A G E N D A

CITY OF SEASIDE CITY COUNCIL/SUCCESSOR AGENCY TO REDEVELOPMENT AGENCY OF THE CITY OF SEASIDE	JOINT SPECIAL MEETING Council Chamber 440 Harcourt Avenue Thursday, June 15, 2017 5:30 PM

PLEASE TURN OFF YOUR CELL PHONES UPON ENTERING THE MEETING

1. CALL TO ORDER

Ralph Rubio	Mayor/Chair
Dennis Alexander	Mayor Pro Tem/Vice Chair
Jason Campbell	Council/Agency Member
David R. Pacheco	Council/Agency Member
Kayla Jones	Council/Agency Member

2. PLEDGE OF ALLEGIANCE

3. 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 minutes. Public Comments on specific agenda items are heard under that item. For the public record, please state your name.

4. CLOSED SESSION

A. CLOSED SESSION PURSUANT TO GOVERNMENT CODE 54957.6 - CONFERENCE WITH LABOR NEGOTIATORS

Agency Negotiators: Craig Malin, City Manager; Roberta Greathouse, Human Resources Director; Donna Williamson, Labor Negotiator

Employee Organizations:

1. Seaside Police Officers' Association
2. Seaside Firefighters' Association

5. CONSENT AGENDA

A. APPROVE MINUTES OF JUNE 1, 2017

PURPOSE: To reveiw and approve the minutes from June 1, 2017.

RECOMMENDATION: That the minutes be reviewed and approved.

B. APPROVE AND FILE SUCCESSOR AGENCY CHECKS

PURPOSE: It is requested that the Agency Board approve and file the accounts payable and wired payments made during the period of May 6, 2017 through June 2, 2017. In addition, approval of the payroll and benefits checks, direct deposits and wired payments related to the period of May 11, 2017 and May 25, 2017 is requested. Total Accounts Payable and Payroll for the above referenced period is $10,610.54.

RECOMMENDATION: It is recommended that the Agency Board approve and file the attached checks.

6. STUDY SESSION

A. CONDUCT A STUDY SESSION TO REVIEW THE 2017-2018 GENERAL AND OTHER FUNDS OPERATING BUDGET, CAPITAL OUTLAY BUDGET, CAPITAL IMPROVEMENT BUDGET, POSITION CONTROL LIST AND SALARY SCHEDULE, THE APPROPRIATIONS LIMIT, THE CAPITAL IMPROVEMENT PLAN, AND THE RESERVE AMOUNTS

PURPOSE: The purpose of this item is to give the City Council and the Successor Agency Board the opportunity to conduct a study session to review and discuss the 2017-2018 General Fund and other funds operating budgets, capital outlay budget, capital improvement budget, position control list and salary schedule, the appropriations limit, the capital improvement plan, and the reserve amounts.

RECOMMENDATION: It is recommended that the City Council and the Successor Agency Board conduct a study session. This item is on the agenda for the June 15, 2017 meeting for possible action.

7. ADJOURNMENT

Next Regularly Scheduled Meeting:
July 6, 2017
Seaside City Hall
5:30 PM

The City of Seaside is committed to providing accessible facilities and accommodating people with disabilities in all of its services programs and activities. If special considerations are needed by any person to fully participate in this meeting, they are asked to contact the City Clerk at 899-6707 no fewer than two business days prior to the meeting to allow reasonable arrangements. The City Council chamber is equipped with a portable microphone and assisted listening devices are available at all meetings.

City Council Meetings that are held in the City Council Chambers are broadcast live to all Seaside residents on Comcast Channel 25 and U-verse Channel 99. Meetings are also available through live streaming at:
http://cvp.telvue.com/player?id=T01629&video=52314&noplaylistskin=1&width=400&height=300
Videos of past meetings are available on demand through the City's website: http://www.ci.seaside.ca.us

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 Government Code Section 54954.2(a) or Section 54956.

