests

- ☐ I will be using Hall only
- ☐ I will be using Hall & Kitchen only
- ☐ I will be using Hall, Kitchen & Dance Studio

☐ BAYONET MEETING ROOM

Capacity: Classroom: 30 / Theatre: 40
Dimensions: 24' X 20'

	Resident	Non-Res
Food Deposit	$150	$187.50
(Non Refundable)	*($37.50)*	*($46.75)*
Rate 0-3 hr.	$43.75 /hr.	$61.00 /hr.
After 3 hrs.	$20 /hr.	$28.00 /hr.

☐ BLACKHORSE MEETING ROOM

Capacity: Classroom: 40 / Theatre: 50
Dimensions: 28' X 26'

	Resident	Non-Res
Food Deposit	$150	$187.50
(Non Refundable)	*($37.50)*	*($46.75)*
Rate 0-3 hrs.	$43.75 /hr.	$76.00 /hr.
After 3 hrs.	$20 /hr.	$33.00 /hr.

☐ DANCE STUDIO

Capacity: Classroom: 35 / Theatre: 70
Dimensions: 26' X 24'

	Resident	Non-Res
Food Deposit	$150	$187.50
(Non Refundable)	*($37.50)*	*($46.75)*
Rate 0-3 hr.	$43.75 /hr.	$94.00 / hr.
After 3 hrs.	$20.00 /hr.	$44.00 / hr.

☐ SEAHORSE CONFERENCE ROOM

Capacity: 20 / Dimensions: 28' X 16'

	Resident	Non-Res
Rate 0-3 hrs.	$43.75 /hr.	$61.00 / hr.
After 3 hrs.	$20 /hr.	$28.00 /hr.

☐ SEASIDE MEETING ROOM

Capacity: Classroom: 40 / Theatre: 60
Dimensions: 32' X 26'

	Resident	Non-Res
Food Deposit	$150	$187.50
(Non Refundable)	*($37.50)*	*($46.75)*
Rate 0-3 hr.	$43.75 /hr.	$61.00 / hr.
After 3 hrs.	$20 /hr.	$28.00 / hr.

☐ SEASIDE COMMUNITY CENTER (SOPER)

Capacity: Dining: 85 / Theatre: 100
Dimensions: 128' X 120'

	Resident	Non-Res
Hourly Rate	$59.25	$83.00
Deposit	$348.00	$436.00
(Refundable)	*($295.80)*	*($370.60)*
Alcohol Deposit	$638.00	$798.00
(Refundable)	*($414.70)*	*($518.70)*

Liability Insurance: $85-$217
Security Guards: required 1 per 50 guests

- ☐ I will be using the Large Room only
- ☐ I will be using the Kitchen only
- ☐ I will be using the Large Room & Kitchen

☐ YOUTH EDUCATION CENTER

Two hour rentals: available Fridays and Saturdays 7:30-9:30 PM, and Sundays for any two hours between 8 AM – 9 PM.

	Resident	Non-Res
Deposit	$83	$103.50
(Non Refundable)	*($21)*	*($26)*
0-25 Guests	$172	$215
26-50 Guests	$187.00	$234
51-75 Guests	$205.00	$257.00
Mini Golf	$25	$31
Extra ½ Hour	$38	$47.50

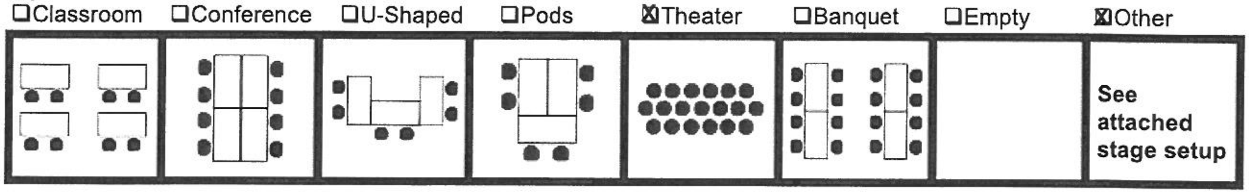
Non-Profit Rate: *For Laguna Grande Hall, Seaside Community Center, and the Youth Education & Resource Center, non-profits may use the resident rate. For all other meeting rooms, non-profits may have up to 4 hours for $37.00/$47.00. Proof of 501(c)(3) required.*

Security Guards: *If required, security guards must be present for entire duration of event. Failure to comply or late security guards may result in deposit forfeited or event shut down completely.*

SEATING CONFIGURATION

Review and select a seating configuration below. If you would like a different layout, please sketch your preferred layout in the box marked "other" or on the back of this sheet.

☐Classroom ☐Conference ☐U-Shaped ☐Pods ☒Theater ☐Banquet ☐Empty ☒Other



1. OVERTIME: Use of the facilities in excess of the time set forth above may result in overtime fee being charged.
2. CANCELATION BY PERMITTEE: Permittee must submit written notice of cancellation to the calendaring agent in order to be eligible for a refund. Refund requests made forty-five (45) days in advance will receive a full refund less a seven dollar ($7) surcharge. Refund requests made thirty (30) - forty-five (45) days in advance will receive a full refund less the non-refundable portion of the security deposit. Refund requests made less than thirty (30) days in advance will receive a full refund less the entire security deposit.
3. CANCELATION BY CITY: This permit may be canceled without liability to the City under any of the following conditions: a) It is found to contain false or misleading information, (b) The Department finds that the proposed use will be detrimental to the public's health, (c) Any individual or group (members or guests) willfully or through negligence mistreats the equipment or violates any of the regulations, terms, and conditions established for use of the facilities, (d) Average attendance of scheduled activities falls below the standard established for each use area with the Center, (e) For failure to notify Center of cancellation of any date or dates covered by this permit, (f) Permittee defaults on or has not completed all conditions and requirements for use of facilities, (g) In case the Center or any part thereof shall be destroyed or damaged by fire or any other cause, or if other unforeseen occurrence, including strikes, labor disputes, war, or acts of military authorities shall render fulfillment of the permit difficult or impossible of performance, (h) The facility is needed by public necessity or emergency use, (i) Upon thirty (30) calendar days written notice to Permittee. Refund of rental fees shall be made where City cancels permit at least thirty (30) days prior to the date reserved, except when cancelation occurs under items (g) or (h) above.
4. TRANSFERRING PERMIT: Permit cannot be transferred, assigned, or sublet unless approved by the City in writing.
5. ADVERTISING, SOLICITATION AND SALES: No advertising or signs shall be exhibited and no sales made at the Center without the written permission of the City.
6. COMPLETION OF REQUIREMENTS FOR USE OF FACILITIES: Permittee must complete all requirements relating to use of the facilities within the time requirements specified.
7. COMPLIANCE TO CONDITIONS OF USE: The Permittee shall observe, obey, and comply with all applicable City, County, and Federal laws; and the policies, rules, regulations, terms, and conditions governing use of Center facilities. Permittee will forfeit all rents or other fees paid if evicted from premises for violation of it. Eviction shall not release Permittee from any obligations for the payment of the rents or other fees required to be paid under this permit for the term thereof.
8. CONCESSION SALES: Permittee will not engage in concession operations unless authorized in writing by Director/authorized staff.
9. CONDUCT OF PERSONS: Permittee shall be solely responsible for the orderly conduct of all persons using the premises by its invitation, either express or implied, during all times covered by the permit. The Department reserves the right to eject or cause to be ejected from the premises any person or persons objectionable due to unlawful conduct.
10. DAMAGE TO FACILITY OR EQUIPMENT: All property, equipment, and furnishings must be kept clean and undamaged, fair wear and tear accepted. Permittee causing damage or loss will be required to pay for same at current costs.
11. EXITS: At no time shall exits be covered or obstructed.
12. FACILITIES CAPACITY: Permittee shall not admit a larger number of persons than can be safely and freely moved about therein as determined by Building and Fire Codes.
13. FLAMMABLE MATERIALS: No flammable materials will be permitted to be used for decorations. All materials used for decorative purposes must be treated with flame proofing and be approved by the Fire Department.
14. INDEMNITY: Permittee shall indemnify and hold harmless by the City, its officers, employees, and agents, against any and all claims, demands, causes of action, personal injuries or death, damages whatsoever, directly or proximately resulting or caused by the use and occupation of the facilities described in the permit, whether such use is authorized or not or from act or omission of Permittee or any of its officers, agents, employees, guests, patrons, or invitees, and the Permittee shall, at its sole risk and expense, defend any and all suits, actions, or other legal proceedings which may be brought or instituted against City, its officers and employees, on any such claim, demand, or cause of action, and the Permittee shall pay any judgment or decree which may be rendered against the city, its officers, employees, and agents in any suit, action or other legal proceedings, and Permittee shall pay for any and all damages to the property of the City or of others, the loss or theft of such property, done or caused by Permittee, its officers, agents, employees, guests, patrons, and invitees.
15. PAYMENT OF TAXES: Payment of all Federal, and City taxes in connection with the event shall be the liability and responsibility of the Permittee.
16. PERMITTEE RESPONSIBLE FOR CLEANLINESS OF FACILITY: Facilities used by Permittee must be left in a clean and orderly condition. If additional maintenance is required, other than normal cleaning process, the Permittee will be charged for same.
17. PERMITTEE RESPONSIBLE FOR PERMITS AND LICENSES: The Permittee shall procure at his own expense all the required licenses and permits necessary for the intended use or activity covered by this permit.
18. ALCOHOL: No alcohol can be served to minors or at any youth-related event at the Oldemeyer Center or Seaside Community Center and can result in immediate closure of the event and loss of deposit. ALL alcohol is prohibited at ALL youth oriented events.
19. SMOKING: Smoking is prohibited within twenty (20) feet of entrances, exits and windows.
20. USE OF RESERVED FACILITIES AND EQUIPMENT: Permittee may use only those facilities and equipment specifically designated on this permit.
21. CONSTRUCTION OF PERMIT: In case of any doubts as to the interpretation of any provisions of this permit, the interpretation by the Recreation and Community Activities Director shall prevail. In addition, the Recreation and Community Activities Director shall have the sole power to decide and resolve matters not covered by this permit.
22. SEVERABILITY: If any part of this permit is for any reason held to be illegal, inapplicable, unenforceable, or unconstitutional, such decision shall not affect the validity of the remaining portions of the permit.
23. SECURITY AND CLEANING DEPOSIT: A deposit is required from any person or organization renting a room at the Center (according to current fees and charges). A portion of the deposit is non-refundable (according to current fees and charges) and the remaining deposit is refundable in whole or in part depending upon the condition of the room, walls, floors, carpets; whether

any breakage occurred or whether overtime was incurred beyond stated setup, cleanup or activity time. The City reserves the right to close down any party or activity that may in any way endanger the health or safety of any person or property. Any early closure of the facility may result in loss of deposits. Refundable deposits will be returned within thirty (30) days following the event date.

24. SUPPLIES: City staff is not authorized to provide supplies for your event.
25. SECURITY GUARDS: One guard per fifty participants is required for events that serve alcohol and/or have live/DJ music or dancing. The City reserves the right to require security for events.

IMPORTANT THINGS TO NOTE

- ✓ In order to secure a reservation, this form must be completed and submitted along with full payment to the Oldemeyer Center front desk.
- ✓ Reservations for the conference rooms must be made at least 7 days in advance and 30 days in advance for all other facilities.
- ✓ Please include a sketch of how you would like the room to be set up if it is different than the diagrams provided on this form. Our facility staff will do their best to prepare the room as shown in your diagram. Do not write "same as before."
- ✓ Food and beverage are allowed in certain rooms; please ask staff prior to providing refreshments.
- ✓ Do not move furniture from one room to another. If you have additional needs, please contact the facility staff.
- ✓ Please do not change rooms. If a different room is preferred and empty upon arrival, please check with the facility staff.
- ✓ Come prepared. Our staff is not authorized to provide supplies for your meeting.
- ✓ If you tape signs up regarding your meeting, please remove them upon your departure.
- ✓ Smoking is prohibited within 20 feet of entrances, exits and windows.
- ✓ In case of cancelation, please notify the Oldemeyer Center Front Office as soon as possible. Please see refund policy schedule below:

45 days in advance	Full refund, less a $7 surcharge
30-45 days in advance	Full refund, less the non-refundable part of security deposit
Less than 30 days in advance	Full refund, less the entire security deposit
Less than 48 hours in advance	No refund

- ✓ *If alcohol is found on the premises (including the parking lot, stage, kitchen, etc.) and your contract prohibits the consumption of alcohol, the City of Seaside has the right to cancel your event and deposits and fees will NOT be refunded.
- ✓ *A one million dollar (two million aggregate) liability insurance policy is required. You can either purchase it through the city, or through another insurance company and provide us a copy of the policy naming the City of Seaside as co-insured.
- ✓ Use of our facilities requires you to provide licensed and bonded security guards. You must hire one guard per every fifty guests. A copy of the contract must be provided to the city at least 30 days prior to your event. Renters exceeding their stated attendance risk losing their deposit.

Food Sales and Prohibited Goods & Materials:

- ❖ All food providers within the city utilizing disposable food service ware shall use certified compostable products, or recyclable non-plastic products. This includes but is not limited to plates, napkins, straws, cups, bottles, lids, utensils, bowls, stirrers, beverage plugs, trays and hinged or lidded containers. Non-plastic single-use products shall be allowed only if they are currently accepted for composting or recycling by the designated waste hauler and the Monterey Regional Waste Management District.
- ❖ Applicants and vendors are prohibited: to use any PLASTIC water bottles, use Styrofoam/polystyrene packaging, and provide plastic straws unless requested by the customer self-identifying a need for a plastic straw.
- ❖ The use of balloons is prohibited at all City of Seaside parks and facilities.

Initials: CC

ATTACHMENT – INSTRUCTIONS Fee Waiver

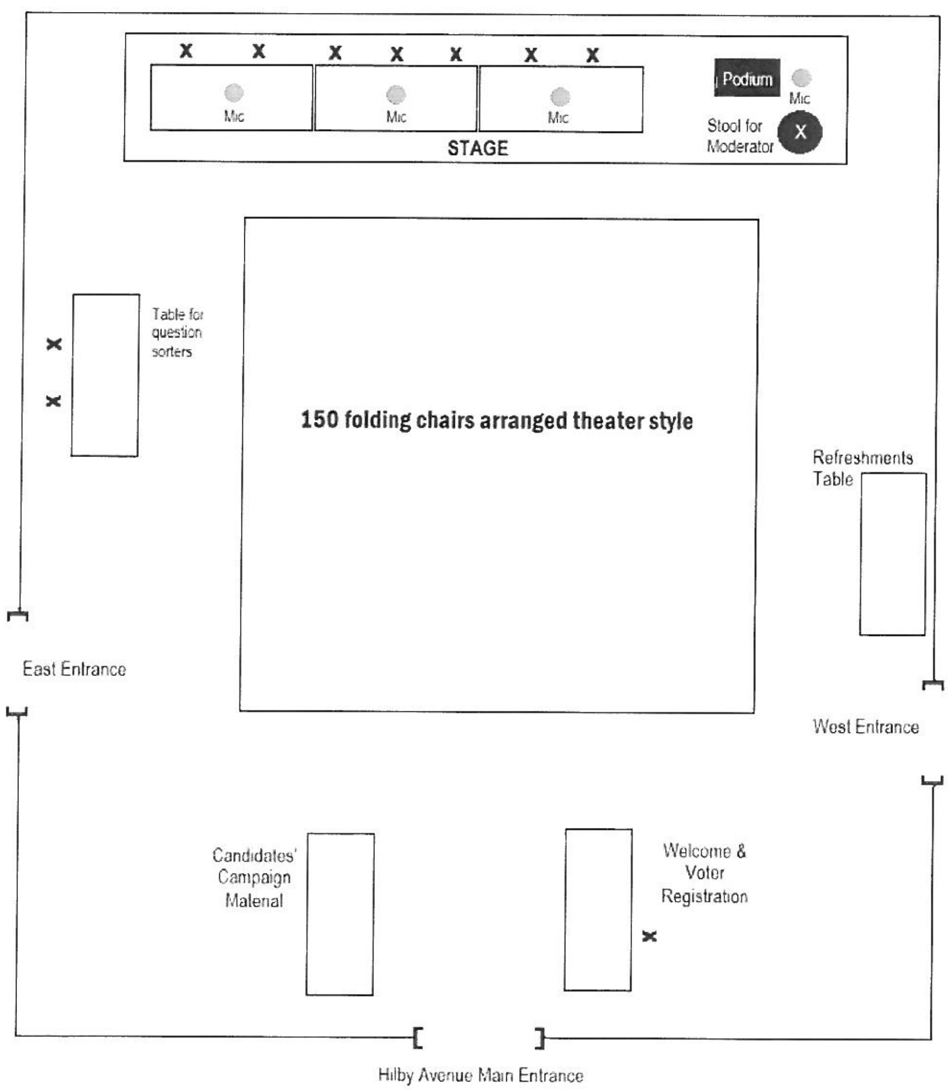
Request Special Instructions for September 29, 2026

- Stage setup:
  - P.A. system with 4 live microphones - 3 on Candidate dias and 1 for the Moderator
  - 3 covered six-foot tables on stage (for seven candidates)
  - 8 chairs, placed behind the 3 six-ft tables on stage
  - 1 stool for the forum moderator - on stage

- Floor setup:
  - 150 chairs for the audience, set up theater style
  - 1 six-foot table, for refreshments, along the west wall of the Hall
  - 1 six-foot table, for question sorters, along the east wall of the Hall
  - 1 six-foot tablefor candidates' printed material, inside the Hilby Ave. Main Entrance
  - 1 six-foot table Greeting Table/Voter Registration - inside the Hilby Ave. Main Entrance

- Refreshments set up:
  - Sustainable Seaside will bring a coffee dispenser, hot water dispenser, and cold water dispenser
  - Sustainable Seaside will provide the coffee, milk, sweeteners, and cookies

Set up for Laguna Grande Ballroom **Tuesday, September 29, 2026**



CITY OF SEASIDE
STAFF REPORT

Item No.: 8.E.

TO:	City Council
FROM:	Greg McDanel, City Manager
BY:	Samantha Sakhrani, Human Resources Director/Risk Manager
DATE:	August 20, 2026
SUBJECT:	**ADOPT A RESOLUTION APPROVING THE AMENDED POSITION CONTROL LIST FOR FISCAL YEAR 2026/2027 TO REFLECT PREVIOUSLY APPROVED TITLE UPDATES AND NUMBER OF POSITIONS**

RECOMMENDATION

Approve the Fiscal Year 2026/2027 Position Control List.

BACKGROUND

On June 18, 2026, the City Council formally approved and adopted the Operating Budget and related documents for Fiscal Year 2026/2027, which included the Position Control List.

Following adoption, a review revealed technical administrative oversights regarding job titles, unclassified designations, and department reporting lines that were approved by the City Council in prior fiscal years and/or required structural alignment following recent organizational updates.

DISCUSSION

The proposed amendments and corrections ensure that the Position Control List accurately reflects the legal and operational intent, prior classification actions, and the current administrative structure. Key corrections incorporated into the updated list include:

1. Departmental Restructuring & Reporting Lines:

Office of the City Manager:

- Transferred the Assistant City Manager position from Community Development to the Office of the City Manager, designating it as **frozen**.

- Updated official classification and title changes for the **City Clerk / Assistant to the City Manager** and **Communications Specialist**.

- **Information Services & Finance:** Separated Information Services and removed the "Division" designation from Finance following the elimination of the former Deputy City Manager of Administrative Services reporting structure.

- **Recreation & Maintenance & Utility Departments:** Reconciled structural listings and departmental allocations.

2. Classification & Authorized Position Count:

- **Unclassified Designations:** Verified all relevant classifications designated as "Unclassified.

- **Position Title & Count Adjustments:**

    - Adjusted authorized positions for the *Family Practitioner Technician* from 2 to 1 active positions.

    - Adjusted *Recreation Program Coordinator* from 2 to 3 active positions.

    - Updated specific position allocation for **Fire**, changing one active position from Senior Administrative Assistant to Administrative Assistant.

    - Updated specific position allocation for **Housing**, changing one active position from Administrative Assistant to Senior Administrative Assistant.

    - Aligned the Maintenance & Utility counts to align and match approved active positions.

Despite these necessary structural, reporting line, and title corrections, the **total**

authorized active position count and frozen position count approved by the City Council remains unchanged at 163 active and 22 frozen positions.

FISCAL IMPACT

There is no additional fiscal impact or increase to the overall FY 2026/2027 adopted operating budget. All corrections and position counts strictly align with the staffing allocations and funding previously authorized by the City Council on June 18, 2026.

