

REGULAR MEETING

SAND CITY COUNCIL

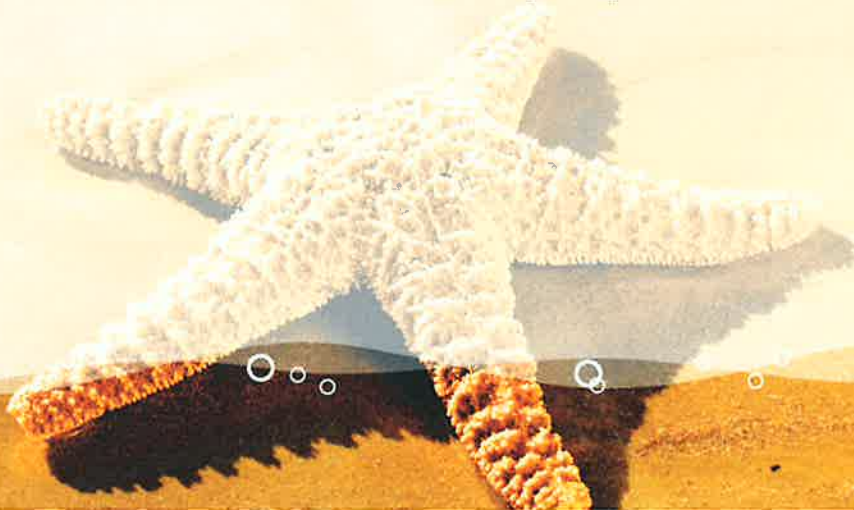
AND

**SUCCESSOR AGENCY OF THE FORMER
REDEVELOPMENT AGENCY**

**AGENDA
SAND CITY COUNCIL CHAMBERS**

TUESDAY, JUNE 2, 2020

5:30 P.M.



AGENDA
JOINT SAND CITY COUNCIL AND SUCCESSOR AGENCY
OF THE REDEVELOPMENT AGENCY

Regular Meeting – June 2, 2020
5:30 P.M.

As allowed per the State of California Governor’s Executive Order N-29-20, this meeting will be conducted by telephone. Members of the public may call in to:

Dial-in number: (425) 436-6361

Access code: 549824

How to Submit Public Comments:

Written: All comments received before 8:00 am the day of the meeting will be posted on the City’s website as “Correspondence” under the relevant agenda item and provided to the City Council members at the meeting. Please email your comments to aaron@sandcityca.org.

Read Aloud During the Meeting: Email your comments to aaron@sandcityca.org when the Mayor opens the public comment period for the relevant agenda item; please indicate the agenda item and title in your email subject line. If you want your comment read aloud, prominently write “Read Aloud at Meeting” at the top of the email and your comments will be read into the record (not to exceed three minutes at staff’s cadence).

- 1. ROLL CALL**
- 2. ANNOUNCEMENTS BY MAYOR, CITY ATTORNEY, AND CITY STAFF**
- 3. PUBLIC COMMENT**

Members of the public may address the City Council/Successor Agency on matters not appearing on the City Council/Successor Agency Agenda at this time for up to three minutes. In order that the City Clerk may later identify the speaker in the minutes of the meeting, it is helpful if speakers state their names. Public comments regarding items on the scheduled agenda will be heard at the time the item is being considered by the City Council/Successor Agency.

If you need assistance, please advise the City Clerk in advance as to which item you would like to comment on and the City will assist you with arrangements.

- 4. CONSENT CALENDAR**
 - A. Approval of May 19, 2020 Sand City Council Meeting Minutes
 - B. Approval of City/Successor Agency Monthly Financial Report, April 2020
 - C. Approval of City RESOLUTION Authorizing the Monterey County Health Department to Apply for State Block Grant Funding on Behalf of Sand City

towards the Countywide Used Oil Recycling Program

- D. Approval of City RESOLUTION Authorizing Application For, And Receipt Of, Local Government Planning Support Grant Program Funds
- E. Approval of City RESOLUTION Amending the Citywide Fee Schedule and Adopting a Citywide Service Fee for Credit Card Payments
- F. Approval of City RESOLUTION Approving the Increase of Fire Protection Services between The Cities of Monterey and Sand City for Fiscal Year 2020-21
- G. Approval of City Donation/Contribution
 - 1) The Village Project Inc. - \$200
- H. Approval of City RESOLUTION Authorizing a City Surveying Services Agreement with Polaris Consulting not to exceed \$10,000
- I. Approval of City RESOLUTION Authorizing the City Manager to Renew a Professional Service Agreement with Harris & Associates in the Amount of \$215,000 to Provide City Engineering Services to the City of Sand City for Fiscal Year 2020-2021

5. CONSIDERATION OF ITEMS PULLED FROM THE CONSENT CALENDAR

6. NEW BUSINESS

- A. Consideration of City RESOLUTION Adopting Amendment #3 to the Fiscal Year 2019-2020 Budget
- B. Consideration and Approval of City RESOLUTIONS Making Contribution Changes to the California Public Employees Retirement System (CalPERS)
 - 1) Approval of City RESOLUTION to Tax Defer Member Paid Contributions – IRC 414(H)(2)
 - 2) Approval of City RESOLUTION for Employer Paid Member Contributions
- C. Discussion regarding Fiscal Year 2020/2021 Capital Improvement Plan (CIP) priorities for Sand City
- D. Comments by Council Members on Meetings and Items of interest to Sand City
- E. Upcoming Meetings/Events

7. CLOSED SESSION

- A. City Council/Successor Agency Board to adjourn to Closed Session regarding:

- 1) Public Employee Performance Evaluation (Government Code Section 54957)
Position: City Manager

- B. Re-adjourn to Open Session to report any action taken at the conclusion of Closed Session in accordance with Cal. Gov Code section 54957.1.

8. ADJOURNMENT

Next Scheduled Council Meeting:
Tuesday, June 16, 2020
5:30 P.M.
Telephonic meeting:
Dial-in number: (425) 436-6361
Access code: 549824

This is intended to be a draft agenda. The City reserves the right to add or delete to this agenda as required.

The current Sand City agenda is available in PDF format on our website at:
www.sandcity.org/agenda

If you have a request for a disability-related modification or accommodation, including auxiliary aids or services, which will allow you to participate in a Sand City public meeting, please call the City Clerk at (831) 394-3054 extension 222, or give your written request to the City Clerk at One Pendergrass Way, Sand City, CA 93955 at least 12 hours prior to the scheduled meeting to allow the City Clerk time to arrange for the requested modification or accommodation

AGENDA ITEM

2

MEMO



To: Honorable Mayor and City Council Members
From: Aaron Blair, City Manager
Date: May 27, 2020
Re: City Manager Update

Staff continues to work well given the current circumstances due to COVID-19. Information coming from the State and County seems to be pointing in a positive direction in regards to reopening some additional businesses including retail. This is a very important step as it relates to budget impacts, and projected shelter in place revenues. Overall, things are running well at this time, and I expect no change to this.

Public Works/Engineering

- Storm water interceptor maintenance contract: RFP (3rd quarter)
- CIP-Calabrese Park Improvements A (2nd & 3rd quarter)
- CIP-Pavement Management Program (3rd quarter)
- CIP-Edgewater Habitat Restoration (3rd & 4th quarter)
- CIP-West Bay Street Repair Project (2nd quarter)
 - Extension Granted till 7/1/2020
- CIP-West End SW Improvement Projects (TBD)
 - Contra Costa St. (Grant Funding requested)
 - Catalina St. (Grant Funding requested)
- Sand City Water Supply Project (SCWSP) Phase 1 New Wells (2020)
- CIP-City Hall Electrical Service Updates (2nd & 3rd quarter)

Community Development/Planning

- CIP-Parking Strategy Plan (Implementation Phase)
- Sustainable Transportation Plan (Implementation Phase)
- Accessory Dwelling Units Code Amendment (3rd quarter)
- Short-term rental ordinance workshop (3rd quarter)
- Fee schedule Update: Fee Study (3rd quarter)
- CIP-Façade Program (3rd quarter)
- CIP-Public Art Program (2nd & 3rd quarter)
- CIP- iWorQ: (Implementation Phase)

Finance/Clerk/HR

- Sales tax initiative: November 2020 Ballot (2nd & 3rd quarter)
- 2020/21 Budget & CIP Process (2nd quarter)
- Personnel Manual Revision (3rd quarter)

Economic Development

- Carroll Property reuse (2020)
- Ocean View Ave at Fell St. SFD (Under Construction)
- 756 California Avenue (Under Construction)
- 460 Elder Expansion (Permit Review)
- Monterey Bay Shores (Under Construction: On Hold)
- 534 Shasta Commercial Building Expansion (Permit Review)
- Monterey Bay Collection (Permit Review Coastal Commission)
- Target Remodel (Permit Issued)
- Catalina Lofts (Under Construction)
- Telsa Charging Stations (Edgewater)
- Ashley Home Furniture (Former Orchard Supply- DELAYED)
- South of Tioga
 - Development Agreement
 - ~~Quimby Act~~
 - ~~Lincoln and Beech ROW Abandonment~~
 - Community Finance District
 - Sliver properties (Pending)
 - Lot line Adjustment (Pending)
 - Final Map

Other

- 5-Year Staffing Plan (3rd quarter)
- Code Enforcement (3rd quarter)
- we. public art festival (Aug 17-22)
- West End Celebration (Aug 21-23)

AGENDA ITEM

4A

**MINUTES
JOINT SAND CITY COUNCIL AND SUCCESSOR AGENCY
OF THE REDEVELOPMENT AGENCY**

Regular Meeting - May 19, 2020
5:30 P.M.

As allowed per the State of California Governor's Executive Order N-29-20, this meeting was conducted by teleconference.

Mayor Carbone opened the meeting at 5:31 P.M.

The following members of the Council and Staff attended the meeting via Zoom teleconference.

Present: Mayor Mary Ann Carbone
Vice Mayor Blackwelder
Council Member Hawthorne
Council Member Sofer
Council Member Cruz

Staff: Aaron Blair, City Manager
Vibeke Norgaard, City Attorney
Connie Horca, Acting City Clerk
Brian Ferrante, Chief of Police

Guest: Donna Williamson, Legal Counsel
Steve Vagnini, WEC Coordinator

AGENDA ITEM 2, ANNOUNCEMENTS BY MAYOR, CITY ATTORNEY, AND CITY STAFF

City Manager Blair announced that a public comment was received via email regarding Agenda Item 7B and will be read into the record when the item is considered.

AGENDA ITEM 3, PUBLIC COMMENT

5:34 p.m. Floor opened for Public Comment.

Sand City resident Dawn Peters commented that despite everything going on she would like to see the West End Celebration continue to be held this year as the community can use an event like the WEC. She requested that the Council remain open minded and allow the event to proceed as August is still a few months away.

5:37 p.m. Floor closed for Public Comment

AGENDA ITEM 4, CLOSED SESSION

5:37 P.M.

A. The City Council/Successor Agency Board adjourned to Closed Session regarding:

- 1) Conference with labor negotiator pursuant to California Government Code Section 54957.6. Agency designated representatives: Donna Williamson/ Vibeke Norgaard, City Attorney
Employee Organization: Sand City Police Officers Association (POA)
- 2) Conference with legal counsel—anticipated litigation (Government Code Section 54956.9(d)(4) (1 case))
- 3) Public Employee Employment pursuant to Government Code Section 54957
Position: City Attorney

6:59 P.M.

B. Re-adjourned to Open Session to report any action taken at the conclusion of Closed Session in accordance with California Government Code Section 54957.1.

Item 4A(1) The City Council took no action, but provided direction to the City's labor negotiator to move forward with agenda item 7B regarding the MOU.

Item 4A(2) Council received an update and confidential information. No action was taken.

Item 4A(3) Staff received direction from the City Council. Staff will provide additional information at a future budget meeting, and then to the City Council.

AGENDA ITEM 5, CONSENT CALENDAR

- A. There was no discussion of the May 5, 2020 Sand City Council Meeting Minutes.
- B. There was no discussion of the Sand City/Successor Agency Monthly Financial Report, March 2020.
- C. There was no discussion of the City **Resolution** authorizing the City Manager to Amend the Agreement with 4leaf and Extend it until June 30, 2021.
- D. There was no discussion of the City **Resolution** approving a Service Agreement with EMC Planning Group, Inc. for Professional Services within Fiscal Year 2020-2021 at a cost not to Exceed \$25,000.

Motion to approve the Consent Calendar items was made by Council Member Blackwelder, seconded by Council Member Hawthorne. Roll Call Vote AYES:

Council Members Blackwelder, Carbone, Cruz, Hawthorne, Sofer. NOES: None. ABSENT: None. ABSTAIN: None. Motion carried.

AGENDA ITEM 5.1, CONSIDERATION OF ITEMS PULLED FROM CONSENT CALENDAR

There were no items pulled from the Consent Calendar.

AGENDA ITEM 6, PRESENTATION

A. Presentation and Update on Status of 2020 West End Celebration (WEC) by Stephen Vagnini, WEC Coordinator

West End Celebration coordinator Steve Vagnini joined the meeting via Zoom and reported on the status of the West End Celebration. He has received information from the State and County Health Departments who indicated that holding the celebration would be slim to none, as most major events have been cancelled. The State would need to move into Phase 4 of re-opening before major events could take place. The difference between the WEC is that it is a local community event that does not attract tourist nor rely on revenues. The Council can decide as late as mid-July to cancel or postpone the event if they choose. All the bands have been booked, the staging and lighting are in place with no financial commitments, other than advertising and graphic artist fees.

There was Council discussion whether it would be feasible to continue to hold the event, State criteria and requirements, a new footprint that would allow only a certain amount of people to enter the event, and temperature check-ins.

Council Member Cruz commented that the Council should postpone a decision until June but should not wait until mid-July as the event would only be a month away.

There was consensus of the Council to revisit the West End Celebration at the June 16, 2020 City Council meeting.

AGENDA ITEM 7, NEW BUSINESS

A paper draw was conducted for Council Members Blackwelder, Hawthorne and Sofer due to a possible conflict by residing within 500' of the subject property. Council Members Hawthorne and Sofer recused themselves from the online meeting for consideration of Agenda Item 7A.

A. Consideration of City RESOLUTION Authorizing the City Manager to Execute a Second Amendment to Agreement Regarding Affordable

Housing

City Attorney Norgaard presented the background regarding the affordable housing program at the Independent Building located at 600 Ortiz Avenue. At a previous meeting the Council directed Staff to research and provide updates to the Council. The agreement now adds an additional moderate income unit to the original 10 units for a period of 12 years. It addresses when an occupant earns too much, and what is allowed when income exceeds 110% of income eligibility. A few clauses were built in to address the concern regarding the owner's responsibility to ensure that 11 units are made available under the affordable housing program, and additional requirements should the owner sell some units.

7:29 P.M. Floor opened for Public Comment.

Sand City resident Dawn Peters received an explanation from City Attorney Norgaard regarding her concerns whether the agreement addressed individuals who pay more than 30% of their medium income, and if any provisions in the agreement addressed the payment of more than 50% of rent when a tenant has a loss of income as experienced during the coronavirus pandemic. City Attorney Norgaard clarified that the agreement provides a ceiling of maximum income and if a tenant earns too much.

7:35 P.M. Floor closed to Public Comment.

The Mayor pointed out a typographical correction on page 122 of the agenda packet to the resolution and indicated that in the second WHEREAS, Mary K. Orosco needs to be added into the resolution as she is one of the owners.

Motion to approve the City **Resolution** authorizing the City Manager to Execute a Second Amendment to Agreement Regarding Affordable Housing was made by Council Member Blackwelder, seconded by Council Member Cruz. Roll Call Vote AYES: Council Members Blackwelder, Carbone, Cruz. NOES: None. ABSENT: None. ABSTAIN: Council Members Hawthorne, Sofer. Motion carried.

Council Members Hawthorne and Sofer rejoined the online meeting room.

B. Consideration of City RESOLUTION Adopting an Amended Memorandum of Understanding (MOU) with the Sand City Police Officers' Association and Authorizing Appropriation of Funds

City Attorney Norgaard reported that legal counsels met with the Sand City Police Officers Association (POA) and consistent with the City Council's guidance, an agreement has been reached that has been ratified by the POA. The Memorandum of Understanding (MOU) is attached as Exhibit A to the Staff Report. The MOU has a term of 3 years through June 2022. It eliminates the Employer-paid Member contribution to CalPERS (EPMC)

and the City has agreed to a salary increase over the course of 3 years. The MOU further eliminates the ability to cash out sick leave for new hires and current employees may continue to cash out sick leave up to 400 hours. The POA has agreed to reduce the cap on accrued vacation time to 300 hours per year, reduce the cap on accrued compensatory time off, eliminate double-time pay for overtime, triple-time pay for holidays worked, as well as the elimination of one holiday per year for all Employees. The POA has also agreed to certain clean up language to the existing MOU.

City Manager Blair added that the changes to the cost for this fiscal year has been accounted for in the budget Amendment. The amounts reflected in the staff report has been incorporated into the proposed fiscal year 2020-21 budget.

Legal Counsel Donna Williamson commented that Staff has adequately addressed the issue and she thanked the POA for coming to an agreement.

7:46 P.M. Floor opened for Public Comment.

City Manager Blair received an email from Sand City resident Brian Clark whose comments were read to the Council. Mr. Clark commented on the size of the Sand City Police Force, police to citizen staffing of all Monterey County Police forces, and the recommendation for Sand City to obtain policing services from an adjacent town. He identified that Sand City's police to citizen ratio is 1 to 35 with a state average of 1 to 725 and county average of 1 to 450 and that Sand City's force is 10 times larger. He expressed that the City of Seaside is looking to hire 10 police officers over the last several months with a signing bonus; that Sand City should not enter into a multi-year MOU with police, and that the City should open up meetings with the City of Seaside about a 'regional' police force given Sand City's minute population. Any contract that continues to support an unneeded police force should not be entered, and until those baseline financial and organization alternative and options are explored, the City should not enter into any new long-term commitments for policing services.

7:48 P.M. Floor closed for Public Comment.

Council Members Sofer and Hawthorne agreed that the MOU should be adopted as it has been in negotiation for some time.

Mayor Carbone added that due to the City of Seaside's financial deficit, they are no longer offering a \$30,000 signing bonus.

Motion to approve the City **Resolution** adopting an Amended Memorandum of Understanding (MOU) with the Sand City Police Officers' Association and Authorizing Appropriation of Funds was made by Council Member Sofer, seconded by Council Member Cruz. Roll Call Vote AYES: Council Members Blackwelder, Carbone, Cruz, Hawthorne, Sofer. NOES: None. ABSENT: None. ABSTAIN: None. Motion carried.

C. Discussion on 2020/2021 Priorities for Sand City

City Manager Blair facilitated Council discussion regarding what the Council would like to prioritize and accomplish for the remainder of 2020 and beyond.

There was Council discussion regarding the importance of having code enforcement as there has been illicit activities at various locations within the City, and the possibility of appointing a Police Officer to work on code enforcement.

Council Member Hawthorne suggested that these violations be brought to the City Manager, and fines assessed to address the violations.

Council Member Cruz redirected the discussion towards the Capital Improvement Plan for the City. City Manager Blair reported on the accomplishments regarding technological improvements. He requested the Council to rank the Capital Improvement Plan (CIP) items that he had emailed and based on responses received, he will bring a report back to the Council of results garnered from the poll.

In response to Council Member Hawthorne's inquiry regarding the importance of code enforcement as a priority, Council Member Cruz provided her comments. Chief Ferrante added that the problem will not be solved immediately and is a code enforcement issue.

Mayor Carbone remarked that she agrees with the Council regarding code enforcement through the police department, illicit uses, and issuing citations to property owners. She referred to the items outlined in the City Managers report and requested that the Council think about the items and provide their comments to the City Manager.

8:09 p.m. Floor opened for Public Comment.

There were no comments from the Public in person, via writing or through telecommunications regarding items not appearing on the agenda.

8:09 p.m. Floor closed for Public Comment.

The Mayor indicated that no action was required as the item presented was for discussion only. She requested that the Council Members respond to the City Managers email with their comments and priorities regarding the capital improvement plan.

D. Comments by Council Members on Meetings and Items of interest to Sand City

Mayor Carbone reported on a new coronavirus testing site in Monterey and

encouraged Staff and Council to get tested.

E. Upcoming Meetings/Events

Acting City Clerk Horca indicated that there are no upcoming events. The Mayor added that agency meetings are being held via Zoom.

AGENDA ITEM 8, ADJOURNMENT

Motion to adjourn the meeting was made by Council Member Blackwelder, seconded by Council Member Hawthorne. There was consensus of the City Council to adjourn the meeting at 8:15 p.m. to the next regularly scheduled City Council meeting on Tuesday, June 2, 2020 at 5:30 p.m.

Connie Horca, Acting City Clerk

AGENDA ITEM

4B

INTER

MEMORANDUM

OFFICE

To: City Council/Agency Board Members
From: Administrative Assistant
Subject: Financial Reports
Date: May 17, 2020

Attached are the financial reports for both the City of Sand City and the Sand City Successor Agency for the former Redevelopment Agency for the month of April 2020.

A. City of Sand City Reports

1. Balance Sheet Report for April 2020.
2. Revenue received in the month of April 2020-Total \$ 351,647.09
(This total includes transfers).
Month End Cash Register Activity Report for April 2020.
3. Expenditures paid for in the month of April 2020-Total \$ 479,152.38
Month End April 2020 Accounts Payable Report
4. Current City Balances as of April 30, 2020.
Total \$ 9,092,585.69
Restricted & unrestricted
[Includes, Mechanics Bank, and Local Agency Investment Fund (LAIF), and City CDs ranging from 6 months to 3 years]

B. Sand City Successor Agency for the former Redevelopment Agency Reports

1. Balance Sheet Report for April 2020
2. Revenue received in the month of April - Total \$ 120.36
Month End Cash Register Activity Report for April 2020.
3. Expenditures paid for in the month of April 2020 Total \$ 109,182.89
4. Current Successor Agency Balances as of April 30, 2020
Total \$1,688,216.20
Restricted and unrestricted
(Includes Mechanics Bank, Bond CDs, and Bond Reserves for the 2008 Taxable Bonds).

NOTES TO THE FINANCIAL REPORT

Special City Notes for April 2020

On the Month End Cash Register Activity Report - Special or Major Receipts for the Month April 2020 are listed below.

<u>Date</u>	<u>Source</u>	<u>Amount</u>	<u>Description</u>
04/10/2020	PG&E	\$ 11,404.90	February 2020 Utility Users Tax
01/15/2020	LAIF	\$ 34,620.47	3 rd QTR FY 19-20 Interest
04/16/2020	PG&E	\$ 31,271.40	2019 Gas & Electric Franchise Fee
04/16/2020	County of Monterey	\$ 8,333.33	February 2020 COPS Grant
04/24/2020	County of Monterey	\$ 189,843.64	FY 19-20 Property Tax
04/30/2020	PG&E	\$ 9,077.25	March 2020 Utility Users Tax
04/30/2020	Greenwaste Rec.	\$ 14,657.47	1 st QTR 2020 Franchise Fee
04/30/2020	Successor Agency	\$16,728.65	3 rd QTR Admin Expense Reimbursement

Transfers

(Transfers are shown on the cash register activity report; they are transfers from one bank account to another and should not be considered as a revenue or expenditure)

<u>Date</u>	<u>Source</u>	<u>Amount</u>	<u>Description</u>
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There were no transfers in April 2020.

Month End Cash Disbursement Report - Special or Major Expenses for the Month of April 2020 are explained below

<u>Check #</u>	<u>Paid To</u>	<u>Amount</u>	<u>Description</u>
34709	EMC Planning Group	\$ 11,714.06	Dec 2019-Feb 2020 Sustainable Transportation Plan
34725	EMC Planning Group	\$ 8,054.17	Jan-Feb 2020 West End Parking Plan
34728	Harris & Associates	\$ 29,690.00	March 2020 City Engineer Services
34734	Vibeke Norgaard	\$ 19,066.50	April 2020 City Attorney Services
34756	Liebert Cassidy Whitmore	\$ 8,658.00	February 2020 Outside Attorney Fees
34779	EMC Planning Group	\$ 14,819.17	March 2020 Sustainable Transport. Plan
		\$ 156,790.51	April 2020 Payroll
		\$ 46,926.96	April 2020 Payroll Taxes

Successor Agency Notes for April 2020

On the Month End Cash Register Activity Report - Special or Major Receipts for the Month of April 2020 are listed below.

<u>Date</u>	<u>Source</u>	<u>Amount</u>	<u>Description</u>
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There were no special or major receipts in April 2020.

Month End Cash Disbursement Report-Special or Major Expenses for the Month of April 2020 is explained below.

<u>Check #</u>	<u>Paid To</u>	<u>Amount</u>	<u>Description</u>
02201	US Bank	\$ 52,821.64	May 2020 Series 2017 Bond

<u>Check #</u>	<u>Paid To</u>	<u>Amount</u>	<u>Description</u>
02202	US Bank	\$ 22,251.15	May 2020 2008B Bond Interest
02204	HDL Coren & Cone	\$ 15,981.45	ROPS 2019-2020 Services
02205	City of Sand City	\$ 16,728.65	3 rd QTR FY 19-20 Admin. Expenses

City

Ending Calendar Date.: April 30, 2020 Fiscal (10-20)

Assets			Acct ID
Cash Clearing Checking Account	388,381.22	99	1001
General Fund CITY- OPEB POTENTIAL FUNDING	142,492.97	10	1004
General Fund City Housing Account	673,562.47	10	1006
General Fund Tioga Beach Clean Up Fund	120,000.00	10	1007
General Fund LAIF	6,539,888.02	10	1008
General Fund Fair market value adjustments	15,105.36	10	1009
General Fund Investment CD	164,928.25	10	1020
General Fund Pro Equities Money Market	78,332.76	10	1080
General Fund Pro Equities CD's	985,000.00	10	1081
General Fund Cash Balance	280,757.83	10	1099
Gas Tax - 2105 Cash Balance	12,876.33	31	1099
Traffic Safety Cash Balance	718.97	35	1099
RMRA -Road M&R Cash Balance	14,456.01	37	1099
TAMC X TSIPF Cash Balance	79,571.96	38	1099
Cash Clearing Cash Balance	-388,381.22	99	1099
General Fund Due From RA/Operating Expenses	3,626,057.91	10	1130
General Fund Due From AGENCY/Costco/Seaside	4,649,999.99	10	1140
General Fund Due RA/COP reimbursement	1,454,766.42	10	1145
Gen. Fixed Asst BIKE TRAIL INTERCONNECT-TIOGA	53,556.91	60	1273
General LTD Act AMOUNT PROVIDED FOR LTD	4,043,994.88	70	1280
Gen. Fixed Asst Prop 1 IRWM - Catalina St.	16,311.50	60	1281
Gen. Fixed Asst PROP 68 - CALABRESE PARK	12,040.00	60	1286
Gen. Fixed Asst CDBG Calabrese Park Update	948.00	60	1287
Gen. Fixed Asst CIP- Wells	174,670.23	60	1288
Gen. Fixed Asst CIP-CITY ENTRANCE PROJECT	1,312.00	60	1289
Gen. Fixed Asst Land	1,837,193.95	60	1290
Gen. Fixed Asst Land Improvements	441,562.65	60	1291
Gen. Fixed Asst VEHICLE FIXED ASSET	567,289.39	60	1292
Gen. Fixed Asst Furniture and Fixtures	114,513.83	60	1293
Gen. Fixed Asst Buildings	8,538,775.38	60	1295
Gen. Fixed Asst FIXED ASSETS EQUIPMENT	2,594,595.69	60	1297
Gen. Fixed Asst CITY HALL	172,866.41	60	1298
Gen. Fixed Asst INFRASTRUCTURE- streets	5,155,456.95	60	1299
Gen. Fixed Asst ACCUMULATED DEPRECIATION	-7,888,249.72	60	1300
General LTD Act Deferred Outflow- Pers contrib	690,963.74	70	1400
General LTD Act Deferred Outflow- Actuarial	1,047,036.74	70	1405
General LTD Act DEFER OUTFLOWS/OPEB CONTRIBUTIONS	78,451.00	70	1500
Total of Assets	36,491,804.78		36,491,804.78

Liabilities			Acct ID
General Fund STRONG MOTION	65.52	10	2010
General Fund SBL473-COUNTY PERMIT ASSESSMEN	11.00	10	2012
General Fund GHANDOUR TAMC IMPACT FEE	542,222.00	10	2013
General Fund SCSD- SEWER CAPACITY STUDY	1,200.00	10	2014
General LTD Act Compensated Absences	607,598.39	70	2020
General LTD Act NET OBEP LIABILITY/ASSET	-494,423.00	70	2025
General Fund DEFERRED REVENUE RDA COP REIMB	774,766.42	10	2056
General Fund Orosco-South of Tioga	25,000.00	10	2059
General LTD Act capital lease-police radios	121,427.99	70	2070
General Fund State Mandated CASP Fee	1.20	10	2115
General Fund Health Insurance	22,703.28	10	2150
General Fund Dental/Vision	52.64	10	2160
General Fund POLICE ASSOC. DUES	1,050.00	10	2180
General Fund PEPRA RETIREMENT %	3,542.27	10	2191
General Fund AFLAC PRE TAX	1,266.53	10	2195
General Fund AFLAX-AFTER TAX	778.92	10	2196
General Fund PERS SURVIVOR BENEFIT	46.00	10	2197
General LTD Act Net Pers Liability	4,332,942.46	70	2200
General LTD Act DEFERRED INFLOWS-ACTUARIAL	396,500.79	70	2500
General LTD Act DEFER INFLOWS/OPEB ACTUARIALS	68,454.00	70	2505
Total of Liabilities	6,405,206.41		

FUND Balances			Acct ID
General Fund Unappropriated Fund Balance	18,324,583.43	10	3400
Gas Tax - 2105 Unappropriated Fund Balance	1,086.15	31	3400
Traffic Safety Unappropriated Fund Balance	134.47	35	3400
RMRA -Road M&R Unappropriated Fund Balance	8,863.08	37	3400
TAMC X TSIPF Unappropriated Fund Balance	55,557.37	38	3400
Gen. Fixed Asst Unappropriated Fund Balance	-692,185.35	60	3400
General LTD Act Unappropriated Fund Balance	827,945.73	70	3400
Gen. Fixed Asst Investment in Fixed Assets	11,717,198.11	60	3600
Gen. Fixed Asst CAPITAL LEASE	337,830.41	60	3601
Gen. Fixed Asst Donated Assets	430,000.00	60	3602
CURRENT EARNINGS	-924,415.03		
Total of FUND Balances	30,086,598.37		36,491,804.78

Ending Calendar Date.: April 30, 2020 Fiscal (10-20)

	CURRENT MONTH	YEAR TO DATE
Revenues		
General Fund Curr Prop Taxes Non Department	37392.09	88735.35
General Fund AB 1484 DISTRIB Non Department	130606.28	131809.12
General Fund Admin Fees SA Non Department	16728.65	103416.96
General Fund Prior Year Prop Non Department	179.31	803.28
General Fund PROP TAX VLF Non Department	18354.50	36709.00
General Fund SB 813 Non Department	3913.95	9146.72
General Fund Prop Tax Transf Non Department	0.00	5953.75
General Fund Users Tax Non Department	23059.78	112091.80
General Fund Sales/Use Tax Non Department	0.00	1639939.51
General Fund Transaction tax Non Department	0.00	1401472.08
General Fund State CASP Fee Non Department	7.20	1465.20
General Fund Cable Franchise Non Department	0.00	3468.46
General Fund Refuse Franchis Non Department	14657.47	41534.74
General Fund PG & E Gas Non Department	2855.97	2855.97
General Fund PG & E Electric Non Department	28415.43	28415.43
General Fund Bus. License Non Department	3761.80	496137.69
General Fund B. L. Late Fee Non Department	0.00	2684.87
General Fund TECH GRANT 2 Public Safety	0.00	12190.00
General Fund CLEEP GRANT Public Safety	8333.33	122614.30
General Fund Bldg. Permit Community Dev.	2294.75	36953.03
General Fund Coastal Permit Community Dev.	0.00	500.00
General Fund CUP Community Dev.	0.00	3500.00
General Fund TEMPORARY CUP Community Dev.	100.00	200.00
General Fund Site Permits Community Dev.	0.00	100.00
General Fund Bldg Dev. Fees Public Works	0.00	2206.50
General Fund Design Review Community Dev.	50.00	300.00
General Fund Other Fees Community Dev.	0.00	1277.00
General Fund Other Fees Public Works	11500.00	39819.00
General Fund Plan CK Fees Community Dev.	1491.59	24731.87
Traffic Safety CA Code Fines Public Works	34.21	584.50
General Fund City Fines Public Safety	434.40	3137.24
General Fund PARKING PERMITS Community Dev.	0.00	400.00
General Fund SANDCITYPARKING Public Safety	460.00	8270.00
TAMC X TSIPF Measure X-TAMC Public Works	0.00	24014.59
Gas Tax - 2105 Gas Tax Funds Public Works	1237.60	11343.86
RMRA --Road M&R RMRA-ROAD MAINT Public Works	684.40	5592.93
Gas Tax - 2105 SB1/PROP42TRAFF Public Works	0.00	446.32
General Fund Motor Vehicle Public Safety	0.00	314.18
General Fund Prop 172 Public Safety	28.27	258.67
General Fund Post Reimburse Public Safety	0.00	1087.66
General Fund HOPTR Tax Non Department	143.59	205.13
General Fund Sanitation Non Department	0.00	8854.55
General Fund Int. General Non Department	207.14	780.72
General Fund OPEB INTEREST Non Department	6.14	59.16
General Fund Housing Interes Non Department	44.29	1531.25
General Fund Int. LAIF Non Department	34620.36	117511.29
General Fund TVI CD INTEREST Non Department	3413.63	20541.98
General Fund WEST END REVEUE Non Department	0.00	53234.16
General Fund DOG LICENSING Public Safety	0.00	5.00
General Fund UNCLAIMED PROP Public Safety	0.00	20.00
General Fund Dev. Orosco Non Department	9370.00	146424.43
General Fund Pub. Copies Fee Non Department	0.00	74.20
General Fund Special Police Public Safety	10.00	260.00
General Fund GRANT-VESTS POL Public Safety	0.00	530.41
General Fund MBASIA/Fitness Non Department	0.00	7500.00
General Fund Other Non Department	0.00	4198.50
General Fund REIMBURSEMENTS Non Department	1472.63	3632.68
General Fund RECYCLING GRANT Non Department	0.00	5000.00
General Fund RENTAL INCOME Non Department	0.00	14257.80
General Fund CSA74-GRANT EMS Public Safety	0.00	2500.00
Gross Revenues	355868.76	4793602.84