DRAFT MINUTES

CITY OF SEASIDE	JOINT SPECIAL MEETING
CITY COUNCIL/ SUCCESSOR	COUNCIL CHAMBER
AGENCY TO THE	Thursday, June 1, 2017
REDEVELOPMENT AGENCY	6:00 PM

1. **CALL TO ORDER**
   Mayor Rubio called the meeting to order at 6:00 PM.

   CITY COUNCIL/SUCCESSOR AGENCY TO REDEVELOPMENT AGENCY OF THE CITY OF SEASIDE
   PRESENT: Alexander, Campbell, Jones, Pacheco, Rubio
   ABSENT: None

2. **PLEDGE OF ALLEGIANCE**
   Council Member Campbell led the Pledge of Allegiance.

3. **PUBLIC COMMENT**
   There were no requests to speak.

4. **CLOSED SESSION**

   The City Council adjourned to Closed Session at 6:02 PM.

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

5. **CONSENT AGENDA**

On motion by Council Member Jason Campbell and seconded by Council Member Dave Pacheco and passed by the following vote the City Council approved the Consent Agenda as amended.

RESULT:	**Approved**
MOVER:	Council Member Jason Campbell
SECONDER:	Council Member Dave Pacheco
AYES:	Alexander, Campbell, Jones, Pacheco, Rubio
NOES:	None
ABSENT:	None

   A. **APPROVAL OF MINUTES FROM THE MAY 18, 2017 MEETING**
   Action: Approved as amended
   Council Member Campbell made a correction to the minutes.

6. **ADJOURNMENT**
   On motion, the meeting was adjourned.

Respectfully submitted,

Lesley Milton-Rerig, City Clerk	**Ralph Rubio, Mayor/Chair**

CITY OF SEASIDE
STAFF REPORT

Item No.: 5.B.

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

FROM: Craig Malin, City Manager

BY: Daphne Hodgson, Deputy City Manager Administrative Services

DATE: June 15, 2017

SUBJECT: **APPROVE AND FILE SUCCESSOR AGENCY CHECKS**

PURPOSE

It is requested that the Agency Board approve and file the accounts payable and wired payments made during the period of May 6, 2017 through June 2, 2017. In addition, approval of the payroll and benefits checks, direct deposits and wired payments related to the period of May 11, 2017 and May 25, 2017 is requested. Total Accounts Payable and Payroll for the above referenced period is $10,610.54.

RECOMMENDATION

It is recommended that the Agency Board approve and file the attached checks.

BACKGROUND

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

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

There were no checks exceeding $10,000.

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

FISCAL IMPACT

The listed checks have been budgeted and paid from the various funds, as appropriate.

ATTACHMENTS

Reviewed for Submission to the
City Council by:

Craig Malin, City Manager

CITY OF SEASIDE
STAFF REPORT

Item No.: 9.B.

TO: City Council

FROM: Craig Malin, City Manager

BY: Daphne Hodgson, Deputy City Manager Administrative Services

DATE: June 15, 2017

SUBJECT: **CONDUCT A STUDY SESSION TO REVIEW THE 2017-2018 GENERAL AND OTHER FUNDS OPERATING BUDGET, CAPITAL OUTLAY BUDGET, CAPITAL IMPROVEMENT BUDGET, POSITION CONTROL LIST AND SALARY SCHEDULE, THE APPROPRIATIONS LIMIT, THE CAPITAL IMPROVEMENT PLAN, AND THE RESERVE AMOUNTS**

PURPOSE

The purpose of this item is to give the City Council and the Successor Agency Board the opportunity to conduct a study session to review and discuss the 2017-2018 General Fund and other funds operating budgets, capital outlay budget, capital improvement budget, position control list and salary schedule, the appropriations limit, the capital improvement plan, and the reserve amounts.

RECOMMENDATION

It is recommended that the City Council and the Successor Agency Board conduct a study session. This item is on the agenda for the June 15, 2017 meeting for possible action.