STRATEGIC PRIORITY

Not Applicable

ATTACHMENTS

1. Resolution
2. Position Control List_FY27 - CORRECTED

Reviewed for Submission to the City Council by:

Greg McDanel, City Manager

RESOLUTION NO. 26- XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

AUTHORIZING APPROVING CORRECTIONS AND AMENDMENTS TO THE FISCAL YEAR 2026/2027 POSITION CONTROL LIST TO UPDATE JOB CLASSIFICATIONS AND AUTHORIZED POSITION COUNTS

WHEREAS, on June 18, 2026, the City Council formally approved and adopted the Operating Budget and related documents for Fiscal Year 2026/2027, which included the Position Control List; and

WHEREAS, following adoption, a comprehensive administrative review revealed technical administrative oversights regarding job titles, unclassified designations, and department reporting lines that were approved by the City Council in prior fiscal years and/or required structural alignment following recent organizational updates; and

WHEREAS, the proposed amendments and corrections ensure that the Position Control List accurately reflects the legal and operational intent, prior classification action, and the current administrative structure, including departmental restructuring, reporting line realignments, and executive title updates; and

WHEREAS, despite these necessary structural, reporting line, and classification corrections, the total authorized active position count and frozen position count approved by the City Council remains unchanged at 163 active total positions.

NOW THEREFORE BE IT RESOLVED,

That the City Council of the City of Seaside does hereby approve and adopt the corrected and amended Fiscal Year 2026/2027 Position Control List, on file with the Human Resources Department, updating job classifications and authorized position counts as presented.

PASSED AND ADOPTED at the regular meeting of the City Council of the City of Seaside duly held on the 20th day of August 2026 by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

APPROVED:

____
Ian N. Oglesby, Mayor

ATTEST:

____
Dominique L. Davis, City Clerk

APPROVED TO FORM:

____
Sheri L. Damon, City Attorney

CITY OF SEASIDE
FULL-TIME POSITION LIST (All Positions)
Fiscal Year 2026-2027

		2021-2022	2022-2023	2023-2024	2024-2025	2025-26	2026-2027	
JOB TITLE		NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS	NUMBER OF POSITIONS / FROZEN POSITIONS	
							Active	Frozen
OFFICE OF THE CITY MANAGER								
	CITY MANAGER	1	1	1	1	1	1	
	ASSISTANT CITY MANAGER - COMMUNITY SERVICES (Community Services new 24-25)	1	1	1	1	1	1	
	ASSISTANT CITY MANAGER							1
	EXECUTIVE ASSISTANT	-	1	1	1	1	1	
	COMMUNICATIONS SPECIALIST	1	1	1	-	1	1	
	SUB TOTAL	2	4	5	4	4	4	1
CITY CLERK								
	CITY CLERK/ASSISTANT TO CITY MANAGER	-	-	-	1	1	1	
	ADMINISTRATIVE ASSISTANT	-	-	-	1	1	-	1
	SUB TOTAL	1	1	1	2	2	1	1
INFORMATION SERVICES								
	INFORMATION SVCS DIRECTOR			-	1	1	1	
	INFORMATION SVCS MGR (Reclassification to Director)	1	1	1	-	-	-	
	INFORMATION SVCS SPECIALIST	-	-	-	1	1	1	
	INFORMATION SVCS TECHNICIAN	1	1	1	1	1	1	
	SUB TOTAL	2	2	2	3	3	3	-
TOTAL CITY MANAGER		5	7	8	9	9	8	2
CITY ATTORNEY								
	CITY ATTORNEY	1	1	1	1	1	1	
	LEGAL ASSISTANT (UNCLASSIFIEID)	-	1	1	1	1	1	
ESCA								
	ESCA PROGRAM DIRECTOR (UNCLASSIFIED)	1	1	1	1	1	1	
	ESCA PROGRAM COORDINATOR (UNCLASSIFIED)					1	1	
TOTAL CITY ATTORNEY		3	4	4	4	4	4	-
FINANCE DEPARTMENT								
	FINANCE DIRECTOR	1	1	1	1	1	1	
	ASSISTANT FINANCE DIRECTOR	1	1	1	1	1	1	
	ACCOUNTANT II	1	1	1	1	1	1	
	FINANCIAL ANALYST	-	1	1	1	-	-	1
	PAYROLL TECHNICIAN	1	1	1	1	1	1	
	ACCOUNTANT	-	-	1	1	-	-	
	ACCOUNTING TECHNICIAN	2	2	1	1	2	2	
	SUB TOTAL	5	6	6	6	5	5	1

JOB TITLE		2021-2022 NUMBER OF POSITIONS	2022-2023 NUMBER OF POSITIONS	2023-2024 NUMBER OF POSITIONS	2024-2025 NUMBER OF POSITIONS	2025-26 NUMBER OF POSITIONS	2026-2027 NUMBER OF POSITIONS / FROZEN POSITIONS Active	Frozen
TOTAL FINANCE DEPARTMENT		8	9	9	7	6	6	1
HUMAN RESOURCES DEPARTMENT								
	HUMAN RESOURCES DIRECTOR / RISK MANAGER	1	1	1	1	1	1	
	ASSISTANT HUMAN RESOURCES DIRECTOR / RISK MANAGER	-	-	-	1	-	-	1
	HUMAN RESOURCES ANALYST	1	1	1	-	-	-	1
	HUMAN RESOURCES ASSISTANT						1	
	HUMAN RESOURCES SPECIALIST	-	-	2	2	2	1	
	RISK MANAGEMENT TECHNICIAN	-	1	-	-	-	-	1
TOTAL HUMAN RESOURCES		2	3	4	4	3	3	3
POLICE DEPARTMENT								
	CHIEF OF POLICE	1	1	1	1	1	1	
	SENIOR ADMINISTRATIVE ASSISTANT - POLICE	1	1	1	1	1	1	
	DEPUTY POLICE CHIEF	2	2	-	-	-	-	2
	COMMANDER	-	-	2	2	2	2	
	POLICE SERGEANT	5	5	5	5	5	5	
	POLICE OFFICER	23	23	26	25	25	25	1
	VEHICLE ABATEMENT OFFICER	1	1	1	1	1	1	
	PARKING COMPLIANCE SPECIALST	2	2	2	2	2	2	
	ANIMAL CARE SPECIALIST	1	1	1	1	1	1	
	POLICE RECORDS SUPERVISOR	1	1	1	1	1	1	
	COMMUNITY RESOURCES SPECIALIST	3	3	3	3	3	3	
	POLICE RECORDS TECHNICIAN	5	5	5	5	5	5	
	POLICE SERVICES SPECIALIST	2	2	2	2	1	1	1
TOTAL POLICE		47	47	50	49	48	48	4
FIRE DEPARTMENT								
	FIRE CHIEF	1	1	1	1	1	1	
	DEPUTY FIRE CHIEF	-	1	1	1	1	1	
	SENIOR ADMINISTRATIVE ASSISTANT	-	-	-	1	-	-	
	ADMINISTRATIVE ASSISTANT	-	1	1	-	1	1	
	DIVISION CHIEF	3	3	3	3	3	3	
	FIRE CAPTAIN	6	6	6	6	6	6	
	FIRE ENGINEER	6	6	6	6	6	6	
	FIREFIGHTER	10	9	10	10	10	10	
TOTAL FIRE		26	27	28	28	28	28	-
COMMUNITY DEVELOPMENT DEPARTMENT								

JOB TITLE		2021-2022 NUMBER OF POSITIONS	2022-2023 NUMBER OF POSITIONS	2023-2024 NUMBER OF POSITIONS	2024-2025 NUMBER OF POSITIONS	2025-26 NUMBER OF POSITIONS	2026-2027 NUMBER OF POSITIONS / FROZEN POSITIONS Active	2026-2027 Frozen
	COMMUNITY DEVELOPMENT DIRECTOR +1 FY25/26	-	-	-	-	-	-	1
	HOUSING AND PLANNING MANAGER	-	-	-	-	1	1	
	HOUSING PROGRAMS MANAGER	1	1	1	1	-	-	1
	SENIOR ADMINISTRATIVE ASSISTANT - HOUSING	-	-	-	-	1	1	
	ADMINISTRATIVE ASSISTANT- PLANNING	-	1	1	1	1	1	
	ADMINISTRATIVE ANALYST II (C&D)	1	1	1	1	1	1	
	SENIOR PLANNER	1	1	1	1	1	1	
	ASSOCIATE PLANNER	1	1	1	1	1	1	
	ASSISTANT PLANNER	1	1	1	1	1	1	
TOTAL COMMUNITY & HOUSING DEVELOPMENT DEPT		6	7	6	6	7	7	2
ECONOMIC DEVELOPMENT DEPARTMENT								
	ECONOMIC DEVELOPMENT DIRECTOR	-	-	1	1	1	-	1
	ADMINISTRATIVE ANALYST II		1	1	1	1	1	
TOTAL ECONOMIC DEVELOPMENT DEPT		-	1	2	2	2	1	1
BUILDING DEPARTMENT								
	CHIEF BUILDING OFFICIAL	1	1	1	1	1	1	
	SENIOR ADMINISTRATIVE ASSISTANT	3	2	1	1	1	-	
	BUILDING INSPECTOR	2	2	1	1	1	1	1
	BUILDING PERMIT SPECIALIST						1	
	CODE COMPLIANCE COORDINATOR	1	1	1	1	1	1	
	CODE COMPLIANCE SPECIALIST	1	1	1	1	1	1	
	ADMINISTRATIVE ASSISTANT (+1 in FY 23-24)	-	1	2	1	1	1	1
TOTAL BUILDING		8	8	7	6	6	6	2
ENGINEERING/PUBLIC WORKS								
ENGINEERING / ADMIN								
	PUBLIC WORKS DIRECTOR / CITY ENGINEER	1	1	1	1	1	1	
	ASSISTANT PUBLIC WORKS DIRECTOR	-	-	1	1	1	1	
	SENIOR ADMINISTRATIVE ASSISTANT	1	1	1	1	1	1	
	SENIOR CIVIL ENGINEER	2	2	1	1	-	1	1
	ASSOCIATE CIVIL ENGINEER	2	2	1	2	1	-	2
	ASSISTANT ENGINEER	1	1	1	1	1	1	
	JUNIOR ENGINEER	1	1	1	1	1	1	
	ENGINEER INSPECTOR (+1 in FY 24-25)					2	2	
	ADMINISTRATIVE ANALYST II	-	1	1	1	1	1	
	SUB TOTAL	8	9	8	9	9	9	3
MAINTENANCE & UTILITIES								
	MAINTENANCE AND UTILITIES SUPERINTENDENT	1	1	1	1	1	1	
	MAINTENANCE FIELD SUPERVISOR	-	1	-	-	-	-	1

JOB TITLE	2021-2022 NUMBER OF POSITIONS	2022-2023 NUMBER OF POSITIONS	2023-2024 NUMBER OF POSITIONS	2024-2025 NUMBER OF POSITIONS	2025-26 NUMBER OF POSITIONS	2026-2027 NUMBER OF POSITIONS / FROZEN POSITIONS	
						Active	Frozen
UTILITIES FIELD SUPERVISOR	1	1	1	1	1	1	
ADMINISTRATIVE ASSISTANT	-	1	1	1	1	1	
BUILDING MAINTENANCE SPECIALIST	3	4	4	3	2	2	-
SENIOR MAINTENANCE & UTILITIES WORKER	3	4	4	4	4	4	1
MAINTENANCE & UTILTIES WORKER III	3	3	2	2	-	2	2
MAINTENANCE & UTILTIES WORKER II	9	12	12	12	12	12	-
MAINTENANCE & UTILTIES WORKER I	-	-	-	-	2	2	
IRRIGATION SPECIALIST	1	1	1	1	1	1	
ELECTRICIAN	1	1	1	1	1	1	
STREET SWEEPER OPERATOR	1	1	1	1	1	1	
WATER SYSTEM OPERATOR	-	-	1	1	1	1	
SUB TOTAL	23	30	28	27	26	28	4
VEHICLE MAINTENANCE							
MECHANIC	2	2	2	2	2	2	
SUB TOTAL	2	2	2	2	2	2	-
TOTAL ENGINEERING/PUBLIC WORKS	33	41	38	38	37	39	7
RECREATION & COMMUNITY SERVICES							
RECREATION DIRECTOR	1	1	1	1		1	
RECREATION SUPERINTENDENT	-	-	1	1	1	1	
RECREATION PROGRAM COORDINATOR	-	2	2	3	3	3	
ADMINISTRATIVE ANALYST (Unclassified-BSCC Grant)					1	1	
ADMINISTRATIVE ASSISTANT	-	1	1	1	1	1	
SENIOR FACILITY ATTENDANT	1	1	1	1	1	1	
CUSTODIAN	-	1	1	1	1	1	
SUB TOTAL	4	8	8	9	9	10	-
YOUTH RESOURCE CENTER							
YOUTH CENTER SUPERVISOR	-	1	1	1	1	1	
YOUTH RESOURCE CENTER COORDINATOR	1	1	1	1	1	1	
FAMILY & SUPPORT SERVICES							
FAMILY AND COMMUNITY SUPPORT PRACTITIONER	1	1	1	1	1	1	
FAMILY AND COMMUNITY SUPPORT TECHNICIAN	2	2	2	2	1	1	
SUB TOTAL	4	4	4	4	3	3	-
TOTAL RECREATION	8	12	12	13	12	13	-
TOTAL ALLOCATED POSITIONS	148	166	168	169	165	163	22

CITY OF SEASIDE
STAFF REPORT

Item No.: 8.F.

TO: City Council

FROM: Greg McDanel, City Manager

BY: Samantha Sakhrani, Human Resources Director/Risk Manager

DATE: August 20, 2026

SUBJECT: **ADOPT A RESOLUTION APPROVING THE LISTING OF BENEFITS FOR UNREPRESENTED EMPLOYEES WITHIN THE CITY OF SEASIDE'S UNCLASSIFIED, CONFIDENTIAL AND EXECUTIVE DIRECTORS' GROUPS**

RECOMMENDATION

Approve the benefits for Non-Represented Confidential, Unclassified, and Department Directors Groups.

BACKGROUND

The City's unrepresented employee groups, comprising confidential staff, unclassified positions, and department directors, do not engage in collective bargaining units and do not engage in formal counter-proposals. Consequently, their compensation and benefit plans require direct review and adoption by the City Council.

In recognition of the current fiscal environment and challenges facing the City, leadership and staff have carefully calibrated these recommendations to balance employee support and retention.

The proposed two-year plan incorporates the following key provisions for the **Confidential & Unclassified Non-Exempt Group**:

- A two-year term, effective from July 1, 2026 - June 30, 2028
- Effective July 2027, City salary increase trigger language
- Effective January 2028, new longevity tiers (3% for 5+years of service, 6% for 10+years of service, and 9% for 15+years of service)
- Performance Pay and Special Assignment Pay

- Leave Enhancements: Establishes a new confidential leave accrual of 40 hours per calendar (use-or-lose), with a one-time ratification allotment of 20 hours.

In a demonstration of leadership and fiscal solidarity, the **Confidential, Unclassified, Department Directors Exempt Group** will incorporate the City's salary trigger language effective in July of 2027.

The benefit plans for both Exempt and Non-Exempt groups incorporate updated language and policies.

FISCAL IMPACT

One-time ratification estimated cost of $5,840 (Non-General Fund) for Fiscal Year 2026-2027; For Fiscal Year 2027-2028 (Non-General Fund), estimated cost is $33,000, which includes the ongoing annual leave cost and the longevity increase.

STRATEGIC PRIORITY

Not Applicable

ATTACHMENTS

1. Unrepresented_Resolution 2026-8
2. Department Director Compensation Plan 2026
3. Unclassified Exempt Positions 2026
4. Unclassified Non-Exempt Positions 2026
5. Confidential Exempt Listing of Benefits 2026-2028
6. Confidential Non-Exempt Benefit Listing 2026-2028

Reviewed for Submission to the City Council by:

Greg McDanel, City Manager

RESOLUTION NO.

A RESOLUTION OF THE CITY OF SEASIDE

ADOPTING THE COMPREHENSIVE LISTING OF SALARIES AND BENEFITS FOR UNREPRESENTED CONFIDENTIAL, UNCLASSIFIED, AND EXECUTIVE MANAGEMENT GROUPS

WHEREAS, the City of Seaside maintains unrepresented employee groups comprising confidential, unclassified, and department directors, which do not fall under traditional collective bargaining units; and

WHEREAS, the compensation, benefits, and working conditions for these unrepresented groups require direct review and adoption by the City Council;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Seaside hereby approves the comprehensive listing of salaries and benefits for the unrepresented Confidential, Unclassified, and Department Director groups, including:

1. **Confidential & Unclassified Non-Exempt Group:** Authorizing performance pay, updated longevity tiers effective January 2028 (3%, 6%, and 9%), special assignment paycaps, and a new confidential leave accrual of 40 hours per calendar year (with a one-time ratification allotment of 20 hours totaling $5,840.40 in FY 2026–2027 non-General Fund costs).
2. **Exec Management / Unclassified & Confidential Exempt Group:** Authorizing the incorporation of the City's salary trigger language and updated administrative policies for the term.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside duly held on the 2nd day of July 2020.

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

Ian N. Oglesby, Mayor

ATTEST:

Dominique Davis, City Clerk

City of Seaside
Executive Managers Compensation Plan
Effective July 1, 2026

A. APPLICATION: This Compensation Plan applies to the City's at-will Executive Management classifications:

1. Assistant City Manager
2. Assistant City Manager – Community Services
3. Assistant to the City Manager / City Clerk
4. Community Development Director
5. Economic Development Director
6. Finance Director
7. Fire Chief
8. Human Resources Director / Risk Manager
9. Information Technology Director
10. Police Chief
11. Public Works Director / City Engineer
12. Recreation Director

B. SALARY: General Salary Adjustments: Effective on the first full pay period after 7/1/2027:

1. The City will provide a 1% General Salary Increase (GSI) if Sales & Use Tax and Transactions Tax combined exceed the budgeted forecast for Fiscal Year 2025/2026 by $325,000, determined in February 28, 2027;
2. The City will provide an additional 1% General Salary Increase (GSI) (for a total of 2% GSI) if Sales and Use Tax and Transactions Tax combined exceed the budgeted forecast for Fiscal Year 2025/2026 by $650,000, as determined in February 28, 2027; and
3. The City will provide an additional 1% General Salary Increase (GSI) (for a total of 3% GSI) if Sales & Use Tax and Transactions Tax combined exceed the budgeted forecast for Fiscal Year 2025/2026 by $1,000,000, as determined in February 28, 2027.

C. LONGEVITY PAY:

1. Employees with five or more years of continuous City service shall receive 2.5% longevity pay.
2. Employees with ten or more years of continuous City service shall receive an additional 2.5% longevity pay (5% total).
3. Employees with fifteen or more years of continuous City service shall receive an additional 2.5% longevity pay (7.5% total).

D. PERFORMANCE PAY: The City Manager is authorized to grant up to a 7.5% increase to Directors who exceed expectations in the achievement of established performance goals and objectives. This gives the City Manager flexibility in setting salaries consistent with performance. (Special Compensation CCR 571(a) Incentive Pay.)

E. UNIFORM ALLOWANCE: The Police and Fire Chiefs will receive a uniform allowance of $37.38 per pay period.

F. RETIREMENT:
   1. Miscellaneous Classifications:
      a) Tier 1 - CalPERS 2% @ 55
         1. Eligibility: Employees determined by CalPERS to be "classic members."
         2. Employee Contribution: Directors will pay the 7.0% employee contribution to CalPERS.
         3. Additional Employee Contribution: Effective the first full pay period after January 1, 2023, all bargaining unit members shall pay 3% of the employer's contribution in accordance with Government Code Section 20516 (Employees Sharing Additional Cost). Note: Timing is subject to any administrative processing time required by CalPERS.

      b) Tier 2 - CalPERS 2% @ 62 Plan
         1. Eligibility: Employees determined by CalPERS to be "new members."
         2. Employee Contribution: Directors will pay 50% of the normal cost as determined annually by CalPERS.
         3. Additional Employee Contribution: Effective the first full pay period after January 1, 2023, all bargaining unit members shall pay 3% of the employer's contribution in accordance with Government Code Section 20516 (Employees Sharing Additional Cost). Note: Timing is subject to any administrative processing time required by CalPERS.

      c) PARS Supplemental Retirement Plan:
         1. Eligibility: Miscellaneous directors hired by the City on or before June 30, 2010.
         2. Plan: The City will provide the PARS .5% at 55 supplemental retirement plan with credit for prior CalPERS and City service.
         3. Contribution: The City pays the entire contribution.

   2. Fire Chief:
      a) Tier 1 - CalPERS 2% @ 50
         1. Eligibility: Fire employees determined by CalPERS to be "classic members."
         2. Employee Contribution: The Chief will pay the 9.0% employee contribution to CalPERS.

3. Additional Employee Contribution: Effective the first full pay period after January 1, 2023, all bargaining unit members shall pay 3% of the employer's contribution in accordance with Government Code Section 20516 (Employees Sharing Additional Cost). Note: Timing is subject to any administrative processing time required by CalPERS.

b) Tier 2 - CalPERS 2.7% @ 57 Plan
   1. Eligibility: Employees determined by CalPERS to be "new members."
   2. Employee Contribution: The employee will pay 50% of the normal cost as determined annually by CalPERS.
   3. Additional Employee Contribution: Effective the first full pay period after January 1, 2023, all bargaining unit members shall pay 3% of the employer's contribution in accordance with Government Code Section 20516 (Employees Sharing Additional Cost). Note: Timing is subject to any administrative processing time required by CalPERS.