Expenditures		
General Fund MUNI CODE Non Department	0.00	3257.25
General Fund MEMBERSHIPS PA Non Department	5000.00	30186.24
General Fund MEMBERSHIPS VOL Non Department	0.00	12051.00
General Fund ART COM EVENTS Community Out	5929.39	85410.33
General Fund ARTS COUNCIL Non Department	584.33	1142.64
General Fund COVID-19 Non Department	1520.95	1520.95
General Fund Capital Outlay Non Department	0.00	8372.05
General Fund Capital Outlay Public Safety	0.00	8372.05
General Fund Capital Outlay CAPITAL PROGRAM	18407.46	34414.00
General Fund Contract Svcs. Administration	210.00	20282.86
General Fund Contract Svcs. Finance	0.00	2500.00
General Fund Contract Svcs. Community Dev.	12188.68	18282.05
General Fund Contract Svcs. Public Works	-6416.50	67417.25

Ending Calendar Date.: April 30, 2020 Fiscal (10-20)

	CURRENT MONTH	YEAR TO DATE
Expenditures (Continue)		
General Fund Contract Svcs. Parks	8129.04	11629.04
General Fund SALE/TRANS TAX Finance	0.00	21473.75
General Fund Dues/Subscrptn Non Department	0.00	180.00
General Fund Dues/Subscrptn City Council	0.00	150.00
General Fund Dues/Subscrptn Administration	0.00	2076.00
General Fund Dues/Subscrptn Finance	0.00	95.00
General Fund Dues/Subscrptn Community Dev.	0.00	507.00
General Fund Dues/Subscrptn Public Safety	50.00	1553.00
General Fund Dues/Subscrptn Public Works	0.00	570.00
General Fund PERMITS/LICENSE Public Works	0.00	2847.00
General Fund Pest control Public Works	130.00	650.00
General Fund Mileage City Council	200.00	2000.00
General Fund Mileage Administration	450.00	3300.00
General Fund Mileage Finance	150.00	1500.00
General Fund Mileage Public Safety	0.00	137.89
General Fund Service Cont. Administration	0.00	3300.00
General Fund Salaries Administration	34336.35	284572.16
General Fund Salaries Finance	16061.17	160611.70
General Fund Salaries Community Dev.	8872.05	88720.50
General Fund Salaries Public Safety	111289.67	1107958.64
General Fund Salaries Public Works	18455.57	184555.70
General Fund PAID TIME OFF Administration	0.00	10985.73
General Fund PAID TIME OFF Finance	0.00	10985.75
General Fund PAID TIME OFF Community Dev.	0.00	3813.86
General Fund PAID TIME OFF Public Safety	0.00	176099.64
General Fund HOLIDAY Public Safety	0.00	2213.80
General Fund Overtime Community Dev.	0.00	1554.77
General Fund Overtime Public Safety	681.24	5380.68
General Fund Overtime Public Works	0.00	1191.72
General Fund L.T.D. Administration	194.34	1943.40
General Fund L.T.D. Finance	191.29	1912.90
General Fund L.T.D. Community Dev.	81.40	814.00
General Fund L.T.D. Public Safety	272.71	2649.76
General Fund L.T.D. Public Works	148.39	1483.90
General Fund Dental City Council	354.53	3545.30
General Fund Dental Administration	322.77	2054.08
General Fund Dental Finance	66.48	664.80
General Fund Dental Community Dev.	44.32	443.20
General Fund Dental Public Safety	1502.21	14873.02
General Fund Dental Public Works	379.64	4333.86
General Fund VISION COVERAGE City Council	66.56	665.60
General Fund VISION COVERAGE Administration	55.43	370.13
General Fund VISION COVERAGE Finance	12.48	124.80
General Fund VISION COVERAGE Community Dev.	8.32	83.20
General Fund VISION COVERAGE Public Safety	234.63	2329.84
General Fund VISION COVERAGE Public Works	60.94	672.05
General Fund Life Ins. Administration	57.20	477.50
General Fund Life Ins. Finance	30.18	301.80
General Fund Life Ins. Community Dev.	29.37	293.70
General Fund Life Ins. Public Safety	177.57	1748.70
General Fund Life Ins. Public Works	40.50	405.00
General Fund Health Benefits Non Department	65.44	590.79
General Fund Health Benefits City Council	5275.50	52755.00
General Fund Health Benefits Administration	4747.95	39566.25
General Fund Health Benefits Finance	1582.65	15826.50
General Fund Health Benefits Community Dev.	1055.10	10551.00
General Fund Health Benefits Public Safety	16881.60	167233.35
General Fund Health Benefits Public Works	4220.40	45369.30
General Fund HEALTH-RETIREEES Administration	1154.34	11724.30
General Fund HEALTH-RETIREEES Attorney	351.39	3568.02
General Fund HEALTH-RETIREEES Community Dev.	781.98	7889.22
General Fund HEALTH-RETIREEES Public Safety	3941.19	34931.52
General Fund Pers Retire EE City Council	51.84	466.56
General Fund Pers Retire EE Administration	1319.07	11871.63
General Fund Pers Retire EE Finance	1387.69	12489.21
General Fund Pers Retire EE Community Dev.	766.55	6898.95
General Fund Pers Retire EE Public Safety	9954.72	89095.31
General Fund Pers Retire EE Public Works	1523.24	13714.38
General Fund PERS City Council	93.30	839.66
General Fund PERS Administration	3679.27	29247.30
General Fund PERS Finance	2497.49	22477.41
General Fund PERS Community Dev.	1379.59	12416.31
General Fund PERS Public Safety	23454.28	205865.61
General Fund PERS Public Works	2563.96	23084.62
General Fund PERS REPLACEMNT Public Safety	1906.83	8591.91
General Fund DEFERRED COMP City Council	800.00	4000.00
General Fund DEFERRED COMP Administration	200.00	1400.00
General Fund DEFERRED COMP Finance	200.00	1400.00

Ending Calendar Date.: April 30, 2020 Fiscal (10-20)

			CURRENT	YEAR
			MONTH	TO
				DATE
Expenditures (Continue)				
General Fund	DEFERRED COMP	Community Dev.	200.00	1000.00
General Fund	DEFERRED COMP	Public Safety	2350.00	11678.45
General Fund	DEFERRED COMP	Public Works	450.00	2050.00
General Fund	FICA/Medicare	City Council	354.48	3544.99
General Fund	FICA/Medicare	Administration	524.63	4514.92
General Fund	FICA/Medicare	Finance	235.64	2516.96
General Fund	FICA/Medicare	Community Dev.	130.81	1385.54
General Fund	FICA/Medicare	Public Safety	1856.50	21336.83
General Fund	FICA/Medicare	Public Works	320.70	3225.69
General Fund	CA SUI/ETT	City Council	69.11	293.10
General Fund	CA SUI/ETT	Administration	0.00	595.00
General Fund	CA SUI/ETT	Finance	0.00	119.00
General Fund	CA SUI/ETT	Community Dev.	0.00	119.00
General Fund	CA SUI/ETT	Public Safety	26.60	1647.74
General Fund	CA SUI/ETT	Public Works	0.00	357.00
General Fund	Train/Meetings	City Council	0.00	7686.26
General Fund	Train/Meetings	Administration	1675.26	11299.72
General Fund	Train/Meetings	Finance	219.00	2270.92
General Fund	Train/Meetings	Attorney	586.40	2217.69
General Fund	Train/Meetings	Community Dev.	0.00	43.32
General Fund	Train/Meetings	Public Safety	0.00	6096.81
General Fund	Train/Meetings	Public Works	0.00	511.03
General Fund	Council Meeting	City Council	1500.00	15000.00
General Fund	BEACH	Clean up Parks	0.00	303.23
General Fund	WEBSITE	City Council	0.00	2700.00
General Fund	GASB68LIABILITY	City Council	0.00	2367.27
General Fund	GASB68LIABILITY	Administration	0.00	69738.83
General Fund	GASB68LIABILITY	Finance	0.00	71018.10
General Fund	GASB68LIABILITY	Attorney	0.00	2367.27
General Fund	GASB68LIABILITY	Community Dev.	0.00	40243.59
General Fund	GASB68LIABILITY	Public Safety	0.00	123476.50
General Fund	GASB68LIABILITY	Public Works	0.00	52443.44
General Fund	EAP PROGRAM	Non Department	0.00	941.64
General Fund	ADP/SHRED	IT Administration	325.93	4182.49
General Fund	CONSULTING	Administration	0.00	6500.00
General Fund	Bldg. Plan Chk	Community Dev.	3290.00	16852.18
General Fund	Planning/Other	Community Dev.	0.00	402.50
General Fund	PROPERTY TAX FE	Finance	938.00	938.00
General Fund	Audit	Finance	0.00	49500.00
General Fund	Mngt. Services	Finance	0.00	7548.25
General Fund	Service Agreeem	Community Dev.	0.00	4800.00
General Fund	Service Agreeem	Public Works	0.00	6800.00
General Fund	Technical Spprt	Non Department	252.00	3927.00
General Fund	Technical Spprt	Administration	462.00	4158.00
General Fund	Technical Spprt	Finance	454.74	3896.40
General Fund	Technical Spprt	Community Dev.	63.00	231.00
General Fund	Technical Spprt	Public Safety	4830.00	42531.00
General Fund	Technical Spprt	Public Works	252.00	798.00
General Fund	HDL/BL/PROP/SAL	Finance	1331.84	15182.78
General Fund	CITY ATTORNEY	Attorney	18950.00	172935.20
General Fund	ATTORNEY COSTS	Attorney	16.50	320.39
General Fund	Legal Cont.	Attorney	552.50	2712.50
General Fund	PERSONNEL ISSUE	Attorney	11428.00	47270.50
General Fund	Animal Reg/Vet	Public Safety	160.00	2720.00
General Fund	Auto Fuel	Public Safety	2861.97	24646.01
General Fund	Auto Maint.	Public Safety	595.62	25132.63
General Fund	Auto Maint.	Public Works	0.00	1337.59
General Fund	AUTO DETAILING	Public Safety	396.00	2801.00
General Fund	Comm & ACJIS	Public Safety	149.46	17431.66
General Fund	FEMA GRANT-BAY	Non Department	300.00	300.00
General Fund	RECYCLING GRANT	Non Department	0.00	5000.00
General Fund	DOJ- VESTS POL	Public Safety	559.88	559.88
General Fund	Equipment	Public Safety	301.53	523.94
General Fund	RANGE FEES/SUP	Public Safety	0.00	5803.08
General Fund	SRU Annual Fee	Public Safety	0.00	5000.00
General Fund	Fire Contract	Fire Dept.	0.00	298990.00
General Fund	Reserves	Public Safety	6715.08	55877.12
General Fund	EQUIP/COMPUTER	Public Safety	769.25	10441.89
General Fund	Police Supplies	Public Safety	712.12	5185.31
General Fund	SPECIAL SKILLS	Public Safety	100.00	1000.00
General Fund	Uniform Allow.	Public Safety	639.88	8800.39
General Fund	Uniform Allow.	Public Works	103.24	1227.54
General Fund	Police Educatin	Public Safety	4326.80	42824.66
General Fund	ARRESTS/INVEST	Public Safety	0.00	3148.87
General Fund	COMPUTER/MAINT	Public Safety	0.00	11878.26
General Fund	STORM WATER MAT	Public Works	0.00	4400.00
General Fund	HOPE SERVICES	Public Works	0.00	42575.20
General Fund	St. Lighting	Public Works	1645.69	7605.75

Ending Calendar Date.: April 30, 2020 Fiscal (10-20)

	CURRENT MONTH	YEAR TO DATE
Expenditures (Continue)		
General Fund St. Maintenance Public Works	28.34	1648.20
General Fund ADOPT A HWY Public Works	0.00	2655.00
General Fund Flags/Banners Public Works	0.00	907.80
General Fund Bike Trail Elec Community Out	319.46	2627.96
General Fund PARKS SUPPLIES Parks	0.00	2158.61
General Fund SECURITY Public Safety	120.51	482.04
General Fund SECURITY Public Works	305.85	796.97
General Fund SECURITY Government Bldg	506.88	1983.79
General Fund SUPPLIES Public Works	184.22	4472.58
General Fund EQUIPMENT RENTA Public Works	0.00	807.60
General Fund URBAN RUNOFF Public Works	0.00	23015.81
General Fund STREET SIGNS Public Works	425.95	1111.84
General Fund City Events Community Out	1887.00	17813.96
General Fund LIABILITY-AON Public Safety	192.00	7087.89
General Fund Donations Non Department	0.00	4860.39
General Fund Fire/Theft Government Bldg	156.62	18442.62
General Fund ADVERTISING Community Dev.	0.00	4042.78
General Fund ADVERTISING Community Out	1076.00	10760.00
General Fund Liability Ins. City Council	0.00	9258.43
General Fund Liability Ins. Administration	0.00	9834.83
General Fund Liability Ins. Finance	0.00	4719.28
General Fund Liability Ins. Community Dev.	0.00	3818.65
General Fund Liability Ins. Public Safety	0.00	65313.31
General Fund Liability Ins. Public Works	0.00	7925.50
General Fund Rental Payments Public Safety	264.75	2647.50
General Fund Misc. Expense Non Department	65.32	5418.45
General Fund Misc. Expense Public Safety	0.00	5500.00
General Fund NGEN MAINTENANC Public Safety	0.00	6950.79
General Fund Equip. Maint. Non Department	1120.94	5907.45
General Fund Equip. Maint. Public Works	0.00	95.28
General Fund Equip. Maint. Parks	376.20	417.31
General Fund STORAGE Public Works	446.00	1603.69
General Fund Office Supplies Non Department	1738.15	19611.46
General Fund Office Supplies Government Bldg	10.93	1306.71
General Fund Office Phones Non Department	186.74	840.45
General Fund Office Phones City Council	353.85	2967.60
General Fund Office Phones Administration	496.41	2809.17
General Fund Office Phones Community Dev.	92.24	406.84
General Fund Office Phones Public Safety	1913.06	9797.00
General Fund Office Phones Public Works	273.32	2544.03
General Fund Official Bonds Non Department	0.00	1050.00
General Fund Utilities Non Department	2959.64	15571.15
General Fund REFUSE/TRASH Public Works	160.52	4994.92
General Fund IRRIGATION/LAND Public Works	0.00	1439.68
General Fund Work. Comp. Ins City Council	0.00	1151.16
General Fund Work. Comp. Ins Administration	0.00	26860.33
General Fund Work. Comp. Ins Finance	0.00	9209.26
General Fund Work. Comp. Ins Community Dev.	0.00	9209.26
General Fund Work. Comp. Ins Public Safety	0.00	223708.17
General Fund Work. Comp. Ins Public Works	0.00	113580.82
General Fund Equip. Purchase Non Department	413.24	2428.25
General Fund Equip. Purchase City Council	0.00	2556.27
General Fund Equip. Purchase Administration	0.00	3682.32
General Fund Equip. Purchase Finance	0.00	65.00
General Fund Equip. Purchase Community Dev.	0.00	65.00
General Fund Equip. Purchase Public Works	0.00	2681.51
General Fund Equip. Purchase Parks	0.00	126.64
General Fund Bank Charges Non Department	0.00	145.00
General Fund Exercise Prgm City Council	90.00	900.00
General Fund Exercise Prgm Administration	165.00	1230.00
General Fund Exercise Prgm Finance	15.00	150.00
General Fund Exercise Prgm Public Safety	300.00	2940.00
General Fund Exercise Prgm Public Works	120.00	1200.00
General Fund Internet/Web Non Department	205.24	1719.22
General Fund Internet/Web Public Safety	818.35	3657.72
General Fund Internet/Web Public Works	112.13	1118.28
General Fund Maint/Repairs Government Bldg	1045.42	9366.70
General Fund Maint/Repairs Community Out	229.49	3796.83
General Fund CSA74-GRANT EMS Non Department	416.06	1193.95
General Fund SUSTAIN TRANS Non Department	26533.23	26533.23
General Fund DEVELOPER AGREE Non Department	60163.00	190244.67
General Fund EQUIP LEASE-PRN Public Safety	0.00	26605.42
General Fund EQUIP LEASE-INT Public Safety	0.00	7914.93
General Fund Principal-Sweep Public Works	0.00	40503.08
General Fund Interest-Sweepe Public Works	0.00	3366.07
Total Expenditures	512665.25	5718017.87
Net Deficit	-156796.49	-924415.03

Ending Calendar Date.: April 30, 2020 Fiscal (10-20)

Assets		
1004	CITY- OPEB POTENTIAL FUNDING	142,492.97
1006	City Housing Account	673,562.47
1007	Tioga Beach Clean Up Fund	120,000.00
1008	LAIIF	6,539,888.02
1009	Fair market value adjustments	15,105.36
1020	Investment CD	164,928.25
1080	Pro Equities Money Market	78,332.76
1081	Pro Equities CD's	985,000.00
1099	Cash Balance	280,757.83
1130	Due From RA/Operating Expenses	3,626,057.91
1140	Due From AAgency/Costco/Seaside	4,649,999.99
1145	Due RA/COP reimbursement	1,454,766.42
	Total of Assets ---->	18,730,891.98
		<u>18,730,891.98</u>

Liabilities		
2010	STRONG MOTION	65.52
2012	SB1473-COUNTY PERMIT ASSESMEN	11.00
2013	GHANDOUR TAMC IMPACT FEE	542,222.00
2014	SCSD- SEWER CAPACITY STUDY	1,200.00
2056	DEFERRED REVENUE RDA COP REIMB	774,766.42
2059	Orosco-South of Tioga	25,000.00
2115	State Mandated CASP Fee	1.20
2150	Health Insurance	22,703.28
2160	Dental/Vision	52.64
2180	POLICE ASSOC. DUES	1,050.00
2191	PEPRA RETIREMENT %	3,542.27
2195	AFLAC PRE TAX	1,266.53
2196	AFLAX-AFTER TAX	778.92
2197	PERS SURVIVOR BENEFIT	46.00
	Total of Liabilities ---->	1,372,705.78

FUND Balances		
3400	Unappropriated Fund Balance	18,324,583.43
	CURRENT EARNINGS	-966,397.23
	Total of FUND Balances ---->	17,358,186.20
		<u>18,730,891.98</u>

Ending Calendar Date.: April 30, 2020 Fiscal (10-20)

	CURRENT MONTH	YEAR TO DATE
Revenues		
General Fund Curr Prop Taxes Non Department	37392.09	88735.35
General Fund AB 1484 DISTRIB Non Department	130606.28	131809.12
General Fund Admin Fees SA Non Department	16728.65	103416.96
General Fund Prior Year Prop Non Department	179.31	803.28
General Fund PROP TAX VLF Non Department	18354.50	36709.00
General Fund SB 813 Non Department	3913.95	9146.72
General Fund Prop Tax Transf Non Department	0.00	5953.75
General Fund Users Tax Non Department	23059.78	112091.80
General Fund Sales/Use Tax Non Department	0.00	1639939.51
General Fund Transaction tax Non Department	0.00	1401472.08
General Fund State CASP Fee Non Department	7.20	1465.20
General Fund Cable Franchise Non Department	0.00	3468.46
General Fund Refuse Franchis Non Department	14657.47	41534.74
General Fund PG & E Gas Non Department	2855.97	2855.97
General Fund PG & E Electric Non Department	28415.43	28415.43
General Fund Bus. License Non Department	3761.80	496137.69
General Fund B. L. Late Fee Non Department	0.00	2684.87
General Fund TECH GRANT 2 Public Safety	0.00	12190.00
General Fund CLEEP GRANT Public Safety	8333.33	122614.30
General Fund Bldg. Permit Community Dev.	2294.75	36953.03
General Fund Coastal Permit Community Dev.	0.00	500.00
General Fund CUP Community Dev.	0.00	3500.00
General Fund TEMPORARY CUP Community Dev.	100.00	200.00
General Fund Site Permits Community Dev.	0.00	100.00
General Fund Bldg Dev. Fees Public Works	0.00	2206.50
General Fund Design Review Community Dev.	50.00	300.00
General Fund Other Fees Community Dev.	0.00	1277.00
General Fund Other Fees Public Works	11500.00	39819.00
General Fund Plan CK Fees Community Dev.	1491.59	24731.87
General Fund City Fines Public Safety	434.40	3137.24
General Fund PARKING PERMITS Community Dev.	0.00	400.00
General Fund SANDCITYPARKING Public Safety	460.00	8270.00
General Fund Motor Vehicle Public Safety	0.00	314.18
General Fund Prop 172 Public Safety	28.27	258.67
General Fund Post Reimburse Public Safety	0.00	1087.66
General Fund HOPTR Tax Non Department	143.59	205.13
General Fund Sanitation Non Department	0.00	8854.55
General Fund Int. General Non Department	207.14	780.72
General Fund OPEB INTEREST Non Department	6.14	59.16
General Fund Housing Interes Non Department	44.29	1531.25
General Fund Int. LAIF Non Department	34620.36	117511.29
General Fund TVI CD INTEREST Non Department	3413.63	20541.98
General Fund WEST END REVEUE Non Department	0.00	53234.16
General Fund DOG LICENSING Public Safety	0.00	5.00
General Fund UNCLAIMED PROP Public Safety	0.00	20.00
General Fund Dev. Orosco Non Department	9370.00	146424.43
General Fund Pub. Copies Fee Non Department	0.00	74.20
General Fund Special Police Public Safety	10.00	260.00
General Fund GRANT-VESTS POL Public Safety	0.00	530.41
General Fund MBASIA/Fitness Non Department	0.00	7500.00
General Fund Other Non Department	0.00	4198.50
General Fund REIMBURSEMENTS Non Department	1472.63	3632.68
General Fund RECYCLING GRANT Non Department	0.00	5000.00
General Fund RENTAL INCOME Non Department	0.00	14257.80
General Fund CSA74-GRANT EMS Public Safety	0.00	2500.00
Gross Revenues	353912.55	4751620.64

Expenditures		
General Fund MUNI CODE Non Department	0.00	3257.25
General Fund MEMBERSHIPS PA Non Department	5000.00	30186.24
General Fund MEMBERSHIPS VOL Non Department	0.00	12051.00
General Fund ART COM EVENTS Community Out	5929.39	85410.33
General Fund ARTS COUNCIL Non Department	584.33	1142.64
General Fund COVID-19 Non Department	1520.95	1520.95
General Fund Capital Outlay Non Department	0.00	8372.05
General Fund Capital Outlay Public Safety	0.00	8372.05
General Fund Capital Outlay CAPITAL PROGRAM	18407.46	34414.00
General Fund Contract Svcs. Administration	210.00	20282.86
General Fund Contract Svcs. Finance	0.00	2500.00
General Fund Contract Svcs. Community Dev.	12188.68	18282.05
General Fund Contract Svcs. Public Works	-6416.50	67417.25
General Fund Contract Svcs. Parks	8129.04	11629.04
General Fund SALE/TRANS TAX Finance	0.00	21473.75
General Fund Dues/Subscrptn Non Department	0.00	180.00
General Fund Dues/Subscrptn City Council	0.00	150.00
General Fund Dues/Subscrptn Administration	0.00	2076.00

Ending Calendar Date.: April 30, 2020 Fiscal (10-20)

	CURRENT MONTH	YEAR TO DATE
Expenditures (Continue)		
General Fund Dues/Subscrptn Finance	0.00	95.00
General Fund Dues/Subscrptn Community Dev.	0.00	507.00
General Fund Dues/Subscrptn Public Safety	50.00	1553.00
General Fund Dues/Subscrptn Public Works	0.00	570.00
General Fund PERMITS/LICENSE Public Works	0.00	2847.00
General Fund Pest control Public Works	130.00	650.00
General Fund Mileage City Council	200.00	2000.00
General Fund Mileage Administration	450.00	3300.00
General Fund Mileage Finance	150.00	1500.00
General Fund Mileage Public Safety	0.00	137.89
General Fund Service Cont. Administration	0.00	3300.00
General Fund Salaries Administration	34336.35	284572.16
General Fund Salaries Finance	16061.17	160611.70
General Fund Salaries Community Dev.	8872.05	88720.50
General Fund Salaries Public Safety	111289.67	1107958.64
General Fund Salaries Public Works	18455.57	184555.70
General Fund PAID TIME OFF Administration	0.00	10985.73
General Fund PAID TIME OFF Finance	0.00	10985.75
General Fund PAID TIME OFF Community Dev.	0.00	3813.86
General Fund PAID TIME OFF Public Safety	0.00	176099.64
General Fund HOLIDAY Public Safety	0.00	2213.80
General Fund Overtime Community Dev.	0.00	1554.77
General Fund Overtime Public Safety	681.24	5380.68
General Fund Overtime Public Works	0.00	1191.72
General Fund L.T.D. Administration	194.34	1943.40
General Fund L.T.D. Finance	191.29	1912.90
General Fund L.T.D. Community Dev.	81.40	814.00
General Fund L.T.D. Public Safety	272.71	2649.76
General Fund L.T.D. Public Works	148.39	1483.90
General Fund Dental City Council	354.53	3545.30
General Fund Dental Administration	322.77	2054.08
General Fund Dental Finance	66.48	664.80
General Fund Dental Community Dev.	44.32	443.20
General Fund Dental Public Safety	1502.21	14873.02
General Fund Dental Public Works	379.64	4333.86
General Fund VISION COVERAGE City Council	66.56	665.60
General Fund VISION COVERAGE Administration	55.43	370.13
General Fund VISION COVERAGE Finance	12.48	124.80
General Fund VISION COVERAGE Community Dev.	8.32	83.20
General Fund VISION COVERAGE Public Safety	234.63	2329.84
General Fund VISION COVERAGE Public Works	60.94	672.05
General Fund Life Ins. Administration	57.20	477.50
General Fund Life Ins. Finance	30.18	301.80
General Fund Life Ins. Community Dev.	29.37	293.70
General Fund Life Ins. Public Safety	177.57	1748.70
General Fund Life Ins. Public Works	40.50	405.00
General Fund Health Benefits Non Department	65.44	590.79
General Fund Health Benefits City Council	5275.50	52755.00
General Fund Health Benefits Administration	4747.95	39566.25
General Fund Health Benefits Finance	1582.65	15826.50
General Fund Health Benefits Community Dev.	1055.10	10551.00
General Fund Health Benefits Public Safety	16881.60	167233.35
General Fund Health Benefits Public Works	4220.40	45369.30
General Fund HEALTH-RETIREES Administration	1154.34	11724.30
General Fund HEALTH-RETIREES Attorney	351.39	3568.02
General Fund HEALTH-RETIREES Community Dev.	781.98	7889.22
General Fund HEALTH-RETIREES Public Safety	3941.19	34931.52
General Fund Pers Retire EE City Council	51.84	466.56
General Fund Pers Retire EE Administration	1319.07	11871.63
General Fund Pers Retire EE Finance	1387.69	12489.21
General Fund Pers Retire EE Community Dev.	766.55	6898.95
General Fund Pers Retire EE Public Safety	9954.72	89095.31
General Fund Pers Retire EE Public Works	1523.24	13714.38
General Fund PERS City Council	93.30	839.66
General Fund PERS Administration	3679.27	29247.30
General Fund PERS Finance	2497.49	22477.41
General Fund PERS Community Dev.	1379.59	12416.31
General Fund PERS Public Safety	23454.28	205865.61
General Fund PERS Public Works	2563.96	23084.62
General Fund PERS REPLACEMNT Public Safety	1906.83	8591.91
General Fund DEFERRED COMP City Council	800.00	4000.00
General Fund DEFERRED COMP Administration	200.00	1400.00
General Fund DEFERRED COMP Finance	200.00	1400.00
General Fund DEFERRED COMP Community Dev.	200.00	1000.00
General Fund DEFERRED COMP Public Safety	2350.00	11678.45
General Fund DEFERRED COMP Public Works	450.00	2050.00
General Fund FICA/Medicare City Council	354.48	3544.99
General Fund FICA/Medicare Administration	524.63	4514.92

Ending Calendar Date.: April 30, 2020 Fiscal (10-20)

	CURRENT	YEAR
	MONTH	TO
		DATE
Expenditures (Continue)		
General Fund FICA/Medicare Finance	235.64	2516.96
General Fund FICA/Medicare Community Dev.	130.81	1385.54
General Fund FICA/Medicare Public Safety	1856.50	21336.83
General Fund FICA/Medicare Public Works	320.70	3225.69
General Fund CA SUI/ETT City Council	69.11	293.10
General Fund CA SUI/ETT Administration	0.00	595.00
General Fund CA SUI/ETT Finance	0.00	119.00
General Fund CA SUI/ETT Community Dev.	0.00	119.00
General Fund CA SUI/ETT Public Safety	26.60	1647.74
General Fund CA SUI/ETT Public Works	0.00	357.00
General Fund Train/Meetings City Council	0.00	7686.26
General Fund Train/Meetings Administration	1675.26	11299.72
General Fund Train/Meetings Finance	219.00	2270.92
General Fund Train/Meetings Attorney	586.40	2217.69
General Fund Train/Meetings Community Dev.	0.00	43.32
General Fund Train/Meetings Public Safety	0.00	6096.81
General Fund Train/Meetings Public Works	0.00	511.03
General Fund Council Meeting City Council	1500.00	15000.00
General Fund BEACH Clean up Parks	0.00	303.23
General Fund WEBSITE City Council	0.00	2700.00
General Fund GASB68LIABILITY City Council	0.00	2367.27
General Fund GASB68LIABILITY Administration	0.00	69738.83
General Fund GASB68LIABILITY Finance	0.00	71018.10
General Fund GASB68LIABILITY Attorney	0.00	2367.27
General Fund GASB68LIABILITY Community Dev.	0.00	40243.59
General Fund GASB68LIABILITY Public Safety	0.00	123476.50
General Fund GASB68LIABILITY Public Works	0.00	52443.44
General Fund EAP PROGRAM Non Department	0.00	941.64
General Fund ADP/SHRED IT Administration	325.93	4182.49
General Fund CONSULTING Administration	0.00	6500.00
General Fund Bldg.Plan Chk Community Dev.	3290.00	16852.18
General Fund Planning/Other Community Dev.	0.00	402.50
General Fund PROPERTY TAX FE Finance	938.00	938.00
General Fund Audit Finance	0.00	49500.00
General Fund Mngt. Services Finance	0.00	7548.25
General Fund Service Agreeemt Community Dev.	0.00	4800.00
General Fund Service Agreeemt Public Works	0.00	6800.00
General Fund Technical Spprt Non Department	252.00	3927.00
General Fund Technical Spprt Administration	462.00	4158.00
General Fund Technical Spprt Finance	454.74	3896.40
General Fund Technical Spprt Community Dev.	63.00	231.00
General Fund Technical Spprt Public Safety	4830.00	42531.00
General Fund Technical Spprt Public Works	252.00	798.00
General Fund HDL/BL/PROP/SAL Finance	1331.84	15182.78
General Fund CITY ATTORNEY Attorney	18950.00	172935.20
General Fund ATTORNEY COSTS Attorney	16.50	320.39
General Fund Legal Cont. Attorney	552.50	2712.50
General Fund PERSONNEL ISSUE Attorney	11428.00	47270.50
General Fund Animal Reg/Vet Public Safety	160.00	2720.00
General Fund Auto Fuel Public Safety	2861.97	24646.01
General Fund Auto Maint. Public Safety	595.62	25132.63
General Fund Auto Maint. Public Works	0.00	1337.59
General Fund AUTO DETAILING Public Safety	396.00	2801.00
General Fund Comm & ACJIS Public Safety	149.46	17431.66
General Fund FEMA GRANT-BAY Non Department	300.00	300.00
General Fund RECYCLING GRANT Non Department	0.00	5000.00
General Fund DOJ- VESTS POL Public Safety	559.88	559.88
General Fund Equipment Public Safety	301.53	523.94
General Fund RANGE FEES/SUP Public Safety	0.00	5803.08
General Fund SRU Annual Fee Public Safety	0.00	5000.00
General Fund Fire Contract Fire Dept.	0.00	298990.00
General Fund Reserves Public Safety	6715.08	55877.12
General Fund EQUIP/COMPUTER Public Safety	769.25	10441.89
General Fund Police Supplies Public Safety	712.12	5185.31
General Fund SPECIAL SKILLS Public Safety	100.00	1000.00
General Fund Uniform Allow. Public Safety	639.88	8800.39
General Fund Uniform Allow. Public Works	103.24	1227.54
General Fund Police Educatin Public Safety	4326.80	42824.66
General Fund ARRESTS/INVEST Public Safety	0.00	3148.87
General Fund COMPUTER/MAINT Public Safety	0.00	11878.26
General Fund STORM WATER MAT Public Works	0.00	4400.00
General Fund HOPE SERVICES Public Works	0.00	42575.20
General Fund St. Lighting Public Works	1645.69	7605.75
General Fund St. Maintenance Public Works	28.34	1648.20
General Fund ADOPT A HWY Public Works	0.00	2655.00
General Fund Flags/Banners Public Works	0.00	907.80
General Fund Bike Trail Elec Community Out	319.46	2627.96
General Fund PARKS SUPPLIES Parks	0.00	2158.61

Ending Calendar Date.: April 30, 2020 Fiscal (10-20)