BACKGROUND

The 2017-2018 Proposed General Fund Budget of $29,412,847 for the City of Seaside is balanced with an operating surplus of $71,330. This is an increase of approximately 9% in expenditures from the 2016-2017 fiscal year adopted budget of $26,906,781. Without the additional revenues from Measure L and G, the General Fund would have faced an estimated deficit of $1,300,000.

2017-2018 Proposed General Fund Budget

Estimated Revenues	**$ 29,484,177**
Projected Expenditures	**$ 29,412,847**
Operating Surplus	**$ 71,330**

The added estimated revenue from Measures L, $990,000, and Measure G, $350,000 will allow the City to improve services, and community facilities, and move forward with the Strategic Plan, and grow our reserves prudently. This revenue will provide the bridge to longer-term fiscal strength achieved through economic development. The 2018-2019 forecasted Measure G and Measure L revenue is $2,400,000 because the taxes will be in effect for a full year.

Service Impacts:

- Existing services will continue.
- The elimination of the federal SAFER grant for firefighters is covered with the added revenue.
- The possible elimination of the state grant for youth violence prevention is also covered with the added revenue.
- Two added police officers, $240,000, is the start of expanding Police Department staffing.
- Two added public works/parks maintenance employees, $120,000 to provide more maintenance capacity.
- Building Inspector, $5,000 net cost after reducing contract services, to provide a city employee, rather than a contractor for better and expanded service, at a lower cost.
- Police Department Body Camera Technology, $80,000, because the maintenance of cameras, and the data they collect, requires an employee.
- Senior Engineer and Associate Planner, $140,000; a street improvement program and planning for the future requires additional employees or consultants. Employees are better and less costly, in this situation.
- Human Resources Technician, $80,000; additional staffing is needed to provide the capacity to hire, train and support employees.
- Information Technology Technician, $35,000; for a half year of additional staffing is needed to provide more effective information technology.
- Consolidating two Finance Part Time Employees to one Full Time Accounting Technician, $15,000 net cost after reducing part time costs; provides more continuity to provide services to expanding programs and staff.
- Bringing Three Part Time Employees to Full Time, $63,000 net cost after reducing part time costs; two Community Development front counter employees and Fire's part-time Administrative Assistant go to full time, providing more service coverage, and reducing the turnover of excellent part-time employees who may leave for full time employment elsewhere.
- Code Enforcement Overtime, $10,000, to provide for some evening and weekend code enforcement work.
- Community Outreach / Public Information, $20,000 for some expanded/focused new duties for the City Clerk.

Facilities Impacts:

It is anticipated that the Cutino Park project, some of the street improvements and the new vehicles will be funded with lease/purchase financing. This form of financing spreads the costs out over the life of the improvements and equipment to better match annual operating costs to annual operating revenues.

- Cutino Park, $1,800,000, to budget for the full scale, first class renovation of Cutino Park.
- Multiple Park Improvements, $150,000 in 2017/2018 and $200,000 in 2018/2019 for general park improvements.
- Streets Program, $1,650,000, for a significant street repair and maintenance program, bonding for Measure X and/or SB1 revenue to make a marked improvement in City streets.
- Fleet Needs, $1,850,000 for a new Fire ladder truck, a new vactor truck and a street patching truck in Public Works, and three pick-ups.
- Design Center, $30,000 to open a planning/economic development/construction management storefront on Broadway to make our planning for the future more visible, friendly and convenient; funding in part with developer fees.
- City Hall Carpet, $100,000 to replace old carpeting.
- $1,250,000 to replace the Oldemeyer Boiler, purchase Police Department Body Cameras, construct and replace Bike-Safe Storm Drain Grates, build Fire Hazard Materials Vehicle Storage, provide Storm Drain Improvements, Roundabout Planning, City Future Facilities Planning, and purchase miscellaneous Chairs/Desks/Tables.