3. Police Chief:
   a) Tier 1 – CalPERS 3% @ 50
      1. Eligiblity: Employees hired by the City prior to July 1, 2010,
      2. Employee Contribution: The Chief will pay the 9.0% employee contribution to PERS.
      3. Additional Employee Contribution: Effective the first full pay period after January 1, 2023, all bargaining unit members shall pay 3% of the employer's contribution in accordance with Government Code Section 20516 (Employees Sharing Additional Cost). Note: Timing is subject to any administrative processing time required by CalPERS.

   b) Tier 2 - CalPERS 3% @ 55
      1. Eligibility: Police employees determined by CalPERS to be "classic members."
      2. Employee Contribution: The Chief will pay the 9.0% employee contribution to PERS.
      3. Additional Employee Contribution: Effective the first full pay period after January 1, 2023, all bargaining unit members shall pay 3% of the employer's contribution in accordance with Government Code Section 20516 (Employees Sharing Additional Cost). Note: Timing is subject to any administrative processing time required by CalPERS.

   c) Tier 2 - CalPERS 2.7% @ 57 Plan
      1. Eligibility: Employees determined by CalPERS to be "new members."
      2. Employee Contribution: The employee will pay 50% of the normal cost as determined annually by CalPERS.
      3. Additional Employee Contribution: Effective the first full pay period

after January 1, 2023, all bargaining unit members shall pay 3% of the employer's contribution in accordance with Government Code Section 20516 (Employees Sharing Additional Cost). Note: Timing is subject to any administrative processing time required by CalPERS.

4. The City provides the CalPERS 1959 Survivors Benefit Level Four. The employee cost is $2 per month.

5. Deferred Compensation: The City will pay up to $200 per month to the ICMA deferred compensation program for each Director who makes a matching contribution.

G. MEDICAL, DENTAL, VISION LIFE & LTD INSURANCE

1. Medical Contributions:

   a) MCSIG PPO $40 (70/30 Plan).
   The City will pay 100% of the employee only premium and 90% of the dependent premium. This will be the base contribution amount for all plans except the Grandfathered PACE Plan.

   b) MCISG PPO $25 (80/20 Plan).
   Directors electing to participate in the MCSIG PPO $25 (80/20 Plan) will pay the difference between the City's contribution for the PPO $40 Plan and the PPO $25 Plan premium.

   c) PACE Plan (90/10 Plan) – Employees hired after October 15, 2015.
   New employees enrolling in the PACE 90/10 Plan will pay the difference between the City's contribution for the PPO $40 plan and the PACE Plan premium.

   d) PACE Plan (90/10 Plan) – Grandfathered Tier – open to employees hired before October 15, 2015.
   The City will pay 81% of the employee only premium; 70% of the employee + 1 premium; and 73% of the family premium.

2. Dental and Vision Contributions: The City will contribute towards the cost of Director's dental and vision insurance as follows:

<u>Dental</u>

Employee Only: $44.80

Employee + Spouse:	$92.90
Employee + Children:	$102.74
Employee + Family:	$150.85

<u>Vision</u>

Employee Only:	$5.35
Employee + 1:	$5.78
Employee + Family:	$13.12

a) Annual Premium Adjustments: The City and the Director will split the cost of any increase or decrease to the premium on a 50/50 basis.

3. Retiree Medical:
   a) Eligibility: Only employees hired by the City on or before June 30, 2010, are eligible for City-paid retiree medical insurance.

   b) Notwithstanding the requirements of the City's Health and Welfare Plan to be eligible for retiree medical coverage, and subject to available coverage under the City's plan, the City shall pay the employee's (not dependents) cost of medical insurance in an amount not to exceed the monthly premium for the City's insurance plan for retirees who retire on regular service or disability retirement until age 65 or until the retiree becomes eligible for Medicare, whichever comes first.

   c) Employee may cover dependents by paying the additional monthly premium.

   d) In the event that coverage is not available under the City's plan, and where an eligible employee elects to continue health coverage under COBRA, the City shall contribute to that COBRA payment an amount not to exceed the monthly premium for the City's health insurance plan for the period of time of COBRA eligibility or up to age 65, whichever is less.

   e) Employees must have ten years of continuous service with the City, have been hired by the City on or before June 30, 2010, and be at least 50 years of age to receive this benefit.

   f) The City complies with all Federal and State guidelines regarding medical and dental insurance. This compliance includes continuation of benefits under COBRA.

4. Life Insurance: The City will provide term life insurance for all Directors in the amount of two times the Director's annual salary.

5. Long-Term Disability: The City shall pay the cost of a long-term disability program.

6. IRS Section 125 Plan: The City shall make available an Internal Revenue Service Code Section 125 Plan for unreimbursed medical and dependent care expenses. The annual maximum is set by the IRS.

H. WELLNESS PROGRAM:

a) Health Club / Workout Subscription service Membership: The City will pay up to $45 per month towards an employee membership at a health club or workout subscription service upon submission of receipt of contract to the Finance Division. The City will process dues by payroll deduction if administratively feasible.

   The preapproved workout subscription services are Peloton, Obe Fitness, Apple Fitness Plus, Mirror, and Daily Burn. The Human Resources Director / Risk Manager is authorized to approve reimbursement for other subscription services with the emphasis placed on robust platforms that offer a variety of classes, fitness tracking, and live programming. Denial of a member’s request for reimbursement for a service not listed above is not subject to the grievance procedure.

b) City Recreation Facilities: Directors and their families will have use of City Recreation facilities at no cost.

I. LEAVE BENEFITS:

1. Vacation
   a) Accrual Rates: The regular accrual rate shall be:

Years of Service	Accrual Rate per year
Up to 4	10 days
5 – 9	15 days
10 – 14	17 days
15 – 19	20 days
20 – 24	21 days
25 +	25 days

   b) Vacation Upon Termination: Any employee, upon termination of City employment for any reason, who is entitled to vacation time and who has not had the same, shall be paid at his/her current salary rate for such vacation time on the effective date of such termination. If such person works over one-half (1/2) of the month, they shall be entitled to accumulate vacation for that month.

   c) Maximum Accumulation: Employees will be allowed to have no more than two years earned vacation accumulated as of the end of the 2nd pay period of January of any year. Payout for leave in excess of maximum will occur on the 1st pay period of March.

   d) The City will allow Directors to cash out 40 hours of accumulated accumulated vacation time as set forth in this section. On or before the pay period which includes December 15 of each calendar year, an employee may make an irrevocable election to cash out up to forty (40) hours of accrued vacation (in whole hour increments) which will be earned in the following calendar year at the employee's base salary rate. On the pay day of the first pay period in November of the calendar year following election of the cash out, the employee will receive cash for the amount of vacation the employee irrevocably elected to cash out in the prior year. However, if the employee's vacation leave balance is less than the amount the employee elected to cash out (in the prior calendar year) the employee will receive cash for the amount of leave the employee has accrued at the time of the cash out. This cash out provision is voluntary on the part of each bargaining employee, and does not change the practice of maintaining a maximum of two years of vacation accumulation at the end of any calendar year.

e) Accumulation during OJI Leave: An employee being paid because of an on-the-job injury will accumulate vacation time and sick leave.

f) No Interruption of Accumulation: No interruption in the accumulation of vacation time shall result when an employee takes sick leave, vacation, temporary military leave, or paid leave because of an on-the-job incurred illness or injury.

2. Sick Leave with Pay for Non-Job Related Illness, Injury or Disability

a) Accrual: Each Director shall earn eight (8) hours sick leave with pay for each calendar month or major fraction thereof served.

b) Sick Leave Use: Sick leave may be used for the illness/injury of family members and all other permissible uses under state law.

c) Bereavement Leave: Bereavement leave, to a maximum of five (5) working days, equivalent to forty-hours (40), will be permitted, without charging such leave against sick leave, upon the death of a member of the employee's immediate family. Immediate family is defined as a parent, child, spouse or domestic partner, brother, sister, grandparents, father-in-law, and mother-in-law of the employee. Employee may use an additional accrual hours of available leave to extend said leave.

3. On-The-Job Injury (OJI) Leave:

a) Police and Fire Chiefs: The Chiefs shall be entitled to on-the-job injury leave in accordance with Section 4850 of the California Labor Code.

b) Miscellaneous Directors: Whenever a non-safety Director is disabled by injury or illness arising out of and in the course of his/her duties, he/she shall become entitled to a leave of absence without loss of salary for a period not to exceed three (3) months in any five (5) year period.

c) Temporary Disability Benefits: The Director shall draw full salary under OJI leave, and the City will take credit for any temporary disability payments. Once OJI leave is exhausted, an employee on leave without pay would be entitled to temporary disability in accordance with State Worker's Compensation law.

d) Use of Accumulated Leaves: Once OJI and/or LC 4850 leave have been exhausted, accumulated leaves may be used to supplement temporary disability payments.

e) Leave Accrual: A Director on leave of absence under this section will continue to accumulate sick leave and vacation leave.

J. MANAGEMENT LEAVE

a) Annual Accrual: Directors shall earn 40 hours of management leave per calendar year. All management leave on the books as of December 31st shall be cashed out in the 1st pay period of March.
b) For newly hired employees (or promoted into the Executive Managers Plan), the initial management and initial administrative leave bank shall be prorated according to the following schedule:

Hired January 1 – March 31: 40 Hours
Hired April 1 – June 30: 30 Hours
Hired July 1 – September 30: 20 Hours
Hired October 1 – November 30: 10 Hours
Hired December 1 – December 31: 0 Hours

c) Additional Leave: The City Manager shall have the authority to grant sixteen (16) hours of management leave to Directors at his/her discretion.

d) Management Leave Payoff: On or before the pay period which includes December 15 of each calendar year, an employee may make an irrevocable election to cash out up to forty (40) hours of management leave (in whole hour increments) which will be earned in the following calendar year at the employee's base salary rate. On the pay day of the first pay period in November of the calendar year following election of the cash out, the employee will receive cash for the amount of management leave the employee irrevocably elected to cash out in the prior year. However, if the employee's management leave balance is less than the amount the employee elected to cash out (in the prior calendar year) the employee will receive cash for the amount of leave the employee has on the books at the time of the cash out. This cash out provision is voluntary on the part of each bargaining employee, and does not change the practice of cashing out all management leave hours that are on the books at the end of the any calendar year.

K. ADMINISTRATIVE LEAVE

a) Directors shall earn forty (40) hours, non-cumulative, non-reimbursable administrative leave per calendar year.
b) For newly hired employees (or promoted into the Executive Managers Plan), the initial management and initial administrative leave bank shall be prorated according to the following schedule:

Hired January 1 – March 31: 40 Hours
Hired April 1 – June 30: 30 Hours
Hired July 1 – September 30: 20 Hours
Hired October 1 – November 30: 10 Hours
Hired December 1 – December 31: 0 Hours

L. HOLIDAYS: All employees shall be entitled to the following holidays:
- First day of January (New Year's Day)
- Third Monday in January (Martin Luther King Observance)
- Third Monday in February (President's Day)
- Thirty-first day of March (Farmworkers Day)
- Nineteenth day of June (Juneteenth)
- Last Monday in May (Memorial Day)
- Fourth day of July (Independence Day)
- First Monday in September (Labor Day)
- Eleventh day of November (Veteran's Day)
- Fourth Thursday of November (Thanksgiving Day)
- Day following Thanksgiving Day
- Working day immediately preceding Christmas Day (Christmas Eve)
- Twenty-fifth day of December (Christmas Day)

M. JURY DUTY:

1. Jury Duty: The City will grant an employee leave with pay for jury duty. Any checks received from the courts must be submitted to Finance. Travel pay which is included in the check, will be returned to the employee. This rule also applicable to those employees serving on the Grand Jury.

N. TUITION REIMBURSEMENT:

1. Executive Managers wishing to obtain a Masters' or Doctorate Degree are eligible to receive reimbursement for tuition and book expenses up to $3,000 per fiscal year.

2. After completing the course with a grade of "C" or better ("Pass" or certificate of achievement for classes that are not graded), proof of completion of course work requirements shall be submitted to the Human Resources Department indicating the specific courses and credits completed, together with receipts and transcripts or other documentation as may be required by the Human Resources Director. This information shall be submitted on forms provided by the Human Resources Department.

O. TERMINATION OF EMPLOYMENT; GENERAL RELEASE; SEVERANCE:

1. This is an at-will position, as defined by City of Seaside Municipal Code Section 2.44.030. Nothing herein shall be interpreted to prevent, limit or otherwise interfere with ability of the City to terminate the services of a Department Director with or without cause. There is no express or implied promise to any Department Director for any form of continued employment.

2. If the City terminates a Department Director without cause while she / he is still willing and able to perform the duties of their position, City shall pay that Director a lump sum equal to six (6) months of the Director's then current salary and will continue to pay the Director's medical, dental, and vision premiums at the employee only level during this six-month period.

3. At the City Manager's discretion, a Police Chief or Fire Chief terminated without cause, may be eligible for up to an additional six (6) months of "Leadership Transition Pay." The Chief must be willing and able to provide transitional assistance to the incoming leadership and will be expected to sign a general release of claims and enter into an agreement regarding hours, work assignment, expectations, etc. The Leadership Transition Pay will be paid to ensure the seamless transition of leadership to guarantee the public's safety is not at risk. This pay will be paid monthly, be considered "final settlement pay," and will terminate sooner than six months if the Chief retires or is hired by another employer.

4. As used herein, "cause" shall mean any of the following:

    a) Conviction of, or plea of guilty or nolo contendre to, any crime or offense (other than minor traffic violations or similar offenses) which, in the determination of the City Council, is likely to have a materially adverse impact on the City or the Director's reputation;

    b) Conviction of any crime involving an "abuse of office or position," as that term is defined in Government Code Section 53243.4, or of moral turpitude;

    c) Repeated failure to carry out a directive or directives of the City Manager; or

    d) Any grossly negligent action or inaction by the Director that materially and adversely: (a) impedes or disrupts the operations of City or its organizational units; (b) is detrimental to employees or public safety; or (c) violates City's properly-established rules or procedures.

5. The Department Director may resign from her / his employment at any time, upon giving thirty (30) days written notice to the City Manager, or earlier, upon mutual agreement of the parties. In the event of resignation, the Director shall not be entitled to any additional compensation or payment, including severance, but shall be entitled to any outstanding salary, accrued vacation, and any other accrued and unused benefits according to any applicable Personnel Rules or other policies and procedures.

City of Seaside
Compensation Plan for Unclassified Positions
Effective July 1, 2026

A. APPLICATION: This Compensation Plan applies to the position of ESCA Program Director. Due to the unique nature of these positions, when established by the City Council, they were determined to be exempt from the classified service.

B. EMPLOYMENT STATUS: In accordance with Municipal Code Section 2.44.030, employees not included in the classified service shall serve at the pleasure of the City Manager and they may be terminated or disciplined at will by the City Manager at any time, without any right of appeal.

C. ANNUAL SALARY: The following position is exempt from the overtime provisions of the FLSA:

1. ESCA Program Director

D. SALARY ADJUSTMENTS:

1. Effective in the first full pay period of July 2027, a one-percent (1%) General Salary Increase (GSI) if Sales & Use Tax and Transactions Tax combined exceed the budgeted forecast for fiscal year 2025/2026 by $325,000;
2. The City will provide an additional 1% General Salary Increase (GSI) (for a total of 2% GSI) if Sales and Use Tax and Transactions Tax combined exceed the budgeted forecast for Fiscal Year 2025/2026 by $650,000, as determined in February 28, 2027; and
3. The City will provide an additional 1% General Salary Increase (GSI) (for a total of 3% GSI) if Sales & Use Tax and Transactions Tax combined exceed the budgeted forecast for Fiscal Year 2025/2026 by $1,000,000, as determined in February 28, 2027.

E. SPEPECIAL PAY:

1. Longevity Pay:
    a. Unclassified employees with five or more years of service shall receive longevity pay in the amount of 2.5% of the member's Base Salary Rate.
    b. Unclassified employees with ten or more years of service shall receive longevity pay in the amount of an additional 2.5% of the member's Base Salary Rate (total of 5%).
    c. Unclassified employees with fifteen or more years of service shall receive longevity pay in the amount of an additional 2.5% of the member's Base Salary Rate (total of 7.5%).
2. Performance Pay:
   The City Manager is authorized to grant up to a 7.5% increase to Unclassified employees who exceed expectations in the achievement of established

performance goals and objectives. This gives the City Manager flexibility in setting salaries consistent with performance.

F. RETIREMENT:

1. Miscellaneous Classifications:
    a. Tier 1 - CalPERS 2% @ 55
        1. Eligibility: Employees determined by CalPERS to be "classic members."
        2. Employee Contribution: Employees will pay the 7.0% employee contribution to CalPERS.
        3. Additional Employee Contribution: Effective the first full pay period after January 1, 2023, all bargaining unit members shall pay 3% of the employer's contribution in accordance with Government Code Section 20516 (Employees Sharing Additional Cost). Note: Timing is subject to any administrative processing time required by CalPERS.

    b. Tier 2 - CalPERS 2% @ 62 Plan
        1. Eligibility: Employees determined by CalPERS to be "new members."
        2. Employee Contribution: Employees will pay 50% of the normal cost as determined annually by CalPERS.
        3. Additional Employee Contribution: Effective the first full pay period after January 1, 2023, all bargaining unit members shall pay 3% of the employer's contribution in accordance with Government Code Section 20516 (Employees Sharing Additional Cost). Note: Timing is subject to any administrative processing time required by CalPERS.

2. Survivor Benefit: The City provides the PERS 1959 Survivors Benefit Level Four. The employee cost is $2 per month.

3. Deferred Compensation: The City will pay up to $200 per month to the ICMA deferred compensation program for each employee who makes a matching contribution.

G. MEDICAL, DENTAL, VISION INSURANCE

Eligible employees will be provided with medical, dental, and vision insurance following 30-days from date of hire on the first day of the month.

1. Medical Contributions:

    a. MCSIG PPO $40 (70/30 Plan).
    The City will pay 100% of the employee only premium and 90% of the

dependent premium. This will be the base contribution amount for all plans except the Grandfathered PACE Plan.

b. MCISG PPO $25 (80/20 Plan).
Employees electing to participate in the MCSIG PPO $25 (80/20 Plan) will pay the difference between the City's contribution for the PPO $40 Plan and the PPO $25 Plan premium.

c. PACE Plan (90/10 Plan) – Employees hired after October 15, 2015.
New employees enrolling in the PACE 90/10 Plan will pay the difference between the City's contribution for the PPO $40 plan and the PACE Plan premium.

d. PACE Plan (90/10 Plan) – Grandfathered Tier – open to employees hired before October 15, 2015.
The City will pay 81% of the employee only premium; 70% of the employee + 1 premium; and 73% of the family premium.

2. Dental and Vision Contributions: The City will contribute towards the cost of the employee's dental and vision insurance as follows:

<u>Dental</u>

Employee Only:	$44.80
Employee + Spouse:	$92.90
Employee + Children:	$102.74
Employee + Family:	$150.85

<u>Vision</u>

Employee Only:	$5.35
Employee + 1:	$5.78
Employee + Family:	$13.12

a. Annual Premium Adjustments: The City and the employee will split the cost of any increase or decrease to the premium on a 50/50 basis.

3. Life Insurance: The City will provide term life insurance for all Employees in the amount of two times the employee's annual salary.

4. Long-Term Disability: The City shall pay the cost of a long-term disability program.

5. IRS Section 125 Plan: The City shall make available an Internal Revenue Service

Code Section 125 Plan for unreimbursed medical and dependent care expenses. The annual maximum is set by the IRS.

6. Wellness Program:
    a. Health Club Membership: The City will pay up to $45 per month towards an employee membership at a health club upon submission of receipt of contract to the Finance Division. The City will process dues by payroll deduction if administratively feasible.

    b. City Recreation Facilities: Employees and their families will have use of City Recreation facilities at no cost.

H. LEAVE BENEFITS:

1. Vacation: the City Manager has the authority to start a new employee covered under this compensation plan anywhere within the accrual schedule and provide them with a starting leave bank of vacation.

    a. Accrual Rates: The regular accrual rate shall be:

Years of City Service	Accrual Rate per year
Up to 4	10 days
5 – 9	15 days
10 – 14	17 days
15 – 19	20 days
20 – 24	21 days
25 +	25 days

    b. Vacation Upon Termination: Any employee, upon termination of City employment for any reason, who is entitled to vacation time and who has not had the same, shall be paid at his/her current salary rate for such vacation time on the effective date of such termination. If such person works over one-half (1/2) of the month, they shall be entitled to accumulate vacation for that month.

    c. Maximum Accumulation: Employees will be allowed to have no more than two years earned vacation accumulated as of the end of the 2nd pay period of January of any year. Payout for leave in excess of maximum will occur on the 1st pay period of March.

    d. Cash Out: The City will allow employees to cash out 40 hours of accumulated vacation time as set forth in this section. On or before the pay period which includes December 15 of each calendar year, an employee may make an irrevocable election to cash out up to forty (40) hours of accrued vacation (in whole hour increments) which will be earned in the following calendar year at the employee's base rate of pay. On the pay day of the first pay period in November of the calendar year following election of the cash out, the employee will receive cash for the amount of vacation the employee irrevocably elected to cash out in the prior year. However, if the employee's vacation leave balance is less than the amount the employee elected to cash out (in the prior calendar year) the employee will receive cash for the amount of leave the employee has accrued at the time of the cash out. This cash out provision is voluntary on the part of each employee, and does not change the practice of maintaining a maximum of two years of vacation accumulation at the end of any calendar year.

e. Accumulation during OJI Leave: An employee being paid because of an injury on-the-job will accumulate vacation time and sick leave.

f. No Interruption of Accumulation: No interruption in the accumulation of vacation time shall result when an employee takes sick leave, vacation, temporary military leave, or paid leave because of an on-the-job incurred illness or injury.