	CURRENT	YEAR
	MONTH	TO
		DATE
Expenditures (Continue)		
General Fund SECURITY Public Safety	120.51	482.04
General Fund SECURITY Public Works	305.85	796.97
General Fund SECURITY Government Bldg	506.88	1983.79
General Fund SUPPLIES Public Works	184.22	4472.58
General Fund EQUIPMENT RENTA Public Works	0.00	807.60
General Fund URBAN RUNOFF Public Works	0.00	23015.81
General Fund STREET SIGNS Public Works	425.95	1111.84
General Fund City Events Community Out	1887.00	17813.96
General Fund LIABILITY-AON Public Safety	192.00	7087.89
General Fund Donations Non Department	0.00	4860.39
General Fund Fire/Theft Government Bldg	156.62	18442.62
General Fund ADVERTISING Community Dev.	0.00	4042.78
General Fund ADVERTISING Community Out	1076.00	10760.00
General Fund Liability Ins. City Council	0.00	9258.43
General Fund Liability Ins. Administration	0.00	9834.83
General Fund Liability Ins. Finance	0.00	4719.28
General Fund Liability Ins. Community Dev.	0.00	3818.65
General Fund Liability Ins. Public Safety	0.00	65313.31
General Fund Liability Ins. Public Works	0.00	7925.50
General Fund Rental Payments Public Safety	264.75	2647.50
General Fund Misc. Expense Non Department	65.32	5418.45
General Fund Misc. Expense Public Safety	0.00	5500.00
General Fund NGEN MAINTENANC Public Safety	0.00	6950.79
General Fund Equip. Maint. Non Department	1120.94	5907.45
General Fund Equip. Maint. Public Works	0.00	95.28
General Fund Equip. Maint. Parks	376.20	417.31
General Fund STORAGE Public Works	446.00	1603.69
General Fund Office Supplies Non Department	1738.15	19611.46
General Fund Office Supplies Government Bldg	10.93	1306.71
General Fund Office Phones Non Department	186.74	840.45
General Fund Office Phones City Council	353.85	2967.60
General Fund Office Phones Administration	496.41	2809.17
General Fund Office Phones Community Dev.	92.24	406.84
General Fund Office Phones Public Safety	1913.06	9797.00
General Fund Office Phones Public Works	273.32	2544.03
General Fund Official Bonds Non Department	0.00	1050.00
General Fund Utilities Non Department	2959.64	15571.15
General Fund REFUSE/TRASH Public Works	160.52	4994.92
General Fund IRRIGATION/LAND Public Works	0.00	1439.68
General Fund Work. Comp. Ins City Council	0.00	1151.16
General Fund Work. Comp. Ins Administration	0.00	26860.33
General Fund Work. Comp. Ins Finance	0.00	9209.26
General Fund Work. Comp. Ins Community Dev.	0.00	9209.26
General Fund Work. Comp. Ins Public Safety	0.00	223708.17
General Fund Work. Comp. Ins Public Works	0.00	113580.82
General Fund Equip. Purchase Non Department	413.24	2428.25
General Fund Equip. Purchase City Council	0.00	2556.27
General Fund Equip. Purchase Administration	0.00	3682.32
General Fund Equip. Purchase Finance	0.00	65.00
General Fund Equip. Purchase Community Dev.	0.00	65.00
General Fund Equip. Purchase Public Works	0.00	2681.51
General Fund Equip. Purchase Parks	0.00	126.64
General Fund Bank Charges Non Department	0.00	145.00
General Fund Exercise Prgm City Council	90.00	900.00
General Fund Exercise Prgm Administration	165.00	1230.00
General Fund Exercise Prgm Finance	15.00	150.00
General Fund Exercise Prgm Public Safety	300.00	2940.00
General Fund Exercise Prgm Public Works	120.00	1200.00
General Fund Internet/Web Non Department	205.24	1719.22
General Fund Internet/Web Public Safety	818.35	3657.72
General Fund Internet/Web Public Works	112.13	1118.28
General Fund Maint/Repairs Government Bldg	1045.42	9366.70
General Fund Maint/Repairs Community Out	229.49	3796.83
General Fund CSA74-GRANT EMS Non Department	416.06	1193.95
General Fund SUSTAIN TRANS Non Department	26533.23	26533.23
General Fund DEVELOPER AGREE Non Department	60163.00	190244.67
General Fund EQUIP LEASE-PRN Public Safety	0.00	26605.42
General Fund EQUIP LEASE-INT Public Safety	0.00	7914.93
General Fund Principal-Sweep Public Works	0.00	40503.08
General Fund Interest-Sweepe Public Works	0.00	3366.07
Total Expenditures	512665.25	5718017.87
Net Deficit	-158752.70	-966397.23

REPORT.: 05/17/20
RUN....: 05/17/20
Run By.: SHELBY

City of Sand City
Balance Sheet Report
FUND 31 - Gas Tax - 2105

PAGE: 011
ID #: GLBS
CTL.: SAN

Ending Calendar Date.: April 30, 2020 Fiscal (10-20)

Assets

1099	Cash Balance	12,876.33	
	Total of Assets ---->	12,876.33	12,876.33

Liabilities

FUND Balances

3400	Unappropriated Fund Balance	1,086.15	
	CURRENT EARNINGS	11,790.18	
	Total of FUND Balances ---->	12,876.33	12,876.33

REPORT.: 05/17/20
 RUN....: 05/17/20
 Run By.: SHELBY

City of Sand City
 Statement of Revenues & Expenditures
 FUND 31 - Gas Tax - 2105

PAGE: 012
 ID #: GLBS
 CTL.: SAN

Ending Calendar Date.: April 30, 2020 Fiscal (10-20)

	CURRENT MONTH	YEAR TO DATE
Revenues		
Gas Tax - 2105 Gas Tax Funds Public Works	1237.60	11343.86
Gas Tax - 2105 SB1/PROP42TRAFF Public Works	0.00	446.32
Gross Revenues	1237.60	11790.18
Revenue Reductions		
Total Revenue Reductions	0.00	0.00
* Adjusted Revenues	1237.60	11790.18
Expenditures		
Total Expenditures	0.00	0.00
Net Surplus	1237.60	11790.18

REPORT.: 05/17/20
RUN...: 05/17/20
Run By.: SHELBY

City of Sand City
Balance Sheet Report
FUND 35 - Traffic Safety

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ID #: GLBS
CTL.: SAN

Ending Calendar Date.: April 30, 2020 Fiscal (10-20)

Assets

1099 Cash Balance 718.97
Total of Assets ----> 718.97 718.97

Liabilities

FUND Balances

3400 Unappropriated Fund Balance 134.47
CURRENT EARNINGS 584.50
Total of FUND Balances ----> 718.97 718.97

Ending Calendar Date.: April 30, 2020 Fiscal (10-20)

	CURRENT MONTH	YEAR TO DATE
<u>Revenues</u>		
Traffic Safety CA Code Fines Public Works	34.21	584.50
Gross Revenues	34.21	584.50
<u>Revenue Reductions</u>		
Total Revenue Reductions	0.00	0.00
* Adjusted Revenues	34.21	584.50
<u>Expenditures</u>		
Total Expenditures	0.00	0.00
Net Surplus	34.21	584.50

REPORT.: 05/17/20
RUN...: 05/17/20
Run By.: SHELBY

City of Sand City
Balance Sheet Report
FUND 37 - RMRA -Road M&R

PAGE: 015
ID #: GLBS
CTL.: SAN

Ending Calendar Date.: April 30, 2020 Fiscal (10-20)

Assets

1099	Cash Balance	14,456.01	
	Total of Assets ---->	14,456.01	14,456.01

Liabilities

FUND Balances

3400	Unappropriated Fund Balance	8,863.08	
	CURRENT EARNINGS	5,592.93	
	Total of FUND Balances ---->	14,456.01	14,456.01

REPORT.: 05/17/20
RUN...: 05/17/20
Run By.: SHELBY

City of Sand City
Statement of Revenues & Expenditures
FUND 37 - RMRA -Road M&R

PAGE: 016
ID #: GLBS
CTL.: SAN

Ending Calendar Date.: April 30, 2020 Fiscal (10-20)

	CURRENT MONTH	YEAR TO DATE
<u>Revenues</u>		
RMRA -Road M&R RMRA-ROAD MAINT Public Works	684.40	5592.93
Gross Revenues	684.40	5592.93
<u>Revenue Reductions</u>		
Total Revenue Reductions	0.00	0.00
* Adjusted Revenues	684.40	5592.93
<u>Expenditures</u>		
Total Expenditures	0.00	0.00
Net Surplus	684.40	5592.93

REPORT.: 05/17/20
RUN...: 05/17/20
Run By.: SHELBY

City of Sand City
Balance Sheet Report
FUND 38 - TAMC X TSIPF

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CTL.: SAN

Ending Calendar Date.: April 30, 2020 Fiscal (10-20)

Assets

1099	Cash Balance	79,571.96	
	Total of Assets ---->	79,571.96	79,571.96

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Liabilities

FUND Balances

3400	Unappropriated Fund Balance	55,557.37	
	CURRENT EARNINGS	24,014.59	
	Total of FUND Balances ---->	79,571.96	79,571.96

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Ending Calendar Date.: April 30, 2020 Fiscal (10-20)

	CURRENT MONTH	YEAR TO DATE
Revenues		
TAMC X TSIPF Measure X-TAMC Public Works	0.00	24014.59
Gross Revenues	0.00	24014.59
Revenue Reductions		
Total Revenue Reductions	0.00	0.00
* Adjusted Revenues	0.00	24014.59
Expenditures		
Total Expenditures	0.00	0.00
Net Deficit (MDT) *Net Surplus (YTD)	0.00	24014.59

Ending Calendar Date.: April 30, 2020 Fiscal (10-20)

Assets

1273	BIKE TRAIL INTERCONNECT-TIOGA	53,556.91	
1281	Prop 1 IRWM - Catalina St.	16,311.50	
1286	PROP 68 - CALABRESE PARK	12,040.00	
1287	CDBG Calabrese Park Update	948.00	
1288	CIP- Wells	174,670.23	
1289	CIP-CITY ENTRANCE PROJECT	1,312.00	
1290	Land	1,837,193.95	
1291	Land Improvements	441,562.65	
1292	VEHICLE FIXED ASSET	567,289.39	
1293	Furniture and Fixtures	114,513.83	
1295	Buildings	8,538,775.38	
1297	FIXED ASSETS EQUIPMENT	2,594,595.69	
1298	CITY HALL	172,866.41	
1299	INFRASTRUCTURE- streets	5,155,456.95	
1300	ACCUMULATED DEPRECIATION	-7,888,249.72	
	Total of Assets ---->	11,792,843.17	11,792,843.17

Liabilities

FUND Balances

3400	Unappropriated Fund Balance	-692,185.35	
3600	Investment in Fixed Assets	11,717,198.11	
3601	CAPITAL LEASE	337,830.41	
3602	Donated Assets	430,000.00	
	CURRENT EARNINGS	0.00	
	Total of FUND Balances ---->	11,792,843.17	11,792,843.17

REPORT.: 05/17/20
RUN....: 05/17/20
Run By.: SHELBY

City of Sand City
Balance Sheet Report
FUND 70 - General LTD Act

PAGE: 020
ID #: GLBS
CTL.: SAN

Ending Calendar Date.: April 30, 2020 Fiscal (10-20)

Assets

1280	AMOUNT PROVIDED FOR LTD	4,043,994.88	
1400	Deferred Outflow- Pers contrib	690,963.74	
1405	Deferred Outflow- Actuarial	1,047,036.74	
1500	DEFER OUTFLOWS/OPEB CONTRIBUTS	78,451.00	
	Total of Assets ---->	5,860,446.36	5,860,446.36

Liabilities

2020	Compensated Absences	607,598.39	
2025	NET OBEP LIABILITY/ASSET	-494,423.00	
2070	capital lease-police radios	121,427.99	
2200	Net Pers Liability	4,332,942.46	
2500	DEFERRED INFLOWS-ACTUARIAL	396,500.79	
2505	DEFER INFLOWS/OPEB ACTUARIALS	68,454.00	
	Total of Liabilities ---->	5,032,500.63	

FUND Balances

3400	Unappropriated Fund Balance	827,945.73	
	CURRENT EARNINGS	0.00	
	Total of FUND Balances ---->	827,945.73	5,860,446.36

REPORT.: 05/17/20
RUN...: 05/17/20
Run By.: SHELBY

City of Sand City
Balance Sheet Report
FUND 99 - Cash Clearing

PAGE: 021
ID #: GLBS
CTL.: SAN

Ending Calendar Date.: April 30, 2020 Fiscal (10-20)

Assets

1001	Checking Account	388,381.22	
1099	Cash Balance	-388,381.22	
	Total of Assets ---->	0.00	0.00

Liabilities

FUND Balances

CURRENT EARNINGS	0.00	
Total of FUND Balances ---->	0.00	0.00

Reg	Period	Date	Receipt	T	Opr	ID No	Description	G/L Posting	Amt Paid
300	04-20	04/10/20	24247	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #8387 Receipt Date: 04/10/20 LUIS VERA Issued..: T0 (DEVON) Apr 10 2020 07:07 am Devon	Lazzarino Db: 99 1001 Cr: 10 4221 08	60.00
			24248	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #8368 Receipt Date: 04/10/20 Paid by: MARIA MAGDALENO Issued..: T0 (DEVON) Apr 10 2020 07:08 am Devon	Lazzarino Db: 99 1001 Cr: 10 4221 08	40.00
			24249	C	Mis	POL01	POLICE REPORT 4560 POLICE REPORT #SC200000220 Receipt Date: 04/10/20 Paid by: LEXIS NEXIS Issued..: T0 (DEVON) Apr 10 2020 07:08 am Devon	Lazzarino Db: 99 1001 Cr: 10 4560 08	10.00
			24250	C	Mis	02103	GAS TAX 2103 MARCH 2020 HIGHWAY USERS TAX Receipt Date: 04/10/20	Lazzarino Db: 99 1001 Cr: 31 4305 11	286.75
				Mis	02105		GAS TAX - 2105 31 MARCH 2020 HIGHWAY USERS TAX Receipt Date: 04/10/20	Db: 99 1001 Cr: 31 4305 11	197.46
				Mis	02106		GAS TAX - 2106 32 MARCH 2020 HIGHWAY USERS TAX Receipt Date: 04/10/20	Db: 99 1001 Cr: 31 4305 11	484.50
				Mis	02107		GAS TAX - 2107 33 MARCH 2020 HIGHWAY USERS TAX Receipt Date: 04/10/20	Db: 99 1001 Cr: 31 4305 11	268.89
			24251	C	Mis	REIMB	REIMBURSEMENTS REIMBURSE 1/20 LCW CONFERENCE EXPENSES Receipt Date: 04/10/20 Paid by: MBASTIA Issued..: T0 (DEVON) Apr 10 2020 07:09 am Devon	Lazzarino Db: 99 1001 Cr: 10 4732 00	1472.63
			24252	C	Mis	BL01	BUSINESS LICENSE ONE TIME ONLY BUSINESS LICENSE - 1 PENDERGRASS Receipt Date: 04/10/20	Lazzarino Db: 99 1001 Cr: 10 4055 00	50.00
				Mis	CAS90		BUSINESS LICENSE CASP FEE 90% ONE TIME ONLY BUSINESS LICENSE - 1 PENDERGRASS Receipt Date: 04/10/20	Db: 99 1001 Cr: 10 4033 00	3.60
				Mis	CAS10		BUSINESS LICENSE CASP FEE 10% ONE TIME ONLY BUSINESS LICENSE - 1 PENDERGRASS Receipt Date: 04/10/20	Db: 99 1001 Cr: 10 2115	.40
			24253	C	Mis	UUT	UTILITY USERS TAX FEBRUARY 2020 UUT Receipt Date: 04/10/20 Paid by: P.G. & E. Issued..: T0 (DEVON) Apr 10 2020 07:10 am Devon	Lazzarino Db: 99 1001 Cr: 10 4025 00	11404.90
							Day 04/10/20 Total ---->		14279.13
	04/15/20		24321	E	Mis	LAI02	LAIF - INTEREST 3RD QUARTER FY 19-20 INTEREST Receipt Date: 04/15/20 Paid by: LAIF Issued..: T0 (DEVON) Apr 15 2020 09:31 am Devon	Lazzarino Db: 10 1008 Cr: 10 4420 00	34620.47
			24322	C	Mis	CDINT	CD INTEREST APRIL 2020 INTEREST Receipt Date: 04/30/20 Paid by: MECHANICS BANK Issued..: T0 (DEVON) Apr 30 2020 12:28 pm Devon	Lazzarino Db: 10 1020 Cr: 10 4410 00	7.32
			24323	C	Mis	HOU03	CITY HOUSING #3 INTEREST APRIL 2020 INTEREST Receipt Date: 04/30/20 Paid by: MECHANICS BANK Issued..: T0 (DEVON) Apr 30 2020 12:35 pm Devon	Lazzarino Db: 10 1006 Cr: 10 4413 00	44.29
			24337	E	Mis	LAI02	LAIF - INTEREST CORRECT APRIL 2020 INTEREST/BALANCE Receipt Date: 04/15/20 Paid by: CORRECT APRIL 2020 INTEREST/BALANCE Issued..: T0 (DEVON) Apr 15 2020 09:48 am Devon	Lazzarino Db: 10 1008 Cr: 10 4420 00	-.11
							Day 04/15/20 Total ---->		34671.97
	04/16/20		24256	C	Mis	PGE01	PG&E - GAS 2019 GAS FRANCHISE FEE Receipt Date: 04/16/20 Paid by: P.G. & E. Issued..: T0 (DEVON) Apr 16 2020 09:07 am Devon	Lazzarino Db: 99 1001 Cr: 10 4045 00	2566.19
			24257	C	Mis	PGE02	PG&E - ELECTRIC 2019 ELECTRIC FRANCHISE FEE Receipt Date: 04/16/20 Paid by: P.G. & E. Issued..: T0 (DEVON) Apr 16 2020 09:07 am Devon	Lazzarino Db: 99 1001 Cr: 10 4050 00	20238.96
			24258	C	Mis	PGE01	PG&E - GAS 2019 GAS FRANCHISE FEE SURCHARGE Receipt Date: 04/16/20 Paid by: P.G. & E. Issued..: T0 (DEVON) Apr 16 2020 09:08 am Devon	Lazzarino Db: 99 1001 Cr: 10 4045 00	289.78

Reg	Period	Date	Receipt	T	Op	ID No	Description	G/L	Posting	Amt Paid
000	04-20	04/16/20	24259	C	Mis	PGE02	PG&E - ELECTRIC 2019 ELECTRIC FRANCHISE FEE SURCHARGE Receipt Date: 04/16/20 Paid by: P.G. & E. Issued.: T0 (DEVON) Apr 16 2020 09:08 am Devon	Db: 99	1001	8176.47
			24260	C	Mis	MS	DBO DEVELOPMENT REIMBURSE S OF TIOGA 2/20 ATTORNEY FEES Receipt Date: 04/16/20 Paid by: DBO DEVELOPMENT Issued.: T0 (DEVON) Apr 16 2020 09:08 am Devon	Cr: 10	4050 00	
			24261	C	Mis	BUI01	BUILDING PERMIT 4115 PLANNING & ENGINEERING FEES Receipt Date: 04/16/20	Db: 99	1001	2138.19
				Mis	PLA01		PLAN CHECK FEE 4165 PLANNING & ENGINEERING FEES Receipt Date: 04/16/20	Cr: 10	4115 05	1389.82
				Mis	STR01		STRONG MOTION 2010 PLANNING & ENGINEERING FEES Receipt Date: 04/16/20	Db: 99	1001	63.84
				Mis	CBSC		CBSC FEE - SB1473 PLANNING & ENGINEERING FEES Receipt Date: 04/16/20	Cr: 10	2010	10.00
				Mis	ENG01		ENGINEERING FEES ENGINEERING PLAN CHECK FEES Receipt Date: 04/16/20	Db: 99	1001	4660.00
				Mis	ENG01		ENGINEERING FEES ENGINEERING INSPECTION FEES Receipt Date: 04/16/20 Paid by: TESLA	Cr: 10	4160 11	6840.00
			24262	C	Mis	RL01	Issued.: T0 (DEVON) Apr 16 2020 09:09 am Devon COUNTY/ RED LIGHT FEBRUARY 2020 TRAFFIC Receipt Date: 04/16/20	Db: 99	1001	14.41
				Mis	CRI01		CRIMINAL PC1463/CITY FINES FEBRUARY 2020 TRAFFIC Receipt Date: 04/16/20	Cr: 35	4205 11	260.58
				Mis	POC01		COUNTY/PROOF OF CORR FEBRUARY 2020 TRAFFIC Receipt Date: 04/16/20	Db: 99	1001	19.80
				Mis	F172		1/2 TAX POLICE/PROP 172 FEBRUARY 2020 TRAFFIC Receipt Date: 04/16/20	Cr: 35	4205 11	28.27
				Mis	REV		COUNTY/REV & RECOVERY FEBRUARY 2020 TRAFFIC Receipt Date: 04/16/20 Paid by: COUNTY OF MONTEREY	Db: 99	1001	173.82
			24263	C	Mis	COPS	Issued.: T0 (DEVON) Apr 16 2020 09:10 am Devon COPS GRANT FEBRUARY 2020 COPS GRANT Receipt Date: 04/16/20 Paid by: COUNTY OF MONTEREY	Cr: 10	4069 08	8333.33
							Issued.: T0 (DEVON) Apr 16 2020 09:11 am Devon	Lazzarino		
							Day 04/16/20	Total	---->	56878.46
	04/24/20		24264	C	Mis	BUI01	BUILDING PERMIT 4115 PERMITS/FEES FOR 679 REDWOOD/DOOR Receipt Date: 04/24/20	Db: 99	1001	156.56
				Mis	PLA01		PLAN CHECK FEE 4165 PERMITS/FEES FOR 679 REDWOOD/DOOR Receipt Date: 04/24/20	Cr: 10	4115 05	101.77
				Mis	STR01		STRONG MOTION 2010 PERMITS/FEES FOR 679 REDWOOD/DOOR Receipt Date: 04/24/20	Db: 99	1001	1.68
				Mis	CBSC		CBSC FEE - SB1473 PERMITS/FEES FOR 679 REDWOOD/DOOR Receipt Date: 04/24/20 Paid by: TORI BELLECI	Cr: 10	2010	1.00
			24265	C	Mis	BL01	Issued.: T0 (DEVON) Apr 24 2020 12:22 pm Devon BUSINESS LICENSE ONE TIME ONLY BUSINESS LICENSE - SEWER LINE Receipt Date: 04/24/20	Db: 99	1001	3711.80
				Mis	CAS90		BUSINESS LICENSE CASP FEE 90% ONE TIME ONLY BUSINESS LICENSE - SEWER LINE Receipt Date: 04/24/20	Cr: 10	4055 00	3.60
				Mis	CAS10		BUSINESS LICENSE CASP FEE 10% ONE TIME ONLY BUSINESS LICENSE - SEWER LINE Receipt Date: 04/24/20 Paid by: KJ WOODS	Db: 99	1001	.40
			24266	C	Mis	DES01	Issued.: T0 (DEVON) Apr 24 2020 12:23 pm Devon DESIGN REVIEW FEE SIGN APPLICATION Receipt Date: 04/24/20 Paid by: ALL SIGNS SERVICE	Cr: 10	4155 05	50.00
			24267	C	Mis	UUT	Issued.: T0 (DEVON) Apr 24 2020 12:23 pm Devon UTILITY USERS TAX MARCH 2020 UUT - GAS Receipt Date: 04/24/20 Paid by: GPT, INC.	Cr: 10	4025 00	6.17
							Issued.: T0 (DEVON) Apr 24 2020 12:23 pm Devon	Lazzarino		

Reg Period	Date	Receipt	T Opr	ID No	Description	G/L Posting	Amt Paid
000	04-20	04/24/20	24268	C Mis UUT	UTILITY USERS TAX MARCH 2020 UUT - GAS Receipt Date: 04/24/20 Paid by: CALPINE ENERGY	Db: 99 1001 Cr: 10 4025 00	140.32
			24269	C Mis UUT	Issued..: TO (DEVON) Apr 24 2020 12:23 pm Devon UTILITY USERS TAX MARCH 2020 UUT - GAS Receipt Date: 04/24/20 Paid by: VISTA ENERGY	Lazzarino Db: 99 1001 Cr: 10 4025 00	6.01
			24270	C Mis UUT	Issued..: TO (DEVON) Apr 24 2020 12:24 pm Devon UTILITY USERS TAX MARCH 2020 UUT - GAS Receipt Date: 04/24/20 Paid by: TIGER NATURAL GAS	Lazzarino Db: 99 1001 Cr: 10 4025 00	123.94
			24271	C Mis MS	Issued..: TO (DEVON) Apr 24 2020 12:24 pm Devon AVIANA BUSHNELL MAY 2020 COBRA Receipt Date: 04/24/20 Paid by: AVIANA BUSHNELL	Lazzarino Db: 99 1001 Cr: 10 2160	52.64
			24272	C Mis UUT	Issued..: TO (DEVON) Apr 24 2020 12:24 pm Devon UTILITY USERS TAX MARCH 2020 UUT - GAS Receipt Date: 04/24/20 Paid by: SPARK ENERGY	Lazzarino Db: 99 1001 Cr: 10 4025 00	4.33
			24273	E Mis PRO01	Issued..: TO (DEVON) Apr 24 2020 12:25 pm Devon PROPERTY TAX PROPERTY TAX - SECURED Receipt Date: 04/24/20	Lazzarino Db: 99 1001 Cr: 10 4005 00	34814.37
				Mis PRO01	PROPERTY TAX PROPERTY TAX - UNITARY Receipt Date: 04/24/20	Db: 99 1001 Cr: 10 4005 00	2577.72
				Mis VLF	PROPERTY TAX VLF FY 19-20 PROPERTY TAX Receipt Date: 04/24/20	Db: 99 1001 Cr: 10 4012 00	18354.50
				Mis HOPTR	HOPTR FY 19-20 PROPERTY TAX Receipt Date: 04/24/20	Db: 99 1001 Cr: 10 4340 00	143.59
				Mis SB813	SB813 - SUPPLEMENTAL ROLL FY 19-20 PROPERTY TAX Receipt Date: 04/24/20	Db: 99 1001 Cr: 10 4015 00	3913.95
				Mis PRI01	PRIOR YEAR TAX PRIOR YEAR - SECURED Receipt Date: 04/24/20	Db: 99 1001 Cr: 10 4010 00	179.31
				Mis INT01	INTEREST FY 19-20 PROPERTY TAX Receipt Date: 04/24/20	Db: 99 1001 Cr: 10 4410 00	191.92
				Mis ROPS	ROPS RESIDUAL FY 19-20 PROPERTY TAX Receipt Date: 04/24/20	Db: 99 1001 Cr: 10 4006 00	130606.28
				Mis MS	COUNTY OF MONTEREY ADMINISTRATIVE COSTS Receipt Date: 04/24/20 Paid by: COUNTY OF MONTEREY	Db: 99 1001 Cr: 10 5405 03	-938.00
					Issued..: TO (DEVON) Apr 24 2020 09:54 am Devon	Lazzarino Day 04/24/20 Total ---->	194203.86
	04/30/20		24274	C Mis PAR02	SAND CITY PARKING PARKING VIOLATION #8390 Receipt Date: 04/30/20 Paid by: KIM ALLAIN	Db: 99 1001 Cr: 10 4221 08	40.00
			24275	C Mis PAR02	Issued..: TO (DEVON) Apr 30 2020 08:56 am Devon SAND CITY PARKING PARKING VIOLATION #8333 Receipt Date: 04/30/20 Paid by: H GORAWSKI	Lazzarino Db: 99 1001 Cr: 10 4221 08	40.00
			24276	C Mis PAR02	Issued..: TO (DEVON) Apr 30 2020 08:58 am Devon SAND CITY PARKING PARKING VIOLATION #8486 Receipt Date: 04/30/20 Paid by: LISETTE GILCHRIST	Lazzarino Db: 99 1001 Cr: 10 4221 08	40.00
			24277	C Mis PAR02	Issued..: TO (DEVON) Apr 30 2020 08:58 am Devon SAND CITY PARKING PARKING VIOLATION #8389 Receipt Date: 04/30/20 Paid by: NORMA DIAZ	Lazzarino Db: 99 1001 Cr: 10 4221 08	60.00
			24278	C Mis PAR02	Issued..: TO (DEVON) Apr 30 2020 08:59 am Devon SAND CITY PARKING PARKING VIOLATION #8388 Receipt Date: 04/30/20 Paid by: NORMA DIAZ	Lazzarino Db: 99 1001 Cr: 10 4221 08	60.00
			24279	C Mis PAR02	Issued..: TO (DEVON) Apr 30 2020 08:59 am Devon SAND CITY PARKING PARKING VIOLATION #8457 Receipt Date: 04/30/20 Paid by: ERICK CALDERSON	Lazzarino Db: 99 1001 Cr: 10 4221 08	40.00
					Issued..: TO (DEVON) Apr 30 2020 08:59 am Devon	Lazzarino	

Reg	Period	Date	Receipt	T	Opr	ID No	Description	G/L Posting	Amt Paid
000	04-20	04/30/20	24280	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #8478 Receipt Date: 04/30/20 Paid by: ANNE DAVIS Issued..: TO (DEVON) Apr 30 2020 08:59 am Devon	Lazzarino Db: 99 1001 Cr: 10 4221 08	40.00
			24281	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #8484 Receipt Date: 04/30/20 Paid by: BENJAMIN HSUEN Issued..: TO (DEVON) Apr 30 2020 09:00 am Devon	Lazzarino Db: 99 1001 Cr: 10 4221 08	40.00
			24282	C	Mis	UUT	UTILITY USERS TAX MARCH 2020 UUT - ELECTRIC Receipt Date: 04/30/20 Paid by: MTRY BAY COMMUNITY POWER Issued..: TO (DEVON) Apr 30 2020 09:00 am Devon	Lazzarino Db: 99 1001 Cr: 10 4025 00	1934.08
			24283	C	Mis	UUT	UTILITY USERS TAX MARCH 2020 UUT Receipt Date: 04/30/20 Paid by: CONSTELLATION NEW ENERGY Issued..: TO (DEVON) Apr 30 2020 09:00 am Devon	Lazzarino Db: 99 1001 Cr: 10 4025 00	362.78
			24284	C	Mis	RMRA	ROAD MAINTENANCE & REHAB MARCH 2020 RMRA Receipt Date: 04/30/20 Paid by: STATE OF CALIFORNIA Issued..: TO (DEVON) Apr 30 2020 09:01 am Devon	Lazzarino Db: 99 1001 Cr: 37 4306 11	684.40
			24285	C	Mis	MS	DBO DEVELOPMENT REIMBURSE S OF TIOGA 3/20 ATTORNEY FEES Receipt Date: 04/30/20 Paid by: DBO DEVELOPMENT Issued..: TO (DEVON) Apr 30 2020 09:01 am Devon	Lazzarino Db: 99 1001 Cr: 10 4530 00 SOT	100.00
			24286	C	Mis	MS	DBO DEVELOPMENT REIMBURSE S OF TIOGA 2/20 POLARIS FEES Receipt Date: 04/30/20 Paid by: DBO DEVELOPMENT Issued..: TO (DEVON) Apr 30 2020 09:01 am Devon	Lazzarino Db: 99 1001 Cr: 10 4530 00 SOT	3105.00
			24287	C	Mis	MS	DBO DEVELOPMENT REIMBURSE S OF TIOGA 3/20 ATTORNEY FEES Receipt Date: 04/30/20 Paid by: DBO DEVELOPMENT Issued..: TO (DEVON) Apr 30 2020 09:01 am Devon	Lazzarino Db: 99 1001 Cr: 10 4530 00 SOT	2745.00
			24288	C	Mis	MS	DBO DEVELOPMENT REIMBURSE S OF TIOGA 1/20 ATTORNEY FEES Receipt Date: 04/30/20 Paid by: DBO DEVELOPMENT Issued..: TO (DEVON) Apr 30 2020 09:02 am Devon	Lazzarino Db: 99 1001 Cr: 10 4530 00 SOT	1745.00
			24289	C	Mis	UUT	UTILITY USERS TAX MARCH 2020 UUT Receipt Date: 04/30/20 Paid by: P.G. & E. Issued..: TO (DEVON) Apr 30 2020 09:04 am Devon	Lazzarino Db: 99 1001 Cr: 10 4025 00	9077.25
			24290	C	Mis	REF01	FRNCHISE TX RF. 4040 1ST QUARTER 2020 FRANCHISE FEES Receipt Date: 04/30/20 Paid by: GREENWASTE RECOVERY Issued..: TO (DEVON) Apr 30 2020 09:04 am Devon	Lazzarino Db: 99 1001 Cr: 10 4040 00	14657.47
			24291	C	Mis	ADMIN	SUCCESSOR ADMIN FEES REIMBURSEMENT 3RD QUARTER 19-20 ADMIN EXPENSE REIMBURSEMENT Receipt Date: 04/30/20 Paid by: SUCCESSOR AGENCY Issued..: TO (DEVON) Apr 30 2020 09:04 am Devon	Lazzarino Db: 99 1001 Cr: 10 4008 00	16728.65
			24292	C	Mis	MS	KJ WOODS TEMPORARY USE PERMIT Receipt Date: 04/30/20 Paid by: KJ WOODS Issued..: TO (DEVON) Apr 30 2020 09:05 am Devon	Lazzarino Db: 99 1001 Cr: 10 4126 05	100.00
			24338	C	Mis	INT01	INTEREST IN CHECKING APRIL 2020 INTEREST Receipt Date: 04/30/20 Paid by: MECHANICS BANK Issued..: TO (DEVON) Apr 30 2020 10:20 am Devon	Lazzarino Db: 99 1001 Cr: 10 4410 00	7.90
			24339	C	Mis	OPEB	OPEB INTEREST APRIL 2020 INTEREST Receipt Date: 04/30/20 Paid by: MECHANICS BANK Issued..: TO (DEVON) Apr 30 2020 10:22 am Devon	Lazzarino Db: 10 1004 Cr: 10 4411 00	6.14
									51613.67
									351647.09
									351647.09
									351647.09
									351647.09