Program Impacts:

- Farmers' Market, $18,000, to facilitate the start-up of a Seaside Farmers' Market.
- Free Broadway Permits; make every City permit free in the West Broadway Urban Village Specific Plan Area for the 2017-2018 fiscal year.
- Broadway Week, $25,000, for a full week of economic development/community-building festivity at the conclusion of the Broadway construction.
- Community Fireworks Display, $20,000.
- Homeless Assistance, $30,000, to support homeless assistance efforts.
- Volunteer Coordination/Outreach/CSUMB Interns, $36,000, for volunteer support.
- Council Member Child Care, $3,000, for child-care reimbursement for Council-members.
- Website and Social Media Improvements, $20,000.
- Short Term Rental Revenue, +$50,000, for a future discussion about short term rentals.

General Fund Reserves:

In accordance with Section 3.12 of the City of Seaside Municipal Code, the minimum General Fund reserves based on the 2017-2018 Proposed Budget are to be as follows:

Capital Reserve (3.12.010)	5%	$1,470,667
Special Reserve (3.12.020)	10%	$2,941,334
Emergency Reserve (3.12.030)	15%	$4,412,001
Total established reserves at year end	30%	$8,824,002

(% = percentage of current operating expenditures of $29,413,335)

The 2017-2018 Proposed Budget assumes a set aside of the operating surplus of $71,330 to the reserve funds. The July 1, 2017 reserve balances are as follows:

Capital Reserve (3.12.010)	$1,061,641
Special Reserve (3.12.020)	$2,123,282
Emergency Reserve (3.12.030)	$3,184,923
Total proposed reserves at July 1, 2017	$6,369,846

Appropriations Limit Calculation:

In accordance with Proposition 13, each year the City is required to make a calculation to determine that it is not expending funds on certain items in excess of the taxes that are collected, adjusted for population changes and cost of living changes. Each prior year's Appropriations Limit is carried forward and adjusted for the adjustment factors. This calculation is included in the adoption resolution attached to this staff report.

OTHER FUNDS;

In addition to the General Fund, the budget includes funds from a range of restricted sources that are used to provide specific services, including funds from the Federal Community Development Act (CDBG); Gas Tax; Storm Water Maintenance Fund; and the Seaside Municipal Water System (Water Fund).

Community Development Block Grant (CDBG) Fund:
The revenues in this fund come from grants from the Federal Community Development Act. CDGB funds are restricted to the revitalization of low and moderate-income areas of the City. In addition, the City of Seaside CDBG Fund receives income from the Embassy Suites rental and principal and interest income from several loan programs. Estimated revenues for 2017-2018 are $461,200.

CDBG expenditures for 2017-20187 are budgeted to be $542,376. The funds are budgeted for public service programs, debt repayment and other community service related expenditures.
Gas Tax Funds:
Gas tax funds are collected by the State from gas sales. They are then distributed by the State to cities and counties based on population. Gas Tax revenues are estimated to be $956,233 plus $500,000 in TAMC Measure X funds and $175,000 in grant funds during the 2017-2018 budget year. Gas tax fund expenditures are projected to be $1,954,551 for the 2017-2018 year. The cost of street maintenance requires the General Fund to transfer approximately $520,000 in 2017-2018 to cover the difference between funding received from the State and the costs of street maintenance.

Storm Water Maintenance Fund:
This fund was established to account for revenues and expenditures related to the operation and

maintenance of the City's storm drain and storm water management system. Approximately $680,000 has been budgeted from the General Fund to cover Storm Water costs is 2017-2018.

Water Fund:
The Water Fund receives revenues from user charges based on water usage. All expenditures for the operation of the water system including maintenance, capital outlay, debt service, and depreciation are charged to this fund. The Water Fund budgeted expenditures are $917,625. The water receipts are estimated to be $688,500 for the 2017-2018 budget year.

The 2017-2018 Proposed Budget can be reviewed on the City of Seaside website via the following link: http://www.ci.seaside.ca.us/DocumentCenter/View/4022

ATTACHMENTS
None.

Reviewed for Submission to the
City Council by:

Craig Malin, City Manager