2. Sick Leave with Pay for Non-Job Related Illness, Injury or Disability:
   a. Accrual: Each employee shall earn eight (8) hours sick leave with pay for each calendar month or major fraction thereof served. At his / her discretion, the City Manager may provide a new employee with a starting leave bank.

   b. Sick Leave Use: Sick leave may be used for the illness/injury of family members and all other permissible uses under state law.

   c. Bereavement Leave: Bereavement leave, to a maximum of forty (40) hours equivalent to five (5) working days, will be permitted, without charging such leave against sick leave, upon the death of a member of the employee's immediate family. For the purposes of determining the use of leave for death of a family member, the following definition shall be used: The employee's spouse, principal domestic partner, child, parent, brother, sister, grandparents, parents-in-law, brother-in-law, sister-in-law, daughter-in-law, stepparents, step-siblings, step-children, step grandparents or grandparents-in-law. At the Department Head or their designee's discretion, the employee may be required to provide evidence that the leave was used for the pusposes intended by this section.

3. Management Leave:
    a. Annual Accrual: Employees shall earn 40 hours of management leave per calendar year.

    b. Initial Accrual: For newly hired employees, the initial management leave bank shall be prorated according to the following schedule:

Hired January 1 – March 31:	40 Hours
Hired April 1 – June 30:	30 Hours
Hired July 1 – September 30:	20 Hours
Hired October 1 – November 30:	10 Hours
Hired December 1 – December 31:	0 Hours

    c. Additional Leave: The City Manager shall have the authority to grant sixteen (16) hours of management time leave to Employees at his/her discretion.

    d. Management Leave Payoff: Employees shall be permitted to sell back their unused annual management leave (up to five days) as of December 1st of each year.

4. Administrative Leave:
    a. Annual Accrual: Employees shall earn forty (40) hours, non-cumulative, non-reimbursable administrative leave per calendar year.

    b. Initial Accrual: For newly hired employees, the initial administrative leave bank shall be prorated according to the following schedule:

Hired January 1 – March 31:	40 Hours
Hired April 1 – June 30:	30 Hours
Hired July 1 – September 30:	20 Hours
Hired October 1 – November 30:	10 Hours
Hired December 1 – December 31:	0 Hours

5. Holidays: All employees in a pay status for the majority of a pay period shall be entitled to the following holidays:

    - First day of January (New Year's Day)
    - Third Monday in January (Martin Luther King Observance)
    - Third Monday in February (President's Day)
    - Thirty-first day of March (Farmworkers Day)
    - Last Monday in May (Memorial Day)

- Nineteenth day of June (Juneteenth)
- Fourth day of July (Independence Day)
- First Monday in September (Labor Day)
- Eleventh day of November (Veteran's Day)
- Fourth Thursday of November (Thanksgiving Day)
- Day following Thanksgiving Day
- Working day immediately preceding Christmas Day (Christmas Eve)
- Twenty-fifth day of December (Christmas Day)

a. Holiday Calculation: Holidays shall be calculated as 8 hours.

b. Memorials: Upon Council approval, every day appointed by the Governor of the State, the President of the United States, or the City Council as a memorial, public fast, Thanksgiving, or holiday.

c. Holidays on Sunday: When a holiday falls on a Sunday, the following Monday shall be recognized as that holiday.

d. Holidays on Saturday: When a holiday falls on a Saturday, the preceding Friday shall be recognized as that holiday.

6. Jury Duty:
   a. Jury Duty: The City will grant an employee leave with pay for jury duty. Any checks received from the courts must be submitted to Finance. Travel pay which is included in the check, will be returned to the employee. This rule is also applicable to those employees serving on the Grand Jury.

City of Seaside
Compensation Plan for Unclassified Non-Exempt Positions
Effective July 1, 2026

A. **APPLICATION:** This Compensation Plan applies to non-exempt job classifications established as unclassified.

B. **EMPLOYMENT STATUS:** In accordance with Municipal Code Section 2.44.030, employees not included in the classified service shall serve at the pleasure of their appointing authority and they may be terminated or disciplined at will without any right of appeal.

C. **SALARY ADJUSTMENT:**

1. Effective in the first full pay period of July 2027, a one-percent (1%) General Salary Increase (GSI) if Sales & Use Tax and Transactions Tax combined exceed the budgeted forecast for fiscal year 2025/2026 by $325,000;
2. The City will provide an additional 1% General Salary Increase (GSI) (for a total of 2% GSI) if Sales and Use Tax and Transactions Tax combined exceed the budgeted forecast for Fiscal Year 2025/2026 by $650,000, as determined in February 28, 2027; and
3. The City will provide an additional 1% General Salary Increase (GSI) (for a total of 3% GSI) if Sales & Use Tax and Transactions Tax combined exceed the budgeted forecast for Fiscal Year 2025/2026 by $1,000,000, as determined in February 28, 2027.

D. **SPECIAL PAY:**

1. **Longevity Pay:**
   a. Unclassified employees with five or more years of service shall receive longevity pay in the amount of 2.5% of the member's Base Salary Rate.
   b. Unclassified employees with ten or more years of service shall receive longevity pay in the amount of an additional 2.5% of the member's Base Salary Rate (total of 5%).
   c. Unclassified employees with fifteen or more years of service shall receive longevity pay in the amount of an additional 2.5% of the member's Base Salary Rate (total of 7.5%).

2. **Spanish Bilingual Program**
   a. The City shall determine which employees are needed to serve as interpreters and possess necessary verbal competency in Spanish (via verbal skills test). The City shall use the following criteria in determining whether or not it is necessary for an employee to serve as an interpreter:

      i. Very frequent public contact in person and over the phone.
      ii. The City uses the employee as an interpreter on a daily basis.
      iii. The employee works in a department with numerous interpretations with Spanish speaking citizens.

   b. Examples of employee who will qualify for bi-lingual/interpreter status include those encountering the public at the counters in the Finance, Recreation, and Community Development departments.

c. Employees receiving bilingual pay must provide interpreter services upon request of their supervisor or when contacted by a citizen and/or other departments requiring assistance in Spanish.
d. Examination Process: Human Resources contracts with Language International Testing to conduct an exam. The oral exam is conducted over the phone and is intended to assess the employee's ability to comprehend and speak a foreign language and the written is conducted online. Language International Testing will provide the results and placement to Human Resources.
e. The intent of the bilingual pay program is to diversity the selection and placement of the program participants across our various departments and divisions. Selection of employees is based on several factors, including but not limited to, the score received in the bilingual examination, work location, and ability to respond to a request for translation and interpretation if called upon. Approval is granted by the Human Resources Director.
f. The City may allow re-testing following six months from the date of not passing test(s).
g. A 2 ½% premium above base pay will be granted to an employee who meet the testing criteria for being bilingual in Spanish and available to provide translation services.
h. An employee required to read and write in Spanish in the course and scope of his or her job duties will be provided a 2 ½% premium above base pay after successful completion of testing.
i. Employee may be asked by other departments to provide translation on an as needed basis.
j. Granting and removal of this premium is within the sole discretion of the City. Removal of this premium shall not be considered disciplinary action.
k. Unless recommended approved by the Appointing Authority, bilingual pay will be for Spanish only.
l. No employee shall be eligible for bilingual pay in excess of 5% above base pay.
m. All employees who have completed their initial probationary period are eligible. Upon recommendation of the department director, prior to completion of probation, request will be considered for review.

E. OVERTIME:

1. Pre-Approval:

Requests for overtime that can be scheduled should be pre-approved by the Appointing Authority or designee. Overtime not possible to schedule in advance and necessary for public safety and welfare shall be worked at Appointing Authority discretion.

2. Overtime Calculation:

Hours actually worked in excess of 40 per week shall be paid at time-and-a-half the

City's premium rate, which will be no less than the regular rate of pay as that term is defined in the Fair Labor Standards Act (FLSA). Hours worked in excess of an employee's shift that are not FLSA overtime hours shall be paid at one times the premium rate. All employee overtime shall be earned in increments of one-quarter (1/4) hour.

3. **Maximum Compensatory Leave Balance:**
Compensatory time may be granted instead of overtime pay only where requested by the employee and approved by the Appointing Authority. Personnel may accrue up to a maximum of 100 hours of compensatory time in lieu of overtime.

F. ADMINISTRATION OF PAY PLAN:

Unless additional criteria are specified, advancement between each step in the salary range will require twelve (12) months of actual service at the employee's current salary step, plus a "meet standards" or better performance evaluation.

1. **Anniversary Date:**
   a. The anniversary date for each employee is the date of they're hired, reclassified, or promoted.
   b. The anniversary date of any employee shall be adjusted, or changed, in the case of a leave of absence, by moving said anniversary date forward a time equal to the length of such leave of absence, except family care or medical leave, according to the California Family Rights Act and military leaves of absence in accordance with the California Military and Veterans Code and Title 38, chapter 43, U.S. Code. Whenever any employee is absent from work without pay for any period of exceeding thirty (30) continuous days, the anniversary date of said employee shall be adjusted by moving said anniversary date forward a time equal to the length of absence from work.
   c. The anniversary date of any employee shall be adjusted by moving said date forward a time equal to any delay in movement through the steps of the salary range put forth below.

2. **Salary Ranges:**
   a. The five (5) steps of each salary range shall be interpreted and applied as follows:
   b. The first step is the minimum rate and shall normally be the hiring rate for the class. In cases where it is difficult to secure qualified personnel, or if a person of unusual qualifications is engaged, the City Manager may authorize hire at a higher step.
   c. The second step is the rate at which a fully qualified, experienced, and conscientious employee may expect to advance to following the completion of twelve (12) months satisfactory service in the first step and upon written recommendation of the Appointing Authority and approval by the City

Manager.

d. The third step is the rate at which a fully qualified, experienced, and conscientious employee may expect to advance to following the completion of twelve (12) months satisfactory service in the second step and upon written recommendation of the Appointing Authority and approval by the City Manager.
e. The fourth step is the rate at which a fully qualified, experienced, and conscientious employee may expect to advance to following the completion of twelve (12) months satisfactory service in the third step and upon written recommendation of the Appointing Authority and approval by the City Manager.
f. The fifth step is the rate at which a fully qualified, experienced, and conscientious employee may expect to advance to following the completion of twelve (12) months satisfactory service in the fourth step and upon the written recommendation of the Appointing Authority and approval of the City Manager.
g. Notwithstanding the foregoing provisions of this Section, an employee who is promoted or reclassified from one classification to a higher classification, or from a flat salary to classification having a higher overlapping salary range, shall be adjusted:
h. To the step in their new range, which shall provide an increase in his/her salary, except that they shall not retain credit for the time served in his/her former step. If the step in the new range is the first step, the employee shall remain in that step for twelve (12) months before becoming eligible for advancement to the second step.
i. If from a flat salary to a range, to the lowest step in his/her new range or classification that exceeds his flat salary.
j. General adjustments in salary ranges made by general increases or decreases shall be made by adjusting all classes upward or downward to the appropriate salary range herein provided. Where the salary range for a given class or for several classes is revised upward or downward the employees shall have their existing salary adjusted to the same step in the new range.
k. In any case where, by reason of unusual circumstances, rigid adherence to the forgoing principles related to salary adjustments would cause a manifest injustice, the City Manager may make such order relating thereto as in his/her discretion is proper.
l. Rates of compensation provided for by resolution are fixed on the basis of full-time service in full-time positions for the schedule of hours indicated. If any position provided for in the budget is by appropriate language specified or indicated as being for less than full-time services, the rate of compensation provided for such positions shall be adjusted accordingly, except those employees indicated in this resolution as working part-time or on a retainer, in which case they shall draw the full salary indicated. If the present

adjustments shall be made in the rates, the step plan shall apply to part-time salaried as well as full-time salaried employees.

m. Changes in pay rates shall be made on the first day on the pay period next following the date of eligibility and authorization.

G. RETIREMENT:

1. **Tier 1 - CalPERS 2% @ 55**
   a. Eligibility: Employees determined by CalPERS to be "classic members."
   b. Employee Contribution: Employees will pay the 7.0% employee contribution to PERS.
2. **Tier 2 - CalPERS 2% @ 62 Plan**
   a. Eligibility: Employees determined by CalPERS to be "new members."
   b. Employee Contribution: Employees will pay 50% of the normal cost as determined annually by CalPERS.
3. **Survivor Benefits:** The City provides the PERS 1959 Survivors Benefit Level Four. The employee cost is $2 per month.
4. **Deferred Compensation:** The City will pay up to one hundred twenty five dollars ($125) per month to the ICMA deferred compensation program for each employee who makes a matching contribution. Contributions will be made on a bi-monthly basis (24 xs per year @ $62.50 each).

H. HEALTH AND WELFARE BENEFITS

Eligible employees will be provided with medical, dental, and vision insurance following 30 days from date of hire on the first day of the month.

1. **Medical Contributions:**
   a. MCSIG PPO $40 (70/30 Plan).
   The City will pay 100% of the employee only premium and 95% of the dependent premium.
   b. MCISG PPO $25 (80/20 Plan).
   The City will pay 100% of the employee only premium and 85% of the dependent premium. This will be the base contribution amount for all plans except the Grandfathered PACE Plan.
   c. PACE Plan (90/10 Plan) – Employees hired after October 15, 2015.
   New employees enrolling in the PACE 90/10 Plan will pay the difference between the City's contribution for the PPO $25 plan and the PACE Plan premium.
   d. PACE Plan (90/10 Plan) – Grandfathered Tier – open to employees hired before October 15, 2015.
   The City will pay 90% of the employee only premium; 75% of the dependent premium.

2. **Dental and Vision Contributions:** The City will contribute towards the cost of the

employee's dental and vision insurance as follows:

Dental

Employee Only:	$44.80
Employee + Spouse:	$92.90
Employee + Children:	$102.74
Employee + Family:	$150.85

Vision

Employee Only:	$5.35
Employee + 1:	$5.78
Employee + Family:	$13.12

a. **Annual Premium Adjustments:** The City and the employee will split the cost of any increase or decrease to the premium on a 50/50 basis.

3. Medical Insurance Opt-Out: Employees who opt out of the City plans for medical, vision, and dental insurance and provide proof of alternate group medical insurance will be entitled to $100 per month. To qualify, an employee must provide proof of alternate group coverage to Human Resources. Alternate coverage must be acceptable by the City and compliant with the Affordable Care Act.

4. Life Insurance: The City will provide term life insurance for all Employees in the amount of $50,000.

5. Long-Term Disability: The City and the employee shall share equally the cost of a long-term disability program.

6. IRS Section 125 Plan: The City shall make available an Internal Revenue Service Code Section 125 Plan for unreimbursed medical and dependent care expenses. The annual maximum is set by the IRS.

7. Eligibility of Incentive Pay(s) and Tuition Reimbursement: Upon successful completion of probationary period. Prior to completion will require the pre-approval of the Department Head and the Human Resources Director.

8. Wellness Program:

a. **Health Club Membership:** City will pay up to $50 per month towards an employee membership at a health club upon submission of receipt of contract to the Finance Division. The City will process dues by payroll deduction if administratively feasible. To be eligible for reimbursement, requests for reimbursement must be received by Finance no later than 90 days from the date of service.

b. **City Swimming Pool:** Employees and their families will have use of City swimming pool at no cost and may have resident's fee and early-bird sign up for swim classes.

I. LEAVE BENEFITS:

1. **Vacation:** the Appointing Authority has the authority to start a new employee covered under this compensation plan anywhere within the accrual schedule and provide them with a starting leave bank of vacation.

   a. Accrual Rates: The regular accrual rate shall be:

Years of City Service	Accrual Rate per year
Up to 4	10 days
5 – 9	15 days
10 – 14	17 days
15 – 19	20 days
20 – 24	21 days
25 +	25 days

   b. **Vacation Upon Termination:** Any employee, upon termination of City employment for any reason, who is entitled to vacation time and who has not had the same, shall be paid at his/her current salary rate for such vacation time on the effective date of such termination. If such person works over one-half (1/2) of the month, they shall be entitled to accumulate vacation for that month.

   c. **Maximum Accumulation:** Employees will be allowed to have no more than two years earned vacation accumulated as of the end of the 2nd pay period of January of any year. Payout for leave in excess of maximum will occur on the 1st pay period of March.

   d. **Cash Out:** The City will allow employees to cash out 40 hours of accumulated vacation time as set forth in this section. On or before the pay period which includes December 15 of each calendar year, an employee may make an irrevocable election to cash out up to forty (40) hours of accrued vacation (in whole hour increments) which will be earned in the following calendar year at the employee's base rate of pay. On the pay day of the first pay period in November of the calendar year following election of the cash out, the employee will receive cash for the amount of vacation the employee irrevocably elected to cash out in the prior year. However, if the employee's vacation leave balance is less than the amount the employee elected to cash out (in the prior calendar year) the employee will receive cash for the amount of leave the employee has accrued at the time of the cash out. This cash out provision is voluntary on the part of each employee, and does not change the practice of maintaining a maximum of two years of vacation accumulation at the end of any calendar year.

e. **Accumulation during OJI Leave:** An employee being paid because of an injury on-the-job will accumulate vacation time and sick leave.

f. **No Interruption of Accumulation:** No interruption in the accumulation of vacation time shall result when an employee takes sick leave, vacation, temporary military leave, or paid leave because of an on-the-job incurred illness or injury.

2. Sick Leave with Pay for Non-Job Related Illness, Injury or Disability

a. **Accrual:** Each employee shall earn eight (8) hours sick leave with pay for each calendar month or major fraction thereof served. At his / her discretion, the Appointing Authority may provide a new employee with a starting leave bank.

b. **Sick Leave Use:** Sick leave may be used for the illness/injury of family members and all other permissible uses under state law.

c. **Sick Leave Abuse:** Sick leave abuse shall mean: "Any use of sick leave, for purposes other than those identified in this section". Sick leave abuse may subject the employee to disciplinary actions.

   i. When the Department Head or their designee has reason to suspect that an employee has abused sick leave benefits, the Department Head may establish methods of verification as deemed appropriate.

d. **Sick Leave Usage for Employee and Family Members:** For purposes of this section, Family Member means Children (biological, stepchildren, adopted, foster, legal wards, or a child to whom the employee stand in loco parentis), Parents (biological, adopted, step, foster, guardian, wards, or in-laws), Spouse, Domestic Partner registered with the State and submitted to Human Resources, Grandparent, Grandchild, Brother, and Sister.

   i. Accured sick leave may be utilized if the employee is required to be absent from work on account of non-job related illness or injury; routine medical or dental appointments; or for the care related to the illness or injury of the employee's Family Member.

   ii. Usage of sick leave shall be charged to the employee's balance on an hour-for-hour basis in one-fourth (1/4) hour increments or in accordance with current law.

e. **Exhaustion of Sick Leave:** An employee anticipating exhaustion of sick leave may request advance approval from the Department Head or their designee for the use of discretionary leaves (i.e., vacation, holiday and compensatory time off) in the event of illness or injury, with the Department Head or their designee having discretion to either deny or approve the request.

f. **Bereavement Leave:** Bereavement leave, to a maximum of forty (40) hours equivalent to five (5) working days, will be permitted, without charging such leave against sick leave, upon the death of a member of the employee's immediate family. For the purposes of determining the use of leave for death of a family member, the following definition shall be used: The employee's spouse, principal domestic partner, child, parent, brother, sister, grandparents, parents-in-law, brother-in-law, sister-in-law, daughter-in-law, stepparents, step-siblings, step-children, step grandparents or grandparents-in-law. At the Department Head or their designee's discretion, the employee may be required to provide evidence that the leave was used for the pusposes intended by this section.

3. **On-The-Job Injury Leave:**
   a. **Leave of Absence:**
   Whenever an employee is disabled by injury or illness arising out of and in the course of his/her duties, he/she shall become entitled to a leave of absence without loss of salary for a period not to exceed three (3) months in any five (5) year period.
   b. **Leave Accrual:** An employee on leave of absence under this section will continue to accumulate sick leave and vacation leave.
   c. **Temporary Disability Benefits:** The employee shall draw full salary under OJI leave, and the City will take credit for any temporary disability payments. Once OJI leave is exhausted, an employee on leave without pay would be entitled to temporary disability in accordance with State Worker's Compensation law.
   d. **Use of Accumulated Leaves:** Once OJI leave has been exhausted, accumulated leaves may be used to supplement temporary disability payments.