Total of All Registers ----> 351647.09

Register Activity Report
 For Period: 04-20

Reg	Period	Date	[A] - Cash	[B] - Non-Cash	[C] - E.F.T.	[A]+[B]+[C]
000	04-20	04/10/20	14,279.13	0.00	0.00	14,279.13
000	04-20	04/15/20	51.61	0.00	34,620.36	34,671.97
000	04-20	04/16/20	56,878.46	0.00	0.00	56,878.46
000	04-20	04/24/20	4,360.22	0.00	189,843.64	194,203.86
000	04-20	04/30/20	51,613.67	0.00	0.00	51,613.67
04-20 Total -->			127,183.09	0.00	224,464.00	351,647.09
000 Total ----->			127,183.09	0.00	224,464.00	351,647.09
Report Total ----->			127,183.09	0.00	224,464.00	351,647.09

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
04-20	001583	04/30/20	KLI01 (MARY ANN CARBONE)		1,389.68	.00	1,389.68	APRIL 2020 PAYROLL
	001584	04/30/20	POO01 (CHARLES POOLER)		6,538.67	.00	6,538.67	APRIL 2020 PAYROLL
	001585	04/30/20	GRA04 (VITO GRAZIANO)		10,700.75	.00	10,700.75	APRIL 2020 PAYROLL
	034709	04/01/20	EMC02 (EMC PLANNING GROUP, INC.)		11,714.06	.00	11,714.06	Automatic Generated Check
	034710	04/01/20	MBA01 (MONTEREY BAY AREA SELF INSUR)		156.62	.00	156.62	Automatic Generated Check
	034711	04/01/20	4LE01 (4LEAF, INC.)		2,380.00	.00	2,380.00	Automatic Generated Check
	034712	04/01/20	AFL01 (AFLAC)		2,045.45	.00	2,045.45	Automatic Generated Check
	034713	04/01/20	ATT03 (A.T. & T.)		568.30	.00	568.30	Automatic Generated Check
	034714	04/01/20	CAL01 (CAL-AM WATER)		224.72	.00	224.72	Automatic Generated Check
	034715	04/01/20	CAL16 (CALPERS 457 PLAN)		13,858.25	.00	13,858.25	Automatic Generated Check
	034716	04/01/20	CBS01 (CALIFORNIA BUILDING STANDARD		33.00	.00	33.00	Automatic Generated Check
	034717	04/01/20	CBS02 (CANON SOLUTIONS AMERICA, INC		253.54	.00	253.54	Automatic Generated Check
	034718	04/01/20	CLE01 (CALIFORNIA LAW)		245.00	.00	245.00	Automatic Generated Check
	034719	04/01/20	COA07 (MONTEREY COUNTY WEEKLY)		1,301.00	.00	1,301.00	Automatic Generated Check
	034720	04/01/20	COM11 (COMCAST)		144.86	.00	144.86	Automatic Generated Check
	034721	04/01/20	COR01 (CORBIN WILLITS SYSTEMS)		223.74	.00	223.74	Automatic Generated Check
	034722	04/01/20	CSD01 (CALIFORNIA STATE DISBURSEMEN		385.00	.00	385.00	Automatic Generated Check
	034723	04/01/20	DEP01 (DEPT. OF CONSERVATION)		202.53	.00	202.53	Automatic Generated Check
	034724	04/01/20	DSA01 (DIVISION OF THE STATE ARCHIT		7.60	.00	7.60	Automatic Generated Check
	034725	04/01/20	EMC02 (EMC PLANNING GROUP, INC.)		8,054.17	.00	8,054.17	Automatic Generated Check
	034726	04/01/20	FED01 (FEDERAL EXPRESS)		15.69	.00	15.69	Automatic Generated Check
	034727	04/01/20	GLA06 (RORY GLASS)		500.00	.00	500.00	Automatic Generated Check
	034728	04/01/20	HAR06 (HARRIS & ASSOCIATES, INC.)		29,690.00	.00	29,690.00	Automatic Generated Check
	034729	04/01/20	HDL03 (HINDERLITER, DE LLAMAS & ASS		1,331.84	.00	1,331.84	Automatic Generated Check
	034730	04/01/20	HUM02 (HUMANA INSURANCE COMPANY)		3,426.22	.00	3,426.22	Automatic Generated Check
	034731	04/01/20	MBA01 (MONTEREY BAY AREA SELF INSUR		192.00	.00	192.00	Automatic Generated Check
	034732	04/01/20	MBP03 (MONTEREY BAY PEST CONTROL)		130.00	.00	130.00	Automatic Generated Check
	034733	04/01/20	MOB02 (MCGRATH RENTCORP)		264.75	.00	264.75	Automatic Generated Check
	034734	04/01/20	NOR02 (VIBEKE NORGAARD)		19,066.50	.00	19,066.50	Automatic Generated Check
	034735	04/01/20	ONL01 (OHIO NATIONAL LIFE)		69.55	.00	69.55	Automatic Generated Check
	034736	04/01/20	PET01 (PETTY CASH - CASHED BY SHEL		87.13	.00	87.13	Automatic Generated Check
	034737	04/01/20	PEG01 (PACIFIC GAS & ELECTRIC)		1,836.93	.00	1,836.93	Automatic Generated Check
	034738	04/01/20	PIW01 (PITNEY BOWES)		300.00	.00	300.00	Automatic Generated Check
	034739	04/01/20	PUB01 (PUBLIC STORAGE)		223.00	.00	223.00	Automatic Generated Check
	034740	04/01/20	RID01 (CRAIG RIDDELL)		250.00	.00	250.00	Automatic Generated Check
	034741	04/01/20	RPM01 (DAVID W. JANSEN)		2,636.00	.00	2,636.00	Automatic Generated Check
	034742	04/01/20	SAN01 (SAND CITY POLICE OFFICERS)		1,050.00	.00	1,050.00	Automatic Generated Check
	034743	04/01/20	SLV01 (STEPHEN L. VAGNINI)		5,000.00	.00	5,000.00	Automatic Generated Check
	034744	04/01/20	STA03 (STAR SANITATION, LLC)		229.49	.00	229.49	Automatic Generated Check
	034745	04/01/20	STU02 (STURDY OIL COMPANY)		1,092.00	.00	1,092.00	Automatic Generated Check
	034746	04/01/20	SUN02 (SUN LIFE FINANCIAL)		643.13	.00	643.13	Automatic Generated Check
	034747	04/01/20	UNI03 (UNIVERSAL STAFFING IN)		210.00	.00	210.00	Automatic Generated Check
	034748	04/01/20	USB01 (U.S. BANK CORPORATE PAYMENT		4,227.91	.00	4,227.91	Automatic Generated Check
	034749	04/01/20	WEB01 (MARY ANN WEEMS)		192.39	.00	192.39	Automatic Generated Check
	034750	04/07/20	VIS01 (RABOBANK VISA CARD)		1,427.50	.00	1,427.50	Automatic Generated Check
	034751	04/07/20	AME10 (AMERIPRIDE SERVICES)		487.48	.00	487.48	Automatic Generated Check
	034752	04/07/20	AVA01 (AVAYA, INC)		226.03	.00	226.03	Automatic Generated Check
	034753	04/07/20	COM11 (COMCAST)		151.23	.00	151.23	Automatic Generated Check
	034754	04/07/20	EXP04 (EXPRESS PRINTING)		148.88	.00	148.88	Automatic Generated Check
	034755	04/07/20	HOM01 (HOME DEPOT CREDIT SERVICE)		688.56	.00	688.56	Automatic Generated Check
	034756	04/07/20	LCW01 (LIEBERT CASSIDY WHITMORE)		8,658.00	.00	8,658.00	Automatic Generated Check
	034757	04/07/20	M&S01 (M&S BUILDING SUPPLY)		28.34	.00	28.34	Automatic Generated Check
	034758	04/07/20	MAL01 (MALLORY SAFETY AND SUPPLY, L		416.06	.00	416.06	Automatic Generated Check
	034759	04/07/20	MON04 (MONTEREY TIRE SERVICE, INC)		189.31	.00	189.31	Automatic Generated Check
	034760	04/07/20	MROW1 (MONTEREY ONE WATER)		164.82	.00	164.82	Automatic Generated Check
	034761	04/07/20	OFF03 (OFFICE DEPOT , INC.)		307.59	.00	307.59	Automatic Generated Check
	034762	04/07/20	PBC01 (PITNEY BOWES)		562.58	.00	562.58	Automatic Generated Check
	034763	04/07/20	PET01 (PETTY CASH - CASHED BY SHEL		31.90	.00	31.90	Automatic Generated Check
	034764	04/07/20	RPM01 (DAVID W. JANSEN)		1,569.69	.00	1,569.69	Automatic Generated Check
	034765	04/07/20	SLV01 (STEPHEN L. VAGNINI)		179.39	.00	179.39	Automatic Generated Check
	034766	04/07/20	VIS01 (RABOBANK VISA CARD)		280.25	.00	280.25	Automatic Generated Check
	034767	04/14/20	ATT03 (A.T. & T.)		329.20	.00	329.20	Automatic Generated Check
	034768	04/14/20	COM11 (COMCAST)		112.13	.00	112.13	Automatic Generated Check
	034769	04/14/20	DEL01 (DEL REY OAKS GARDEN SUPPLY)		250.80	.00	250.80	Automatic Generated Check
	034770	04/14/20	DEL02 (DEL REY OAKS CAR WASH)		36.00	.00	36.00	Automatic Generated Check
	034771	04/14/20	MBC01 (PATRICIO R. PADILLA)		250.00	.00	250.00	Automatic Generated Check
	034772	04/14/20	MON06 (MONTEREY COUNTY)		149.46	.00	149.46	Automatic Generated Check
	034773	04/14/20	PER01 (PUBLIC EMPLOYEES RET. SYS)		1,906.83	.00	1,906.83	Automatic Generated Check
	034774	04/14/20	PET01 (PETTY CASH - CASHED BY SHEL		50.65	.00	50.65	Automatic Generated Check
	034775	04/14/20	SHR01 (SHRED IT- SAN JOSE)		66.53	.00	66.53	Automatic Generated Check
	034776	04/14/20	STU02 (STURDY OIL COMPANY)		842.77	.00	842.77	Automatic Generated Check
	034777	04/14/20	SVP01 (SALINAS VALLEY PRO SQUAD)		1,119.76	.00	1,119.76	Automatic Generated Check
	034778	04/14/20	VER01 (VERIZON WIRELESS)		1,103.89	.00	1,103.89	Automatic Generated Check
	034779	04/21/20	EMC02 (EMC PLANNING GROUP, INC.)		14,819.17	.00	14,819.17	Automatic Generated Check
	034780	04/21/20	EMC02 (EMC PLANNING GROUP, INC.)		2,242.12	.00	2,242.12	Automatic Generated Check
	034781	04/21/20	4LE01 (4LEAF, INC.)		910.00	.00	910.00	Automatic Generated Check
	034782	04/21/20	ATT01 (AT & T)		124.20	.00	124.20	Automatic Generated Check
	034783	04/21/20	COM11 (COMCAST)		154.86	.00	154.86	Automatic Generated Check
	034784	04/21/20	CYP04 (CYPRESS COAST FORD)		30.55	.00	30.55	Automatic Generated Check
	034785	04/21/20	EMC02 (EMC PLANNING GROUP, INC.)		1,892.39	.00	1,892.39	Automatic Generated Check
	034786	04/21/20	EXP04 (EXPRESS PRINTING)		336.24	.00	336.24	Automatic Generated Check
	034787	04/21/20	MEY01 (MEYERS NAVE RIBACK SILVER &		3,297.50	.00	3,297.50	Automatic Generated Check
	034788	04/21/20	MROW2 (MRWMD)		5,000.00	.00	5,000.00	Automatic Generated Check

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
04-20	034789	04/21/20	PET01 (PETTY CASH - CASHED BY SHELBY		59.00	.00	59.00	Automatic Generated Check
	034790	04/21/20	PGE01 (PACIFIC GAS & ELECTRIC)		1,544.83	.00	1,544.83	Automatic Generated Check
	034791	04/21/20	PUB01 (PUBLIC STORAGE)		223.00	.00	223.00	Automatic Generated Check
	034792	04/21/20	REM01 (DAVID W. JANSEN)		1,971.65	.00	1,971.65	Automatic Generated Check
	034793	04/21/20	VIR02 (VIRTRU CORPORATION)		569.25	.00	569.25	Automatic Generated Check
	034794	04/28/20	A&R01 (A&R PLUMBING, INC)		517.50	.00	517.50	Automatic Generated Check
	034795	04/28/20	ATT03 (A.T. & T.)		572.33	.00	572.33	Automatic Generated Check
	034796	04/28/20	ATT05 (AT&T MOBILITY)		1,416.68	.00	1,416.68	Automatic Generated Check
	034797	04/28/20	CAL01 (CAL-AM WATER)		375.03	.00	375.03	Automatic Generated Check
	034798	04/28/20	CAL16 (CALPERS 457 PLAN)		14,820.25	.00	14,820.25	Automatic Generated Check
	034799	04/28/20	CBS02 (CANON SOLUTIONS AMERICA, INC		78.79	.00	78.79	Automatic Generated Check
	034800	04/28/20	CLE05 (CALIFONIA LAW ENFORCEMENT)		50.00	.00	50.00	Automatic Generated Check
	034801	04/28/20	CYP04 (CYPRESS COAST FORD)		334.76	.00	334.76	Automatic Generated Check
	034802	04/28/20	DEL01 (DEL REY OAKS GARDEN SUPPLY)		125.40	.00	125.40	Automatic Generated Check
	034803	04/28/20	FIR03 (FIRST ALARM SECURITY)		933.24	.00	933.24	Automatic Generated Check
	034804	04/28/20	LCW01 (LIEBERT CASSIDY WHITMORE)		2,770.00	.00	2,770.00	Automatic Generated Check
	034805	04/28/20	MEY01 (MEYERS NAVE RIBACK SILVER &		3,772.50	.00	3,772.50	Automatic Generated Check
	034806	04/28/20	MRW02 (MRWMD)		160.52	.00	160.52	Automatic Generated Check
	034807	04/28/20	PET01 (PETTY CASH - CASHED BY SHELBY		56.77	.00	56.77	Automatic Generated Check
	034808	04/28/20	PGE01 (PACIFIC GAS & ELECTRIC)		778.46	.00	778.46	Automatic Generated Check
	034809	04/28/20	REM01 (DAVID W. JANSEN)		630.00	.00	630.00	Automatic Generated Check
	034810	04/28/20	SEC02 (ID CONCEPTS, LLC)		26.56	.00	26.56	Automatic Generated Check
	034811	04/28/20	SPC01 (SPCA)		160.00	.00	160.00	Automatic Generated Check
	034812	04/28/20	STU02 (STURDY OIL COMPANY)		927.20	.00	927.20	Automatic Generated Check
	034813	04/28/20	USB01 (U.S. BANK CORPORATE PAYMENT		1,605.77	.00	1,605.77	Automatic Generated Check
	180001	04/30/20	BLA01 (JERRY BLACKWELDER)		1,163.01	.00	1,163.01	APRIL 2020 PAYROLL
	180002	04/30/20	CRU01 (KIM CRUZ)		129.89	.00	129.89	APRIL 2020 PAYROLL
	180003	04/30/20	HAW01 (GREGORY HAWTHORNE)		1,051.44	.00	1,051.44	APRIL 2020 PAYROLL
	180004	04/30/20	SOF02 (ELIZABETH A. SOFER)		908.69	.00	908.69	APRIL 2020 PAYROLL
	180005	04/30/20	BIA04 (AARON BLAIR)		10,824.00	.00	10,824.00	APRIL 2020 PAYROLL
	180006	04/30/20	GOR02 (SHELBY GORMAN)		4,120.05	.00	4,120.05	APRIL 2020 PAYROLL
	180007	04/30/20	HOR01 (CONNIE HORCA)		6,847.15	.00	6,847.15	APRIL 2020 PAYROLL
	180008	04/30/20	SCH01 (LINDA SCHOLINK)		10,895.39	.00	10,895.39	APRIL 2020 PAYROLL
	180009	04/30/20	LAZ01 (DEVON LAZZARINO)		6,102.92	.00	6,102.92	APRIL 2020 PAYROLL
	180010	04/30/20	BLA03 (MATTHEW BLACKMON)		7,030.45	.00	7,030.45	APRIL 2020 PAYROLL
	180011	04/30/20	BRO07 (CHRISTOPHER BROWNING)		4,698.57	.00	4,698.57	APRIL 2020 PAYROLL
	180012	04/30/20	BUS05 (JEFF BUSHNELL)		9,791.19	.00	9,791.19	APRIL 2020 PAYROLL
	180013	04/30/20	CHA03 (DANIEL A CHARLTON)		8,588.76	.00	8,588.76	APRIL 2020 PAYROLL
	180014	04/30/20	DUCO2 (DAVID DUCOEUR)		6,147.39	.00	6,147.39	APRIL 2020 PAYROLL
	180015	04/30/20	ESC01 (LAWRENCE ESCOBAR)		5,775.40	.00	5,775.40	APRIL 2020 PAYROLL
	180016	04/30/20	FER03 (BRIAN FERRANTE)		7,343.75	.00	7,343.75	APRIL 2020 PAYROLL
	180017	04/30/20	MAR10 (DANNY MARTIN)		8,136.89	.00	8,136.89	APRIL 2020 PAYROLL
	180018	04/30/20	MOR07 (LAURA MORALES)		4,696.08	.00	4,696.08	APRIL 2020 PAYROLL
	180019	04/30/20	MOU01 (MICHAEL MOUNT)		8,652.54	.00	8,652.54	APRIL 2020 PAYROLL
	180020	04/30/20	SEG01 (BRANDON SEGOVIA)		6,225.89	.00	6,225.89	APRIL 2020 PAYROLL
	180021	04/30/20	VEL03 (CHRISTOPHER VELOZ)		1,196.14	.00	1,196.14	APRIL 2020 PAYROLL
	180022	04/30/20	GAR01 (RICHARD GARZA)		6,094.48	.00	6,094.48	APRIL 2020 PAYROLL
	180023	04/30/20	MEN01 (FREDERICK MENEZES III)		4,797.65	.00	4,797.65	APRIL 2020 PAYROLL
	180024	04/30/20	PAR08 (MARK PARKER)		6,943.69	.00	6,943.69	APRIL 2020 PAYROLL
	34709A	04/10/20	PER02 (PERS - MEDICAL)		23,316.96	.00	23,316.96	APRIL 2020 PERS HEALTH PR
	34709B	04/15/20	PER01 (PUBLIC EMPLOYEES RET. SYS)		52,374.03	.00	52,374.03	MARCH 2020 PERS RETIREMEN
	34709C	04/10/20	ADP01 (ADP, INC)		259.40	.00	259.40	P/R PROCESSING CHARGES FO
	34709D	04/30/20	ADP01 (ADP, INC)		46,926.96	.00	46,926.96	APRIL 2020 PAYROLL TAXES
Total for Bank Account 1001 ----->					479,152.38	.00	479,152.38	
Grand Total of all Bank Accounts ----->					479,152.38	.00	479,152.38	

Successor Agency

Ending Calendar Date.: April 30, 2020 Fiscal (10-20)

Assets			Acct ID
Fiduciary Fund Tax Increment Account	404,690.33	40	1005
Fiduciary Fund 2008 TAX EXEMPT CD #6998114883	526,669.82	40	1025
Fiduciary Fund 2008 TAX EXEMPT CD # 535671579	532,006.05	40	1026
Fiduciary Fund 2008B RESERVE ACCOUNT	224,850.00	40	1070
Fiduciary Fund 2008B Debt Service Fund	33.32	40	1072
Fiduciary Fund 2008B-INTEREST ACCOUNT-BONDS	3.24	40	1073
Fiduciary Fund 2017 Debt Service Fund	45.88	40	1085
Fiduciary Fund Land	1,100,000.26	40	1291
Fiduciary Fund FURNITURE AND FIXTURES	40,218.25	40	1293
Fiduciary Fund SIGNS AND LANDSCAPING	182,630.99	40	1297
Fiduciary Fund ACCUMULATED DEPRECIATION	-221,907.99	40	1300
Total of Assets ---->	2,789,240.15		<u>2,789,240.15</u>
Liabilities			Acct ID
Fiduciary Fund REFUNDABLE FEES	1,455,000.00	40	2045
Fiduciary Fund GENERAL LT- ADVANCE COSTCO/SEA	4,650,000.00	40	2330
Fiduciary Fund LT ADVANCES FOR OPERAT EXPENSE	3,626,057.91	40	2455
Fiduciary Fund ADVANCES COP REIMBURSEMENTS	1,454,766.42	40	2460
Fiduciary Fund SERIES B BONDS	780,000.00	40	2485
Fiduciary Fund Refunding Bonds, Series 2017	3,710,000.00	40	2490
Total of Liabilities ---->	15,675,824.33		
FUND Balances			Acct ID
Fiduciary Fund Unappropriated Fund Balance	-13,933,903.83	40	3400
CURRENT EARNINGS	1,047,319.65		
Total of FUND Balances ---->	-12,886,584.18		<u>2,789,240.15</u>

Ending Calendar Date.: April 30, 2020 Fiscal (10-20)

	CURRENT MONTH	YEAR TO DATE
Revenues		
Fiduciary Fund RPTTF Non Department	0.00	1648598.00
Fiduciary Fund 2008A-TAX EXEMP Non Department	0.02	45.99
Fiduciary Fund 2008B-TAXABLE Non Department	10.67	326.03
Fiduciary Fund GAIN/LOSS PROPT Non Department	0.00	46371.31
Fiduciary Fund TAXEXEMPT INT. Non Department	45.58	448.37
Fiduciary Fund TAX INCR INTER Non Department	74.78	1018.61
Gross Revenues	131.05	1696808.31

	CURRENT MONTH	YEAR TO DATE
Expenditures		
Fiduciary Fund Contract Srvcs Community Dev.	0.00	1500.00
Fiduciary Fund Mileage/Auto City Council	60.00	180.00
Fiduciary Fund Mileage/Auto Administration	135.00	285.00
Fiduciary Fund Mileage/Auto Finance	45.00	135.00
Fiduciary Fund Salaries Administration	10186.15	25023.58
Fiduciary Fund Salaries Finance	4818.35	14455.05
Fiduciary Fund Salaries Community Dev.	2661.62	7984.85
Fiduciary Fund Long Term Dis Administration	58.31	174.91
Fiduciary Fund Long Term Dis Finance	57.39	172.16
Fiduciary Fund Long Term Dis Community Dev.	24.42	73.26
Fiduciary Fund DENTAL INSURANCE City Council	106.36	319.08
Fiduciary Fund DENTAL INSURANCE Administration	80.06	173.13
Fiduciary Fund DENTAL INSURANCE Finance	19.94	59.83
Fiduciary Fund DENTAL INSURANCE Community Dev.	13.30	39.89
Fiduciary Fund VISION INSURANCE City Council	19.96	59.90
Fiduciary Fund VISION INSURANCE Administration	14.00	31.47
Fiduciary Fund VISION INSURANCE Finance	3.74	11.23
Fiduciary Fund VISION INSURANCE Community Dev.	2.49	7.49
Fiduciary Fund Life Insurance Administration	15.81	42.03
Fiduciary Fund Life Insurance Finance	9.05	27.16
Fiduciary Fund Life Insurance Community Dev.	8.81	26.43
Fiduciary Fund Health Benefits City Council	1582.65	4747.95
Fiduciary Fund Health Benefits Administration	1424.38	3481.83
Fiduciary Fund Health Benefits Finance	474.80	1424.39
Fiduciary Fund Health Benefits Community Dev.	316.53	949.59
Fiduciary Fund PERS - Retire. City Council	43.54	116.11
Fiduciary Fund PERS - Retire. Administration	1499.50	3612.06
Fiduciary Fund PERS - Retire. Finance	1165.55	3108.14
Fiduciary Fund PERS - Retire. Community Dev.	643.84	1716.91
Fiduciary Fund DEFERRED COMP City Council	80.00	320.00
Fiduciary Fund DEFERRED COMP Administration	30.00	120.00
Fiduciary Fund DEFERRED COMP Finance	30.00	120.00
Fiduciary Fund DEFERRED COMP Community Dev.	20.00	80.00
Fiduciary Fund FICA/Medicare City Council	106.35	319.05
Fiduciary Fund FICA/Medicare Administration	155.64	399.03
Fiduciary Fund FICA/Medicare Finance	70.69	228.13
Fiduciary Fund FICA/Medicare Community Dev.	39.82	125.47
Fiduciary Fund Council Meeting City Council	450.00	1350.00
Fiduciary Fund Appraisals Administration	5000.00	5000.00
Fiduciary Fund Finance Audit Finance	0.00	5000.00
Fiduciary Fund Finance Svc Finance	2381.45	17381.45
Fiduciary Fund Finance Tech Administration	119.60	369.60
Fiduciary Fund Finance Tech Finance	0.00	250.00
Fiduciary Fund ATTORNEY/CONTRA Attorney	0.00	14000.00
Fiduciary Fund Seaside Settle Non Department	0.00	364522.00
Fiduciary Fund Fire/Theft Ins Government Bldg	0.00	250.00
Fiduciary Fund Liability Ins City Council	0.00	625.00
Fiduciary Fund Liability Ins Administration	0.00	625.00
Fiduciary Fund Liability Ins Finance	0.00	625.00
Fiduciary Fund Liability Ins Community Dev.	0.00	625.00
Fiduciary Fund Misc. Expense Non Department	61.00	1500.00
Fiduciary Fund Office Supplies Non Department	0.00	500.00
Fiduciary Fund Workmans Comp. City Council	0.00	150.00
Fiduciary Fund Workmans Comp. Administration	0.00	450.00
Fiduciary Fund Workmans Comp. Finance	0.00	250.00
Fiduciary Fund Workmans Comp. Community Dev.	0.00	250.00
Fiduciary Fund EXERCISE PROG City Council	27.00	81.00
Fiduciary Fund EXERCISE PROG Administration	43.50	106.50
Fiduciary Fund EXERCISE PROG Finance	4.50	13.50
Fiduciary Fund Bond Expenses Non Department	0.00	4025.00
Fiduciary Fund 2017A Interest Non Department	52821.64	110177.89
Fiduciary Fund TAXABLE BND INT Non Department	22399.11	49711.61
Total Expenditures	109330.85	649488.66
Net Deficit (MDT) *Net Surplus (YTD)	-109199.80	1047319.65

REPORT.: 05/17/20
UN....: 05/17/20
un By.: DEVON

SUCCESSOR AGENCY
Balance Sheet Report
FUND 40 - Fiduciary Fund

PAGE: 003
ID #: GLBS
CTL.: SUC

Ending Calendar Date.: April 30, 2020 Fiscal (10-20)

Assets

.01	Tax Increment Account	404,690.33	
.02	2008 TAX EXEMPT CD #6998114883	526,669.82	
.026	2008 TAX EXEMPT CD # 535671579	532,006.05	
.070	2008B RESERVE ACCOUNT	224,850.00	
.072	2008B Debt Service Fund	33.32	
.073	2008B-INTEREST ACCOUNT-BONDS	3.24	
.085	2017 Debt Service Fund	45.88	
.291	Land	1,100,000.26	
.293	FURNITURE AND FIXTURES	40,218.25	
.297	SIGNS AND LANDSCAPING	182,630.99	
.300	ACCUMULATED DEPRECIATION	-221,907.99	
	Total of Assets ---->	2,789,240.15	<u>2,789,240.15</u>

Liabilities

.045	REFUNDABLE FEES	1,455,000.00	
.330	GENERAL LT- ADVANCE COSTCO/SEA	4,650,000.00	
.455	LT ADVANCES FOR OPERAT EXPENSE	3,626,057.91	
.460	ADVANCES COP REIMBURSEMENTS	1,454,766.42	
.485	SERIES B BONDS	780,000.00	
.490	ReFunding Bonds, Series 2017	3,710,000.00	
	Total of Liabilities ---->	15,675,824.33	

FUND Balances

.340	Unappropriated Fund Balance	-13,933,903.83	
	CURRENT EARNINGS	1,047,319.65	
	Total of FUND Balances ---->	-12,886,584.18	<u>2,789,240.15</u>

Ending Calendar Date.: April 30, 2020 Fiscal (10-20)

	CURRENT MONTH	YEAR TO DATE
Revenues		
Fiduciary Fund RPTTF Non Department	0.00	1648598.00
Fiduciary Fund 2008A-TAX EXEMP Non Department	0.02	45.99
Fiduciary Fund 2008B-TAXABLE Non Department	10.67	326.03
Fiduciary Fund GAIN/LOSS PROPT Non Department	0.00	46371.31
Fiduciary Fund TAXEXEMPT INT. Non Department	45.58	448.37
Fiduciary Fund TAX INCR INTER Non Department	74.78	1018.61
Gross Revenues	131.05	1696808.31

Expenditures		
Fiduciary Fund Contract Srvc Community Dev.	0.00	1500.00
Fiduciary Fund Mileage/Auto City Council	60.00	180.00
Fiduciary Fund Mileage/Auto Administration	135.00	285.00
Fiduciary Fund Mileage/Auto Finance	45.00	135.00
Fiduciary Fund Salaries Administration	10186.15	25023.58
Fiduciary Fund Salaries Finance	4818.35	14455.05
Fiduciary Fund Salaries Community Dev.	2661.62	7984.85
Fiduciary Fund Long Term Dis Administration	58.31	174.91
Fiduciary Fund Long Term Dis Finance	57.39	172.16
Fiduciary Fund Long Term Dis Community Dev.	24.42	73.26
Fiduciary Fund DENTAL INSURANCE City Council	106.36	319.08
Fiduciary Fund DENTAL INSURANCE Administration	80.06	173.13
Fiduciary Fund DENTAL INSURANCE Finance	19.94	59.83
Fiduciary Fund DENTAL INSURANCE Community Dev.	13.30	39.89
Fiduciary Fund VISION INSURANCE City Council	19.96	59.90
Fiduciary Fund VISION INSURANCE Administration	14.00	31.47
Fiduciary Fund VISION INSURANCE Finance	3.74	11.23
Fiduciary Fund VISION INSURANCE Community Dev.	2.49	7.49
Fiduciary Fund Life Insurance Administration	15.81	42.03
Fiduciary Fund Life Insurance Finance	9.05	27.16
Fiduciary Fund Life Insurance Community Dev.	8.81	26.43
Fiduciary Fund Health Benefits City Council	1582.65	4747.95
Fiduciary Fund Health Benefits Administration	1424.38	3481.83
Fiduciary Fund Health Benefits Finance	474.80	1424.39
Fiduciary Fund Health Benefits Community Dev.	316.53	949.59
Fiduciary Fund PERS - Retire. City Council	43.54	116.11
Fiduciary Fund PERS - Retire. Administration	1499.50	3612.06
Fiduciary Fund PERS - Retire. Finance	1165.55	3108.14
Fiduciary Fund PERS - Retire. Community Dev.	643.84	1716.91
Fiduciary Fund DEFERRED COMP City Council	80.00	320.00
Fiduciary Fund DEFERRED COMP Administration	30.00	120.00
Fiduciary Fund DEFERRED COMP Finance	30.00	120.00
Fiduciary Fund DEFERRED COMP Community Dev.	20.00	80.00
Fiduciary Fund FICA/Medicare City Council	106.35	319.05
Fiduciary Fund FICA/Medicare Administration	155.64	399.03
Fiduciary Fund FICA/Medicare Finance	70.69	228.13
Fiduciary Fund FICA/Medicare Community Dev.	39.82	125.47
Fiduciary Fund Council Meeting City Council	450.00	1350.00
Fiduciary Fund Appraisals Administration	5000.00	5000.00
Fiduciary Fund Finance Audit Finance	0.00	5000.00
Fiduciary Fund Finance Srvc Finance	2381.45	17381.45
Fiduciary Fund Finance Tech Administration	119.60	369.60
Fiduciary Fund Finance Tech Finance	0.00	250.00
Fiduciary Fund ATTORNEY/CONTRA Attorney	0.00	14000.00
Fiduciary Fund Seaside Settle Non Department	0.00	364522.00
Fiduciary Fund Fire/Theft Ins Government Bldg	0.00	250.00
Fiduciary Fund Liability Ins City Council	0.00	625.00
Fiduciary Fund Liability Ins Administration	0.00	625.00
Fiduciary Fund Liability Ins Finance	0.00	625.00
Fiduciary Fund Liability Ins Community Dev.	0.00	625.00
Fiduciary Fund Misc. Expense Non Department	61.00	1500.00
Fiduciary Fund Office Supplies Non Department	0.00	500.00
Fiduciary Fund Workmans Comp. City Council	0.00	150.00
Fiduciary Fund Workmans Comp. Administration	0.00	450.00
Fiduciary Fund Workmans Comp. Finance	0.00	250.00
Fiduciary Fund Workmans Comp. Community Dev.	0.00	250.00
Fiduciary Fund EXERCISE PROG City Council	27.00	81.00
Fiduciary Fund EXERCISE PROG Administration	43.50	106.50
Fiduciary Fund EXERCISE PROG Finance	4.50	13.50
Fiduciary Fund Bond Expenses Non Department	0.00	4025.00
Fiduciary Fund 2017A Interest Non Department	52821.64	110177.89
Fiduciary Fund TAXABLE BND INT Non Department	22399.11	49711.61
Total Expenditures	109330.85	649488.66
Net Deficit (MDT) *Net Surplus (YTD)	-109199.80	1047319.65

Reg	Period	Date	Receipt	T	Opr	ID	No	Description	G/L	Posting	Amt	Paid
000	04-20	04/30/20	00392	C	Mis	BND04		3 MONTH TAX EXEMPT BOND INTEREST APRIL 2020 INTEREST Receipt Date: 04/30/20 MECHANICS BANK	Db:	40 1025		22.68
								Issued..: T0 (DEVON) Apr 30 2020 10:24 am Devon Lazzarino	Cr:	40 4435 00		
			00393	C	Mis	BND05		6 MONTH TAX EXEMPT BOND INTEREST APRIL 2020 INTEREST Receipt Date: 04/30/20 Paid by: MECHANICS BANK	Db:	40 1026		22.90
								Issued..: T0 (DEVON) Apr 30 2020 10:26 am Devon Lazzarino	Cr:	40 4435 00		
			00394	C	Mis	PRP01		PROPERTY TAX INCREMENT APRIL 2020 INTEREST Receipt Date: 04/30/20 Paid by: MECHANICS BANK	Db:	40 1005		74.78
								Issued..: T0 (DEVON) Apr 30 2020 10:27 am Devon Lazzarino	Cr:	40 4450 00		
											Day 04/30/20 Total ---->	120.36
											Period 04-20 Total ---->	120.36
											Register 000 Total ---->	120.36
											Total of All Registers ---->	120.36

REPORT.: May 17 20 Sunday
 RUN...: May 17 20 Time: 10:12
 Run By.: Devon Lazzarino

SUCCESSOR AGENCY
 Month End Cash Disbursements Report
 Report for 04-20 BANK ACCOUNT 1005

PAGE: 001
 ID #: PY-CD
 CTL.: SUC

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
04-20	002200	04/01/20	HDL01 (HDL COREN & CONE)		24,808.58	.00	24,808.58	1/17/19 TO 3/3/20 ROPS SE
	002200	04/12/20	HDL01 (HDL COREN & CONE)		(24,808.58)	.00	(24,808.58)	Ck# 002200 Reversed
	002201	04/01/20	USB01 (US BANK)		52,821.64	.00	52,821.64	MAY 2020 SERIES 2017 BOND
	002202	04/01/20	USB01 (US BANK)		22,251.15	.00	22,251.15	MAY 2020 2008B BOND INTER
	002203	04/09/20	HDL01 (HDL COREN & CONE)		1,400.00	.00	1,400.00	SERIES 2008B BOND CONTINU
	002204	04/12/20	HDL01 (HDL COREN & CONE)		15,981.45	.00	15,981.45	ROPS 2019-2020 SERVICES
	002205	04/26/20	CIT01 (CITY OF SAND CITY)		16,728.65	.00	16,728.65	3RD QUARTER FY 19-20 ADMI
Total for Bank Account 1005 ----->					109,182.89	.00	109,182.89	
Grand Total of all Bank Accounts ----->					109,182.89	.00	109,182.89	

AGENDA ITEM

4C

CITY OF SAND CITY

STAFF REPORT

MAY 22, 2020
(For Council Meeting on June 2, 2020)

TO: Mayor and City Council

FROM: Charles Pooler, City Planner

SUBJECT: Monterey County Used Oil Recycling Program and Block Grant Application Cycle 11 (FY 2020-21)

BACKGROUND

The Monterey County Health Department has implemented a used oil recycling program on behalf of its member cities within Monterey County since the early 1990s. The City of Sand City has been an ongoing participant of this program for the collection of used motor oil. Each year, the County applies for State grant funds to implement this oil collection/recycling program. The County typically applies on behalf of its various member cities and pools that funding together. As Sand City does not have its own used oil collection program, it is logical to utilize and participate with the County's existing collection program. The County Health Department is requesting Sand City's authorization to apply for the next fiscal year (FY 2020-21) grant funds on behalf of Sand City to implement the program (see Attachment 1).

RECOMMENDATION

Staff recommends the City Council adopt the attached Resolution, authorizing the County of Monterey to submit a grant application to the California Department of Recycling and Recovery (Cal-Recycle) for FY 2020-21 for the County's Used Oil Recycling Program on behalf of the City of Sand City.

EXHIBITS:

- A) County of Monterey request correspondence, dated May 19, 2020
- B) Letter of Authorization (Draft pending Council approval)
- C) Cal-Recycle FY 2018-2019 Annual Report Summary

ATTACHMENT:

- 1) Draft Resolution authorizing Monterey County Health Department to apply on behalf of Sand City for FY 2020-2021 (Cycle 11) state block grant.



MONTEREY COUNTY

DEPARTMENT OF HEALTH Elsa Jimenez, Director

ADMINISTRATION
EMERGENCY MEDICAL SERVICES

BEHAVIORAL HEALTH
ENVIRONMENTAL HEALTH/ANIMAL SERVICES
PUBLIC ADMINISTRATION/PUBLIC GUARDIAN

CLINIC SERVICES
PUBLIC HEALTH



May 19, 2020

Aaron Blair
City Manager
City of Sand City
City Hall
1 Sylvan Park
Sand City, CA 93955

Dear Mr. Blair:

Each year the Monterey County Environmental Health Bureau (EHB) requests a letter of authorization from the City Administrator or designee authorizing the County of Monterey to execute all documents necessary to continue to implement the annual Oil Payment Program Cycle 11 (OPP11) on your city's behalf. A sample letter is enclosed for your convenience. **We request that you return the signed authorization letter to our office by June 25, 2020** to ensure timely submittal to CalRecycle.

For over 15 years, the EHB has administered a successful countywide Used Oil & Filter Recycling Program on behalf of all cities and the unincorporated area of Monterey County. The Program is funded by a grant from the California Department of Resources Recycling and Recovery (CalRecycle) and supports used oil and filter recycling activities throughout the County. Enclosed is the FY 2018-2019 Annual Report Summary detailing the activities, outreach events and volume collected as a result of this program. Below are a few highlights of program activities:

- Hosted 6 used oil filter collection events around the County,
- Ran over 1,900 ads in English and Spanish through various media outlets including radio, newspaper and online, and
- Through our contracted vendor Save Our Shores, hosted 4 outreach events held at local harbors targeting boaters.

Continuing to pool funds allows both the Cities and County to continue to achieve greater efficiencies by maximizing resources, allowing consistency in outreach efforts and preventing duplication of labor. I look forward to continue working with your city in providing used oil and filter recycling services to our community.

Please contact Stephanie Chacon, Recycling Coordinator at (831) 755-4540 should you need further information regarding this program.

Sincerely,

A handwritten signature in blue ink, appearing to read "John Ramirez".

John Ramirez, REHS, MPA
Director of Environmental Health

cc: File
Enc: FY 2018-2019 Annual Report Summary
Sample Authorization Letter

June 3, 2020

John Ramirez, REHS, MPA
Director of Environmental Health Bureau
1270 Natividad Road
Salinas, CA 93906

RE: Authorization letter for the Used Oil Payment Program Program 11th
Cycle - FY 2020-2021

Dear Mr. Ramirez:

The City of Sand City hereby authorizes the County of Monterey to submit a regional application to the California Department of Resources and Recovery (Cal-Recycle) for the Used Oil Payment Program on its behalf. City Council Resolution of authorization is attached. The County of Monterey is hereby designated as the lead agency, on behalf of the City of Sand City, for the Used Oil Payment Program; and is authorized to execute all necessary applications, documents, contracts, payment requests, agreements, and amendments hereto for the purposes specified in the grant application to implement that grant under the Used Oil Payment Program Cycle 11 (OPP11); provided however that any such contracts and/or agreements that bind Sand City shall be ratified by the City Council of Sand City.

Sincerely,

DRAFT

Aaron Blair
City Manager

cc. Charles Pooler, City Planner

EXHIBIT B



Annual Report Summary

Recipient/Jurisdiction: Monterey County

Status: Open

Fiscal Year: 2018-19

Program Advisor: Batavia, Ashraf

Oil Collection Type	Oil (Gallons)	Oil Filters
Certified Collection Centers	84,705	19,750
PHHW and ABOPS	22,896	7,933
Agricultural Collection	46,275	22,500
Residential Collection	29,697	10,982
Marinas	2,376	750
Oil Collection Total:	185,949	61,915

Expenditures

PAYMENT NUMBER : OPP8-17-0251

	AVAILABLE BALANCE	99,053.72
Administration	Indirect / Overhead Cost	9,004.88
	Personnel	559.86
Collection	Curbside (allow resident	9,802.75
	Permanent HouseHold Haza	39,780.86
Education	Newspaper Ads	1,020.00
	Other	5,728.79
	Radio Ads	12,600.00
Materials/Construction	Oil Containers	8,443.03
	Oil Tanks	5,422.98
	Other	6,690.57
	REMAINING BALANCE	0.00

PAYMENT NUMBER : OPP9-18-0251

	AVAILABLE BALANCE	139,707.00
Administration	Indirect / Overhead Cost	4,581.56
	Personnel	263.29
Collection	Curbside (allow resident	580.50
	Permanent HouseHold Haza	3,524.00
Education	Other	385.42
	Radio Ads	1,020.00
Materials/Construction	Oil Containers	38,045.73
	Other	1,996.65
	REMAINING BALANCE	89,309.85

Program Highlights

Theme: One of the main activities of the Used Oil Program is to promote/increase used oil filter collection. What activities did you conduct to increase used oil filter collection?

The Monterey County Used Oil and Filter Recycling Program continued to promote and share the importance of recycling used oil and filters. During the 2018 calendar year Monterey County Environmental Health (MCEH) hosted Filter Exchange Events, placed print and radio advertisements, purchased filter bags for the curbside program, conducted site visits to local Certified Collection Centers (CCC's) and continued to cover the cost of used oil and filter hauling for garbage and recycling haulers, agricultural and marine centers.

- o Incorporated 6 Used Oil Filter Collection events in (3) of the south county cities community clean up events:
- o Soledad- May 19, 2018, AutoZone Auto Parts, 2092 Hector, H Dela Rosa Sr St.
- o Greenfield – May 26, 2018, AutoZone Auto Parts 722 Walnut Ave.
- o Gonzales – June 23, 2018, Napa Auto, 724 Alta Street
- o Soledad- September 29, 2018, AutoZone Auto Parts, 2092 Hector, H Dela Rosa Sr St.
- o Gonzales – October 13, 2018, Napa Auto, 724 Alta Street
- o Greenfield – October 20, 2018, O'Reilly Auto Parts, 436 El Camino Real
- o Community clean up events allow customers to drop off clothing, reusable items, large bulky items and hazardous household waste. Residents that take advantage of the cleanup events look forward to the filter exchange events and are always appreciative of the opportunity to be able to receive a brand-new filter when recycling their used one.
- o Paid for 14 advertisements in local newspapers such as King City Rustler, Soledad Bee, Gonzales Tribune.
- o Paid for 2 advertisements, 2 banners focusing on the Agricultural collection centers in the Monterey County Herald.
- o Paid for 1,387 radio ads both in Spanish and English radio; KRKC 102.1FM and La Tri-Color (KLOK) promoting curbside oil collection, certified collection centers.
- o Paid for 508 radio ads both in English and Spanish radio iHeart Radio on the Total Traffic & Weather Network focusing on the residential and curbside collection programs.
- o Participated in community events such as: AG Expo, Marina Annual Earth Day, South County Workshop, Gonzales Community Clean Up, Soledad Reuse, Recycle & Clean Up Day and Greenfield Reuse, Recycle & Clean Up Day. Information about the program is also posted on the Monterey County Health Department website.
- o Conducted 29 Certified Collection Center site visits

Did you increase or decrease used oil and filter collection compared to last year? How much and why?

Overall, Monterey County used oil and filter collection data shows an increase in used oil collection and a slight decrease in filter collection compared to 2017. The increase and decrease could be the cause of the following:

- One marina collection center did not collect any filters in 2018.
- The AG collection increased in used oil collection compared to 2017.

The total gallons of used oil collected in 2018: 185,949 gallons. This was a 27.47% increase in used oil collection compared to prior year.

The total number of used oil filters collected in 2018: 61,915 filters. This was a -16.27% decrease in used oil filters compared to prior year. The decrease could be attributed to the O'Reilly Auto Parts stores total filters collected from do-it-yourselfers are not included in this report.

Oil Collection at CCC's increased by 7.48% and filters decreased by -50.34% compared to 2017. However, this decrease is mostly attributed to the fact that O'Reilly Auto Parts stores total filters collected by do-it-yourselfers were unavailable for 2018. MCEH staff called and emailed centers directly to obtain oil and filters collected by do-it-yourselfers; data provided from CalRecycle was also utilized.

Collection at PHHW/ABOP's increased by 11.33% for used oil and increase of 33.60% in filter collection. The increase of both oil and filters collected might be attributed to increased advertising of HHW facilities by those facilities. Residents also take great advantage of the Community Clean up events.

Collection at Agricultural Used Collection centers increased by 106.72% for used oil and 34.33% for filters. Collection at Sturdy Oil continued to increase; this collection center is the most utilized AG collection center in Monterey County. MCEH ran advertisements in the Monterey County Herald with the focus of promoting Ag oil and filter recycling.

Used oil collection for the Curbside program increased by 33.08% and decreased by -0.05% for filter collection. The increase of oil could be attributed to the increase in radio advertisements promoting the curbside program. A new supply of filter bags was purchased to keep the program up and running. The goal for next year is to increase the awareness of the used oil program with social media. This may help spread awareness of the program as well as be more cost effect. Staff used the data provided by CalRecycle, manifest provided by Bayside Oil, our used oil hauler and contacted the haulers directly to obtain this data.

Marine

Used oil collected at marine centers increased by 32.00% and used oil filters increased by 50.00% compared to 2017. This increase could be attributed to MCEB continuing to utilize Save Our Shores (SOS) who provides education to boaters.

Our contract with SOS was extended for an additional year and runs until June 30, 2020.

Non-certified Centers:

No oil or filter data was collected from or reported by in 2018.

Were there any program changes from this year to last year?

MCEH increased radio advertisements and decreased print ads. MCEH setup a new agreement with iHeart Radio to run ads on the Total Traffic and Weather Network. Given a vast majority of residents listen to the radio these ads should be greatly received.

If you dropped a program or method, why do you think it didn't work?

No programs were dropped during this reporting year.

What program or method has worked best for you?

Tabling at events where a good percentage of attendees are bilingual and do-it-yourselfers and/ or farmers seems to be the best opportunity for educating on proper recycling.

Did you develop any best practices or techniques to share with other grantees?

Not at this time.

What can CalRecycle do to help you? Or what would you like to see modified to better assist you?

MCEH would like to receive training on how to educate and assist centers that wish to become a certified collection center. Also, it would be great if Cal Recycle could provide ideas for improving the education component of a jurisdictions program.

Annual Report Certification

"I certify under penalty of perjury, under the laws of the State of California, that I have read the Oil Payment Program (OPP) Guidelines (Guidelines), that the submitted Annual Report and Expenditure information is correct, and that all funds received under the OPP have been expended in accordance with the Guidelines."

X



08/07/2019

Signature of Signature Authority (as authorized in Resolution) or Authorized Designee (as authorized in Letter of Designation)

Date

Ezequiel Vozz

Print Name

IMPORTANT! Recipient must print out this page, obtain Signature of Signature Authority, upload signed document to the LoGOPP system, and retain the original document in Recipient's cycle file.

CITY OF SAND CITY

RESOLUTION SC _____, 2020

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY AUTHORIZING
THE MONTEREY COUNTY HEALTH DEPARTMENT TO APPLY FOR
STATE BLOCK GRANT FUNDING ON BEHALF OF SAND CITY TOWARDS
THE COUNTYWIDE USED OIL RECYCLING PROGRAM**

WHEREAS, since 1993, the County of Monterey has implemented a county-wide used oil and filter collection program throughout the cities and unincorporated area of Monterey County, servicing residential neighborhoods, agricultural and marine communities by a network of collection centers and a curbside collection program; and

WHEREAS, each year, the Monterey County Health Department applies for block grant funding from the California Department of Resources Recycling and Recovery (Cal-Recycle), on behalf of its member cities, for implementing the used oil collection program; and

WHEREAS, Sand City has been an ongoing participant and recipient in the Countywide used oil recycling program, which is looked upon favorably by Cal-Recycle in the City enacting/participating in such programs; and

WHEREAS, the County Health Department is preparing to submit its application to Cal-Recycle, for Fiscal Year 2020-21 Block grant funds, and is requesting all of its participating cities, including the City of Sand City, to provide a 'Letter of Authorization' for the County to apply on their behalf for the purpose of pooling those funds together.

NOW THEREFORE, BE IT RESOLVED, by the City Council of Sand City that it does hereby authorize the County of Monterey Health Department to submit an application to the California Department of Resources Recycling and Recovery, on behalf of Sand City, for Fiscal Year 2020-21 (Cycle 11), and the City Manager and/or the City Planner is/are directed to prepare and submit to the County a 'Letter of Authorization'.

PASSED AND ADOPTED by the City Council of Sand City this ___ day of June, 2020, by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

ATTEST:

APPROVED:

Connie Horca, Acting City Clerk

Mary Ann Carbone, Mayor

AGENDA ITEM

4D

CITY OF SAND CITY

STAFF REPORT

June 2, 2020
(For City Council Review on June 2, 2020)

TO: Mayor and City Council

FROM: Shoshana Wangerin, EMC Planning Group
Charles Pooler, City Planner

SUBJECT: Local Early Action Planning (LEAP) Application

BACKGROUND

In the 2019-20 Budget Act, Governor Newsom allocated \$250 million for all regions, cities, and counties to prioritize planning activities that accelerate housing production to meet identified needs. Increasing the availability of affordable homes statewide is critical to bettering Californians' quality of life and to addressing homelessness. The California Department of Housing and Community Development (HCD) established the Local Early Action Planning Grant Program (LEAP) which provides one-time grant funding to update planning documents and implement process improvements that will facilitate the acceleration of housing production and help local governments prepare for their 6th Cycle Regional Housing Needs Allocation, much like the SB2 Planning Grants.

The 2019-20 Budget Act provides a spectrum of support, incentives, resources, and accountability to meet California's housing goals. Some specific elements include:

- Local and regional planning grants (LEAP and REAP)
- Pro-housing preference points on competitive funding applications
- Additional funding resources
- Accountability (penalties for noncompliant housing plans)
- Reform (collaborative processes to reform regional housing needs)

DISCUSSION

On January 27, 2020, HCD released the Notice of Funding Available for LEAP Grants. Staff at AMBAG (Association of Monterey Bay Area Governments) informed City staff that these grants were available and could be used towards the City's next required Housing Element update. The City Planner then tasked EMC Planning Group to proceed with putting an application package together. City staff is now seeking City Council authorization to submit the application for these funds. The City may successfully acquire up to \$65,000 to apply towards the City's upcoming 6th Cycle Housing Element, with EMC Planning Groups assistance in compiling and submitting the application to HCD. The grant would be paid to the City as a reimbursement over time, and no City "match fund" is required for this grant.

RECOMMENDATION

Staff recommends **APPROVAL** of the resolution, authorizing the application for, and receipt of, local government planning support grant program funds to perform the next Housing Element update.

EXHIBITS:

- A. Maximum Award Allocation for Sand City (source: HCD website)
- B. HCD Notice of LEAP funding program & availability

ATTACHMENT:

- 1. Draft Resolution Authorizing application and receipt of LEAP grant funding for updating the City's Housing Element.

Local Governments Planning Support Grants
Maximum Award Allocation
 (LEAP and REAP)

The population of a jurisdiction are based on the population estimates posted on the Department of Finance's internet website as of January 1, 2019.

Jurisdiction	County	Jurisdiction Size	Population Range	Total Population*	Award Maximum (\$125,000,000)
San Diego	San Diego	Very Large	Population >750,000	1,419,845	\$1,500,000
San Diego County	San Diego	Large	Population 300,000-749,999	513,123	\$750,000
San Dimas	Los Angeles	Small	Population 20,000-59,999	34,507	\$150,000
San Fernando	Los Angeles	Small	Population 20,000-59,999	24,602	\$150,000
San Francisco	San Francisco	Very Large	Population >750,000	883,963	\$1,500,000
San Gabriel	Los Angeles	Small	Population 20,000-59,999	40,920	\$150,000
San Jacinto	Riverside	Small	Population 20,000-59,999	48,146	\$150,000
San Joaquin	Fresno	Very Small	Population <20,000	4,119	\$65,000
San Joaquin County	San Joaquin	Medium to Large	Population 100,000-299,999	154,949	\$500,000
San Jose	Santa Clara	Very Large	Population >750,000	1,051,316	\$1,500,000
San Juan Bautista	San Benito	Very Small	Population <20,000	1,873	\$65,000
San Juan Capistrano	Orange	Small	Population 20,000-59,999	36,759	\$150,000
San Leandro	Alameda	Medium	Population 60,000-99,999	87,598	\$300,000
San Luis Obispo	San Luis Obispo	Small	Population 20,000-59,999	46,548	\$150,000
San Luis Obispo County	San Luis Obispo	Medium to Large	Population 100,000-299,999	120,639	\$500,000
San Marcos	San Diego	Medium	Population 60,000-99,999	95,768	\$300,000
San Marino	Los Angeles	Very Small	Population <20,000	13,272	\$65,000
San Mateo	San Mateo	Medium to Large	Population 100,000-299,999	104,490	\$500,000
San Mateo County	San Mateo	Medium	Population 60,000-99,999	65,828	\$300,000
San Pablo	Contra Costa	Small	Population 20,000-59,999	31,593	\$150,000
San Rafael	Marin	Medium	Population 60,000-99,999	60,651	\$300,000
San Ramon	Contra Costa	Medium	Population 60,000-99,999	82,643	\$300,000
Sand City	Monterey	Very Small	Population <20,000	394	\$65,000
Sanger	Fresno	Small	Population 20,000-59,999	26,648	\$150,000
Santa Ana	Orange	Large	Population 300,000-749,999	338,247	\$750,000
Santa Barbara	Santa Barbara	Medium	Population 60,000-99,999	94,807	\$300,000
Santa Barbara County	Santa Barbara	Medium to Large	Population 100,000-299,999	142,262	\$500,000
Santa Clara	Santa Clara	Medium to Large	Population 100,000-299,999	129,604	\$500,000
Santa Clara County	Santa Clara	Medium	Population 60,000-99,999	87,666	\$300,000
Santa Clarita	Los Angeles	Medium to Large	Population 100,000-299,999	216,589	\$500,000
Santa Cruz	Santa Cruz	Medium	Population 60,000-99,999	66,454	\$300,000



*Data Source: Demographic Research Unit, California Department of Finance
 e-mail: ficalpop@dof.ca.gov phone: 916-323-4086

**LOCAL EARLY ACTION PLANNING GRANTS PROGRAM
(LEAP)
2020 NOTICE OF FUNDING AVAILABILITY**



**State of California
Governor Gavin Newsom**

**Alexis Podesta, Secretary
Business, Consumer Services and Housing Agency**

**Douglas R. McCauley, Acting Director
California Department of Housing and Community Development**

**Zachary Olmstead, Deputy Director
California Department of Housing and Community Development
Division of Housing Policy Development**

2020 West El Camino Avenue, Suite 500
Sacramento, CA 95833
Telephone: (916) 263-2911
Website: <https://www.hcd.ca.gov/grants-funding/active-funding/leap.shtml>
Email: EarlyActionPlanning@hcd.ca.gov

January 27, 2020

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2019 NOTICE OF FUNDING AVAILABILITY LOCAL EARLY ACTION PLANNING GRANTS PROGRAM

I. Introduction

The California Department of Housing and Community Development (Department) is pleased to announce the release of this Notice of Funding Availability (NOFA) for approximately \$119,040,000 as part of the Local Early Action Planning Grants Program (LEAP or Program). LEAP is made available as a portion of the Local Government Planning Support Grants Program pursuant to Chapter 3.1 of Health and Safety Code (Sections 50515.03 (Chapter 159, Statutes of 2019)). The Program provides funding to jurisdictions for the preparation and adoption of planning documents, process improvements that accelerate housing production, and facilitate compliance in implementing the sixth cycle of the RHNA.

II. Authority and Scope

This NOFA is authorized pursuant to Chapter 3.1 of Health and Safety Code (Sections 50515 to 50515.05). The NOFA implements, interprets, and makes specific provisions for purposes of implementing planning grants to jurisdictions pursuant to 50515.03 (hereinafter "LEAP").

This NOFA establishes terms, conditions, forms, procedures and other mechanisms as the Department deems necessary to exercise the powers and perform the duties conferred by Chapter 3.1.

The matters set forth herein are regulatory mandates, and are adopted in accordance with the authorities set forth below:

Quasi-legislative regulations ... have the dignity of statutes ... [and]... delegation of legislative authority includes the power to elaborate the meaning of key statutory terms...

Ramirez v. Yosemite Water Co., 20 Cal. 4th 785, 800 (1999)

Further, the Department may implement the Program through the issuance of forms, guidelines, and one or more NOFAs, as the Department deems necessary, to exercise the powers and perform the duties conferred on it by this chapter. Any forms, guidelines, and notices of funding availability adopted pursuant to this section are hereby exempted from the rulemaking provisions of the Administrative Procedure Act (Chapter 3.5 (commencing with Section 11340) of Part 1 of Division 3 of Title 2 of the Government Code). (Health and Safety Code Section 50515.04(f)).

The Department reserves the right, at its sole discretion, to suspend or amend the provisions of this NOFA, including, but not limited to, grant award amounts.

III. Program Summary

The Local Early Action Planning Grants Program (LEAP or Program) is part of the broader Program formerly known as the Local Government Planning Support Grants Program, which was established as part of the 2019-20 Budget Act. The 2019-20 Budget Act provides a spectrum of support, incentives, resources and accountability to meet California’s housing goals. Some specific elements include:

- Planning Support (local and regional planning grants)
- Incentives (Prohousing preference and infill incentive grants)
- Funding Resources
- Accountability (penalties for noncompliant housing plans)
- Reform (collaborative processes to reform regional housing needs)

The Local Government Planning Support Grants Program provides one-time grant funding to regions and jurisdictions for technical assistance, preparation and adoption of planning documents, and process improvements. The over-arching goals of the Program are to (1) accelerate housing production; and (2) facilitate compliance to implement the sixth cycle of the regional housing need assessment (RHNA).

IV. Program Timeline

Grants will be available to eligible applicants on a noncompetitive, Over-the-Counter (OTC) basis. Applications will be accepted from the date of the release of this NOFA and up until July 1, 2020. See Table 1 below for the anticipated timeline for awards for the OTC period.

Event	Date
NOFA Release	January 27, 2020
NOFA Application Webinar	February 14, 2020
NOFA Application Workshops	February and March 2020
Final Due Date for OTC Applications	July 1, 2020
Technical Assistance	February 2020 through December 31, 2023
Expenditure Deadline	December 31, 2023

The Department will review applications within 30 days and target award of applications within 60 days, with subsequent Standard Agreements processed within 60 days of award. Applicants are encouraged to submit early in the application window.

The Department will hold workshops and a webinar to review the LEAP NOFA and application and will be conducting technical assistance to aid applicants throughout the OTC period and implementation of the grant. For a list of dates, times, and locations for the workshops as well as information on technical assistance, please visit the Department’s website at <https://www.hcd.ca.gov/grants-funding/active-funding/leap.shtml>.

V. Award Amounts

This Program will make \$119,040,000 dollars available to jurisdictions for Program implementation, including state operations and expenditures, and technical assistance. Maximum award amounts are based on population estimates as of January 1, 2019.¹ The minimum award amount is \$25,000. The maximum amount that a jurisdiction may receive pursuant to this subdivision shall be as follows:

Jurisdiction Size (in population)	Maximum Award Amount
750,000 or greater	\$1,500,000
300,000 to 749,999	\$750,000
100,000 to 299,999	\$500,000
60,000 to 99,999	\$300,000
20,000 to 59,999	\$150,000
Less than 20,000	\$65,000

Applicants seeking partnerships with other local governments will be additive. For example, two jurisdictions between 100,000 and 299,999 people could submit a proposal for up to \$1.0 million.

VI. Eligible Applicants

Eligible applicants are limited to local governments, i.e., cities and counties. However, local governments may partner through legally binding agreements with other forms of governments or entities where the proposal will have a direct effect

¹ Population estimates, posted as of January 1, 2019, are based on the Department of Finance E-1 report. Official maximum amounts per jurisdiction can be found at the Department’s website at <https://www.hcd.ca.gov/grants-funding/active-funding/leap.shtml>.

on land-use or development within the participating localities. This includes, but is not limited to, partnerships with other localities, regional governments, housing authorities, school districts, special districts, community-based organizations, or any duly constituted governing body of an Indian Reservation or Rancheria. Applicants forming partnerships, must submit separate, completed and signed application packages, including resolutions and a copy of the signed agreement between partners to the Department in order to be awarded funds.

VII. Eligible Activities

Eligible activities must demonstrate an increase in housing related planning activities and facilitate accelerated housing production. Eligible activities may be part of a larger planning effort (e.g., a comprehensive zoning code update) if proposed activities have not been completed prior to the NOFA date, are distinct, and demonstrate a nexus to accelerating housing production. Eligible activities are not necessarily jurisdiction-wide and may include a smaller geography with a significant impact on housing production. For example, eligible activities may include a housing development-related project with a significant community level impact, or planning or process improvement for a project with an ongoing community impact beyond the project. Eligible activities may include a variety of planning documents and processes, including, but not limited to, the following as set forth in Health and Safety Code section 50515.03(c):

1. Rezoning and encouraging development by updating planning documents and zoning ordinances, such as General Plans, community plans, specific plans, implementation of sustainable communities' strategies, and local coastal programs;
2. Completing environmental clearance to eliminate the need for project-specific review;
3. Establishing housing incentive zones or other area-based housing incentives beyond State Density Bonus Law such as a workforce housing opportunity zone pursuant to Article 10.10 (commencing with Section 65620) of Chapter 3 of Division 1 of Title 7 of the Government Code, or a housing sustainability district pursuant to Chapter 11 (commencing with Section 66200) of Division 1 of Title 7 of the Government Code;
4. Performing infrastructure planning, including for sewers, water systems, transit, roads, or other public facilities necessary to support new housing and new residents;
5. Planning documents to promote development of publicly-owned land, such as partnering with other local entities to identify and prepare excess or surplus property for residential development;
6. Revamping local planning processes to speed up housing production;
7. Developing or improving an accessory dwelling unit ordinance in compliance with Section 65852.2 of the Government Code;
8. Planning documents for a smaller geography (less than jurisdiction-wide) with a significant impact on housing production, including an overlay district, project level specific plan, or development standards modifications proposed for significant areas of a locality, such as corridors, downtown or priority growth areas;

9. Rezoning to meet requirements pursuant to Gov. Code Section 65583(c)(1), and other rezoning efforts to comply with Housing Element requirements, including Gov. Code Section 65583.2(c) (AB 1397, Statutes of 2018);
10. Upzoning or other implementation measures to intensify land use patterns in strategic locations, such as close proximity to transit, jobs or other amenities;
11. Rezoning for multifamily housing in high resource areas (according to Tax Credit Allocation Committee/Housing Community Development Opportunity Area Maps);
12. Establishing pre-approved architectural and site plans;
13. Preparing and adopting Housing Elements of the General Plan that include an implementation component to facilitate compliance with the sixth cycle RHNA;
14. Adopting planning documents to coordinate with suballocations under Regional Early Action Planning Grants (REAP) pursuant to Health and Safety Code Section 50515.02(f) that accommodate the development of housing and infrastructure, and accelerate housing production in a way that aligns with state planning priorities, housing, transportation equity and climate goals, including hazard mitigation or climate adaptation;
15. Zoning for by-right supportive housing, pursuant to Gov. Code section 65651 (Chapter 753, Statutes of 2018);
16. Zoning incentives for housing for persons with special needs, including persons with developmental disabilities;
17. Planning documents related to carrying out a local or regional housing trust fund;
18. Environmental hazard assessments; data collection on permit tracking; feasibility studies, site analysis, or other background studies that are ancillary (e.g., less than 15 percent of the total grant amount) and part of a proposed activity with a nexus to accelerating housing production; and
19. Other planning documents or process improvements that demonstrate an increase in housing related planning activities and facilitate accelerating housing production; and
20. Establishing Prohousing Policies, as follows:

Prohousing Policies

The Department encourages applicants to consider LEAP funds to facilitate designation as a Prohousing jurisdiction.

The 2019-20 Budget Act requires the Department to develop the Prohousing designation emergency regulations by no later than July 1, 2021. This program will allow the Department to designate jurisdictions as “Prohousing,” when they demonstrate policies and strategies to accelerate housing production. In turn, Prohousing jurisdictions will be awarded additional points or preference in programs such as the Affordable Housing and Sustainable Communities (AHSC), Transformative Climate Communities (TCC), Infill Infrastructure Grant (IIG) programs and other state funding programs. The Department anticipates developing emergency regulations and Prohousing designations prior to July 1, 2021, and will seek to designate jurisdictions prior to future rounds of AHSC, TCC and IIG

programs.

Pursuant to Gov. Code Section 65589.9(f)(2), “Prohousing” policies mean policies that facilitate the planning, approval, or construction of housing. These policies may include, but are not limited to, the following:

- A. Planning for local financial incentives for housing, including, but not limited to, establishing a local housing trust fund;
- B. Reducing parking requirements for sites that are zoned for residential development;
- C. Adoption of zoning allowing for use by right for residential and mixed-use development;
- D. Zoning more sites for residential development or zoning sites at higher densities than is required to accommodate the minimum existing RHNA for the current Housing Element cycle;
- E. Adoption of accessory dwelling unit ordinances or other mechanisms that reduce barriers for property owners to create accessory dwelling units beyond the requirements outlined in Section 65852.2, as determined by the Department;
- F. Process improvements that reduce permit processing time;
- G. Creating of objective development standards;
- H. Studies and implementing actions that reduce development impact fees; and
- I. Establishing a Workforce Housing Opportunity Zone, as defined in Section 65620, or a housing sustainability district, as defined in Section 66200.”

VIII. Ineligible Activities

1. Activities unrelated to preparation and adoption of planning documents, and process improvements to accelerate housing production and facilitate compliance to implement the sixth cycle of the RHNA;
2. Activities that obstruct or hinder housing production, e.g., moratoriums, downzoning, planning documents with conditional use permits that significantly impact supply, cost, approval certainty and timing, planned development, or other similarly constraining processes; and
3. Project specific planning documents that do not have a significant impact on accelerating housing production or significant community level or re-occurring benefit beyond the project.
4. The Department may consider proposals that are combined with larger proposals that have a positive housing component and the net effect on accelerating housing production is significant. For example, an applicant may propose combining an open-space designation, downzoning, or anti-displacement measures with by-right upzoning that has a significant net gain in housing capacity.