4. **Holidays:** All employees in a pay status for the majority of a pay period shall be entitled to the following holidays:
   - First day of January (New Year's Day)
   - Third Monday in January (Martin Luther King Observance)
   - Third Monday in February (President's Day)
   - Thirty-first day of March (Farmworkers Day)
   - Last Monday in May (Memorial Day)
   - Nineteenth day of June (Juneteenth)
   - Fourth day of July (Independence Day)
   - First Monday in September (Labor Day)
   - Eleventh day of November (Veteran's Day)
   - Fourth Thursday of November (Thanksgiving Day)
   - Day following Thanksgiving Day
   - Working day immediately preceding Christmas Day (Christmas Eve)
   - Twenty-fifth day of December (Christmas Day)

   e. **Holiday Calculation:** Holidays shall be calculated as 8 hours.

f. **Floating Holidays:** Each calendar year, unclassified non-exempt employees shall receive two floating holidays (16 hours). Floating holiday time has no cash value and must be used before December 31st each year or it is forfeited.
Initial Accrual: For newly hired employees, the initial floating holiday accrual shall be prorated in accordance with the following schedule:

Hired January 1 – March 31:	16 hours
Hired April 1 – June 30:	12 hours
Hired July 1 – September 30:	8 hours
Hired October 1 – December 31:	0 hours

g. **Memorials:** Upon Council approval, every day appointed by the Governor of the State, the President of the United States, or the City Council as a memorial, public fast, Thanksgiving, or holiday.

h. **Holidays on Sunday:** When a holiday falls on a Sunday, the following Monday shall be recognized as that holiday.

i. **Holidays on Saturday:** When a holiday falls on a Saturday, the preceding Friday shall be recognized as that holiday.

5. Jury Duty:
The City will grant an employee leave with pay for jury duty. Any checks received from the courts must be submitted to Finance. Travel pay which is included in the check, will be returned to the employee. This rule also applicable to those employees serving on the Grand Jury.

J. CONTINUING EDUCATION AND PROFESSIONAL GROWTH
All employees who have completed their initial probationary period may participate in the Education Incentive Pay and Tuition Reimbursement program .

1. Tuition Reimbursement:
a. Employees wishing to receive reimbursement for tuition and book expenses must request prior approval from their Appointing Authority. Classes will be approved for reimbursement so long as they are determined to be job related, or required as a part of a degree program. Disputes regarding course approval will be submitted to the Human Resources Director.
b. The City will encourage enrollment through a tuition and book reimbursement with a maximum of $500 per fiscal year for Certificate Program and AA plan and $3,000 per fiscal year for BA and MA plan.
c. After completing the course with a grade of “C” or better (“Pass” or certificate

of achievement for classes that are not graded), proof of completion of course work requirements shall be submitted to the employee's Appointing Authority indicating the specific courses and credits completed, together with transcripts or other documentation as may be required by the Human Resources Director. This information shall be submitted on forms provided by the Human Resources Office.

2. **Educational Incentive Pay:**
   a. Completion of an accredited educational certificate program or 30 units toward an approved degree program – 1.5%
   b. Completion of AA/AS degree – 3%
   c. Completion of BA/BS degree – 4.5%
   d. Completion of MA/MS degree – 6%
   e. Educational incentive pays are not cumulative (stackable). The maximum salary increment attainable under this program is 6%.
   f. An employee who wishes to enroll in a school, college, or university for the purpose of fulfilling the educational requirement shall do so on his/her own time.

3. **Notary Pay**

Upon successful completion of probation, unless recommended by department head, employees who are certified by the California Notary Commission as a Notary Public will receive a 5% base pay increase so long as they use their certification in the course of their duties with the City.

K. WORK SCHEDULE:

Employees will work a 40 hour work week. The work schedule shall be defined by the Appointing Authority. Consistent with City past practice the Appointing Authority shall consider alternative work schedule requests and approve where such alternative schedules meet the best interest of the City. Alternative work schedules can include 4/10 work schedules or 9/80 work schedules. The Appointing Authority has the sole discretion to decide whether to approve or deny such alternative schedules.

L. CONFIDENTIAL ADMINISTRATIVE LEAVE:

Each calendar year, confidential employees shall be provided with 40 hours of "use it or lose it" leave at the beginning of each calendar year. Unused time may not rollover to the next year. There shall be no cash value for leave time and it must be used before December 31st each year or it is forfeited. For those employees who are new or promoted from one classification from another, the amount of provided Confidential Leave in the initial calendar year of appointment shall be prorated based on the following schedule according to hire date:

a. Initial Accrual: For newly hired employees, the initial floating holiday accrual shall be prorated in accordance with the following schedule:

i.	Hired January 1 – March 31:	40 hours
ii.	Hired April 1 – June 30:	32 hours
iii.	Hired July 1 – September 30:	8 hours
iv.	Hired October 1 – December 31:	0 hours

Effective upon ratification, current members will receive a one-time addition of twenty (20) hours of Confidential Administrative Leave.

M. PROBATIONARY PERIOD:
All original appointees to positions in any classification shall serve a continuous probationary period of twelve (12) months.

Comprehensive Listing of Personnel Benefits

Confidential Exempt Employees

July 1, 2026 – June 30, 2028

**COMPREHENSIVE LISTING OF PERSONNEL BENEFITS –
CONFIDENTIAL EXEMPT EMPLOYEES**

COMPREHENSIVE LISTING OF PERSONNEL BENEFITS –
CONFIDENTIAL EXEMPT EMPLOYEES

SECTION 1: TERM

The provisions of the listing of personnel benefits for confidential exempt employees shall become effective July 1, 2026, and shall remain in effect for a period terminating on June 30, 2028.

SECTION 2: SALARY AND ADMINISTRATION OF PAY PLAN

A. Direct Pay for Services:

1. General Salary Adjustments (Determined in February of 2027):

Effective the first day of the first pay period in July 2027, all members will receive:

a. A one-percent (1%) salary increase if Sales & Use Tax and Transactions Tax combined exceed the budgeted forecast for fiscal year 2025/2026 by $325,000;
b. Additional one-percent (1%) salary increase for a total of two-percent (2%) if Sales and Use Tax and Transactions Tax combines exceed the budgeted forecast for fiscal year 2025/2026 by $650,000;
c. Additional one-percent (1%) salary increase for a total of three-percent (3%) if Sales & Use Tax and Transactions Tax combined exceed the budgeted forecast for fiscal year 2025/2026.

2. Longevity Pay:

a. Bargaining unit members with five or more years of service shall receive longevity pay in the amount of 2.5% of the member's Base Salary Rate.
b. Bargaining unit members with ten or more years of service shall receive longevity pay in the amount of an additional 2.5% of the member's Base Salary Rate (total of 5%).
c. Bargaining unit members with fifteen or more years of service shall receive longevity pay in the amount of an additional 2.5% of the member's Base Salary Rate(total of 7.5%).

B. Special Pay

1. Spanish Bilingual Pay:

1. The City shall determine which employees are needed to serve as interpreters and possess necessary verbal competency in Spanish. The City shall use the following criteria in determining whether or not it is necessary for an employee to serve as an interpreter:
   (i) Very frequent public contact in person and over the phone.
   (ii) The City uses the employee as an interpreter on a daily basis.
   (iii) The employee works in a department with numerous interpretations with Spanish speaking citizens.
2. Examples of employees who qualify for bilingual/interpreter status include those encountering the public at the counters in the Finance, Recreation and Community Development Departments.

3. Employees receiving bilingual pay must provide interpreter services upon request of their supervisor or when contacted by a citizen requiring assistance in Spanish.
4. The City may allow re-testing following six (6) months from the date of not passing the test(s).

   a. 2 ½% premium above base pay will be granted to an employee who meets the testing criteria for being bilingual in Spanish and available to provide translation services.

   b. Based on the needs of the department, the director and approval of the Human Resources Director, an employee required to read and write in Spanish in the course and scope of his or her job duties will be provided a 2 ½ % premium above base pay after successful completion of probation and of City provided testing.

   c. These employees may be called upon by other departments on an as-needed basis.

   d. This program is subject to administrative direction and to City established procedures and formal testing. The City intends to use Language Testing International (LTI) or another suitable and appropriately certified testing organization. The speaking portion of the exam is conducted over the phone and is intended to assess the employee's ability to comprehend and speak a foreign language. LTI will provide the results of the examination to Human Resources for review and placement.

   e. Granting and removal of this premium is within the sole discretion of the City. Removal of this premium shall not be considered a disciplinary action.

   f. Unless recommended by the employee's department director, and approved by the Human Resources Director, bilingual pay will be for Spanish only.

2. *Additional Pay for Additional Duties*

When a non-represented confidential exempt employee assumes duties and responsibilities beyond existing job classification, City Manager may institute performance pay equivalent to 2.5% or 5%.

3. *Additional Pay for Temporarily Assuming Supervisor's Position*

   a. A pay increase not to exceed one step may be paid to an employee temporarily filling a supervisor's position while the supervisor's position is vacant. The determination of vacancy will be based upon recommendation by the Department Head to the City Manager.

   b. The increased pay will not be paid in any case unless a supervisor vacancy is the result of sickness, resignation, or termination.

   c. The increased pay will not be paid when the supervisor is on vacation.

d. The increased pay will not be paid for the first thirty calendar days of the vacancy as determined above.

e. “Supervisor” is defined narrowly and means only the person to whom the employee is responsible on a continuing basis.

4. Annual Performance Pay

The City Manager is authorized to grant annual step increases to confidential exempt employees who exceed expectations in the achievement of established performance goals and objectives. The authorized increase ranges from zero to a 7.5% increase, depending upon the performance of the employee under consideration for salary increase. This gives the City Manager flexibility in setting salaries consistent with performance. (Special Compensation CCR 571(a) Incentive Pay.)

C. Administration of Pay Plan:

1. Anniversary Date

a. The anniversary date for each employee is the date he/she is hired, reclassified, or promoted.

b. The anniversary date of any employee shall be adjusted, or changed, in the case of a leave of absence, by moving said anniversary date forward a time equal to the length of such leave of absence, except family care or medical leave, according to the California Family Rights Act and military leaves of absence in accordance with the California Military and Veterans Code and Title 38, chapter 43, U.S. Code. Whenever any employee is absent from work without pay for any period of exceeding thirty (30) continuous days, the anniversary date of said employee shall be adjusted by moving said anniversary date forward a time equal to the length of absence from work.

c. The anniversary date of any employee shall be adjusted by moving said date forward a time equal to any delay in movement through the steps of the salary range put forth below.

2. Salary Ranges

The five (5) steps of each salary range shall be interpreted and applied as follows:

a. The first step is the minimum rate and shall normally be the hiring rate for the class. In cases where it is difficult to secure qualified personnel, or if a person of unusual qualifications is engaged, the City Manager may hire at a higher step.

b. The second step is the rate at which a fully qualified, experienced, and conscientious employee may expect to advance to following the completion of twelve (12) months satisfactory service in the first step and upon written recommendation of the Department Head and approval by the City Manager.

c. The third step is the rate at which a fully qualified, experienced, and conscientious employee may expect to advance to following the completion of twelve (12) months satisfactory service in the second step and upon written recommendation of the Department Head and approval by the City Manager.

d. The fourth step is the rate at which a fully qualified, experienced, and conscientious employee may expect to advance to following the completion of twelve (12) months satisfactory service in the third step and upon written recommendation of the Department Head and approval by the City Manager.

e. The fifth step is the rate at which a fully qualified, experienced, and conscientious employee may expect to advance to following the completion of twelve (12) months satisfactory service in the fourth step and upon the written recommendation of the Department Head and approval of the City Manager.

f. Notwithstanding the foregoing provisions of this Section, an employee who is promoted or reclassified from one classification to a higher classification, or from a flat salary to a classification having a higher overlapping salary range, shall be adjusted:

   i. To the step in their new range, which shall provide an increase in his/her salary, except that they shall not retain credit for the time served in his/her former step. If the step in the new range is the first step, the employee shall remain in that step for twelve (12) months before becoming eligible for advancement to the second step.

   ii. If from a flat salary to a range, to the lowest step in his/her new range or classification that exceeds his flat salary.

g. General adjustments in salary ranges made by general increases or decreases shall be made by adjusting all classes upward or downward to the appropriate salary range herein provided. Where the salary range for a given class or for several classes is revised upward or downward the employees shall have their existing salary adjusted to the same step in the new range.

h. In any case where, by reason of unusual circumstances, rigid adherence to the forgoing principles related to salary adjustments would cause a manifest injustice, the City Manager may make such order relating thereto as in his/her discretion is proper.

i. Rates of compensation provided for by resolution are fixed on the basis of full-time service in full-time positions for the schedule of hours indicated. If any position provided for in the budget is by appropriate language specified or indicated as being for less than full-time services, the rate of compensation provided for such positions shall be adjusted accordingly, except those employees indicated in this resolution as working part-time or on a retainer, in which case they shall draw the full salary indicated. If the present adjustments shall be made in the rates, the step plan shall apply to part-time salaried as well as full-time salaried employees.

j. Changes in pay rates shall be made on the first day on the pay period next following the date of eligibility and authorization.

SECTION 3: BENEFITS

A. Retirement:

1. CalPERS Classic Plan for Classic Members

a. "Classic" members will receive the CalPERS 2% @ 55 Miscellaneous Members retirement plan (Gov't Code 21354.4). The 2% @ 55 plan will also be provided to new City employees who are considered to be Classic members under the California Public Employees' Pension Reform Act (PEPRA). A Classic member is a member who does not fit the definition of "New" member as defined in Gov't Code 7522.04(f).

b. Employee Contribution: Employees enrolled in the 2% @ 55 plan shall pay the 7% employee contribution.

c. Additional Employee Contribution: Effective the first full pay period after January 1, 2023, all bargaining unit members shall pay 3% of the employer's contribution in accordance with Government Code Section 20516 (Employees Sharing Additional Cost). Note: Timing is subject to any administrative processing time required by CalPERS.

2. CalPERS PEPRA Plan for New Members

a. "New" members, as defined in Gov't Code 7522.04(f), will be enrolled in the 2% @ 62 Miscellaneous Members retirement plan (Gov't Code 7522.20(a)).

b. Employee Contribution: As required by PEPRA, New members enrolled in the PEPRA plan shall pay 50% of the "normal cost" of projected benefits attributable to the current year of service as determined annually by CalPERS. This employee contribution may change annually as required by PEPRA.

c. Additional Employee Contribution: Effective the first full pay period after January 1, 2023, all bargaining unit members shall pay 3% of the employer's contribution in accordance with Government Code Section 20516 (Employees Sharing Additional Cost). Note: Timing is subject to any administrative processing time required by CalPERS.

3. CalPERS Survivor Benefits:

a. The City provides for 1959 Survivors Benefit Level Four. The employee cost is $2 per month.

4. PARS Supplemental Retirement Plan:

a. Plan: The City will provide the PARS .5% at 55 supplemental retirement plan with credit for prior CalPERS and City service for all bargaining unit members hired on or before June 30, 2010.

b. Eligibility: Employees must have three years of City service and have been hired on or before June 30, 2010 to be eligible. The plan will be effective July 1, 2002.

c. Contribution: The City will make the employee's contribution.

5. Deferred Compensation:

City will pay up to two hundred dollars ($200) per month to the ICMA deferred compensation program for each employee who makes a matching contribution.

B. Medical, Dental, and Vision Insurance:

Eligible employees will be provided with medical, dental, and vision insurance as specified in this section following 30 days from the date of hire on the first day of the month. Benefits to eligible family members will be made available under the health insurance plan.

1. Contributions

a. MCSIG PPO $40 (70/30 Plan).
The City will pay 100% of the employee only premium and 90% of the dependent premium. This will be the base contribution amount for all plans except the Grandfathered PACE Plan.

b. MCISG PPO $25 (80/20 Plan).
Members electing to participate in the MCSIG PPO $25 (80/20 Plan) will pay the difference between the City's contribution for the PPO $40 Plan and the PPO $25 Plan premium.

c. PACE Plan (90/10 Plan) – Employees hired after October 15, 2015.
New employees enrolling in the PACE 90/10 Plan will pay the difference between the City's contribution for the PPO $40 plan and the PACE Plan premium.

d. PACE Plan (90/10 Plan) – Grandfathered Tier – open to employees hired before October 15, 2015.
The City will pay 81% of the employee only premium; 70% of the employee + 1 premium; and 73% of the family premium.

e. The City will split the cost of any increase or decrease in dental and vision premiums with the employee on a 50/50 basis.

2. Retiree Medical:

a. Eligibility: Only bargaining unit members hired on or before June 30, 2010 are eligible for City-paid retiree medical insurance.

b. Notwithstanding the requirements of the City's Health and Welfare Plan to be eligible for retiree medical coverage, and subject to available coverage under the City's plan, the City shall pay the employees (not dependents) cost of medical insurance in an amount not to exceed the monthly premium for the City's insurance plan for retirees who retire on regular service or disability retirement until age 65 or until the retiree becomes eligible for Medicare, whichever comes first.

c. Employees may cover dependents by paying the additional monthly premium.

d. In the event that coverage is not available under the City's plan, and where an eligible employee elects to continue health coverage under COBRA, the City shall contribute to that COBRA payment an amount not to exceed the monthly premium for the City's health insurance plan for the period of time of COBRA eligibility or up to age 65, whichever is less.

e. Employees must have ten years of continuous service with the City, have been hired on or before June 30, 2010, and be at least 50 years of age to receive this benefit.

f. The City complies with all Federal and State guidelines regarding medical and dental insurance. This compliance includes continuation of benefits under COBRA.

C. Life Insurance:

The City will provide term life insurance for all confidential exempt employees in the amount of two times the employee's annual salary (minimum of $150,000.)

D. Long-Term Disability:

The City shall pay the cost of a long-term disability program.

E. IRS Section 125 Plan:

The City shall provide an Internal Revenue Code Section 125 Plan for unreimbursed medical expenses and dependent care expenses. The annual maximum is set by the IRS.

F. Mileage Reimbursement:

With the approval of the Department Head, the City shall reimburse employees required to use their personal vehicles for the purpose of conducting City business at a rate based upon actual cost.

G. Wellness Program:

1. Health Club Membership:

The City will pay up to $45 per month towards an employee membership at a health club upon submission of receipt of contract to the Finance Division. The City will process dues by payroll deduction if administratively feasible. To be eligible for reimbursement, requests for reimbursement must be received by Finance no later than 90 days from the date of service.

2. City Swimming Pool:

Association employees and their families will have use of the City swimming pool at no cost to the employee. Employees may have resident's fee and early-bird sign up for swim classes.

SECTION 4: LEAVE PROVISIONS

A. Vacations

1. Accrual:

All regular employees, shall earn vacation as follows:

a. During the first, second, third, and fourth years of employment, vacation will be earned at the rate of six and two thirds (6 2/3) hours per month of ten (10) days per year.

b. During the fifth, sixth, seventh, eighth, and ninth years of employment, vacation will be earned at the rate of ten (10) hours per month or fifteen (15) days per year.

c. During the tenth, eleventh, twelfth, thirteenth, and fourteenth years of employment, vacation will be earned at the rate of eleven and one third (11 1/3) hours per month or seventeen (17) days per year.

d. During the fifteenth, sixteenth, seventeenth, eighteenth, and nineteenth years of employment, vacation will be earned at the rate of thirteen and one third (13 1/3) hours per month or twenty (20) days per year.

e. During the twentieth, twenty-first, twenty-second, twenty-third, and twenty-fourth years of employment, vacation will be earned at the rate of fourteen (14) hours per month or twenty-one (21) days per year.

f. During the twenty-fifth year and thereafter vacation will be earned at the rate of 16 2/3 hours per month or twenty-five (25) days per year.

2. Vacation and Holidays:

For regular employees, if a holiday falls within a scheduled vacation period, on a day that the employee would normally work, that day shall not be counted a vacation day.

3. Vacation Upon Termination:

Any employee, upon termination of City employment for any reason, who is entitled to vacation time and who has not had the same, shall be paid at his/her current salary rate for such vacation time on the effective date of such termination. If such person works over one-half (1/2) of the month, they shall be entitled to accumulate vacation for that month.

a. Calculation of Hourly Pay for Payout: For employees working a five (5) day or modified schedule, the method for computing hourly pay for accumulated vacation time shall be as follows:

i. Hourly rate equals monthly salary multiplied by twelve (12) months divided by 52 weeks multiplied by 40 hours

4. *Maximum Accumulation:*

Employees will be allowed to have no more than two years earned vacation accumulated as of the end of the 2nd pay period of January of any year. Payout for leave in excess of maximum will occur on the 1st pay period of March. It shall be management's right and responsibility to see that the employee does not exceed the maximum.

5. *Vacation Cash-Out:*

The City will allow Confidential Managers to cash out 40 hours of accumulated vacation time as set forth in this section. On or before the pay period which includes December 15 of each calendar year, an employee may make an irrevocable election to cash out up to forty (40) hours of accrued vacation (in whole hour increments) which will be earned in the following calendar year at the employee's base salary rate. On the pay day of the first pay period in November of the calendar year following election of the cash out, the employee will receive cash for the amount of vacation the employee irrevocably elected to cash out in the prior year. However, if the employee's vacation leave balance is less than the amount the employee elected to cash out (in the prior calendar year) the employee will receive cash for the amount of leave the employee has accrued at the time of the cash out. This cash out provision is voluntary on the part of each bargaining employee, and does not change the practice of maintaining a maximum of two years of vacation accumulation at the end of any calendar year.