IX. Eligible Uses

1. Grant funds may cover the costs of temporary staffing or consultant needs associated with eligible activities;
2. Grant funds shall be used for the costs of preparing and adopting the proposed activity;
3. A jurisdiction that receives funds under this Program may use a subcontractor. The subcontract shall provide for compliance with all the requirements of the Program. The subcontract shall not relieve the jurisdiction of its responsibilities under the Program;
4. Eligible expenditures may be incurred and expended for the project(s) subject to the terms and conditions of the Standard Agreement; and
5. Only approved and eligible costs incurred for work after the NOFA date, continued past the date of the Standard Agreement, and completed during the grant term, will be reimbursable.

X. Ineligible Uses

1. Program grant funds may not be used for administrative costs of persons employed by the grantee for activities not directly related to the preparation and adoption of the proposed activity;
2. No more than 5 percent of the grant amount may be used for administrative costs for any proposed use, to be approved by the Department upon disbursement; and
3. Approved and eligible costs incurred prior to the NOFA date are ineligible.

XI. Application Requirements

Until July 1, 2020, a jurisdiction may request an allocation of funds pursuant to this section by submitting a complete application to the Department that demonstrates:

1. A budget, including timelines, deliverables, sub-steps and adoption, that demonstrates funds will be utilized for eligible activities and uses;
2. How proposed activities will increase housing planning and facilitate accelerating local housing production;
3. Completed or proposed activities consistent with the state or other planning priorities; and
4. All other required information contained in the Department's application

Applicants will demonstrate consistency with these requirements utilizing the forms and manner prescribed in the Department application.

Accelerating Housing Production: Applicants must propose and document plans or processes that increase housing planning and facilitate accelerating local housing production. The application must demonstrate a significant positive effect on accelerating housing production through timing, cost, approval certainty, entitlement streamlining, feasibility, infrastructure capacity, or impact on housing

supply and affordability. An application must include an explanation and documentation of the nexus to accelerating housing production based on a reasonable and verifiable methodology and must utilize the Department's form (see the Department's application). A verifiable methodology may include a statement of support from a non-profit or for-profit developer that is active in the locality.

State and Other Planning Priorities: Consistency with state or other planning priorities may be demonstrated through proposed activities in the application **OR** activities that were completed within the last five years. Applicants must self-certify utilizing the Department's form (see Department's application).

XII. Application Submission Requirements

In order to be eligible for grant funding, an applicant must submit a completed, signed original application and an electronic copy on CD or USB flash drive. Applications will be accepted on an OTC basis as of the date of this NOFA through July 1, 2020. The Department encourages early applications and will accept applications post-marked by the July 1, 2020 deadline. Applicants may utilize various carrier services, such as the U.S. Postal Service, UPS, FedEx, or other carrier services. All applications must be submitted to the Department at the following address:

**California Department of Housing and Community Development
Division of Housing Policy Development
2020 West El Camino Ave, Suite 500
Sacramento, CA 95833**

Applications must be on Department forms and cannot be altered or modified by the applicant. Program applications and forms are available on the Department's website located at <https://www.hcd.ca.gov/grants-funding/active-funding/leap.shtml>.

XIII. Application Review

1. The Program will not utilize a competitive process to award funds.
2. Funds will be available to eligible applicants on a rolling OTC basis that begins as of the date of this NOFA and ends July 1, 2020.
3. An application form will be available upon release of the NOFA and will include forms to demonstrate meeting eligibility requirements such as, among other forms, a resolution, a proposed budget and timeline table and self-certified attachments demonstrating a nexus to housing production and consistency with state planning and other priorities;
4. Applications will first be reviewed for, among other things, completeness, eligibility requirements, and accuracy;
5. In order to be considered complete, an application must contain requested

- information and supporting documentation where appropriate;
6. All applications must meet the eligibility requirements as specified in this NOFA;
 7. If the application is ineligible, it will not be considered for funding, but may be amended and resubmitted;
 8. The Department may request additional information to complete and approve the application for funding;
 9. Applications recommended for funding are subject to conditions specified by the Department;
 10. Applications will be reviewed within 30 days from the date the Department receives the application; and
 11. All applicants not meeting the eligibility requirements will be informed within 30 days from the date the Department receives the application.

XIV. Award Letter and Standard Agreement

Successful applicants will receive an Award Letter from the Department and will be awarded funds. Applicants will enter into a state Standard Agreement (Standard Agreement) for distribution of funds. The Standard Agreement process will specify, among other things, the amount of funds granted, timeline for expenditure of funds, and the approved use of funds. Expenditure report dates and other requirements will also be identified in the Standard Agreement.

XV. Appeals

1. Basis of Appeals:
 - A. Upon receipt of the Department's notice deeming an application incomplete or ineligible, applicants under this NOFA may appeal such decision(s) to the Department Director.
 - B. The decision of the Director is final and not subject to further administrative or judicial review.
 - C. No applicant shall have the right to appeal a decision of the Department relating to another applicant's eligibility, award, denial of award, or any other related matter.
2. Appeals Process and Deadlines:
 - A. Process. In order to lodge an appeal, applicants must submit to the Director by the deadline set forth in subsection (b) below, a written appeal which states all relevant facts, arguments, and evidence upon which the appeal is based. No new or additional information will be accepted. Once the written appeal is submitted to the Director, no further information or materials is required to be accepted or considered thereafter. Appeals are to be submitted to the Director at following address:

California Department of Housing and Community Development
Division of Housing Policy Development
2020 W. El Camino Avenue, Suite 500
Sacramento, California 95833
EarlyActionPlanning@hcd.ca.gov

The Director will accept appeals delivered through a carrier service such as the U.S. Postal Service, UPS, Fed-Ex, or other carrier services that provide date stamp verification of delivery. Deliveries must be received during the Department's weekday (non-state holiday) business hours of 9:00 a.m. to 5:00 p.m. Pacific Standard Time. Additionally, emails to the email address listed above will be accepted if the email time stamp is prior to the appeal deadline.

B. Filing Deadline. Appeals must be received by the Director no later than (5) five business days from the date of the Department's determination.

3. Decision:

Any request to amend the Department's decision shall be reviewed for compliance with this NOFA and its application. The Director shall render his/her decision in writing within fifteen (15) business days of receipt of the applicant's written appeal. The decision of the Director shall be the Department's final decision, and shall not be appealable to any court or tribunal.

XVI. Administration

1. Grant Execution and Term

- A. The Department will notify the grantee if they have been selected for a grant award;
- B. After the Standard Agreement has been drawn, the grantee will be provided instructions for signing all required documents. The grantee must submit all supporting materials and a signed Standard Agreement within the timeline provided in the instructions, or risk forfeiting the grant award;
- C. The grant term begins on the day the Department and the grantee have fully executed the Standard Agreement. The Department will notify the grantee and partners when work may proceed under the agreement. However, eligible activities that are approved by the Department may be retroactively reimbursed to the date of the NOFA; and
- D. The end of the grant term will be determined by the state based on the availability of grant funds and the administrative requirements for liquidation.

2. Payment and Accounting of Grant Funds

- A. Grant funds cannot be disbursed until the Standard Agreement has been fully executed;
- B. The grantee will be responsible for compiling and submitting all invoices and reporting documents. Grantees will submit for reimbursements to the Department based on actual cost incurred;
- C. The grantee must bill the state based on clear deliverables outlined in the Standard Agreement or budget timeline. Only approved and eligible costs incurred for work after the NOFA date, continued past the date of the Standard Agreement, and completed and processed prior to the expenditure deadline, will be reimbursable. Approved and eligible costs incurred prior to the NOFA date are ineligible;
- D. Work must be completed prior to requesting reimbursement;
- E. Grant fund payment will be made on a reimbursement basis; advance payments are not allowed. The grantee and partners must have adequate cash flow to pay all grant-related expenses prior to requesting reimbursement from the Department. Project invoices will be submitted to the Department by the grantee on a quarterly basis;
- F. In unusual circumstances, the Department may consider alternative arrangements to reimbursement and payment methods based on documentation demonstrating cost burdens, including the inability to pay for work;
- G. Supporting documentation may include, but is not limited to: receipts, progress payments, subcontractor invoices, time cards, etc.;
- H. Invoices must be accompanied by reporting materials where appropriate. Invoices without the appropriate reporting materials will not be paid. The Department may withhold 10 percent of the grant until grant terms have been fulfilled; and
- I. Each recipient of funds under the Program shall expend those funds no later than December 31, 2023.

3. Accounting Records and Audits

- A. The grantee must establish a separate ledger account for receipts and expenditures of grant funds and maintain expenditure details in accordance with the budget and timeline. Separate bank accounts are not required;
- B. The grantee shall maintain documentation of its normal procurement policy and competitive bid process (including the use of sole source purchasing), and financial records of expenditures incurred during the course of the project, in accordance with generally accepted accounting principles;
- C. The grantee agrees that the state or designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of the Standard Agreement;
- D. The grantee agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated;
- E. Subcontractors employed by the grantee and paid with moneys under the

terms of this Standard Agreement shall be responsible for maintaining accounting records as specified above;

- F. At any time during the term of the Standard Agreement, the Department may perform, or cause to be performed, a financial audit of any and all phases of the award. At the Department's request, the awardee shall provide, at its own expense, a financial audit prepared by a certified public accountant. The State of California has the right to review project documents and conduct audits during project implementation and over the project life;
- G. The Department may request additional information, as needed, to meet other applicable audit requirements; and
- H. The Department may monitor expenditures and activities of an applicant, as the Department deems necessary, to ensure compliance with Program requirements.

4. Remedies of Nonperformance

- A. In the event that it is determined, at the sole discretion of the state, that the grantee is not meeting the terms and conditions of the Standard Agreement, immediately upon receiving a written notice from the Department to stop work, the grantee shall cease all work under the Standard Agreement. The Department has the sole discretion to determine that the grantee meets the terms and conditions after a stop work order, and to deliver a written notice to the grantee to resume work under the Standard Agreement;
- B. Both the grantee and the Department have the right to terminate the Standard Agreement at any time upon 30 days written notice. The notice shall specify the reason for early termination and may permit the grantee or the Department to rectify any deficiency(ies) prior to the early termination date. The grantee will submit any requested documents to the Department within 30 days of the early termination notice; and
- C. There must be a strong implementation component for the funded activity through this Program, including, where appropriate, agreement by the locality to formally adopt the completed planning document. Localities that do not formally adopt the funded activity could be subject to repayment of the grant.
- D. The Department may, as it deems appropriate or necessary, request the repayment of funds from an applicant, or pursue any other remedies available to it by law for failure to comply with Program requirements (Health and Safety Code section 50515.04(e)).

5. Reporting

- A. At any time during the term of the Standard Agreement, the Department may request a performance report that demonstrates satisfaction of all requirements identified in the Standard Agreement with emphasis on eligible activities, eligible uses, ineligible uses, and expenditures, according to timelines and budgets referenced in the Standard Agreement;
- B. Awardees shall submit a report, in the form and manner prescribed by

the Department, to be made publicly available on its internet website, by April 1 of the year following the receipt of those funds, and annually thereafter until those funds are expended, that contains the following information:

- The status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction; and
 - A summary of building permits, certificates of occupancy, or other completed entitlements issued by entities within the region, or by the jurisdiction, as applicable.
- C. The awardee must, in lieu of a separate report, provide the above described information as part of its annual report pursuant to Gov. Code Section 65400;
- D. The Department may request additional information, as needed, to meet other applicable reporting requirements;
- E. Upon completion of all deliverables within the Standard Agreement, the awardee shall submit a close out report. See Attachment 1; and
- F. The Department shall maintain records of the following and provide that information publicly on its internet website:
- The name of each applicant for Program funds and the status of that entity's application;
 - The number of applications for Program funding received by the Department; and
 - The information described in 5(B) above for each recipient of Program funds.

XVII. Right to Modify or Suspend the NOFA, and Final Decision-making

The Department reserves the right, at its sole discretion, to suspend, amend, or modify the provisions of this NOFA at any time, including, without limitation, the amount of funds available hereunder. If such an action occurs, the Department will notify all interested parties and will post the revisions to the Department's website. You may subscribe to the Department's email list here:

http://www.hcd.ca.gov/HCD_SSI/subscribe-form.html.

Further, the Department's decision to approve or deny an application or request for funding pursuant to the Program, and its determination of the amount of funding to be provided, shall be final.

XVIII. Definitions

All terms not defined below shall, unless their context suggests otherwise, be interpreted in accordance with the meanings of terms described in Health and Safety Code section 50470.

- A. "Accelerating Housing Production" means improving the timing, cost, feasibility, approval and amount of development through various mechanisms such as zoning incentives (e.g., increased density and heights, reduced parking requirements), upzoning, zoning amendments to permit residential in non-residential zones, corridor planning, development standards modifications, non-discretionary review, financing strategies, sliding scale fee modifications, facilitating adequate infrastructure to support development, approval streamlining that addresses quickness and ease of entitlements, and other mechanisms that promote production or remove or mitigate regulatory barriers.
- B. "Affordability" means a housing unit that satisfies at least one of the following criteria:
 - 1. It is available at an "affordable rent" as that term is used and defined in Section 50053 of the Health & Safety Code;
 - 2. It is offered at an "affordable housing cost", as that term is used and defined in Section 50052.5 of the Health & Safety Code; or
 - 3. It is available at an "affordable rent" or an "affordable housing cost" according to the alternative percentages of income for agency-assisted rental and cooperative housing developments pursuant to Department regulations adopted under Health and Safety Code section 50462(f).
- C. "Annual Progress Report" (APR) means the annual report required to be submitted to the Department pursuant to paragraph (2) of subdivision (a) of Section 65400 of the Government Code.
- D. "Completed entitlement" means a housing development project that has received all the required land use approvals or entitlements necessary for the issuance of a building permit and for which no additional action, including environmental review or appeals, is required to be eligible to apply for and obtain a building permit.
- E. "Council of governments" means a single or multicounty council created by a joint powers agreement pursuant to Chapter 5 (commencing with Section 6500) of Division 7 of Title 1 of the Government Code that is responsible for allocating regional housing need pursuant to Sections 65584, 65584.04, and 65584.05 of the Government Code.
- F. "Department" means the California Department of Housing and Community Development.

G. "Housing" means any development that satisfies both of the following criteria:

1. At least two-thirds of the square footage of the development must be designated for residential use; and
2. Includes a house, an apartment, a mobile home or trailer, a group of rooms, or a single room that is occupied as separate living quarters, or, if vacant, is intended for occupancy as separate living quarters. Separate living quarters are those in which the occupants live separately from any other individuals in the building, and which have a direct access from the outside of the building, or through a common hall.

Note: accessory dwelling units (ADU) and junior accessory dwelling units (JADU) pursuant to Gov. Code sections 65852.2 and 65852.22 meet the definition above.

H. "Housing Element" or "element" means the Housing Element of a community's General Plan, as required pursuant to subdivision (c) of Section 65302 of the Government Code and prepared in accordance with Article 10.6 (commencing with Section 65580) of Chapter 3 of Division 1 of Title 7 of the Government Code.

I. "Jurisdiction" means any city, including a charter city, county, including a charter county or city and county, including a charter city and county.

J. "Local government" or "Locality" means any city, including a charter city, county, including a charter county or city and county, including a charter city and county.

K. "Objective zoning standard", "objective subdivision standard", and "objective design review standard" means standards that involve no personal or subjective judgment by a public official, and are uniformly verifiable by reference to an external and uniform benchmark or criterion available, and knowable by both the development applicant or proponent and the public official prior to submittal. "Objective design review standards" means only objective design standards published and adopted by ordinance or resolution by a local jurisdiction before submission of a development application, which are broadly applicable to development within the jurisdiction.

L. "Other Planning Priorities" means planning, policies, programs or investments to promote housing choices and affordability to lower and moderate income households, the encouragement of conservation of the existing affordable housing stock, and efforts to take into account current and future impacts of climate change, including hazard mitigation.

M. "Regional housing need assessment" means the existing and projected need for housing for each region, as determined by the Department pursuant to Section 65584.01 of the Government Code.

- N. "State Planning Priorities" means priorities which are intended to promote equity, strengthen the economy, protect the environment, and promote public health and safety in the state, including in urban, suburban, and rural communities pursuant to Gov. Code Section 65041.1.
- O. "Streamlined Housing Production" means improving the entitlement process through actions such as removing, mitigating or minimizing local regulatory requirements, reforming the local approval process to reduce processing times, the number of local discretionary approvals and permits needed for projects, improving approval certainty, establishing non-discretionary processes, modifying development standards, such as reducing parking requirements and increasing height limits, or other efforts, such as taking the fullest advantage of existing streamlining mechanisms provided in state law.

CITY OF SAND CITY

RESOLUTION SC _____, 2020

RESOLUTION OF THE CITY COUNCIL OF SAND CITY AUTHORIZING APPLICATION FOR, AND RECEIPT OF, LOCAL GOVERNMENT PLANNING SUPPORT GRANT PROGRAM FUNDS

WHEREAS, pursuant to Health and Safety Code 50515 et seq., the Department of Housing and Community Development (hereinafter “HCD”) is authorized to issue a Notice of Funding Availability (NOFA) as part of the Local Government Planning Support Grants Program (hereinafter referred to as the Local Early Action Planning Grants program or “LEAP”); and

WHEREAS, the City Council of the City of Sand City desires to submit a LEAP grant application package (the “Application”), on those forms provided by HCD, for approval of grant funding for projects that assist in the preparation and adoption of planning documents and process improvements that accelerate housing production and facilitate compliance to implement the sixth (6th) cycle of the regional housing need assessment (RHNA); and

WHEREAS, HCD has issued a NOFA and application on January 27, 2020 in the amount of \$119,040,000 for assistance to all California Jurisdictions; and

WHEREAS, the City of Sand City wishes to pursue this grant funding, up to the maximum available amount of \$65,000 for Sand City as designated by HCD, and apply that funding towards Sand City’s upcoming 6th Cycle Housing Element update.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Sand City to hereby authorize the following:

SECTION 1. The City Manager is hereby authorized and directed to apply for and submit to HCD the Application package.

SECTION 2. In connection with the LEAP grant, if the Application is approved by HCD, the City Manager of the City of Sand City is authorized to submit the Application, enter into, execute, and deliver on behalf of Sand City, a State of California Agreement (Standard Agreement) for the amount of \$65,000, and any and all other documents required or deemed necessary or appropriate to evidence and secure the LEAP grant, the Applicant’s obligations related thereto, and all amendments thereto.

SECTION 3. The Applicant shall be subject to the terms and conditions as specified in the NOFA, and the Standard Agreement provided by the Department after approval. The Application and any and all accompanying documents are incorporated in full as part of the Standard Agreement. Any and all activities funded, information provided, and time lines represented in the Application

will be enforceable through the fully executed Standard Agreement. Pursuant to the NOFA and in conjunction with the terms of the Standard Agreement, the Applicant hereby agrees to use the funds for eligible uses and allowable expenditures in the manner presented and specifically identified in the approved Application.

PASSED AND ADOPTED, by the City Council of Sand City, this ___ day of June, 2020, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

APPROVED:

Connie Horca, Acting City Clerk

Mary Ann Carbone, Mayor

AGENDA ITEM

4E

STAFF REPORT

DATE: May 19, 2020
TO: Honorable Mayor and City Council Members
FROM: Shelby Gorman, Administrative Assistant
SUBJECT: Citywide Service Fee for Credit Card Payments

RECOMMENDATION

Adopt a citywide service fee for credit card payments taken in person and otherwise.

DISCUSSION

The City has implemented a process for taking credit card payments through Square to allow for greater accessibility. Square will compliment current accounting practices and add convenience.

There is a 2.6% + \$0.10 charge, as determined by Square, on all swiped or contactless transactions and a 3.5% + \$0.15 charge on all keyed-in transactions. If the City were to absorb this cost, large payments taken in could cost the city thousands per year. For example, a conditional use permit application at \$500, would have an added service fee of \$12.60 if paid for by credit card. A parking ticket of \$40 would have an added service fee of \$1.10. This is a small fee of convenience for the payer but would quickly add up for the City. The service fee can be avoided by paying with cash or check.

It is recommended to adopt a citywide service fee for credit card payments that is equal to the cost to the City.

FISCAL IMPACT

There is no fiscal impact associated with the implementation of a citywide service fee as its intention is to offset an added cost to the city.

CEQA

This action does not constitute a "project" as defined by the California Environmental Quality Act (CEQA) guidelines section 15378.

CITY OF SAND CITY
RESOLUTION SC ___, 2020

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAND CITY AMENDING
THE CITYWIDE FEE SCHEDULE AND ADOPTING A CITYWIDE SERVICE FEE FOR
CREDIT CARD PAYMENTS**

WHEREAS, the implementation of processing credit card payments will allow for convenient payment options in person and otherwise; and

WHEREAS, the processing of said payments places a fee on transactions as determined by the City's chosen software and hardware payment service; and

WHEREAS, the City of Sand City has the authority to recoup costs incurred by the City from applicants for the processing of applications, licenses, etc., provided the fee does not exceed the cost, and has determined that an efficient, fair, and appropriate method to sufficiently recoup costs for credit card payments is to adopt a service fee.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the City of Sand City adopts a citywide service fee for credit card payments and directs the City Clerk to amend the current citywide fee schedule to include a service fee of 2.5% + \$0.10 per transaction for all swiped or contactless payments and 3.6% + \$0.15 per transaction for payments online, over the phone, or through mail orders.

PASSED AND ADOPTED by the City Council of Sand City this ___ day of June, 2020 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

APPROVED:

ATTEST:

Mary Ann Carbone, Mayor

Connie Horca, Acting City Clerk

CITY OF SAND CITY

RESOLUTION NO. (SC) 1995 - 18

A RESOLUTION OF THE SAND CITY COUNCIL AMENDING SCHEDULE N, POLICE DEPARTMENT CHARGES AND FEES, OF THE CITY COMPREHENSIVE FEE SCHEDULE CONSISTENT WITH CURRENT CITY EXPENSES FOR THOSE FEE-RELATED SERVICES

WHEREAS, the City of Sand City, from time-to-time needs to revise various charges related to City business in order to maintain full cost recovery of providing certain services; and

WHEREAS, the Police Chief has determined that police departmental service charges and fees need to be updated consistent with 1995 expenses for providing public safety related services; and

WHEREAS, the Police Chief has presented the results of his analysis to the City Council confirming that fees should be adjusted in accordance with fees now recommended to be included in Schedule N of the City's Comprehensive Fee Schedule.

NOW, THEREFORE, THE SAND CITY COUNCIL HEREBY RESOLVES AS FOLLOWS:

1. Schedule N, the schedule of police department fees and charges, is hereby amended in accordance with Exhibit A, attached hereto and incorporated herein by this reference.
2. The City Clerk is hereby directed to include Exhibit A in the City's Comprehensive Fee Schedule, Schedule N and said fees and charges shall become effective immediately.

PASSED AND ADOPTED on this 7th Day of March, 1995, by the following vote:

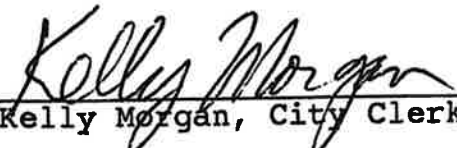
AYES: Councilmembers Kline, Morris, Hansen, Lewis, Mayor Pendergrass

NOES: None

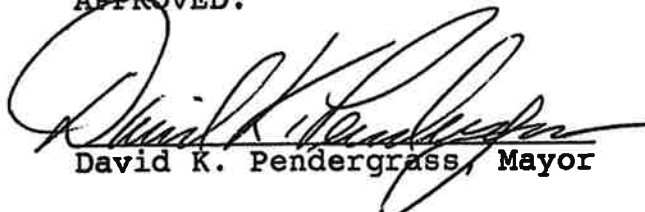
ABSTAIN: None

ABSENT: None

ATTEST:


Kelly Morgan, City Clerk

APPROVED:


David K. Pendergrass, Mayor

fees6.sm

N. SCHEDULE OF POLICE DEPARTMENT
FEES AND CHARGES

<u>DESCRIPTION</u>	<u>FEES</u>
Fingerprints (per person)	
First card	\$ 10
Each additional card	5
False burglar alarm response	
2nd/3rd/4th response	\$ 25/35/50
Travel and alien clearance letters	\$ 15
Passenger Transport (Taxi) Permits	\$ 10
Citation Sign-off (other agencies)	\$ 10
Police reports (per copy)	\$ 10
Concealed Weapon Permits	\$ 50
Renewal	45
DUI Recovery	cost + 15%
Vehicle Abatement	\$200

RESOLUTION NO. 130 (1991)
RESOLUTION ADOPTING CERTAIN FEE SCHEDULES

WHEREAS, the City Council by Ordinance No. 87-4 did authorize the adoption of fee schedules for the processing of applications for permits for various aspects of development in the City, including but not limited to the subject matter of the Uniform Codes mentioned in said Ordinance; and,

WHEREAS, the City Council finds that it is necessary to adopt the following fee schedules in order to recover costs which will be incurred by the City while processing applications for various permits.

NOW THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAND CITY AS FOLLOWS:

Resolution No. SC-14 (1987) is hereby rescinded.

SECTION 1.0: The following fee schedules, copies of which are attached hereto marked Exhibit "A" and by this reference incorporated herein, are hereby adopted.

- A. Public Works Fee Schedule
- B. Planning Action Schedule of Fees.
- C. Coastal Development Permit Fee Schedule.
- D. Design Review Application Fee Schedule.
- E. Electrical Permit Fee Schedule.
- F. Plumbing Permit Fee Schedule.
- G. Grading Permit Fee Schedule.
- H. Mechanical Permit Fee Schedule.
- I. Commercial Combination Fee Schedule.
- J. Commercial Non-Combined Fee Schedule.
- K. Residential Combination Fee Schedule.
- L. Residential Non-Combined Fee Schedule.
- M. City Clerk Fees and Charges.
- N. Police Department Fee and Charges.
- O. Fire Department Fees

P. Business Development Fee

SECTION 2.0: The fee schedules referred to in Section 1.0 hereof shall take effect immediately.

PASSED AND ADOPTED at the regular meeting of the Council on August 20____, 1991, by the following roll call vote:

AYES: Kline, Morris, Hubler, Lewis and Mayor Pendergrass

NOES: None

ABSENT: None


MAYOR

ATTEST: 
City Clerk

I am the City Clerk of Sand City and hereby certify that the within document is a true and correct copy of documents on file with the City.

Dated: _____

City Clerk

EXHIBIT A

PLANNING, ZONING, AND BUILDING FEE SCHEDULES

- A. Public Works Fee Schedule
- B. Planning Action Schedule of Fees.
- C. Coastal Development Permit Fee Schedule.
- D. Design Review Application Fee Schedule.
- E. Electrical Permit Fee Schedule.
- F. Plumbing Permit Fee Schedule.
- G. Grading Permit Fee Schedule.
- H. Mechanical Permit Fee Schedule.
- I. Commercial Combination Fee Schedule.
- J. Commercial Non-Combined Fee Schedule.
- K. Residential Combination Fee Schedule.
- L. Residential Non-Combined Fee Schedule.
- M. City Clerk Fees and Charges.
- N. Police Department Fee and Charges.
- O. Fire Department Fees
- P. Business Development Fee

SCHEDULE M

CITY CLERK FEES AND CHARGES

DESCRIPTION	FEES
Furnishing existing copy of public writing (+ \$0.10/page Plus cost of mailing/packaging)	1.00
Certifying to a copy of any public writing/page	2.00
Council Agenda mailing subscription (yearly) Plus self addressed/stamped envelope	20.00
Typed transcripts per hour (per state code)	10.00
Non-sufficient Fund Checks	25.00
Council Chambers Rental per meeting	100.00
Taxi License Applications	25.00
Outdoor Sales	100.00
Inspections	25.00
Deposit (Refundable)	15.00
Application	
City Council Agenda Packets, each	
PERMITS	
Taxi Permit (Annual each taxi)	50.00
Taxi Driver Annual, each driver)	10.00
DOCUMENTS	
Copies of city documents (municipal code, zoning ordinance, etc.) Cost of reproduction, plus 15%.	
APPEALS	
City Council	25.00

N. SCHEDULE POLICE DEPARTMENT
FEEES AND CHARGES

Description	Fees
Finger Printing (per person)	\$ 6
Plus for each additional card	2
Response to False Burglar Alarms (initial fee +)	30
Clearance Letters for Aliens	15
Fire Arms Sales Permit	50
Police Report (per copy)	5
Concealed Weapon Permit	45
Concealed Weapon Permit Renewal	45
Taxi Permit	10
Fix It Tickets (per certification)	5
Drug/DUI Incidents (min. fee)	Cost + 15%
Vehicle Verifications	5.50
Abatement Fee	90

AGENDA ITEM

4F



City of Sand City

Agenda
Item

4F

Staff Report

TO: Honorable Mayor and City Council Members
FROM: Aaron Blair, City Manager
DATE: May 26, 2020
SUBJECT: Fire Protection Services Contract for fiscal year 2020-21

Discussion:

Sand City has contracted with the City of Monterey for fire protection services since 1993. The City desires to continue to contract with the City of Monterey for the provision of fire protection services due to the excellent working relationship the two cities have experienced over the past twenty-seven years. The original term and conditions of the Fire Services Agreement between the City of Monterey and the City of Sand City will expire on June 30, 2020 and provides for annual review of any proposed increase.

CEQA: This action does not constitute a "project" as defined by the California Environmental Quality Act (CEQA) guidelines section 15378.

Fiscal Impact:

The requested total annual fee for Fiscal Year 2020-2021 will adjust to \$307,662 based on a 2.9% February 2020 CPI-U increase of \$8,671.00 on the fiscal year 2019-2020 rate of \$298,991. The Fire Protection Service fee calculated will cover a period of one (1) year beginning July 1, 2020 through June 30, 2021.

Recommendation:

Staff recommends approval of the attached letter labeled Exhibit A and Fire Protection Services Fee Calculation that covers the annual increase for Fire Protection Services between the City of Monterey and the City of Sand City.

**CITY OF SAND CITY
RESOLUTION SC _____, 2020**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAND CITY APPROVING THE
INCREASE OF FIRE PROTECTION SERVICES BETWEEN THE CITIES OF MONTEREY AND
SAND CITY FOR FISCAL YEAR 2020-21**

WHEREAS, Sand City has contracted with the City of Monterey for fire protection services since 1993; and

WHEREAS, Sand City desires to continue to contract with the City of Monterey for the provision of fire protection services due to the excellent working relationship the two cities have experienced over the past twenty-seven years; and

WHEREAS, the original term and conditions of the Fire Services Agreement between the City of Monterey and the City of Sand City will expire on June 30, 2020 and provides for annual review of any proposed increase; and

WHEREAS, the requested total annual fee for Fiscal Year 2020-2021 will adjust to \$307,662 based on a 2.9% February 2020 CPI-U increase of \$8,671.00 on the fiscal year 2019-2020 rate of \$298,991; and

WHEREAS, the Fire Protection Service fee calculated will cover a period of one (1) year beginning July 1, 2020 through June 30, 2021; and

WHEREAS, said agreement is entered into pursuant to Government Code Section 54981 and Section 55632, and was unanimously approved by vote of the City Council of Sand City.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Sand City hereby approves the attached letter labeled Exhibit A and Fire Protection Services Fee Calculation that covers the annual increase for Fire Protection Services between the City of Monterey and the City of Sand City.

PASSED AND ADOPTED, at a regular meeting of the City Council of the City of Sand City, this ____ day of June, 2020 by the following votes:

AYES:
NOES:
ABSENT:
ABSTAIN:

APPROVED:

Mary Ann Carbone, Mayor

ATTEST:

Connie Horca, Acting City Clerk

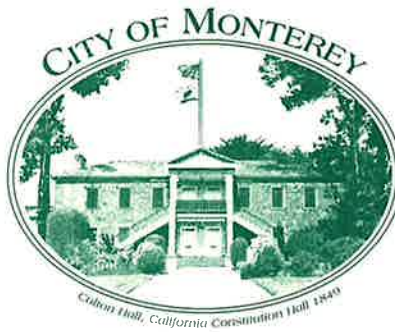


EXHIBIT A

Mayor:
CLYDE ROBERSON

Councilmembers:
DAN ALBERT
ALAN HAFFA
ED SMITH
TYLLER WILLIAMSON

City Manager:
HANS USLAR

May 12, 2020

Aaron Blair, City Administrator
City of Sand City
1 Sylvan Park
Sand City, CA 93955

RECEIVED

MAY 26 2020

CITY OF SAND CITY

Dear Mr. Blair:

Per our *Agreement to Provide Fire Services Between the Cities of Monterey and Sand City*, Sand City's total annual fee for Fiscal Year 2020-2021 will adjust to **\$307,662**. This fee is based on a 2.9% February 2020 CPI-U increase on the former annual rate of \$298,991.

A breakdown of the fee basis is enclosed for your reference. If you have questions or need any additional information, please do not hesitate to contact me at (831) 646-3760 or Fire Chief Gaudenz Panholzer at (831) 646-3900.

We look forward to providing safe, effective fire and emergency services to Sand City in the year ahead. May it be healthy!

Sincerely,

Hans UsLAR
City Manager

Enclosure

c: Fire Chief Gaudenz Panholzer
Lauren Lai, Finance Director

**FY2020-21 SAND CITY
Fire Protection Service Fee Calculation**

Agency	Resident Population ¹	Average Daytime Population ²	Land Area (Acres) ³	# Incidents 1/01/17-12/31/17	# Incidents 1/01/18-12/31/18	# Incidents 1/01/19-12/31/19	Average # Incidents (3 years) ⁴
Monterey ⁵	23558	31332	5382	5656	5557	5806	5673
Sand City	390	18630	347	191	180	173	181
Presidio	2700	6000	285	108	139	186	144
Navy (La Mesa Village)	1890	701	290	42	34	58	45
Navy (Main Campus)	300	3800	320	61	67	48	59
TOTAL	28838	60463	6624	6058	5977	6271	6102

Factors	Sand City Only	All Agencies Combined	Sand City % of Total
Residential Population	390	28838	0.0135
Daytime Population	18630	60463	0.3081
Acreeage of land	347	6624	0.0524
Incident Response (Avg last 3 yrs)	181	6102	0.0297
Total Factors			0.4037

Less: Highest of 4 Factors (Day Pop.)