6. *Compensation in Lieu of Time Off:*

The City Manager may, in instances where the needs of the City require, authorize compensation in lieu of time off for accrued vacation.

7. *Accumulation during OJI Leave:*

An employee being paid because of an on-the-job injury will accumulate vacation time and sick leave.

8. *No Interruption of Accumulation:*

No interruption in the accumulation of vacation time shall result when an employee takes sick leave, vacation, temporary military leave, or paid leave because of an on-the-job incurred illness or injury.

9. *Vacation during Probation:*

Newly hired management employees may use vacation leave.

B. Sick Leave with Pay for Non-Job-Related Illness, Injury or Disability

1. *Accrual:*

Each confidential exempt employee shall earn eight (8) hours sick leave with pay for each calendar month or major fraction thereof served.

2. ***Use of Leave:***

Sick leave with pay will be granted only upon the approval of the Department Head in case of bonafide illness of an employee, including the diagnosis, care, or treatment of an existing health condition of, or preventive care. If the need for paid sick leave is foreseeable, the employee shall provide reasonable advance notification. If the need for paid sick leave is unforeseeable, the employee shall provide notice of the need for the leave as soon as practicable. Evidence may be required in the form of a physician's certificate or otherwise to verify an employee's absence during the time for which sick leave is requested.

Sick leave may also be used by an employee who is a victim of domestic violence, sexual assault, or stalking, to obtain any relief or services related to being a victim of domestic violence, sexual assault, or stalking with appropriate certification of the need for such services.

Any employee taking leave that qualifies under the City's Family Care and Medical Leave/California Family Rights Act Policy will complete and submit all required forms.

3. ***Sick Leave Upon Rehire***

If an employee separates from City employment and is re-hired by the City within one year of the date of separation, previously accrued and unused paid sick leave hours shall be reinstated to the extent required by law.

4. ***Illness/Injury During Vacation:***

When an illness or injury requiring doctors treatment, and/or hospitalization occurs during an employee's vacation or approved leave of absence with pay, and the injury or illness is a nature that would prohibit the employee from performing his/her duties, the employee shall submit a memorandum giving full and complete information as well as a doctor's verification to their respective department head for a determination that such time off will be charged to sick time rather than to vacation time.

5. ***Family Sick Leave:***

Sick leave may be used for the illness or injury of an employee's family member. A family member shall be defined as parent (including biological, adoptive, or foster parent, stepparent, or legal guardian of an employee or a person who stood in loco parentis when the employee was a minor child), child (including a biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stands in loco parentis), spouse or domestic partner, grandparent, grandchild, and sibling.

6. ***Bereavement Leave:***

Bereavement leave, to a maximum of five (5) working days, equivalent to forty hours (40), will be permitted, without charging such leave against sick leave, upon the death of a member of the employee's immediate family. Immediate family is defined as a parent, child, spouse or domestic partner, brother, sister, grandparents, father-in-law, and mother-in-law of the employee. Employee may use an additional 16 hours of sick leave to extend said leave.

C. On-The-Job Injury Leave:

1. Leave of Absence:

Whenever an employee is disabled by injury or illness arising out of and in the course of his/her duties, he/she shall become entitled to a leave of absence without loss of salary for a period not to exceed three (3) months in any five (5) year period.

2. Leave Accrual:

An employee on leave of absence under this section will continue to accumulate sick leave and vacation leave.

3. Temporary Disability Benefits:

The employee shall draw full salary under OJI leave, and the City will take credit for any temporary disability payments. Once OJI leave is exhausted, an employee on leave without pay would be entitled to temporary disability in accordance with State Worker's Compensation law.

4. Use of Accumulated Leaves:

Once OJI leave has been exhausted, accumulated leaves may be used to supplement temporary disability payments.

D. Management Leave

1. Annual Accrual:

Management employees shall earn 40 hours of management leave per calendar year.

2. Initial Accrual:

For newly hired employees (or employees promoted into the Association), the initial management leave bank shall be prorated according to the following schedule:

Hired January 1 – March 31:	40 Hours
Hired April 1 – June 30:	30 Hours
Hired July 1 – September 30:	20 Hours
Hired October 1 – November 30:	10 Hours
Hired December 1 – December 31:	0 Hours

3. Additional Leave:

The City Manager shall have the authority to grant sixteen (16) hours of management time leave to non-represented exempt confidential employees who work an excessive amount of hours based upon the recommendation of their department head. It must be used within one year from the date it is granted and no management employees shall receive more than two days per fiscal year. Time worked may be considered excessive if it is beyond regularly assigned duties and exceeds 20 hours in one month.

4. Management Leave Payoff

On or before the pay period which includes December 15 of each calendar year, an employee may make an irrevocable election to cash out up to forty (40) hours of management leave (in whole hour increments) which will be earned in the following calendar year at the employee's base salary rate. On the pay day of the first pay period in November of the calendar year following election of the cash out, the employee will receive cash for the amount of management leave the employee irrevocably elected to cash out in the prior year. However, if the employee's management leave balance is less than the amount the employee elected to cash out (in the prior calendar year) the employee will receive cash for the amount of leave the employee has on the books at the time of the cash out. This cash out provision is voluntary on the part of each bargaining employee, and does not change the practice of cashing out all management leave hours that are on the books at the end of the any calendar year.

E. Administrative Leave

Exempt employees shall earn forty (40) hours, non-cumulative, non-reimbursable administrative leave per calendar year.

1. Initial Accrual

For newly hired employees (or employees promoted into the Association), the initial administrative leave bank shall be prorated according to the following schedule:

Hired January 1 – March 31:	40 Hours
Hired April 1 – June 30:	30 Hours
Hired July 1 – September 30:	20 Hours
Hired October 1 – November 30:	10 Hours
Hired December 1 – December 31:	0 Hours

F. Holidays

1. Regular Holidays:

All employees shall be entitled to the following holidays:

- First day of January (New Year's Day)
- Third Monday in January (Martin Luther King Observance)
- Third Monday in February (President's Day)
- Thirty-first day of March (Farmworkers Day)
- Last Monday in May (Memorial Day)
- Nineteenth day in June (Juneteenth)
- Fourth day of July (Independence Day)
- First Monday in September (Labor Day)
- Eleventh day of November (Veteran's Day)
- Fourth Thursday of November (Thanksgiving Day)
- Day following Thanksgiving Day
- Working day immediately preceding Christmas Day (Christmas Eve)
- Twenty-fifth day of December (Christmas Day)

It is the intent of this resolution that all regular City employees shall observe the holidays set forth above.

2. Memorials:

Upon Council approval, every day appointed by the Governor of the State, the President of the United States, or the City Council as a memorial, public fast, thanksgiving, or holiday.

3. Holidays on Sunday

When a holiday falls on a Sunday, the following Monday shall be recognized as that holiday.

4. Holidays on Saturday:

When a holiday falls on a Saturday, the preceding Friday shall be recognized as that holiday.

5. Holiday Hours:

Regardless of the employee's work schedule, 8 hours of holiday time will be paid for each holiday.

G. Jury Duty:

1. Jury Duty:

The City will grant an employee leave with pay for jury duty. Any checks received from the courts must be submitted to Finance. Travel pay which is included in the check, will be returned to the employee. This rule also applicable to those employees serving on the Grand Jury.

SECTION 5: WORKING CONDITIONS

A. Continuing Education and Professional Growth:

All association members shall be eligible after passing probationary period, for the City's Educational Incentive Programs.

1. Tuition Reimbursement:

a. Employees wishing to receive reimbursement for tuition and book expenses must request prior approval from their Department Head. Classes will be approved for reimbursement so long as they are determined to be job related or professional development.

b. The City will encourage enrollment through a tuition and book reimbursement with a maximum of $2,000 per fiscal year for a BA/BS and $3,000 per fiscal year for an MA/MS or higher.

c. After completing the course with a grade of "C" or better ("Pass" or certificate of achievement for classes that are not graded), proof of completion of course work requirements shall be submitted to the employee's department head indicating the specific courses and credits completed, together with transcripts or other documentation as may be required by the Human Resources Director. This information shall be submitted on forms provided by the Human Resources Office.

d. An employee who wishes to enroll in a school, college, or university for the purpose of fulfilling the educational requirement shall do so on his/her own time.

B. Service Awards:

A committee, made up of members of the various employee groups, shall be formed to select a new service award program. At a minimum, the program shall include service awards presented to employees after every 5 years of full-time service with the City. Recipients of service awards will be recognized by the City Council.

C. Probationary Period:

All original appointees to positions in any classification shall serve a continuous probationary period of twelve (12) months. All promotional appointees shall serve a probationary period of six (6) months. Probation shall not apply to employees who are reclassified, re-employed, reinstated, lateral transfers, and demotions.

D. Flexible Work Schedule

The work schedule shall be defined by the Department Head. Consistent with City past practice Department Heads shall consider alternative work schedule requests, including a four-day work week, and approve where such alternative schedules meet the best interest of the City. The Department Head has the sole discretion to decide whether to approve or deny such alternative schedules.

SECTION 5: MISCELLANEOUS

All discoveries, inventions, improvements, formulas, ideas, devices, writings or other intellectual property, whether or not subject to patent or copyright laws, which employees shall conceive solely or jointly with others, in the course or scope of his/her employment, or with the City's materials or facilities, shall be the sole and exclusive property of the City without further compensation.

___________________________ ______________________________

Greg McDanel, City Manager Date

Comprehensive Listing of Personnel Benefits for Non-Represented Confidential Employees

July 1, 2026 – June 30, 2028

Comprehensive Listing of Personnel Benefits for Non-Represented Confidential Employees

Comprehensive Listing of Salaries and Benefits for Non-Represented Confidential Employees

SECTION 1: TERM

The provisions of this resolution shall become effective July 1, 2026and shall remain in effect for a period, terminating on June 30,2028.

SECTION 2: SALARY AND ADMINISTRATION OF PAY PLAN

A. Direct Pay for Services

1. Salary Adjustments: (Determined in February of 2027)

Effective in the first full pay period of July 2027, all members will receive:

a. A one-percent (1%) salary increase if Sales & Use Tax and Transactions Tax combined exceed the budgeted forecast for fiscal year 2025/2026 by $325,000;

b. Additional one-percent (1%) salary increase for a total of two-percent (2%) if Sales and Use Tax and Transactions Tax combined exceed the budgeted forecast for fiscal year 2025/2026 by $650,000;

c. Additional one-percent (1%) salary increase for a total of three-percent (3%) if Sales & Use Tax and Transactions Tax combined exceed the budgeted forecast for fiscal year 2025/2026 by $1,000,000.

2. Longevity Pay: Changes Effective the first pay period of January 2028

a. Bargaining unit members with five or more years of service shall receive longevity pay in the amount of 3% of the member's Base Salary Rate.

b. Bargaining unit members with ten or more years of service shall receive longevity pay in the amount of an additional 3% of the member's Base Salary Rate (total of 6%).

c. Bargaining unit members with fifteen or more years of service shall receive longevity pay in the amount of an additional 3% of the member's Base Salary Rate (total of 9%).

B. Overtime

1. Pre-Approval:

Requests for overtime that can be scheduled should be pre-approved by the Department Head or designee. Overtime not possible to schedule in advance and necessary for public safety and welfare shall be worked at Department Head discretion, subject to City Manager review.

2. Minimum Overtime Guarantee:

When an employee is called back to work on an emergency basis, the employee shall be paid two (2) hours or actual hours worked on the call back, whichever is greater, at time-and-a-half the City's premium rate (hourly base pay rate plus incentives).

3. ***Overtime Calculation:***

Hours actually worked in excess of 40 per week shall be paid at time-and-a-half the City's premium rate, which will be no less than the regular rate of pay as that term is defined in the Fair Labor Standards Act (FLSA). Hours worked in excess of an employee's shift that are not FLSA overtime hours shall be paid at one times the premium rate. All employee overtime shall be earned in increments of one-quarter (1/4) hour.

4. ***Suspended during the term of this plan. Maximum Compensatory Leave Balance:***

Compensatory time may be granted instead of overtime pay only where requested by the employee and approved by the Department Head. Personnel may accrue up to a maximum of 100 hours of compensatory time in lieu of overtime.

5. ***Holiday Calculation:***

For the purpose of overtime calculations during the workweek in which holidays **other than** Martin Luther King and Fourth of July fall, holiday time shall count as time worked.

6. ***Martin Luther King & July 4th Calculation:***

For the purpose of overtime calculations during the workweek in which the Martin Luther King and Fourth of July Holidays fall, all time in paid status shall count towards time worked.

C. **Special Pay and Tuition Reimbursement: An employee must pass probation before receiving any pay incentive benefit and or educational reimbursement and pay unless recommended by the employee's department director.**

1. ***Spanish Bilingual Pay:***

The City shall determine which employees are needed to serve as interpreters and possess necessary verbal competency in Spanish. The City shall use a criteria in determining whether or not it is necessary for an employee to serve as an interpreter. Employees receiving bilingual pay must provide interpreter services upon request of their supervisor or when contacted by a citizen requiring assistance in Spanish.

a. A 2 ½% premium above base pay will be granted to an employee who meet the testing criteria for being bilingual in Spanish and available to provide translation services.

b. Based on the needs of the department, the director and approval of the Human Resources Director, an employee required to read and write in Spanish in the course and scope of his or her job duties will be provided a 2 ½% premium above base pay after successful completion of probation and of City provided testing.

c. These employees may be called upon by other departments on an as needed basis.

d. Upon recommendation of the department director, and approval of the Human Resources Director, an employee required to read and write in Spanish in the course and scope of his or her job duties and achieves a "Distinguished" proficiency on their writing examination will be provided a 2 ½% premium above base pay after successful completion of City provided testing. These employees may be asked by other departments to provide translation on an as needed basis.

e. This program is subject to administrative direction and to City established procedures and formal testing. The City will use Language Testing International (LTI) or another suitable and appropriately certified testing organization. The speaking portion of the exam is conducted over the phone and is intended to assess the employee's ability to comprehend and speak a foreign language. LTI will provide the results of the examination to Human Resources for review and placement.

f. Granting and removal of this premium is within the sole discretion of the City. Removal of this premium shall not be considered disciplinary action.

g. Unless recommended by the employee's department director, and approved by the Human Resources Director, bilingual pay will be for Spanish only.

h. No employee shall be eligible for bilingual pay in excess of 7.5% above base pay.

2. Notary Pay:

Confidential employees who are certified by the California Notary Commission as a Notary Public will receive a 5% base pay increase so long as they use their certification in the course of their duties with the City.

3. Temporary Upgrade Pay:

a. Employees who are assigned to perform a majority of the duties of a vacant position within a higher classification from that in which they are regularly employed shall receive the compensation specified for that position to which assigned, if performing the duties thereof for a period of fourteen (14) calendar days.

b. Said increased compensation should be at the lowest step of the higher classification which will accord such employee an increase of at least five (5) percent over his/her current regular compensation.

c. The assignment shall be confirmed in writing by the Human Resources Director and approved by City Manager

d. Acceptance of an interim assignment to higher position, thirty (30) or more days, shall require mutual assent of employer and employee.

4. Special Assignment Pay While Performing Additional Responsibilities:

An employee who is assigned by the Department Director a significant increase in duties and responsibility in his/her classification may receive up to a seven percent (7%) and no less than three percent (3%) in a temporary pay adjustment. Such pay is authorized on recommendation of the Department Director with approval of the City Manager. It may be paid for special assignments of not less than two (2) weeks nor more than three (3) months duration.

5. Annual Performance Pay:

Eligible upon completion of probationary period and effective July 1, 2026.

The City Manager is authorized to grant annual step increases to confidential non-exempt employees who exceed expectations in the achievement of established performance goals and objectives. The authorized increase ranges with a minimum of 3% and maximum of 7.5% increase, depending upon the performance of the employee under consideration for salary increase. This gives the City Manager flexibility in setting salaries consistent with performance.

D. Administration of Pay Plan

1. Anniversary Date:

a. The anniversary date for each employee is the date he/she is hired, reclassified, or promoted.

b. The anniversary date of any employee shall be adjusted, or changed, in the case of a leave of absence, by moving said anniversary date forward a time equal to the length of such leave of absence, except family care or medical leave, according to the California Family Rights Act and military leaves of absence in accordance with the California Military and Veterans Code and Title 38, chapter 43, U.S. Code. Whenever any employee is absent from work without pay for any period of exceeding thirty (30) continuous days, the anniversary date of said employee shall be adjusted by moving said anniversary date forward a time equal to the length of absence from work.

c. The anniversary date of any employee shall be adjusted by moving said date forward a time equal to any delay in movement through the steps of the salary range put forth below.

2. *Salary Ranges:*

The five (5) steps of each salary range shall be interpreted and applied as follows:

a. The first step is the minimum rate and shall normally be the hiring rate for the class. In cases where it is difficult to secure qualified personnel, or if a person of unusual qualifications is engaged, the City Manager may hire at a higher step.

b. The second step is the rate at which a fully qualified, experienced, and conscientious employee may expect to advance to following the completion of twelve (12) months satisfactory service in the first step and upon written recommendation of the Department Head and approval by the City Manager.

c. The third step is the rate at which a fully qualified, experienced, and conscientious employee may expect to advance to following the completion of twelve (12) months satisfactory service in the second step and upon written recommendation of the Department Head and approval by the City Manager.

d. The fourth step is the rate at which a fully qualified, experienced, and conscientious employee may expect to advance to following the completion of twelve (12) months satisfactory service in the third step and upon written recommendation of the Department Head and approval by the City Manager.

e. The fifth step is the rate at which a fully qualified, experienced, and conscientious employee may expect to advance to following the completion of twelve (12) months satisfactory service in the fourth step and upon the written recommendation of the Department Head and approval of the City Manager.

f. Notwithstanding the foregoing provisions of this Section, an employee who is promoted or reclassified from one classification to a higher classification, or from a flat salary to classification having a higher overlapping salary range, shall be adjusted:

   i. To the step in their new range, which shall provide an increase in his/her salary, except that they shall not retain credit for the time served in his/her former step. If the step in the new range is the first step, the employee shall remain in that step for six (6) months before becoming eligible for advancement to the second step.

   ii. If from a flat salary to a range, to the lowest step in his/her new range or classification that exceeds his flat salary.

g. General adjustments in salary ranges made by general increases or decreases shall be made by adjusting all classes upward or downward to the appropriate salary range herein provided. Where the salary range for a given class or for several classes is revised upward or downward the employees shall have their existing salary adjusted to the same step in the new range.

h. In any case where, by reason of unusual circumstances, rigid adherence to the forgoing principles related to salary adjustments would cause a manifest injustice, the City Manager may make such order relating thereto as in his/her discretion is proper.

i. Rates of compensation provided for by resolution are fixed on the basis of full-time service in full-time positions for the schedule of hours indicated. If any position provided for in the budget is by appropriate language specified or indicated as being for less than full-time services, the rate of compensation provided for such positions shall be adjusted accordingly, except those employees indicated in this resolution as working part-time or on a retainer, in which case they shall draw the full salary indicated. If the present adjustments shall be made in the rates, the step plan shall apply to part-time salaried as well as full-time salaried employees.

j. Changes in pay rates shall be made on the first day on the pay period next following the date of eligibility and authorization.

SECTION 3: BENEFITS

A. Retirement

1. CalPERS Classic Plan:

a. Employees hired prior to January 1, 2013 will receive the CalPERS 2% @ 55 Miscellaneous Members retirement plan. The 2% @ 55 plan will also be provided to City employees hired on or after January 1, 2013 who are considered to be "classic" members under the California Public Employees' Pension Reform Act (PEPRA) as determined by CalPERS.

b. **Employee Contribution:** Employees enrolled in the 2% @ 55 plan shall pay the full employee member contribution required by CalPERS.

2. CalPERS PEPRA Plan:

a. New employees hired on or after January 1, 2013 who are "new members" under the PEPRA as determined by CalPERS will be enrolled in the 2% @ 62 Miscellaneous Members retirement plan.

b. As required by PEPRA, employees enrolled in the PEPRA plan shall pay 50% of the "normal cost" of the retirement plan as determined annually by CalPERS.

3. CalPERS Survivor Benefits:

a. The City provides for 1959 Survivors Benefit Level Four. The employee cost is $2 per month.

4. PARS Supplemental Retirement Plan:

a. **Plan**: The City will provide the PARS .5% at 55 supplemental retirement plan with credit for prior CalPERS and City service for employees hired on or before June 30, 2010.

b. **Contribution:** The City will make the employee's contribution.

c. **Eligibility:** Employees must have three years of City service and have been hired on or before June 30, 2010 to be eligible. The plan will be effective July 1, 2002.

5. Deferred Compensation:

The City will pay up to one hundred twenty-five dollars ($125) per month to the ICMA deferred compensation program for each employee who makes a matching contribution. Contributions will be made on a bi-monthly basis.