Total of lowest 3 Factors

Charge-Back Factor⁶

Multiplied by: MFD Adjusted Budget⁷

Annual Fee (not capped by CPI-U)

Former Annual Fee, FY20

CPI-U Adjustment, February⁸

2.9%

\$ 16,475,814

\$ 525,173

\$ 298,991

\$ 8,671

Annual Fire Service Fee

\$ 307,662

Payment Schedule:

50% due 9/01/2020

50% due 1/01/2021

\$ 153,831

\$ 153,831

NOTES:

- 1 Current calendar year population as reported by the California Department of Finance or agency/area (if not listed with D OF)
- 2 Average daytime population as of July 1 as reported by each agency
- 3 Acreage as reported by each agency
- 4 Total number of calendar year incidents within each jurisdiction as reported by City of Monterey Fire Department database statistics
- 5 Monterey's total number of incidents does not include incident responses outside of the City of Monterey; population is distributed over Monterey, POM, La Mesa Village, and Navy Main Campus.
- 6 Charge-Back Factor = Average of Sand City's three lowest of four percentage factors
- 7 Adopted Monterey Fire Department budget exclusive of projected operating costs for fire contracts, grant reimbursements, and capital expenditures
- 8 Contract Amendment #1, effective 6/24/2010, limits the percentage of annual fee increase to be no higher than the Consumer Price Index as of February prior to affected fiscal year.


**FY2020-21 SAND CITY
Fire Protection Service Fee Calculation**

ADJUSTMENTS - FY20/21	Total
MFD FY21 Budget, General Fund 101	\$ 23,413,852
Fire Service Contract Fees, projected:	
City of Pacific Grove	\$ 2,651,321
City of Carmel-by-the-Sea - Fire	\$ 2,608,917
City of Carmel-by-the-Sea - Ambulance	\$ 20,069
Monterey Peninsula Airport District	\$ 1,503,322
Total Fire Service Contract Fees	\$ 6,783,629
Grants:	
SAFER 2017 #EMW-17-FH-0540	\$ 154,409
One-Time Capital Eqmt / Supplemental Budget Requests:	
TOTAL BUDGET ADJUSTMENTS	\$ 6,938,038
ADJUSTED BUDGET	\$ 16,475,814

AGENDA ITEM

4G

Memo

To: City Council
From: Aaron Blair, City Manager 
Date: May 26, 2020
Subject: Review of City Donation/Contribution

Attached is a request from one organization for support and contribution for Fiscal Year 2019-2020. After reviewing this request, the following donation is recommended:

- The Village Project - \$200

If any Council member wants to discuss this request or to propose a different contribution, then this item should be pulled from the consent calendar for discussion with the full Council.

The following finding is specified in the annual City/Successor Agency Budget: *"The Sand City Council finds that it is a valid public purpose and in the best interest of this small city to support and participate in various community programs and activities of the larger Monterey Peninsula area. This support includes not only the City's financial contributions outlined in the attached pages but also the active involvement/participation by council members, city staff, Sand City businesses and citizens. This is Sand City's pledge and commitment of support for the larger regional community in which it is an active and dedicated member".*



BOA MENA MEMMOA WO

"Help me and Let me help you"

Symbol of corporation and interdependence

THE VILLAGE PROJECT, INC.
1069 Broadway Ave., Suite 201 • P.O. Box 127 • Seaside, CA 93955
Telephone: (831) 392-1500 • Fax: (831) 392-1501
www.thevillageprojectinc.org

RECEIVED

MAY 12 2020

CITY OF SAND CITY

BOARD OF DIRECTORS

May 6, 2020

Charles Brown
Chair

Derrick Williams
Vice Chair

Brenda Thomas
Secretary

Karyn Johnson
Treasurer

Rev. Dr. E.B. Jones
Member

Elza Minor
Member

John Johnson
Member

ADMINISTRATIVE STAFF

Mel Mason, LCSW
*Executive Director/
Clinical Director*

Monica Mapp
Finance Manager

Bertha Lazo
Office Assistant

ADVISORY COUNCIL

Debbie Anthony

Caroline Haskell

Deb Busman

Dear TVPI extended family,

As we experience social distancing and shelter-at-home, The Village Project, Inc. sends support to you and your loved ones. We hope you are well and able to care for those entrusted to you.

The Village Project is considered an essential service to the community. We are working with our families who need assistance with paying for or securing food, rent, gas and transportation, utilities, internet access, and educational technology (such as Chromebooks for children). TVPI also needs to retain our amazing workforce and continue to provide this unconditional care. **Please send a donation today using the included envelope.** Or visit our website at www.villageprojectinc.org.

Here's how The Village Project is busier than ever supporting our community:

- While our offices are closed to walk-ins, our **therapists** continue to serve our clients, conducting sessions by tele-therapy.



- **Tutors** from the afterschool program are conducting one-on-one sessions with students via Google Classroom.
- The **Emanyatta** program is directing their weekly Saturday School's rituals and routines to families at home: a healthy breakfast, a libation ceremony, and a special topic.
- Additionally, while **equine therapy** sessions are mostly on pause, Regina Mason and Helen Bryant continue to feed and groom the horses each day so they will be healthy and ready for client sessions.
- Our **Transition-Age Youth** program continues via Zoom meetings each week.

- **Nyumbani (“homecoming”), a community re-entry program, continues to serve individuals who are coming home from or at risk of incarceration. The Parent Advisory Council meets monthly via Zoom to continue supporting students' educational and enrichment needs.**
- **All the while, the main telephone number for The Village Project is now “The Warm Line” for people coping with the COVID-19 pandemic. Anyone seeking information about resources or needing to talk to an empathetic, reassuring staff person or clinical professional can call (831) 392-1500 from 8:00am to 5:00pm Mondays through Fridays.**

As you can tell, our community relies on TVPI.

The Village Project could use your support now. Some TVPI donors are contributing all or part of their stimulus/supplementary checks from the government to TVPI. Join our efforts to serve the community by using the included envelope to send your donation today!

The Village Project’s work is unconditional; your support is crucial.

Our number one goal is to continue providing the critical services that children and families need, during this crisis, and beyond. There is a Bantu concept called Ubuntu, which speaks to the connectedness of humanity. In the spirit of Ubuntu, we will all get through this together!

Please share the important work and the current needs of The Village Project with your networks.

With tremendous gratitude,

Mel Mason
 Executive Director/Clinical Director
 village@villageprojectinc.org | (831) 392-1500



P.S. Please use the enclosed envelope to provide your email address so that The Village Project can share important updates with you more cost-effectively.

AGENDA ITEM

4H



Polaris Consulting

Professional Land Surveying Services

P. O. Box 1378, Carmel Valley, CA 93924 (831) 659-9564
E-mail: polarisconsulting@comcast.net

May 22, 2020

City Administrator
City of Sand City
1 Pendergrass Way
Sand City, CA 93955

Subject: Service Contract for City Surveying Services for Fiscal Year 2020-20201

Dear Mr. Blair:

Polaris Consulting is pleased to submit this service contract for City Surveying Services to the City of Sand City for Fiscal Year 2020-2021. This letter includes the following:

- Resolution Authorizing a City Surveying Service Agreement
- Exhibit A - City Surveying Service Agreement
- Exhibit B - Scope of Work
- Exhibit C - Polaris Fee Schedule

Polaris Consulting has provided City Surveying services to the City of Sand City since 1999. Polaris has provided surveying for many aspects of the City's infrastructure development including; Capital Improvement Program, street rehabilitation projects, and repair and maintenance projects. They have worked on the City owned properties to provide boundary surveying and legal descriptions. Over the last several years, Polaris has worked closely with the City Engineer in the review of both small and large land entitlement and development projects within the City.

We have included language in the Resolution and Contract indicating that the costs for City Surveying Services shall not exceed the budgeted amounts that have been established unless written authorization is provided by the City Administrator. Please note that the costs for General Surveying Services are largely dependent on the number of both public works and private development projects that occur within a given fiscal year.

We look forward to continuing our professional relationship with the City in the coming year. If you have any questions regarding this contract, please do not hesitate to call me at 831-659-9564. We appreciate your consideration and greatly value our relationship with the City of Sand City.

Sincerely,

Lynn A. Kovach, Surveyor
PLS 5321



**CITY OF SAND CITY
RESOLUTION SC _____, 2020**

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY
AUTHORIZING A CITY SURVEYING SERVICES AGREEMENT
WITH POLARIS CONSULTING**

WHEREAS, Polaris Consulting, a land surveying firm, has been providing satisfactory surveying services to the City of Sand City since 1999; and

WHEREAS, Ms. Lynn Kovach has adequately served as a professional licensed land surveyor under the direction of the City Engineer/Public Works Director since 1999 and is qualified to continue to provide surveying services to the City of Sand City; and

WHEREAS, the proposed City Surveying Service Agreement, attached as Exhibit A and incorporated herein by reference, with Polaris Consulting, is hereby found to be most appropriate to meet the needs of the City of Sand City and is hereby accepted; and

WHEREAS, the Scope of Work, attached as Exhibit B and incorporated herein by reference, is hereby accepted and approved; and

WHEREAS, the Polaris Consulting Fee Schedule, attached as Exhibit C and incorporated herein by reference, is hereby accepted and approved with the understanding that this Fee Schedule may be updated periodically, subject to review and approval by the City Council of Sand City; and

WHEREAS, due to the need to provide a specified amount for these services within the City's fiscal year budget, the estimated cost for general City Surveying Services shall not exceed the amount of \$13,000 for the fiscal year, unless written authorization is provided by the City Manager. The authorization of City Manager to expand the contract cannot exceed \$20,000.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Sand City does hereby authorize the following:

1. The attached City Surveying Service Agreement (Exhibit A), Scope of Work (Exhibit B), and Fee Schedule (Exhibit C) are accepted and approved.
2. The Mayor and City Manager are directed and authorized to execute the attached City Surveying Service Agreement in substantially the same form as the attached documents.
3. The term of the City Surveying Service Agreement will be for a twelve (12) month period beginning July 1, 2020 through June 30, 2021.
4. Polaris Consulting will maintain a current Sand City Business License throughout the term of the Service Agreement.

PASSED AND ADOPTED by the City Council of Sand City this _____ day of June, 2020, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

APPROVED:

ATTEST:

Mary Ann Carbone, Mayor

Connie Horca, Acting City Clerk

EXHIBIT A

CITY SURVEYING SERVICE AGREEMENT

This Agreement made this _____ day of June, 2020, by and between the CITY OF SAND CITY, a municipal corporation, hereinafter referred to as "CITY", and POLARIS CONSULTING, PO Box 1378, Carmel Valley, CA 93924, hereinafter referred to as "CONSULTANT".

WITNESSETH:

WHEREAS, CITY desires professional surveying services in the discipline of municipal public works; and

WHEREAS, CONSULTANT is willing to provide, and CITY is willing to accept the professional and technical services of CONSULTANT for this work.

NOW, THEREFORE, CITY and CONSULTANT further agree as follows:

A. GENERAL SCOPE OF SERVICES

CONSULTANT is to perform municipal land surveying services to CITY under the general direction of the City Manager as described herein below, and as shown on Exhibit B.

B. DIVISION OF SURVEYOR'S WORK

Although the CONSULTANT (Polaris Consulting) will render land surveying services to the CITY, the CONSULTANT, and the CITY agrees that the day-to-day land surveying services (hereinafter "Daily Services") will be rendered exclusively by the firm of Polaris Consulting and that special projects (hereinafter "Special Projects") may require the additional services of a specialized firm other than Polaris Consulting. If, in the opinion of the CITY and the CONSULTANT, Polaris Consulting does not have the personnel or expertise to perform such special services, then the CITY and/or Polaris Consulting shall have the right to subcontract such services to such other firm as is acceptable to both the CITY and the CONSULTANT.

C. COMPENSATION FOR SERVICES

In consideration of the performance of service provided by this Agreement, CITY shall pay CONSULTANT an amount computed in accordance with Exhibit C - Fee Schedule, attached hereto and made a part of this Agreement. Due to the need to provide a specified amount for these services within the City's fiscal year budget, the estimated cost for general City Surveying Services shall not exceed the amount of \$13,000 for the fiscal year, unless written authorization is provided by the City Manager. The authorization of City Manager to expand the contract cannot exceed \$20,000.

CONSULTANT shall submit monthly statements of the services performed, which will be based upon daily individual and personnel classification time records.

D. TITLE TO DOCUMENTS

All surveys, maps, plans, legal descriptions, detailed drawings, calculations, memorandums, reports and other documents prepared by CONSULTANT in the performance of services pursuant to this Agreement shall be considered services and shall be the property of the CITY at such time as CITY has compensated CONSULTANT for services rendered in connection with which they were prepared. The CITY shall not use copies of site-specific work in other locations. The CITY may use copies of general, non-site specific maps and plans such as zoning maps and base maps.

E. TERM OF AGREEMENT

The term of the agreement will be for a twelve (12) month period beginning July 1, 2020 through June 30, 2021. The Agreement may be reviewed and renewed annually. No modification to the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto.

F. NOTICES

Notices shall be addressed and sent to:

CITY:

City of Sand City
1 Pendergrass Way
Sand City, CA 93955
Attn: City Manager

CONSULTANT:

Polaris Consulting
PO Box 1378
Carmel Valley, CA 93924
Attn: Lynn A. Kovach, Principal Surveyor

G. SURVEYOR AS INDEPENDENT CONTRACTOR

It is hereby understood that CONSULTANT is an agent of the City, not an employee of the CITY; but is an independent contractor with full rights to manage its employees subject to all legal requirements. All persons employed by CONSULTANT in connection with this Agreement will be employees of CONSULTANT and not employees of CITY in any respect. As part of this Service Agreement, it is agreed that Lynn A. Kovach shall be designated as "Contract City Surveyor" for City.

H. INDEMNIFICATION AND INSURANCE

1. CONSULTANT agrees to indemnify and hold the City, its officials, employees and agents, harmless from any cost, expense or liability incurred on account or assertion of a claim, suite, lien, or other cost against the CITY resulting from the direct actions or activities of CONSULTANT which are deemed to be negligent.
2. CONSULTANT shall, throughout the duration of this Agreement, maintain comprehensive general liability and property insurance covering all operations of the CONSULTANT, its agents and employees, performed in connection with this Agreement, including but not limited to premises and automobile.

CONSULTANT shall maintain the following limits:

General liability

- Combined single limit per occurrence.....\$1,000,000.00
- General Aggregate.....\$1,000,000.00
(The policy shall cover on an occurrence or an accident basis, and not on a claims made basis.)
- Automobile Liability
Combined Single Limit per Occurrence.....\$ 500,000.00
(The policy shall cover on an occurrence or accident basis, and not on a claims made basis.)

- Worker's Compensation.....Full Liability Coverage
- Professional Errors and Omissions.....\$ 500,000.00
- (CONSULTANT shall not disclaim responsibility or avoid liability for the acts or omissions of its subcontractors or other professional consultants. The retroactive date of the policy must be shown and must be before the date of the Agreement).

3. All insurance companies with the exception of worker's compensation and professional errors and omissions affording coverage to the CONSULTANT shall be required to add the CITY, its officers, employees, agents, and volunteers as additional "insureds" by endorsement under the insurance policy, and shall stipulate that this insurance policy will operate as primary insured for the work performed under this Agreement and that no other insurance affected by the CITY or other named insured will be called upon to contribute to a loss covered there under. The policy shall contain no special limitations on the scope of protection afforded to CITY, its officers, employees, agents, or volunteers.
4. All insurance companies affording coverage to the CONSULTANT shall be insurance organizations authorized by the Insurance Commissioner to transact the business of insurance in the State of California.
5. All insurance companies affording coverage shall provide thirty (30) day written notice mail to the City of Sand City should the policy be canceled or reduced in coverage below the limits required herein, before the expiration date. For the purposes of this notice requirement, any material change prior to expiration shall be considered cancellation.
6. CONSULTANT shall provide evidence of compliance with the insurance requirements listed above by providing a certificate of insurance, in a form satisfactory to the CITY, concurrently with the submission of this Agreement. A statement of the insurance certificate, which states that the insurance company will endeavor to notify the certificate holder, "but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents, or representatives", does not satisfy the requirements of subsection (5) herein. The CONSULTANT shall ensure that the above-quoted language is stricken from the certificate by the authorized representative of the insurance company.
7. CONSULTANT shall provide substitute certificate of insurance no later than thirty (30) days prior to the policy expiration date. Failure by the CONSULTANT to provide such a substitution and extend the policy expiration date shall be considered default by CONSULTANT.
8. Maintenance of insurance by the CONSULTANT as specified in the agreement shall in no way be interpreted as relieving the CONSULTANT of any responsibility whatsoever and the CONSULTANT may carry, at its own expense, such additional insurance as it deems necessary.

I. PROFESSIONAL STANDARDS

CONSULTANT shall be responsible, to the level of competency presently maintained by other practicing professional surveyors in the same area and performing the same type of work for the professional and technical soundness, accuracy, and adequacy of all surveys, drawings, maps, legal documents, and other work and materials furnished under this agreement.

J. LEGAL EXPENSES

In the event legal action is brought by CITY or CONSULTANT against the other to enforce any of the obligations hereunder or arising out of any dispute concerning the terms and conditions hereby created, the losing party shall pay the prevailing party such reasonable amounts for fees,

costs, and expenses as may be set by the court.

K. ASSIGNMENT

It is recognized by the parties that a substantial inducement to CITY for entering into this Agreement was and is the professional reputation and competence of CONSULTANT. This Agreement is personal to CONSULTANT and shall not be assigned by it without express written approval of CITY.

L. COMPLIANCE WITH LAWS, RULES, AND REGULATIONS

Services performed by CONSULTANT pursuant to this Agreement shall be performed in accordance and full compliance with applicable Federal, State, and City laws and any rules or regulations promulgated there under.

M. NONDISCRIMINATION

During the performance of this Agreement, CONSULTANT shall not discriminate against any employee or applicant for employment because of race, color, religion, ancestry, creed, sex, national origin, familial status, sexual orientation, age (over 40 years) or disability. CONSULTANT shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, ancestry, creed, sex, national origin, familial status, sexual orientation, age (over 40 years) or disability.

N. CONFLICT OF INTEREST

CONSULTANT warrants and declares that it presently has no interest, and shall not acquire any interest, direct or indirect, financial or otherwise, in any manner or degree which will render the services required under the provisions of this Agreement a violation of any applicable State, local, or Federal law. In the event that any conflict of interest should nevertheless hereinafter arise, CONSULTANT shall promptly notify CITY of the existence of such conflict of interest so that CITY may determine whether to terminate this Agreement. CONSULTANT further warrants its compliance with the Political Reform Act (Government Code Section 8100 et.seq.) That applies to CONSULTANT as a result of CONSULTANT's performance of the work or services pursuant to the terms of this Agreement.

O. TERMINATION

This Agreement may be terminated by either party for any reason whatsoever upon thirty (30) days written notice. In the event that this Agreement is terminated by CITY for any reason, CITY is hereby expressly permitted to assume and complete the services imposed on CONSULTANT by this Agreement by any means, including but not limited to, an Agreement with another party.

Upon termination, CONSULTANT shall be entitled to payment of such amount as fairly compensates CONSULTANT for all work satisfactorily performed up to the date of termination based on hourly rates shown in Exhibit C, except that in the event of termination by CITY for CONSULTANT's default, CITY shall deduct from the amount due CONSULTANT the total amount of additional expenses incurred by CITY as a result of such default. In the event that such additional expenses shall exceed amounts otherwise due and payable to CONSULTANT, CONSULTANT shall pay CITY the full amount of such expense.

In the event that this Agreement is terminated by CITY for any reason, CONSULTANT shall:

1. Upon written receipt of notice of such termination immediately cease all services, unless

otherwise directed by CITY; and

- 2. Deliver to CITY all documents, data, reports, summaries, correspondence, photographs, computer software, video and audio tapes, and any other materials provided to CONSULTANT or prepared by or for CONSULTANT or the CITY in connection with this Agreement. Such material is to be delivered to CITY whether it is in completed form or is in process, and CITY may condition payment for services rendered to the date of termination upon CONSULTANT's delivery to the CITY of such material.

The rights and remedies of the parties provided by this section are not exclusive and are in addition to any other rights and remedies provided by law or appearing in any other section of this Agreement.

P. INTERPRETATION OF AGREEMENT

This Agreement shall be interpreted under the laws of the State of California. The CITY and the CONSULTANT understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this Agreement and also govern the interpretation of this Agreement. Any litigation concerning this Agreement shall take place in the Superior Court of the State of California in and for the County of Monterey.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement in duplicate the day and year first above written.

CITY OF SAND CITY

**Lynn A. Kovach
DBA POLARIS CONSULTING**

A Municipal Corporation

By: _____
Mary Ann Carbone, Mayor

By: _____
Lynn A. Kovach, Owner
Principal Surveyor

By: _____
Aaron Blair, City Manager

ATTEST:

Connie Horca, Acting City Clerk

EXHIBIT B

SCOPE OF WORK

Polaris Consulting proposes to provide the services generally described in this Scope of Work. To provide these services, Polaris will draw on the experience gained in working with other public agencies and private developers. When undertaking each work assignment, the project requirements will first be evaluated by the Principal Land Surveyor. The Principal Land Surveyor will determine how to accomplish the work and produce the required product efficiently. The work approach will be reviewed with the City Manager before initiating the project assignment.

The scope of work for this contract will vary as need arises and will be at the discretion of the City. CONCONSULTANT will provide surveying services for various projects at the request of City Staff or at the request of the City Engineer. Survey requests may be, but not limited to, topographic surveys, construction staking, property line surveys, easement surveys, and manhole invert surveys. Survey data may be provided directly to City Staff or to a separate design consultant. Construction staking requests may be needed within a 48-hour notification. Surveying may be needed in difficult terrain. The main categories of work will include:

Surveys

- Review Tentative Maps and Tract Maps for survey requirements in conformance with City Conditions of Approval, Ordinances, and the Subdivision Map Act.
- Check subdivision and parcel maps for compliance with State Subdivisions Map Act requirements. Stamp & sign subdivision maps, parcel maps, lot line adjustments, and other documents as necessary, as City Surveyor.
- Determine locations of property lines, boundaries, easements and rights-of-way
- Construction surveys for improvement projects
- Establish and adjust benchmarks
- Establish and monument street center lines
- Traditional topographic surveys and aerial topographic surveys to determine locations and elevations of existing improvements, structures, and topographic features
- Perform research and survey work related to property divisions and mergers
- Perform research and survey work related to public and private land ownership, public and private easements, public improvements, construction, and historic information
- Do all survey related and some engineering related computations and drawings using traditional methods and/or using computer methods currently available within the City
- Prepare and interpret deeds and descriptions
- Develop legal descriptions and plat maps
- Other survey-related tasks as necessary

G. Plan Checking (Public and Private Construction)

1. Participate in City's staff meetings, as requested, either in Sand City, or by telephone conference call.

2. Prepare reports to the City Manager and City Council.
3. Coordinate with and assist the City's Planning Department, Public Works Department, other City Departments, and other contract consultants.
4. Assist in preparing Staff Reports and Ordinances for consideration by the City Manager and City Council, as requested.

J. Sub-Consultants:

1. When the services of other consultants or experts are required, such as surveying, architectural, geotechnical, structural, electrical or other engineering and public works services, Polaris Consulting will obtain proposals for said work and arrange for these services on a sub-consultant basis, up to a maximum cost of \$20,000 with approval of the City Manager. The fee for these services will be 5% based on the consultant's invoice.

If the sub-consultant costs exceed \$20,000, then approval of the City Council will be required or a separate contract arranged directly with the City.

K. Fee Schedule:

1. The attached Exhibit C - Fee Schedule will be used in the provision of the above land surveying services. These fees may be adjusted periodically based on the adjusted change of the Consumer Price Index and/or proposed new fee schedule as submitted by the Consultant. Any new fee schedule will be subject to review and approval by the City Council. Any specialized fee that is not listed on the attached Fee Schedule shall be subject to negotiation and agreement between the parties.
2. Due to the need to provide a specified amount for these services within the City's fiscal year budget, the estimated cost for general City Surveying Services shall not exceed the amount of \$13,000 for the fiscal year, unless written authorization is provided by the City Administrator. The authorization of City Manager to expand the contract cannot exceed \$20,000.

EXHIBIT C

POLARIS CONSULTING FEE SCHEDULE

**City of Sand City – City Surveying Services
FY 2020/2021**

EXHIBIT C

POLARIS CONSULTING FEE SCHEDULE

**City of Sand City – City Surveying Services
FY 2020/2021**

**POLARIS
CONSULTING**

FEE SCHEDULE

Position/Title	Hourly Rate	
		2020 & 2021
Principal/Owner		\$140.00
Expert Witness (Court testimony, deposition, preparation time)		\$380.00
Project Manager		\$135.00
Project Surveyor		\$120.00
Survey/GIS Technician		\$110.00
CAD Technician		\$70.00
Clerical		\$40.00
Field Survey Crew (1 or 2 person)		\$240.00
Field GPS Survey Crew (1 or 2 person)		\$240.00
Fee increases in subsequent years will be 5%, unless otherwise agreed.		

Reimbursable Items to be Billed	Estimated Cost Bills	
	Total Cost	% of Markup calculated
Specialty printing	Actual cost /page	5%
Travel Reimbursables - Lodging, Gas, Meals (over 120 miles of travel)	Standard per diem rates	

AGENDA ITEM

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STAFF REPORT

DATE: May 26, 2020 (for City Council action on June 2, 2020) **Agenda Item: 4I**

TO: Honorable Mayor and City Council Members

FROM: Leon Gomez, City Engineer

SUBJECT: Approval of a resolution authorizing the city manager to renew a Professional Service Agreement with Harris & Associates in the amount of \$215,000 to provide city engineering services to the City of Sand City for fiscal year 2020-2021

RECOMMENDATION

Approve a resolution authorizing the city manager to renew a Professional Service Agreement with Harris & Associates in the amount of \$215,000 to provide city engineering services to the City of Sand City for fiscal year 2020-2021

BACKGROUND

On August 6, 2019, the City Council of Sand City (City) approved Resolution 19-61 authorizing the city manager to enter into an agreement with Harris & Associates (Harris) to provide city engineering services to the City for fiscal year 2019-2020. On August 20, 2019, the City executed a Professional Service Agreement (PSA) with Harris for said services. The term of the PSA is from August 20, 2019 through June 30, 2020 and may be renewed annually.

The PSA was approved based on retaining Mr. Leon Gomez as contract City Engineer based on his experience in serving in this role since 2013 and due to his knowledge of, and involvement with, almost all city infrastructure and public works related projects. Since 2013, Mr. Gomez has participated in many aspects of the City's day to day function including; Capital Improvement Program (CIP) planning, public works and street rehabilitation projects, development review services, management of the City's municipal storm water program, preparation of reports to city council, regular attendance at department head meetings, preparation of grant applications and coordination of grant awards, and coordination with local and state agencies as related to City projects. Mr. Gomez also serves as the City's designated representative on the Monterey Regional Storm Water Management Program (MRSWMP) Management Committee, the Transportation Agency for Monterey County (TAMC) Technical Advisory Committee (TAC) and the Seaside Groundwater Basin Watermaster TAC. In 2019, Mr. Gomez was responsible for preparing the City's 5-Year CIP based on input from each of the City's departments to develop a list of over 30 projects for consideration by city council.

REVIEW AND ANALYSIS

Since joining the Harris team in July 2019, Mr. Gomez has had access to a greater breadth and depth of engineering, technical, planning, environmental, and finance staff to support the city engineering scope of services. In fact, by utilizing the breath of depth of staff resources

available, Mr. Gomez and the Harris team have been able to provide the same high level of professional services at less cost to the City when compared to previous years.

During his time as contract city engineer, Mr. Gomez has had the opportunity to develop strong working relationships with City staff including the city manager, city planner, chief of police, public works staff, city clerk, finance and administrative staff, and city council members. As a result of this experience, Mr. Gomez has **first-hand knowledge** of the City’s infrastructure and a significant amount of “**institutional memory**” for many of the City’s current and past projects, as well as **strong relationships** with City staff, neighboring cities, and public agencies.

Currently, Mr. Gomez and the Harris team are involved in several important City projects including the: West End South of Tioga Development, Sand City Water Supply Project (SCWSP) Phase 1 New Wells Project, West End Stormwater Improvement Project, and various development projects currently under review and/or in construction.

During fiscal year 2019-20, Mr. Gomez and the Harris team have been involved in the following projects:

- South of Tioga Project: engineering support for construction phase permits, development review services, meetings and correspondence with city staff, the applicant, and outside agencies (PG&E, SCSD, Cal-Am, etc).
- Development Review Services for residential, mixed-use, and commercial projects.
- Management and coordination to support the West End Stormwater Improvement Project – Catalina Street application for Proposition 1 Integrated Regional Water Management Program (IRWM) grant funding.
- Management and coordination to support the West End Stormwater Improvement Project – Contra Costa Street application for Proposition 1 Stormwater Implementation grant funding.

In addition, Mr. Gomez has been instrumental in applying for and obtaining several significant grants for City projects. The table below shows current grants which Mr. Gomez and the Harris team are currently managing:

Table 1 - Grant Funded Projects

Project	Grant Amount Awarded to Date	Potential Future Grant Funding	Grant Source, Year Awarded	Current Status
West End Stormwater Improvement Project - Contra Costa Street	\$270,000	\$1,800,000	SWRCB Prop. 1 Technical Assistance Grant, 2017	30% design for Contra Costa St. and Catalina St.
West End Stormwater Improvement Project - Catalina Street	N/A	\$972,400	SWRCB Prop. 1 IRWM Grant, future	Funding request approved.
West Bay Street Repair Project	\$113,584	N/A	FEMA/CalOES Public and Disaster Assistance, 2018	Harris completing design.

Calabrese Park Improvement Project	\$60,000	N/A	CDBG Funding, 2019	Survey has been completed, project is in design.
Total	\$443,584	\$2,772,400		

SWRCB = State Water Resources Control Board, CDBG = Community Development Block Grant

As shown in Table 1, Mr. Gomez and the Harris are actively managing \$443,584 in grant awards with a potential for \$2,772,400 in future grant awards for Sand City projects.

Based on this review and analysis, staff believes that it is in the best interests of the City to continue its relationship with Mr. Gomez and the Harris team in order to continue to receive the range of professional city engineering services necessary to support both public and private projects and capital improvement program goals and objectives in the coming year.

ENVIRONMENTAL (CEQA) CLEARANCE

An amendment to the existing professional services agreement does not constitute a "project" as defined by the California Environmental Quality Act (CEQA) and is therefore exempt under CEQA guidelines sections 15060(c)(2) and 15061(b)(3).

FISCAL IMPACT

Approval of a Professional Service Agreement with Harris & Associates in the amount of \$215,000 to provide city engineering services.

ATTACHMENTS

1. Resolution
2. Resolution Exhibit A

CITY OF SAND CITY

RESOLUTION SC _____ , 2020

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY
AUTHORIZING THE CITY MANAGER TO RENEW A PROFESSIONAL SERVICE
AGREEMENT WITH HARRIS & ASSOCIATES IN THE AMOUNT OF \$215,000 TO PROVIDE
CITY ENGINEERING SERVICES TO THE CITY OF SAND CITY FOR FISCAL YEAR 2020-
2021**

WHEREAS, on August 6, 2019, the City Council of Sand City (the City) approved Resolution 19-61 authorizing the city manager to enter into an agreement with Harris & Associates (Harris) to provide city engineering services to the City for fiscal year 2019-2020; and

WHEREAS, on August 20, 2019, the City executed a Professional Service Agreement (PSA) with Harris for city engineering services for the term August 20, 2019 through June 30, 2020, which may be renewed annually, and

WHEREAS, Mr. Leon D. Gomez has adequately served as City Engineer since June 2014 per Resolution SC 14-38, and is qualified to continue to provide city engineering services to the City of Sand City; and

WHEREAS, since August 2019, Mr. Leon D. Gomez and the Harris team have provided a high level of professional city engineering services to the City and are currently involved in a number of City projects, and;

WHEREAS, a renewal of the Professional Service Agreement with Harris, attached as Exhibit A and incorporated herein by reference, is necessary in order for the City to continue to receive city engineering services for fiscal year 2020-2021, and;

WHEREAS, the City has budgeted \$215,000 for city engineering services for fiscal year 2020-2021 and Harris has agreed to this not to exceed amount, unless written authorization is provided by the city manager; and

WHEREAS, the authorization of the City Manager to expand the contract cannot exceed \$20,000.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Sand City does hereby authorize the following:

1. The City Manager is authorized to renew the Professional Service Agreement with Harris & Associates for City Engineering Services in the amount of \$215,000 for fiscal year 2020-2021.
2. The term of this renewal shall be from July 1, 2020 and shall expire on June 30, 2021,

unless renewed or extended in writing by both parties.