B. Life, Medical, and Dental Insurance

Eligible bargaining unit employees will be provided with medical, dental, and vision insurance following the first day of the month after 30 days of their hire date. Benefits to eligible family members will be made available under the health insurance plan.

Changes may be required from time to time to maintain the integrity of this flexible benefits plan as a lawful IRS Section 125 plan. The City and the Association agree that the City shall have the discretion to make such changes to ensure this plan is eligible for favorable treatment under the Internal Revenue Code. The City may add or remove benefit options to or from this plan during the term of this Agreement. Removal of a benefit shall occur only if the benefit is deemed contrary to public regulation governing IRS Section 125 Benefit Plans, is no longer available by vendor, or becomes insolvent. If, during the term of this Agreement, a change in insurance plans or coverage is necessary, the City shall provide notice thirty (30) days in advance, and, upon request, meet with representatives of the Association. If, during the term of this Agreement, the premium for an insurance plan changes, the City will attempt to provide a thirty (30) day notice in advance of the rate change.

1. Contributions:

The City's contributions for medical, dental, and vision coverage shall be as follows:

a. MCSIG PPO $40 (70/30 Plan).
The City will pay 100% of the employee only premium and 95% of the dependent premium.

b. MCISG PPO $25 (80/20 Plan).

The City will pay 100% of the employee only premium and 85% of the dependent premium. This will be the base contribution amount for all plans except the Grandfathered PACE Plan.

c. **PACE Plan (90/10 Plan) – Employees hired after October 15, 2015.**
New employees enrolling in the PACE 90/10 Plan will pay the difference between the City's contribution for the PPO $25 plan and the PACE Plan premium.

d. **PACE Plan (90/10 Plan) – Grandfathered Tier – open to employees hired before October 15, 2015.**
The City will pay 90% of the employee only premium; 75% of the dependent premium.

e. **Kaiser High and Mid Plan.**

Confidential employees electing to participate in a Kaiser Plan will pay the difference between the City's contribution for the PPO $40 Plan and the Kaiser plan premiums. In the event the Kaiser plan premium is lower than the MCSIG PPO $40 plan, no cash-in-lieu will be provided.

f. **Dental & Vision Plans.**
The City will split the cost of any increase or decrease in dental and vision premiums with the employee on a 50/50 basis.

2. Medical Insurance Opt-Out:

a. Employees who opt out of the City plans for medical, vision, and dental insurance and provide proof of alternate group medical insurance will be entitled to $100.00 per month. To qualify, an employee must provide proof of alternate group coverage to Human Resources. Alternate coverage must be acceptable by the City and compliant with the Affordable Care Act.

3. Retiree Medical:

a. **Eligibility:** Only bargaining unit members hired on or before June 30, 2010 are eligible for City-paid retiree medical insurance

b. Notwithstanding the requirements of the City's Health and Welfare Plan to be eligible for retiree medical coverage, and subject to available coverage under the City's plan, the City shall pay the employees (not dependents) cost of medical insurance in an amount not to exceed the month premium for the City's insurance plan for retirees who retire on regular service or disability retirement until age 65.

c. Employee may cover dependents by paying the additional monthly premium.

d. In the event that coverage is not available under the City's plan, and where an eligible employee elects to continue health coverage under

COBRA, the City shall contribute to that COBRA payment an amount not to exceed the monthly premium for the City's health insurance plan for the period of time of COBRA eligibility or up to age 65, whichever is less.

e. Employees must have ten years of continuous service with the City, have been hired on or before June 30, 2010, and be at least 50 years of age to receive this benefit.

f. The City complies with all Federal and State guidelines regarding medical and dental insurance. This compliance includes continuation of benefits under COBRA.

C. Life Insurance:

The City will provide term life insurance for confidential employees in the amount of $50,000.

D. Short-Term Disability:

The City agrees to facilitate the Association's enrollment in California State Disability Insurance (CASDI), or an alternate STD Plan, should the Association express an interest in doing so. Member's electing to participate in an STD plan will be responsible for 100% of the premium.

E. Long-Term Disability:

The City and the employee shall share equally the cost of a long-term disability program.

F. IRS Section 125 Plan:

The City shall provide an Internal Revenue Code Section 125 Plan for medical care and dependent care expense reimbursement. The annual maximum is set by the IRS.

G. Mileage Reimbursement:

With the approval of the Department Head, the City shall reimburse employees required to use their personal vehicles for the purpose of conducting City business at a rate based upon the IRS mileage rates.

H. Wellness Program:

1. Health Club Membership:

The City will pay up to $50 per month towards an employee membership at a health club upon submission of receipt of contract to the Finance Division. Dues will be processed by payroll deduction if administratively feasible. To be eligible for reimbursement, requests for reimbursement must be received by Finance no later than 90 days from the date of service.

2. City Swimming Pool:

Confidential employees and their families will have use of City swimming pool at no cost to the employee. Employees may have resident's fee and early-bird sign up for swim classes.

SECTION 4: LEAVE PROVISIONS

In order to be eligible to earn leave or paid time off under this section, an employee must be in a paid leave status for the majority of the pay period.

A. Confidential Leave

1. **Annual Accrual:** Each calendar year, confidential non-exempt employees shall be provided with 40 hours of "use it or lose it" leave per calendar year. Unused time may not rollover to the next year. There shall be no cash value for leave time and it must be used before December 31st each year or it is forfeited. For those employees who are new or promoted from one classification from another, the amount of provided leave in the initial calendar year of appointment shall be prorated based on the following schedule according to hire date:

a. **Initial Accrual:** For newly hired employees, the initial Confidential Leave accrual shall be prorated in accordance with the following schedule:

Hired January 1 – March 31:	40 hours
Hired April 1 – June 30:	30 hours
Hired July 1 – September 30:	20 hours
Hired October 1 – November 30:	10 hours
Hired December 1 – December 31:	0 hours

2. Effective the first pay period after ratification, current members will receive a one-time provision of twenty (20) hours of Confidential Leave.

B. Vacations

1. Accrual:

All regular employees, shall earn vacation as follows:

a. During the first, second, third, and fourth years of employment, vacation will be earned at the rate of six and two thirds (6 2/3) hours per month of ten (10) days per year.

b. During the fifth, sixth, seventh, eighth, and ninth years of employment, vacation will be earned at the rate of ten (10) hours per month or fifteen (15) days per year.

c. During the tenth, eleventh, twelfth, thirteenth, and fourteenth years of employment, vacation will be earned at the rate of eleven and one third (11 1/3) hours per month or seventeen (17) days per year.

d. During the fifteenth, sixteenth, seventeenth, eighteenth, and nineteenth years of employment, vacation will be earned at the rate of thirteen and one third (13 1/3) hours per month or twenty (20) days per year.

e. During the twentieth, twenty-first, twenty-second, twenty-third, and twenty-fourth years of employment, vacation will be earned at the rate of fourteen (14) hours per month or twenty-one (21) days per year. During the twenty-fifth year and thereafter vacation will be earned at the rate of 14.667 hours per month or twenty-two (22) days per year.

2. Vacation During Initial Probation:

Use of vacation time by an employee shall be conditional upon the completion of six (6) months continuous service with the City, but if for any reason prior to the completion of six months service reason prior to the completion of six months service with the City, such employee's employment is terminated, he/she shall be credited with and paid for vacation time.

3. Minimum Leave Event:

Vacation shall not be used in increments of less than one-half (1/2) hour.

4. Vacation and Holidays:

For regular employees, if a holiday falls within a scheduled vacation period, on a day that the employee would normally work, that day shall not be counted a vacation day.

5. Vacation Upon Termination:

Any employee, upon termination of City employment for any reason, who is entitled to vacation time and who has not had the same, shall be paid at his/her current salary rate for such vacation time on the effective date of such termination. If such person works over one-half (1/2) of the month, they shall be entitled to accumulate vacation for that month.

a. Calculation of Hourly Pay for Payout: For employees working a five (5) day or modified schedule, the method for computing hourly pay for accumulated vacation time shall be as follows:
   i. Hourly rate equals monthly salary multiplied by twelve (12) months divided by 52 weeks multiplied by 40 hours

6. Maximum Accumulation:

Confidential employees will be allowed to have no more than two years earned vacation accumulated as of the end of the 2nd pay period of January of any year. Payout for leave in excess of maximum will occur on the 1st pay period of March. It shall be management's right and responsibility to see that the employee does not exceed the maximum.

7. Vacation Cash-Out:

The City will allow confidential employees to cash out 40 hours of accumulated vacation time as set forth in this section. On or before the pay period which includes December 15 of each calendar year, an employee may make an irrevocable election to cash out up to forty (40) hours of accrued vacation (in whole hour increments) which will be earned in the following calendar year at the employee's base salary rate. On the pay day of the first pay period in November of the calendar year following election of the cash out, the employee will receive cash for the amount of vacation the employee irrevocably elected to cash out in the prior year. However, if the employee's vacation leave balance is less than the amount the employee elected to cash out (in the prior calendar year) the employee will receive cash for the amount of leave the employee has accrued at the time of the cash out. This cash out provision is voluntary on the part of each bargaining employee, and does not change the practice of maintaining a maximum of two years of vacation accumulation at the end of any calendar year.

8. Compensation in Lieu of Time Off:

The City Manager may, in instances where the needs of the City require, authorize compensation in lieu of time off for accrued vacation.

9. Accumulation during OJI Leave:

An employee being paid because of an injury on-the-job will accumulate vacation time and sick leave.

10. No Interruption of Accumulation:

No interruption in the accumulation of vacation time shall result when an employee takes sick leave, vacation, temporary military leave, or paid leave because of an on-the-job incurred illness or injury.

C. Sick Leave

1. Accrual:

Each full-time employee shall earn eight (8) hours sick leave with pay for each calendar month or major fraction thereof served.

2. Sick Leave Usage for Employee and Children (stepchildren, adopted, foster, or wards), Parents (step, foster, guardian, wards or in-laws), Spouse, Domestic Partner, Grandparent, Grandchild, Brother, Sister:

a. Accrued sick leave may be utilized if the employee is required to be absent from work on account of non-job related illness or injury; routine medical or dental appointments; or for the care related to the illness or injury of the employee's child (biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stand in loco parentis), mother, father, spouse or domestic partner registered with the state and submitted to Department of Human Resources.

b. When utilizing the sick leave benefit, the employee shall notify the immediate supervisor.

c. Where the period of absence due to illness or injury is not known at the outset, it shall be the responsibility of the employee to remain in contact with the immediate supervisor, on a daily basis if deemed necessary by the supervisor.

d. Usage of sick leave shall be charged to the employee's balance on an hour-for-hour basis in one-fourth (1/4) hour increments or in accordance with current law.

3. Accrued sick leave may, with department head approval, be used for medical and dental appointments of the employee where it is infeasible to schedule them on the employee's own time.

4. Sick Leave Abuse

a. Sick leave abuse shall mean: "Any use of sick leave, for purposes other than those identified in this section". Sick leave abuse may subject the employee to disciplinary actions.

b. When the department head has reason to suspect that an employee has abused sick leave benefits, the department head may require that employee to file a personal affidavit or furnish medical verification as deemed appropriate.

5. Exhaustion of Sick Leave

a. An employee anticipating exhaustion of sick leave may request advance approval from their department head for the use of discretionary leaves (i.e., vacation, holiday, compensatory and leave time off) in the event of illness or injury, with the department head having discretion to either deny or approve the request. Failure to receive advance approval for use of discretionary leaves following exhaustion of sick leave will result in unpaid unapproved leave for subsequent sick leave, and may subject the employee to discipline.

6. Employee Illness or Injury:

a. Sick leave with pay will be granted only upon the approval of the Department Head in case of bonafide illness of an employee, including the diagnosis, care, or treatment of an existing health condition of, or preventive care. If the need for paid sick leave is foreseeable, the employee shall provide reasonable advance notification. If the need for paid sick leave is unforeseeable, the employee shall provide notice of the need for the leave as soon as practicable.

b. After the first five days of sick leave per calendar year, evidence may be required in the form of a physician's certificate or otherwise to verify an employee's absence during the time for which sick leave is requested.

c. Sick leave may also be used by an employee who is a victim of domestic violence, sexual assault, or stalking, to obtain any relief or services related to being a victim of domestic violence, sexual assault, or stalking with appropriate certification of the need for such services.

7. ***Sick Leave Upon Rehire***

If an employee separates from City employment and is re-hired by the City within one year of the date of separation, previously accrued and unused paid sick leave hours shall be reinstated to the extent required by law.

8. ***Minimum Leave Event:***

Sick leave shall be charged on an hour-for-hour basis.

9. ***Illness/Injury During Vacation:***

When an illness or injury requiring doctors treatment, and/or hospitalization occurs during an employee's vacation or approved leave of absence with pay, and the injury or illness is a nature that would prohibit the employee from performing his/her duties, the employee shall submit a memorandum giving full and complete information as well as a doctor's verification to their respective department head for a determination that such time off will be charged to sick time rather than to vacation time.

D. Bereavement Leave

1. ***Leave of Absence:*** Bereavement leave, to a maximum of forty (40) hours equivalent to five (5) working days, will be permitted, without charging such leave against sick leave, upon the death of a member of the employee's immediate family.

   a. For purposes of determining the use of leave for death of a family member, the following definition shall be used: The employee's spouse, principal domestic partner, child, parent, brother, sister, grandparents, parents-in-law, sister-in-law, son-in-law, daughter-in-law, step-parents, step-siblings, step children, step grandparents or grandparents-in-law.

   b. At the department head's discretion, the employee may be required to provide evidence that the leave was used for the purposes intended by this section.

E. Family, Employee, Maternity and Parental Leave

1. Leave of Absence: ***Employees are entitled to leaves of absence for maternity, parental bonding, and pregnancy-related disability. All such leaves of absence shall be granted and compensated in accordance with state and federal laws covering these topics, including the Pregnancy Disability Leave (PDL), Family Medical Leave Act (FMLA), California Family Rights Act (CFRA) and the Fair Employment and Housing Act (FEHA).***

   a. Employees taking an approved unpaid leave of absence for CFRA eligible baby-bonding are entitled to utilize accrued leave, including use of sick leave.

F. On-The-Job Injury Leave:

1. Leave of Absence:

Whenever a confidential employee is disabled by injury or illness arising out of and in the course of his/her duties, he/she shall become entitled to a leave of absence without loss of salary for a period not to exceed three (3) months in any five (5) year period.

2. Leave Accrual:

An employee on leave of absence under this section will continue to accumulate sick leave and vacation leave.

3. Temporary Disability Benefits:

The employee shall draw full salary under OJI leave, and the City will take credit for any temporary disability payments. Once OJI leave is exhausted, an employee on leave without pay would be entitled to temporary disability in accordance with State Worker's Compensation law.

4. Use of Accumulated Leaves:

Once OJI leave has been exhausted, accumulated leaves may be used to supplement temporary disability payments.

G. Holidays

1. Regular Holidays:

All employees shall be entitled to the following holidays:

- First day of January (New Year's Day)
- Third Monday in January (Martin Luther King Observance)
- Third Monday in February (President's Day)
- Thirty-first day of March (Farmworkers Day)
- Last Monday in May (Memorial Day)
- Nineteenth day in June (Juneteenth)
- Fourth day of July (Independence Day)
- First Monday in September (Labor Day)
- Eleventh day of November (Veteran's Day)
- Fourth Thursday of November (Thanksgiving Day)
- Day following Thanksgiving Day
- Working day immediately preceding Christmas Day (Christmas Eve)
- Twenty-fifth day of December (Christmas Day)

2. Holiday Calculation:

Holidays shall be calculated as 8 hours.

3. Memorials:

Upon Council approval, every day appointed by the Governor of the State, the President of the United States, or the City Council as a memorial, public fast, Thanksgiving, or holiday.

4. Holidays on Sunday:

When a holiday falls on a Sunday, the following Monday shall be recognized as that holiday.

5. Holidays on Saturday:

When a holiday falls on a Saturday, the preceding Friday shall be recognized as that holiday.

6. Floating Holidays:

Each calendar year, confidential employees shall receive two floating holidays (16 hours). Floating holiday time has no cash value and must be used before December 31st each year or it is forfeited.

a. Initial Accrual: For newly hired employees, the initial floating holiday accrual shall be prorated in accordance with the following schedule:
   - i. Hired January 1 – March 31: 16 hours
   - ii. Hired April 1 – June 30: 12 hours
   - iii. Hired July 1 – September 30: 8 hours
   - iv. Hired October 1 – December 31: 0 hours

H. Jury and Election Duty:

1. Jury Duty:

The City will grant an employee leave with pay for jury duty. Any checks received from the courts must be submitted to Finance. Travel pay which is included in the check, will be returned to the employee. This rule also applicable to those employees serving on the Grand Jury.

2. Election Duty:

The City will provide election duty leave for sworn election workers providing the supervisor authorizes the leave request and the employee remits any election duty pay

SECTION 5: WORKING CONDITIONS

A. Continuing Education and Professional Growth:

All confidential employees upon successfully passing probation shall be eligible for the City's Educational Incentive Programs.

1. Tuition Reimbursement:

a. Employees wishing to receive reimbursement for tuition and book expenses must request prior approval from their Department Head. Classes will be approved for reimbursement so long as they are determined to be job related, or required as a part of a degree program. Disputes regarding course approval will be submitted to the Human Resources Director.

b. The City will encourage enrollment through a tuition and book reimbursement with a maximum of $500 per fiscal year for Certificate Program and AA plan and $3,000 per fiscal year for BA and MA plan.

c. After completing the course with a grade of "C" or better ("Pass" or certificate of achievement for classes that are not graded), proof of completion of course work requirements shall be submitted to the employee's department head indicating the specific courses and credits completed, together with transcripts or other documentation as may be required by the Human Resources Director. This information shall be submitted on forms provided by the Human Resources Office.

2. Educational Incentive Pay:

a. Completion of an accredited educational certificate program or 30 units toward an approved degree program – 1.5%

b. Completion of AA/AS degree – 3%

c. Completion of BA/BS degree – 4.5%

d. Completion of MA/MS degree – 6%

e. Educational incentive pays are not cumulative (stackable). The maximum salary increment attainable under this program is 6%.

f. All employees enrolled in an Educational Incentive Program Plan as of the date of this agreement shall be able to continue under the terms of the approved program.

g. An employee who wishes to enroll in a school, college, or university for the purpose of fulfilling the educational requirement shall do so on his/her own time.

B. Service Awards:

A committee, made up of members of the various bargaining units, shall be formed to select a new service award program. At a minimum, the program shall include service awards presented to employees after every 5 years of full-time service with the City. Recipients of service awards will be recognized by the City Council.

C. Work Schedule:

Confidential employees will work a 40-hour work week. The work schedule shall be defined by the Department Head. Consistent with City past practice Department Heads shall consider alternative work schedule requests and approve where such alternative schedules meet the best interest of the City. Alternative work schedules can include 4/10 work schedules or 9/80 work schedules. The Department Head has the sole discretion to decide whether to approve or deny such alternative schedules.

D. **Notice of Layoff: The City will provide a 30-day notice of "Intent to Layoff" to the employee.**

E. **Reclassification:**

An employee may request in writing a re-evaluation of their job based on significant permanent changes in job content or significant discrepancies between job content and classification description. The request must be in writing, contain justification and be submitted to the Department Head for review and recommendation. The Human Resources Director will initially respond to such requests within ninety (90) calendar days by notice to the employee; however, this timeline may be extended if necessary. This notice shall state whether a recommendation will be made to the City Manager and City Council for reclassification. If the employee disagrees with the recommendation, the employee may submit a rebuttal for review. The rebuttal will advance with the HR Director's recommendation to the City Manager and City Council as soon as administrative possible. The City Council's decision on reclassification is final.

F. **Probationary Period:**

All original appointees to positions in any classification shall serve a continuous probationary period of twelve (12) months. All promotional appointees shall serve a probationary period of six (6) months. Probation shall not apply to employees who are reclassified, re-employed, reinstated, lateral transfers, and demotions.

____________________________ ____________________________

Greg McDanel, City Manager Date

CITY OF SEASIDE
STAFF REPORT

Item No.: 8.G.

TO:	City Council
FROM:	Greg McDanel, City Manager
BY:	Greg McDanel, City Manager
DATE:	August 20, 2026
SUBJECT:	**ADOPT A RESOLUTION SUPPORTING PILOT PASSENGER RAIL SERVICE CONNECTING LOS ANGELES, SAN LUIS OBISPO, AND THE SAN FRANCISCO BAY AREA DURING THE SUMMER 2028 OLYMPIC GAMES**

RECOMMENDATION

Approve support of pilot passenger rail service.

BACKGROUND

The City of Seaside is a member jurisdiction of the Transportation Agency for Monterey County, commonly referred to as TAMC. TAMC coordinates with the Coast Rail Coordinating Council and other Central Coast transportation planning agencies to advocate for passenger rail improvements along the Central Coast Rail Corridor. TAMC has been engaged in the planning, funding, and implementation of passenger rail service extensions to Monterey County in coordination with federal, state, and regional partner agencies. Expanding passenger rail service along the Central Coast has been identified as a regional priority intended to enhance mobility and provide economic benefits to Monterey County communities and visitors.

The 2028 Olympic and Paralympic Games will be hosted primarily in the Los Angeles region, with official events and related activities also anticipated in other major metropolitan areas, including San José and San Diego. The Games are expected to generate significant domestic and international travel throughout California, creating an opportunity to demonstrate the value of improved intercity passenger rail connections between Southern California, the Central Coast, and the San Francisco Bay Area.

DISCUSSION

A gap currently exists in state-supported passenger rail service between San Luis Obispo and San José along the Pacific Coast Route. As a result, there is no continuous state-supported passenger rail service connecting Los Angeles and the San Francisco Bay Area along the Central Coast.
Existing rail infrastructure may be capable of accommodating an additional passenger train frequency if the necessary train equipment, operating crews, funding, and coordination with rail partners are secured. The Coast Rail Coordinating Council is working to identify the planning, capital, and operating funding necessary to support a pilot passenger rail service during the Summer 2028 Olympic Games.

The proposed pilot service would connect Los Angeles, San Luis Obispo, and the San Francisco Bay Area. Establishing the pilot during an internationally significant event would leverage increased public interest in transportation alternatives while demonstrating the potential demand for expanded passenger rail service along the Central Coast.

The pilot could also complement ongoing regional efforts to establish regular passenger rail service to Monterey County. Continued state funding for existing intercity passenger rail operations is an important component of those efforts. Current funding for certain state-supported services, including services between Los Angeles and San Luis Obispo and along the Los Angeles–San Diego–San Luis Obispo Corridor, extends only through June 2027. Continued funding would help maintain existing service levels and support planned expansion through the Summer 2028 Olympic Games.

Adoption of the proposed resolution would formally express the City Council's support for:

- Full funding of the Annual Business Plans for the Capitol Corridor and Los Angeles–San Luis Obispo–San Diego Corridor intercity passenger rail services;
- Maintaining operating funding necessary to sustain passenger service levels and planned service expansion;
- Development of a pilot passenger rail connection between Los Angeles, San Luis Obispo, and the San Francisco Bay Area during the 2028 Olympic Games; and
- Broader regional efforts to improve passenger rail access and connectivity along the Central Coast Rail Corridor.

The resolution is an expression of policy support and does not independently authorize a City-funded rail project, enter the City into an agreement, or commit City funds.

ENVIRONMENTAL REVIEW
Adoption of the resolution expresses the City Council's support for regional passenger rail planning and funding efforts and does not approve a specific construction project or physical change to the environment. Accordingly, the action is not a project subject to

environmental review under the California Environmental Quality Act.

Any future passenger rail project would be subject to the environmental review requirements applicable to that project.

STRATEGIC PLAN ALIGNMENT
Support for expanded passenger rail service is consistent with the City's strategic interests in regional collaboration, accessible transportation, economic vitality, infrastructure planning, and improved mobility for residents and visitors.

FISCAL IMPACT

Adoption of the resolution has no direct fiscal impact to the City's General Fund. The resolution advocates for state and regional funding of passenger rail planning, capital improvements, and operations. Any future request for a City financial contribution or formal participation agreement would be presented to the City Council separately for consideration and authorization.

STRATEGIC PRIORITY

Vibrant Local Economy, Community Safety & Quality of Life, Diverse and Inclusive Community

ATTACHMENTS

1. Resolution

Reviewed for Submission to the City Council by:

Greg McDanel, City Manager

RESOLUTION NO. __________

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

SUPPORT FOR PILOT RAIL SERVICE CONNECTING LOS ANGELES AND THE SAN FRANCISCO BAY AREA FOR THE SUMMER 2028 OLYMPICS

WHEREAS, the City of Seaside is a member jurisdiction of the Transportation Agency for Monterey County (TAMC), which coordinates through the Coast Rail Coordinating Council, and its Central Coast transportation planning agency partners to advocate for rail improvements along the Central Coast Rail Corridor; and

WHEREAS, TAMC has been leading the planning, funding, and implementation of passenger rail service extensions to Monterey County in coordination with federal, state, and regional partner agencies in the Central Coast Rail Corridor, which is a regional priority for enhancing mobility and economic benefits for Monterey County communities and visitors; and

WHEREAS, the 2028 Olympics Games will be hosted in Los Angeles, and official venues will be in other large metropolitan areas such as San José and San Diego; and

WHEREAS, the 2028 Olympics Games will attract millions of domestic and international tourists that would choose to take rail or air service between southern and northern California; and

WHEREAS, there is a gap in state-supported passenger rail service between San Luis Obispo and San Jose on the Pacific Coast Route connecting Southern and Northern California with no state-supported trains that connect Los Angeles and the San Francisco Bay Area; and

WHEREAS, existing rail infrastructure could support an additional passenger train frequency if train equipment and rail crews can be provided; and

WHEREAS, the Coast Rail Coordinating Council is now identifying the funding need to support planning, capital, and operations of a passenger rail pilot service during the Olympics; and

WHEREAS, a passenger rail pilot service for the 2028 Olympic Games would leverage interest in transportation for this international event and serve to complement implementation of ongoing, regular passenger rail service to Monterey County; and

WHEREAS, State-supported intercity passenger rail operations, including new passenger rail services now operating between Los Angeles and San Luis Obispo, and San Luis Obispo to San Diego on the *Pacific Surfliner* trains are only funded through June 2027 and should be continued to allow for a pilot Central Coast passenger rail service through the Summer 2028 Olympics;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SEASIDE AS FOLLOWS:

1. The City Council supports fully funding Annual Business Plans for the Capitol Corridor and Los Angeles-San Luis Obispo-San Diego (LOSSAN) Corridor intercity passenger rail services to maintain operations funding needed to sustain pre-COVID passenger service levels and allow for planned expansion of State-supported intercity passenger rail service in the Central Coast Rail Corridor; and

2. The City Council supports efforts by the Coast Rail Coordinating Council to provide passenger rail pilot service between Los Angeles-San Luis Obispo-San Francisco Bay Area during the 2028 Olympics Games.

PASSED AND ADOPTED by the City Council of Seaside, State of California, this 6th day of August 2026, by the following votes:

AYES:
NOES:
ABSENT:
ABSTAIN:

____
Ian N. Oglesby, Mayor

ATTEST:

____
Dominique L. Davis, City Clerk

APPROVED AS TO FORM:

____
Sheri L. Damon, City Attorney

CITY OF SEASIDE
STAFF REPORT

Item No.: 9.A.

TO: City Council

FROM: Greg McDanel, City Manager

BY: Dominique Davis, City Clerk

DATE: August 20, 2026

SUBJECT: **SECOND READING OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SEASIDE MODIFYING SEASIDE MUNICIPAL CODE CHAPTER 2.42 CONFLICT OF INTEREST CODE (SECOND READING – ROLL-CALL VOTE)**

RECOMMENDATION

Conduct the second reading, open public hearing and adopt the ordinance.

BACKGROUND

The Political Reform Act requires every state and local government agency to adopt and maintain a conflict of interest code identifying officials, employees, and consultants who make or participate in making governmental decisions that may foreseeably have a material financial effect. Designated positions are required to file Statements of Economic Interests (Form 700) under the disclosure requirements established by the City's code.

In 2022, the City Council adopted Ordinance No. 2015, which amended Seaside Municipal Code Sections 2.42.030 and 2.42.130. Among other changes, the 2022 ordinance replaced the term "designated employees" with "designated persons," updated the appendix, and established a streamlined process allowing the City Council to update the appendix by ordinance or resolution. The City's current municipal code reflects that authority.

Local agencies must review their conflict of interest codes in each even-numbered year. The City's 2026 review identified organizational and operational changes since the 2022 update, including changes to advisory bodies, department leadership titles, management classifications, and positions that participate in contracting, budgeting, land use, personnel, public safety, infrastructure, housing, economic development, information technology, and other governmental decisions.

The proposed ordinance replaces Section 2.42.130 in full and attaches a revised Appendix as Exhibit A. The amendment is intended to align the City's code with its current organizational structure and to provide clear notice of the positions required to file Form 700 statements.

The principal updates include:
• Updating the list of City boards and commissions to reflect current advisory bodies, including the Environmental Commission, Homeless Commission and Community Safety Advisory Commission, and removing obsolete or inactive bodies.
• Adding or revising executive and management titles established or changed after 2022, including Assistant City Manager, City Clerk/Assistant to the City Manager, Information Services Director, Housing & Planning Manager, Economic Development Director, and Building & Code Enforcement Director/Chief Building Official.
• Updating key classifications that participate in fiscal, contracting, procurement, land use, engineering, personnel, housing, code enforcement, public safety, communications, grants, and policy decisions.
• Retaining coverage for consultants who make or participate in governmental decisions, while preserving the City Manager's authority to tailor disclosure obligations in writing when a consultant's duties are limited in scope.
• Clarifying that officials who file pursuant to Government Code Section 87200 are included for disqualification purposes and continue to file under state law.

The proposed list is position-based rather than person-based, so that filing obligations continue when personnel changes occur. Before final adoption, the City Attorney and Human Resources Department have confirmed that the titles in Exhibit A match the City's authorized classification plan and current organizational chart, and that each designated position is assigned the appropriate disclosure category.

Government Code Sections 87300 through 87302 require local agencies to adopt conflict of interest codes that designate positions and establish disclosure obligations. Government Code Section 87306.5 requires local agencies to review their codes biennially. The Fair Political Practices Commission's 2026 guidance requires the biennial notice to be submitted to the agency's code reviewing body by October 1, 2026. The City Council serves as the code reviewing body for the City of Seaside.

The proposed action is not a project subject to the California Environmental Quality Act because it is an organizational and administrative activity that will not result in a direct or reasonably foreseeable indirect physical change in the environment. (CEQA Guidelines, 14 California Code of Regulations Section 15378(b)(5).)

This action supports the City's strategic priority of Effective and Accessible Governance by strengthening transparency, accountability, ethical compliance, and public confidence in municipal decision-making.

FISCAL IMPACT

None.

STRATEGIC PRIORITY

Effective Accessible Governance

ATTACHMENTS

1. Exhibit A - 2.42.130 Appendix - Designated Persons

Reviewed for Submission to the City Council by:

Greg McDanel, City Manager

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SEASIDE AMENDING SEASIDE MUNICIPAL CODE SECTION 2.42.130, APPENDIX - DESIGNATED PERSONS, TO UPDATE THE CITY'S CONFLICT OF INTEREST CODE

WHEREAS, the Political Reform Act of 1974 (Government Code Section 81000 et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes;

WHEREAS, Government Code Section 87306.5 requires local agencies to review their conflict of interest codes in each even-numbered year and to determine whether amendments are necessary;

WHEREAS, in 2022, the City Council adopted Ordinance No. 2015 amending Seaside Municipal Code Sections 2.42.030 and 2.42.130 and authorizing the Appendix of Designated Persons to be updated from time to time by ordinance or resolution of the City Council;

WHEREAS, since the 2022 update, the City has experienced changes to its organizational structure, boards and commissions, department leadership, position titles, and employee duties and responsibilities;

WHEREAS, the City Council desires to amend Section 2.42.130 so the City's conflict of interest code accurately identifies officials, employees, and consultants who make or participate in making governmental decisions that may foreseeably have a material effect on financial interests; and

WHEREAS, the City Council finds that the positions identified in the revised Appendix are appropriately designated based upon the duties and decision-making authority associated with those positions.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SEASIDE DOES ORDAIN AS FOLLOWS:

SECTION 1. PURPOSE AND FINDINGS.

The recitals above are true and correct and are incorporated into this Ordinance. The purpose of this Ordinance is to update the City's Conflict of Interest Code following the City's 2026 biennial review and to ensure that the Appendix of Designated Persons reflects the City's current organizational structure and decision-making positions.

SECTION 2. AMENDMENT OF SEASIDE MUNICIPAL CODE SECTION 2.42.130.

Seaside Municipal Code Section 2.42.130 is hereby amended and replaced in its entirety with the text set forth in Exhibit A, attached to and incorporated into this Ordinance.

SECTION 3. ADMINISTRATIVE IMPLEMENTATION.

The City Clerk is authorized and directed to update the City's conflict of interest filing roster, notify all affected designated persons, complete and submit the 2026 Local Agency Biennial Notice, transmit the adopted amendment to the appropriate code reviewing and filing authorities, and take any other ministerial actions necessary to implement this Ordinance.

SECTION 4. ENVIRONMENTAL COMPLIANCE.

The City Council finds that adoption of this Ordinance is not a project subject to the California Environmental Quality Act because it is an organizational and administrative activity that will not result in a direct or reasonably foreseeable indirect physical change in the environment. (14 Cal. Code Regs. Section 15378(b)(5).)

SECTION 5. SEVERABILITY.

If any section, subsection, subdivision, paragraph, sentence, clause, or phrase of this Ordinance, or its application to any person or circumstance, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining portions of this Ordinance. The City Council declares that it would have adopted each portion of this Ordinance irrespective of the invalidity of any other portion.

SECTION 6. PUBLICATION AND EFFECTIVE DATE.

The City Clerk shall certify to the adoption of this Ordinance and cause it, or a summary of it, to be published as required by law. This Ordinance shall take effect thirty (30) days after its adoption.

INTRODUCED AND PASSED TO PRINT at a regular meeting of the City Council of the City of Seaside on the ____ day of ___________, 2026.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside on the ____ day of ___________, 2026, by the following vote:

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

Ian N. Oglesby, Mayor

ATTEST:

Dominique L. Davis, City Clerk

APPROVED AS TO FORM:

Sheri L. Damon, City Attorney

EXHIBIT A

SEASIDE MUNICIPAL CODE SECTION 2.42.130
APPENDIX - DESIGNATED PERSONS

This appendix may be updated from time to time by ordinance or resolution of the City Council.

I. City Officials. *

a. Mayor and City Council;

b. Successor Agency to the Redevelopment Agency;

c. Parking Authority;

d. Art and History Commission;

~~e. Oversight Board to the Successor Agency of the Redevelopment Agency;~~

~~f. Community Development Advisory Committee;~~

j. Commission on Jobs, Opportunities and Businesses in Seaside;

k. Community Safety Advisory Commission;

l. Environmental Commission

m. Homeless Commission;

e. Neighborhood Improvement Commission;

f. Planning Commission;

g. Recreation and Parks Commission;

n. Traffic Advisory Committee;

~~g. Neighborhood Improvement Commission;~~

~~h. Recreation and Parks Commission;~~

~~i. Planning Commission;~~

~~j. Traffic Advisory Committee.~~

~~k. Commission on Jobs, Opportunities and Businesses in Seaside~~

II. Category 1 — Designated Persons.

a. Accountant I/II;

b. Administrative Analyst I/II;

c. Animal Control

d. Assistant City Manager – Community Services

e. Assistant Finance Director;
f. Assistant Human Resources Director
g. Assistant Public Works Director
h. Chief Building Official;
i. City Attorney;
j. Assistant City Attorney;
k. City Clerk/Assistant to the City Manager;
l. City Manager;
m. Code Compliance Coordinator;
n. Communications Specialist;
o. Community Development Director
p. Deputy Fire Chief;
q. Deputy Police Chief;
r. Economic Development Director;
s. ESCA Program Director;
t. Family and Community Support Practitioner;
u. Finance Director;
v. Financial Analyst;
w. Fire Chief;
x. Fire Division Chief;
y. Housing and Planning Manager;
z. Housing Programs Manager;
aa. Human Resources Analyst;
bb. Human Resources Director/Risk Manager;
cc. Information Services Director.
dd. Maintenance and Utilities Superintendent;
ee. Maintenance Field Supervisor;
ff. Parking Compliance Specialist;
gg. Police Chief;
hh. Police Commander;
ii. Police Records Supervisor;
jj. Project Manager;
kk. Public Works Director/City Engineer;
ll. Recreation Director;
mm. Recreation Superintendent;

nn. Senior Civil Engineer;

oo. Senior Planner;

pp. Vehicle Abatement Officer;

qq. Youth Center Supervisor;

~~a. City Manager;~~

~~b. City Attorney;~~

~~c. Fire Chief;~~

~~d. Deputy Fire Chief;~~

~~e. Fire Division Chief;~~

~~f. Police Chief;~~

~~g. Deputy Police Chief;~~

~~h. Police Commander;~~

~~i. City Clerk;~~

~~j. Public Works Director/City Engineer;~~

~~k. Finance Director;~~

~~l. Assistant Finance Director;~~

~~m. Financial Analyst;~~

~~n. Accountant I/II;~~

~~o. Human Resources Director/Risk Manager;~~

~~p. Human Resources Analyst;~~

~~q. Housing Programs Manager;~~

~~r. Administrative Analyst I/II;~~

~~s. Economic Development and Community Planning Manager;~~

~~t. Senior Civil Engineer;~~

~~u. Chief Building Official;~~

~~v. Senior Planner;~~

~~w. Associate Planner;~~

~~x. Code Compliance Officer;~~

~~y. Vehicle Abatement Officer;~~

~~z. Recreation Director;~~

~~aa. Recreation Superintendent;~~

~~bb. Maintenance and Utilities Superintendent;~~

~~cc. Information Services Manager.~~

III. Consultants.

Consultants are defined for reporting purposes who prepare a product or perform services of a general nature and/or on an ongoing basis and participate by direct advice to the decision-makers. Generally, consultants who prepare a product or perform services for single specific matters are not the type of consultants required to be covered by a code, whereas consultants who provide more general assistance and advice to a government agency on an ongoing basis should be covered.

Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The city manager may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements in this section.

Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements.

The city manager's determination is public record and shall be retained for public inspection in this same manner and location as this conflict-of-interest code. (Ord. 1049 § 2, 2018; Ord. 1034 § 3, 2017; Ord. 1018 § 2, 2014; Ord. 956 § 3 (Appx. A), 2006; Ord. 888 § 4 (Appx. A), 2000; Ord. 736 § 1, 1988; Ord. 583 (Exh. A), 1981)

IV. DISCLOSURE CATEGORY

*These officials are listed for disqualification purposes only. They are required to file disclosure statements pursuant to Article 2 of the Political Reform Act.

1. Designated employees who are required to file statements of economic interests under any other agency's conflict of interest code, or under Article 2 for a different jurisdiction, may expand their statement of economic interests to cover reportable interests in both jurisdictions, and file copies of this expanded statement with both entities in lieu of filing separate and distinct statements; provided, that each copy of such expanded statement filed in place of an original is signed and verified by the designated employee as if it were an original. See Government Code Section 81004.

2. See Government Code Section 81010 and 2 California Administrative Code Section 18115 for the duties of filing officers and persons in agencies who make and retain copies of statements and forward the originals to the filing officer.

3. For the purpose of disclosure only (not disqualification), an interest in real property does not include the principal residence of the filer.

4. Investments and interests in real property which have a fair market value of less than one thousand dollars are not investments and interests in real property within the meaning of the Political Reform Act. However, investments or interests in real of an individual include those held by the individual's spouse and dependent children as well as a pro rata share of any investment or interest in real property of any business entity or trust in which the individual, spouse and dependent children own, in the aggregate, a direct, indirect or beneficial interest of ten percent or greater.

5. This category is for positions not individually listed but whose duties meet the Political Reform Act standard for "making or participating in making governmental decisions." Any employee or consultant whose job description, contract, or delegation of authority provides that the individual:
   - Approves, negotiates, or recommends contracts, grants, or purchase orders;
   - Approves, negotiates, or recommends land-use entitlements, permits, or development agreements; or
   - ~~4.~~ Makes or substantially influences governmental decisions that may have a material financial effect on their financial interests.

CITY OF SEASIDE
STAFF REPORT

Item No.: 10.A.

TO: City Council

FROM: Greg McDanel, City Manager

BY: Nick Borges, Police Chief
Paul Blaha, Deputy Fire Chief
Jason Sullens, Division Chief

DATE: August 20, 2026

SUBJECT: **2026 JOINT PUBLIC SAFETY FIREWORKS AFTER ACTION REPORT**

RECOMMENDATION

Recieve report and provide direction to staff.

BACKGROUND

The Seaside Police Department, Fire Department and City FADE (Fireworks, Action, Deterrent, Enforcement) Team formulated an operations plan for illegal fireworks suppression. City teams worked closely with the Public Works Department. The operations plan included an enforcement plan, drone operations plan, updated education regarding the city ordinance change. (Seaside Municipal Code Chapter 8.32 Fireworks; Added Section 8.32.11 – Curfew for Use of Safe and Sane Fireworks – Per Ordinance No. 1014: "The use of Safe and Sane fireworks is permitted during that period, beginning at 12:00 p.m. on June 28 and ending at 10:00 p.m. July 5 of the same year.") In addition, Police and Fire conducted a comprehensive public outreach campaign, in both English and Spanish via social media and Public Service Announcements.

The following report serves as an After Action Report regarding 2026 fireworks activity, staffing costs, enforcement actions and citations issued for illegal fireworks. Included in this report is a summary of surcharge funds collected and expenditures made by each department. The report also captures personnel overtime costs and volunteer hours.

FISCAL IMPACT

Included in presentation.

STRATEGIC PRIORITY

Effective Accessible Governance

ATTACHMENTS

None

Reviewed for Submission to the City Council by:

Greg McDanel, City Manager