PASSED AND ADOPTED by the City Council of Sand City this 2nd day of June, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Mary Ann Carbone, Mayor

ATTEST:

Connie Horca, Acting City Clerk

CITY OF SAND CITY

RESOLUTION SC 19-61, 2019

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAND CITY AUTHORIZING THE ACTING CITY MANAGER TO ENTER INTO AN AGREEMENT WITH HARRIS AND ASSOCIATES TO PROVIDE CITY ENGINEERING SERVICES FOR THE CITY OF SAND CITY

WHEREAS, Leon Gomez, P.E., has provided city engineering services through the firm of Creegan & D'Angelo from July 2013 through July 2019 and is now employed with the firm of Harris and Associates; and

WHEREAS, during his tenure with Creegan & D'Angelo, Leon Gomez participated in all aspects of Sand City's engineering functions including development of a 5 year capital improvement program (CIP), public works and street rehabilitation projects, development review services, and management of the City's storm water program; and

WHEREAS, due to his knowledge and experience with City functions, the City desires to retain Leon Gomez as the City's City Engineer serving as the principal engineer through the firm of Harris and Associates; and

WHEREAS, the City finds that Mr. Gomez has the demonstrated competence and necessary professional qualifications as required by Sand City Municipal Code section 12.18.050(F) thus allowing the City to dispense with formal bidding requirements; and

WHEREAS, for over 40 years, Harris and Associates has provided communities with solutions to complex challenges in civil engineering, construction management, financing and planning, and focuses on serving clients in the municipal, water, transportation, and educational markets; and

WHEREAS, the proposal to provide City Engineering Services by Harris and Associates, attached as Exhibit A is incorporated herein by reference; and

WHEREAS, the estimated cost for City Engineering services is not to exceed \$200,000 as approved in the 2019/2020 fiscal year budget adopted at the July 16, 2019 Council meeting, unless written authorization is provided by the Acting City Manager; and

WHEREAS, the attached Service Agreement does not constitute a 'project' as defined by the California Environmental Quality Act (CEQA) section 15378 and section 15060 (c)(2)&(3) as it has no direct or indirect physical change to the environment.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Sand City does hereby authorize the following:

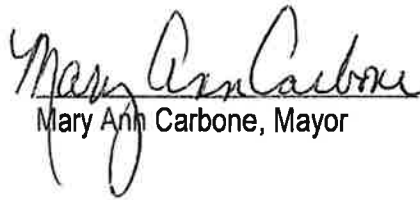
Sand City Resolution SC 19-61, 2019

1. The Mayor and Acting City Manager are hereby authorized to enter into a Professional Services Agreement with Harris & Associates based on the attached Proposal to Provide City Engineering Services (Exhibit A), with a cost not to exceed \$200,00 for the 2019-20 fiscal year.
2. The term of the Service Agreement will be annually from July 1, 2019 through June 30, 2020.
3. Harris and Associates will maintain a current Sand City Business License throughout the term of the Service Agreement.

PASSED AND ADOPTED by the City Council of Sand City this 6th day of August, 2019, by the following vote:

AYES: Council Members Blackwelder, Carbone, Cruz, Sofer
NOES: None
ABSENT: Council Member Hawthorne
ABSTAIN: None

APPROVED:


Mary Ann Carbone, Mayor

ATTEST:


Linda K. Scholink, City Clerk

CITY OF SAND CITY
PROFESSIONAL SERVICE AGREEMENT FOR NON-CONSTRUCTION PROJECT

This AGREEMENT made this 20th day of August, 2019 (the "Effective Date"), by and between the CITY OF SAND CITY, a municipal corporation, hereinafter referred to as "CITY", and HARRIS & ASSOCIATES, Inc., a California Corporation, hereinafter referred to as "Consultant" (together referred to the "Parties").

In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

I. TERM

The term of the AGREEMENT will begin on the August 20th, 2019 and shall end on June 30, 2020, unless sooner terminated pursuant to the provisions of this AGREEMENT. The AGREEMENT may be reviewed and renewed annually. No modification to the terms of this AGREEMENT shall be valid unless made in writing and signed by the parties hereto.

II. SERVICES

Subject to the terms and conditions set forth in this AGREEMENT, CONSULTANT shall provide to the CITY the services described in the Scope of Work in Exhibit A, attached hereto and incorporated herein as though set forth in full. To the extent that Exhibit A is a proposal from CONSULTANT, such proposal is incorporated only for the description of the scope of services and no other terms and conditions from any such proposal shall apply to this AGREEMENT unless specifically agreed to in writing. Unless otherwise explicitly stated in Exhibit A, CONSULTANT shall at its sole cost and expense furnish all facilities and equipment which may be required for completing the tasks set forth in Exhibit A. In the event of a conflict in or inconsistency between the terms of this AGREEMENT and Exhibit A, this AGREEMENT shall prevail.

For the purposes of the services provided by this AGREEMENT, CONSULTANT shall report directly to and take assignments from the City Manager. CONSULTANT and City Manager will meet on a weekly basis, at the discretion of the CITY, to discuss and review the progress of services provided under this AGREEMENT.

With respect to claims that may be asserted by third parties arising from CONSULTANT's actions as a City Engineer, CONSULTANT shall be entitled to assert any immunities or similar defenses that would be available to the CITY in defense of such actions against a CITY employee or official and the CITY shall indemnify and defend CONSULTANT in that capacity as provided by law. The City shall use commercially reasonable efforts to include language in third party contracts requiring third party contractors and consultants to provide insurance

and indemnification protection to CITY's agents, including CONSULTANT, to the same extent the City is provided insurance and indemnification protection.

III. PERFORMANCE

CONSULTANT shall at all times faithfully, competently and to the best of his/her ability, experience, and talent, perform all tasks described herein. CONSULTANT shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing similar services as are required of CONSULTANT hereunder in meeting its obligations under this AGREEMENT.

IV. TIME

CONSULTANT shall devote such time to the performance of services pursuant to this AGREEMENT as may be reasonably necessary to meet the standard of performance provided in section III (Performance) and to satisfy CONSULTANT'S obligations hereunder.

V. ASSIGNMENT OF PERSONNEL

CONSULTANT shall assign only competent personnel to perform services pursuant to his AGREEMENT. In the event that CITY, in its sole discretion, at any time during the term of the AGREEMENT, desires the reassignment of any such persons, CONSULTANT shall, immediately upon receiving notice from CITY of such desire, reassign such person or persons.

VI. PAYMENT

- A. The CITY agrees to pay CONSULTANT monthly for services performed and reimbursable costs, in accordance with the payment rates and terms and the schedule of payment as set forth in Exhibit B, attached hereto and incorporated herein by this reference as though set forth in full, based upon actual time spent on the above tasks. This amount shall not exceed TWO HUNDRED THOUSAND DOLLARS (\$200,000) for the total term of the AGREEMENT unless additional payment is approved as provided in this AGREEMENT. Except as specifically authorized by CITY in writing, CONSULTANT shall not bill CITY for duplicative services performed by more than one person. Fees for work performed by CONSULTANT on an hourly basis shall not exceed the amounts shown on the compensation schedule attached hereto as Exhibit A. Reimbursable expenses are included in the total amount of compensation provided under this AGREEMENT that shall not be exceeded.

- B. CONSULTANT shall not be compensated for any services rendered in connection with its performance of this AGREEMENT which are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the City Manager. CONSULTANT shall be compensated for any additional services in the amounts and in the manner as agreed to by City Manager and CONSULTANT at the time CITY's written authorization is given to CONSULTANT for the performance of said services. The City Manager may approve additional work not to exceed ten percent (10%) of the amount of the AGREEMENT, but in no event shall such sum exceed twenty-thousand dollars (\$20,000.00). Any additional work in excess of this amount shall be approved by the City Council of Sand City.
- C. CONSULTANT will submit invoices monthly for actual services performed. Invoices shall be submitted on or about the first business day of each month, or as soon thereafter as practical, for services provided in the previous month. Invoices shall include a task summary containing the original contract amount, the amount of prior billings, the total due this period, the balance available under the AGREEMENT. For each work item and task, a copy of the applicable time sheets shall be submitted showing the name of the person doing the work, the hours spent by each person, a brief description of the work, and each reimbursable expense. CONSULTANT shall give separate notice to the CITY when the total number of hours worked by CONSULTANT and any individual employee, agent or subcontractor of CONSULTANT reaches 800 hours within a 12 month period under this AGREEMENT. Such notice shall include an estimate of the time necessary to complete work for the remainder of the fiscal year under this AGREEMENT. Payment shall be made within thirty (30) days of receipt of each invoice as to all non-disputed fees. If the CITY disputes any of CONSULTANT's fees it shall give written notice to CONSULTANT within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice. Any final payment under this AGREEMENT shall be made within forty-five (45) days of receipt of an invoice. In no event shall CONSULTANT submit an invoice for an amount in excess of the maximum amount of compensation provided above for either a task or the entire AGREEMENT, unless the AGREEMENT is properly modified in writing prior to the submission of such an invoice.

VII. SUSPENSION OR TERMINATION OF AGREEMENT

- A. The CITY may at any time, for any reason, with or without cause, suspend or terminate this AGREEMENT, or any portion hereof, upon written notification to CONSULTANT. Upon receipt of said notice, the CONSULTANT shall immediately cease all work under this AGREEMENT, unless the notice provides otherwise. If the CITY suspends or terminates a portion of this AGREEMENT such suspension or termination shall not make void or invalidate the remainder of this AGREEMENT.

- B. CONSULTANT may cancel this AGREEMENT upon 60 days written notice to CITY and shall include in such notice the reasons for cancellation.
- C. In the event this AGREEMENT is terminated pursuant to this Section, the CITY shall pay to CONSULTANT the actual value of the work performed up to the time of termination, provided that the work performed is of value to the CITY; CITY may however condition payment of such compensation upon CONSULTANT delivering to CITY any and all Documents prepared in connection with this AGREEMENT. Upon termination of the AGREEMENT pursuant to this Section, the CONSULTANT will submit an invoice to the CITY pursuant to Section 6.
- D. The parties may amend this AGREEMENT only by a writing signed by all the parties.
- E. All obligations arising prior to the termination of this AGREEMENT and all provision of this AGREEMENT allocating liability between the CITY and CONSULTANT shall survive the termination of this AGREEMENT.
- F. If CONSULTANT materially breaches any of the terms of this AGREEMENT, CITY's remedies shall include, but not be limited to, the following:
 - a. Immediately terminate the AGREEMENT
 - b. Retain all Documents and other work product prepared by CONSULTANT pursuant to this AGREEMENT
 - c. Retain a different consultant to complete the work described in a given task order not finished by Consultant; and/or
 - d. Charge the consultant the difference between the cost to complete the work described in a given task order that is unfinished at the time of breach and the amount the CITY would have paid CONSULTANT pursuant to section 6 if CONSULTANT had completed the work.

VIII. OWNERSHIP OF DOCUMENTS

- A. CONSULTANT shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by CITY that relate to the performance of services under this AGREEMENT. CONSULTANT shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. CONSULTANT shall provide free access to the representatives of CITY or

its designees at reasonable times to such books and records; shall give CITY the right to examine and audit said books and records; shall permit CITY to make transcripts or copies therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this AGREEMENT. Such records, together with supporting documents, shall be maintained for a period of three (3) years after receipt of final payment. CONSULTANT understands that all such records may be subject to the examination and audit of the State Auditor or as part of any audit of the CITY.

- B. Upon completion of, or in the event of termination or suspension of this AGREEMENT, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents, in electronic or other form, prepared in the course of providing the services to be performed pursuant to this AGREEMENT ("Documents") shall become the sole property of the CITY and may be used, reused, or otherwise disposed of by the CITY in connection with the project for which CONSULTANT'S services are provided under this AGREEMENT and without the permission of the CONSULTANT. With respect to computer files, CONSULTANT shall make available to the CITY, at the CONSULTANT's office and upon reasonable written request by the CITY, the necessary computer software and hardware for purposes of accessing, compiling, transferring, copying and/or printing computer files. CONSULTANT hereby grants to CITY all right, title, and interest, including any copyright, in and to the documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared by CONSULTANT in the course of providing the services under this AGREEMENT.
- C. It is understood and agreed that the Documents prepared by the CONSULTANT under this AGREEMENT are instruments of professional service. Any modifications made by the CITY or any agents of the CITY, to any of the CONSULTANT's Documents or any partial use or reuse of the documents without the express written consent of the CONSULTANT will be at the CITY's sole risk and without liability to the CONSULTANT.

Copies of data exchanged by, through, and between the CITY and CONSULTANT that may be relied upon are limited to the printed copies. Computer-generated Documents that are furnished are only for the mutual convenience of the parties. Any risk of translation or reliance on information obtained or derived from the computer-generated Documents will be at the user's sole risk, and no representations are made, either expressed or implied, as to the long-term performance of data thus transferred.

IX. INDEMNIFICATION AND DEFENSE

A. Indemnity

To the fullest extent permitted by law, CONSULTANT shall indemnify and hold harmless CITY and any and all of its officials, and employees, ("Indemnified Parties") from and against any and all claims, losses, liabilities, damages, costs and expenses, including reasonable legal counsel's fees and costs, to the extent caused by the negligent, reckless or wrongful act, error or omission of CONSULTANT, its officers, agents, employees or subconsultants (or any agency or individual that CONSULTANT shall bear the legal liability thereof) in the performance of services under this AGREEMENT. CONSULTANT's duty to indemnify and hold harmless CITY shall not extend to the CITY's or any of the Indemnified Parties' negligence or willful misconduct. This indemnification obligation is not limited by any limitation on the amount or type of damages available under any applicable insurance coverage and shall survive the expiration or termination of this AGREEMENT with respect to any liability arising during the term of the AGREEMENT. With respect to third party claims against the CONSULTANT, CONSULTANT waives any and all rights of any type to express or implied indemnity against the Indemnified Parties.

B. Duty to defend

In the event the CITY, its officers, and employees, are made a party to any action, lawsuit, or other adversarial proceeding arising from the performance of the services encompassed by this AGREEMENT, CONSULTANT shall defend the CITY at CONSULTANT's cost or at CITY's option, to reimburse CITY for its costs of defense, including reasonable attorney's fees and costs incurred in the defense of such matters to the extent the matters arise from, relate to or are caused by CONSULTANT's negligent acts, errors or omissions. Payment by CITY is not a condition precedent to enforcement of this indemnity.

C. California Civil Code Section 2782.8

Notwithstanding the foregoing, to the extent that the CONSULTANT's services are subject to California Civil Code Section 2782.8, the above indemnity, including the cost to defend, shall be limited to the extent required by California Civil Code Section 2782.8.

X. INSURANCE

CONSULTANT shall maintain prior to the beginning of and for the duration of this AGREEMENT insurance coverage as specified in Exhibit C attached to and part of this AGREEMENT.

XI. INDEPENDENT CONSULTANT

- A. CONSULTANT is and shall at all times remain as to the CITY a wholly independent consultant and/or independent contractor and not an employee of CITY. The personnel performing the services under this AGREEMENT on behalf of CONSULTANT shall at all times be under CONSULTANT's exclusive direction and control. Neither CITY nor any of its officers, employees, or agents shall have control over the conduct of CONSULTANT or any of CONSULTANT's officers, employees, subcontractors or agents, except as set forth in this AGREEMENT. CONSULTANT shall not at any time or in any manner represent that it or any of its officers, employees, subcontractors or agents are in any manner officers, employees, or agents of the CITY. CONSULTANT shall not incur or have the power to incur any debt, obligation, or liability whatever against CITY, or bind CITY in any manner.
- B. No employee benefits shall be available to CONSULTANT in connection with the performance of this AGREEMENT. Except for the fees paid to CONSULTANT as provided in the AGREEMENT, CITY shall not pay salaries, wages, or other compensation to CONSULTANT for performing services hereunder for CITY. CITY shall not be liable for compensation or indemnification to CONSULTANT for injury or sickness arising out of performing services hereunder.

XII. LEGAL RESPONSIBILITIES

The CONSULTANT shall keep itself informed of applicable State and Federal laws and regulations which in any manner affect those employed by it or in any way affect the performance of its service pursuant to this AGREEMENT. The CONSULTANT shall at all times observe and comply with all such laws and regulations. The CITY, and its officers, consultants and employees, shall not be liable at law or in equity occasioned by failure of the CONSULTANT to comply with this Section.

XIII. UNDUE INFLUENCE/CONFLICT OF INTEREST

CONSULTANT declares and acknowledges that no undue influence or pressure was used against or in concert with any officer or employee of the CITY in connection with the award, terms or implementation of this AGREEMENT, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of the CITY has or will receive compensation, directly or indirectly, from CONSULTANT, or from any officer,

employee or agent of CONSULTANT, in connection with the award of this AGREEMENT or any work to be conducted as a result of this AGREEMENT. Violation of this Section shall be a material breach of this AGREEMENT entitling the CITY to any and all remedies at law or in equity. CONSULTANT may not serve other clients whose activities within the corporate limits of CITY or whose business regardless of location would place CONSULTANT in a "conflict of interest" as that term is defined in the Political Reform Act, California Government Code section 81000 et seq.

XIV. NO BENEFIT TO ARISE TO LOCAL EMPLOYEES

No member, officer, or employee of CITY, or their designees or agents, and no public official who exercises authority over or responsibilities with respect to the Project during his/her tenure or for one year thereafter, shall have any interest, direct or indirect, in any AGREEMENT or sub-AGREEMENT, or the proceeds thereof, for work to be performed in connection with the Project performed under this AGREEMENT.

XV. RELEASE OF INFORMATION/CONFLICTS OF INTEREST

- A. All information gained by CONSULTANT in performance of this AGREEMENT shall be considered confidential and shall not be released by CONSULTANT without CITY's prior written authorization. CONSULTANT, its officers, employees, agents, or subconsultants, shall not without written authorization from the City Manager, or unless requested by the City Attorney, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories, or other information concerning the work performed under this AGREEMENT or relating to any project or property located within the CITY. Response to a subpoena or court order shall not be considered "voluntary" provided CONSULTANT gives CITY notice of such court order or subpoena.
- B. CONSULTANT shall promptly notify CITY should CONSULTANT, its officers, employees, agents, or subconsultants be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions, or other discovery request ("Discovery"), court order, or subpoena from any person or party regarding this AGREEMENT and the work performed there under or with respect to any project or property located within the CITY, unless the CITY is a party to any lawsuit, arbitration, or administrative proceeding connected to such Discovery, or unless CONSULTANT is prohibited by law from informing the CITY of such Discovery. CITY retains the right, but has no obligation, to represent CONSULTANT and/or be present at any deposition, hearing, or similar proceeding as allowed by law. Unless CITY is a party to the lawsuit, arbitration, or administrative proceeding and is adverse to CONSULTANT in such proceeding, CONSULTANT agrees to cooperate fully with CITY and to provide the opportunity to review any

response to discovery requests provided by CONSULTANT. However, CITY's right to review any such response does not imply or mean the right by CITY to control, direct, or rewrite said response.

XVI. NOTICES

Any notices which either party may desire to give to the other party under this AGREEMENT must be in writing and may be given either by (i) personal service, (ii) delivery by a reputable document delivery service, such as but not limited to, Federal Express, which provides a receipt showing date and time of delivery, or (iii) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the party as set forth below or at any other address as that party may later designate by notice:

To CITY: City of Sand City
1 Pendergrass Way
Sand City, CA 93955
Attention: City Clerk

To CONSULTANT: Harris & Associates
Attention: Frank Lopez
450 Lincoln Avenue, Suite 103
Salinas, California 93901

XVII. ASSIGNMENT

The CONSULTANT shall not assign the performance of this AGREEMENT, nor any part thereof, nor any monies due hereunder, without prior written consent of the CITY. Because of the personal nature of the services to be rendered pursuant to this AGREEMENT, CONSULTANT shall assign Leon Gomez to perform the services described in this AGREEMENT. Mr. Gomez may use assistants, under his direct supervision, to perform some of the services under this AGREEMENT. CONSULTANT shall provide CITY thirty (30) days' notice prior to the departure of Mr. Gomez from CONSULTANT's employ. Should he leave CONSULTANT's employ, the CITY shall have the option to immediately terminate this AGREEMENT, within three (3) days of the close of said notice period. Upon termination of this AGREEMENT, CONSULTANT's sole compensation shall be payment for actual services performed up to, and including, the date of termination or as may be otherwise agreed to in writing between CITY and the CONSULTANT.

Before CONSULTANT retains or contracts with any subcontractor, CONSULTANT shall provide CITY with the identity of the proposed CONSULTANT, a copy of the proposed written contract between CONSULTANT and such subcontractor which shall include and indemnity provision similar to the

one provided herein and identifying CITY as an indemnified party, or an incorporation of the indemnity provision provided herein, and proof that such proposed subcontractor carries insurance at least equal to that required by this AGREEMENT or obtain a written waiver from CITY for such insurance.

XVIII. LICENSES

At all times during the term of this AGREEMENT, CONSULTANT, its employees, agents, and any subcontractors shall have in full force and effect, all licenses, permits, qualifications and approvals required of it by law for the performance of the services described in this AGREEMENT. In addition, CONSULTANT and any subcontractors shall obtain and maintain during the term of this AGREEMENT a valid Sand City business license.

XIX. GOVERNING LAW

The CITY and CONSULTANT understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this AGREEMENT and also govern the interpretation of this AGREEMENT. Any litigation concerning this AGREEMENT shall be brought and maintained in the Superior Court of the State of California in and for the County of Monterey or in the United States District Court for the Northern District of California.

XX. ENTIRE AGREEMENT

This AGREEMENT contains the entire understanding between the parties relating to the obligations of the parties described in this AGREEMENT. All prior or contemporaneous AGREEMENTs, understandings, representations, and statements, oral or written and pertaining to the subject of this AGREEMENT or with respect to the terms and conditions of this AGREEMENT, are merged into this AGREEMENT and shall be of no further force or effect. Each party is entering into this AGREEMENT based solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material.

XXI. SEVERABILITY/NO IMPLIED WAIVER OF BREACH

If a court of competent jurisdiction finds that any provision of this AGREEMENT is invalid, void or unenforceable, the provisions not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this AGREEMENT shall not void or affect the validity of any other provision of this AGREEMENT.

The waiver of any breach of a specific provision of this AGREEMENT does not constitute a waiver of any breach of that term or any other term of this AGREEMENT.

XXII. ATTORNEYS FEES

If a party to this AGREEMENT brings any action to enforce or interpret this AGREEMENT, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that party may be entitled.

XXIII. AUTHORITY TO EXECUTE THIS AGREEMENT

The person or persons executing this AGREEMENT on behalf of CONSULTANT warrants and represents that he/she has the authority to execute this AGREEMENT on behalf of the CONSULTANT and has the authority to bind CONSULTANT to the performance of its obligations hereunder. This AGREEMENT may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one AGREEMENT.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed the day and year first above written.

CONSULTANT

By: 
(Signature)

Frank Lopez P.E.
(Typed Name)

Senior Director, Engineering Services
(Title)

CITY OF SAND CITY


Linda Scholink, Acting City Manager

ATTEST:


Connie Horca/Deputy City Clerk

APPROVED AS TO FORM:

City Attorney

By:  _____

Attachments:

Exhibit A

Consultant's Proposal

Exhibit B

Consultant's Fee Schedule

Exhibit C

Insurance Requirements



July 31, 2019

P#: 190-0370

Ms. Linda Scholink
Interim City Manager
City of Sand City
1 Pendergrass Way
Soledad, CA 93955

Subject: Proposal to provide City Engineering Services to the City of Sand City

Dear Ms. Scholink:

On behalf of Harris & Associates (Harris), I am pleased to submit this proposal to the City of Sand City (the City) to provide contract City Engineering Services. This proposal includes the following:

- Exhibit A – Proposal and Scope of Work
- Exhibit B – Fee Schedule
- Exhibit C – Professional Services Agreement

For over 40 years, Harris has helped to improve communities and create better places to live through smart, safe, more sustainable planning, design, and construction solutions. Harris is a 100% employee-owned company focused on helping communities solve today's complex challenges in planning, financing, environmental compliance, civil engineering, and construction management. Our offices and project sites span the West Coast in California, Nevada, and Washington with a staff of over 230 employee-owners. We focus on serving clients in the municipal, water, transportation, and education markets. From sustainable planning solutions to innovative design and construction to the long-term management of public resources, Harris & Associates takes an interdisciplinary approach to solving your most complex problems. Our portfolio of services includes:

- Advisory Services
- Asset Management
- Civil Design
- Community Planning
- Construction Management
- Environmental Planning + Compliance
- Infrastructure + Utilities
- Municipal Engineering
- Municipal Finance
- Special District Services

As you know, I recently joined the Harris team as a Senior Project Manager based in the local office located in the City of Salinas, California. Previous to joining Harris, I had been acting as the contract City Engineer for Sand City from 2013 thru July 2019. In that role, I have participated in almost all aspects of the City's day to day function including; Capital Improvement Program (CIP), public works and street rehabilitation projects, development review services, management of the City's municipal storm water program, preparation of reports to City council members and City staff, regular attendance at department head meetings, preparation of grant applications and management of grant awards, and coordination with local and state agencies. I also served as the City's designated representative on the Monterey Regional Storm Water Management Program (MRSWMP) Management Committee (MC), Transportation Agency for Monterey County (TAMC) Technical Advisory Committee (TAC) and the Seaside Groundwater Basin Watermaster TAC.

Recently, I was responsible for preparing the City's 5-Year CIP which involved coordinating with each of the City's departments to develop a list of over 30 projects for consideration by city council members.

During my time as contract City Engineer for the City, I had the opportunity to develop strong working relationships with the Sand City team including; the Interim City Administrator, City Planner, Chief of Police, Public Works Foreman, Deputy City Clerk, Administrative Staff, and yourself as Administrative Services Director.

On behalf of the City, I successfully applied for and obtained Proposition 1 Stormwater Technical Assistance (TA) Grant funding to support the West End Stormwater Improvement Project, which involves the reconstruction of major portions of Contra Costa and Catalina Streets. The City was awarded approximately \$240,000 and I coordinated with the TA team and City staff through the 30% design stage.

As you can see, I have **first-hand knowledge** of the City's infrastructure and a significant amount of "**institutional memory**" for many of the City's current and past projects, as well as **strong relationships with existing City staff**.

Why should you consider Harris for this important role? At Harris, we are deeply passionate about enhancing the quality of life where we live and work. Harris provides "Big City" resources to our clients with personal "Small Town" attitude, service and attention. We become a part of the communities we serve and enjoy a long-term relationship with our clients, many of whom become close friends. As our clients' trusted advisors, we're always here to help. Harris brings the following benefits:

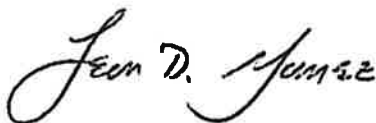
1. **Personal Service.** Harris' office at 450 Lincoln Avenue, Salinas, CA is less than 18 miles from City Hall. I and/or my support staff can be at City Hall in about 20 minutes. As acting City Engineer from January 2013 to July 2019, I already have an understanding of the unique Sand City community, which fuels my passion to provide quality service to the City.
2. **Local Understanding and Focus.** Harris has been a local business since 1998. We serve many of the agencies within Monterey County, and the County itself. We have a very strong local focus and possess a unique understanding of the inner-workings of local government, and regional entities such as TAMC and Monterey County.
3. **Depth of Resources.** Harris is a singular source for all things municipal and public works related, including the many highly-experienced professionals needed to successfully complete today's complex municipal projects: gifted engineers, planners, public finance experts, and asset management and grant specialists who understand the interpersonal aspects as well as the technical — and who stay ahead of trends and can see what's coming around the corner.

I look forward to continuing my professional relationship with the City of Sand City in the role of contract City Engineer and continuing to provide an exceptional level of service. If you have any questions regarding this contract, please do not hesitate to call me at 831-272-4909.

If this proposal meets with your approval, please execute and return the attached Professional Services Agreement.

Sincerely,

Harris & Associates, Inc.



Leon D. Gomez, PE, QSD
Sr. Project Manager
Tel. (831) 272-4909 ■
Email: Leon.Gomez@WeAreHarris.com



Frank Lopez, PE, QSD, CFM
Sr. Director of Engineering Services
Tel. (831) 233-9242 ■
Email: Frank.Lopez@WeAreHarris.com

EXHIBIT A

PROPOSAL TO PROVIDE CITY ENGINEERING SERVICES

UNDERSTANDING AND APPROACH

Understanding

The City is in a current state of transition as it looks to appoint a new, permanent City Manager, approve a new 5-year Capital Improvement Program (CIP), and realize significant public and private development projects such as the Sand City Water Supply Project Phase 1 New Intake Wells that will support the City's reverse-osmosis desalination facility and the West End South of Tioga redevelopment project that will develop over 10 acres near Tioga Avenue. The City maintains its own Public Works Department that oversees street and facility maintenance, public utilities (i.e., the storm drain system), and coordinates with the public, City Manager and staff to perform day to day operations. The City has traditionally relied on a City Engineer/Public Works Director to help lead City initiatives, develop infrastructure, and coordinate with City staff.

Approach

As the City grapples with this transition period, Harris is willing and able to support the City for as long as needed. Our experience with a wide breadth of municipal clients as well as Mr. Leon Gomez's recent and relevant experience as contract City Engineer to the City will provide for a **smooth transition**.

Mr. Leon Gomez, PE, Senior Project Manager, will be the primary point of contact for this contract. In this capacity, Mr. Gomez will have access to a wide breadth of engineering, planning, environmental, financial, and technical support staff, both locally and company-wide, within the Harris team. Many of the Salinas area employee-owners are local Monterey County residents who are fully invested in the local community. This will allow Mr. Gomez to effectively and efficiently manage the role of City Engineer by leveraging the skills, knowledge, and resources of the Harris team in order to provide the full range of services needed.

Public Works Operation - As Contract City Engineer, Mr. Gomez will coordinate with the City's Public Works Department and Operations Supervisor (the Chief of Police) such as for CIP and Public Works project planning and/or implementation, storm water program activities and reporting, illicit discharge response and reporting, well production reporting, etc.

Capital Improvements are planned out via a rolling, multi-year, Capital Improvement Program (CIP). The CIP is very important for long-range planning of City infrastructure. Administration of the CIP includes long-range visioning of necessary improvements to the City's infrastructure to manage risk and reduce public liability as well as long-term financial planning to provide funding for the planned improvements. Effective coordination with the City Manager and other stakeholders within the City and public rights-of-way help to prevent conflicts and preserve the overall value of the improvements being considered in the near term as well as those planned for the future. The CIP includes:

- Evaluation and prioritization of short and long-term capital improvement projects;
- Planned procurement of funds;
- Planning and funding for necessary right-of-way and land acquisitions;
- Administration of grant funding, if utilized;
- Administration of Gas Tax funding (SB1) through California Transportation Commission and Measure X;
- Administration of the public procurement and bidding processes;
- Inspection of the project construction and acceptance of the completed improvements

Development Projects and all permitted improvements to an existing parcel are all entitled, reviewed and approved in coordination with the City's Planning, Public Works, and Police Departments as well as the City's contract Building and Fire Departments. Land-use entitlements and permitting are coordinated with the City's General Plan, Specific Plans,

Municipal Code, Municipal Storm Water Permit and CIP to ensure that the permitted improvements are consistent with the aforementioned plans and programs and comply with City standards and requirements.

Since 2013, Mr. Gomez has participated in the review of almost every proposed development project within the City, including: The West End South of Tioga Redevelopment Project, The Bungalows at East Dunes Project, The Catalina Lofts Mixed Use Project, The San Juan Pools Commercial Building Project, and various single-family residential developments such as the Bogue Residence, the Dayton Residences, and the 22 & 23 Scott Street Residence.

Assessment Districts - the depth of the Harris team includes Public Finance specialists who can support the City with the formation of Assessment and/or Community Facilities Districts, such as the one proposed for the West End South of Tioga development project.

Scope of Work

Harris will provide the services generally described below to the City of Sand City. Since the role of City Engineer is extensive and ever evolving, it should be noted that the services listed below are the general types of services to be provided. Each item of work will be evaluated by the City Engineer to determine the project requirements, work plan, schedule, and whether support staff is needed. With the exception of minor items of work, the work and the approach will be reviewed with the City Manager prior to the start of work.

Additional services, functions, and/or responsibilities not listed below may be performed by Harris at the request of the City under this contract.

A. Administrative, day-to-day, operations are provided on an on-going basis just as they would be in any Engineering and Public Works Department. These administrative duties include:

1. Administration of the City's encroachment permit program;
2. Administration of the City's various Assessment Districts;
3. Attendance and presentations at regular staff meetings and city council meetings;
4. Attendance and representation at regular meetings of the Monterey Regional Storm Water Management Program, Seaside Groundwater Basin Watermaster, and Transportation Agency for Monterey County;
5. Coordination with neighboring cities and regional agencies such as TAMC, AMBAG, Monterey County, etc.;
6. Coordination with the Public Works Department regarding operations and maintenance, storm water program reporting, repair of public facilities, etc.;
7. Enforcement of the City's Standards for design and construction;
8. Enforcement of City's Storm Water Management Program;
9. Representation of the City's interests in regional transportation and funding issues;
10. Communication, either written or by telephone, with City staff to discuss and/or coordinate on City projects;
11. Assist with updates and/or revisions to Engineering and Public Works Department forms, permits, and applications;
12. Review Environmental Impact Reports (EIRs) for engineering, traffic, and utility impacts or concerns;
13. Regular well production reporting to the Seaside Groundwater Basin Watermaster;
14. Assist in filing State, Federal, or other agency grant applications.

B. Civil Engineering services including:

1. Design and construction of City infrastructure including street rehabilitation and/or reconstruction, ADA improvements, storm drainage, grading improvements, water and wastewater systems, and other improvements;
2. Preliminary and/or conceptual design and cost estimating thru preparation of detailed plans, specifications, and estimates (PS&E);
3. Preparation of contract documents for public bidding, construction administration, construction management and inspection, project close-out;
4. Assist with public works project reporting related to prevailing wage and the Department of Industrial Relations;
5. Municipal financing programs, including Assessment and/or Community Facility Districts may be evaluated for projected assessment costs and annual assessment payments, construction of improvements and ongoing

operation and maintenance costs. If an assessment and/or CFD is to be formed, the typically required Engineer's Report, Boundary Map, and Assessment Diagram would be prepared in coordination with the City Surveyor and City staff;

6. Prepare preliminary design studies, technical reports, exhibits, engineer's estimates of probable construction cost;
7. Project management for CIP and/or public works projects;
8. Grant administration and management;
9. Pavement Management Program – manage the City's PMP utilizing the StreetSaver software;
10. **Land Surveys and Mapping:** coordinate with the contract City Surveyor to obtain land surveys, aerial surveys, legal descriptions, plat maps, ALTA maps, Record of Survey Maps, boundary maps, etc., and for the review of Lot Mergers and Lot Line Adjustments.

C. Construction Management and Inspection services including:

1. Once a contract has been approved and issued by the City, Harris may provide management of the construction phase of the project;
2. Field inspection of the project construction in accordance with the approved contract documents (plans and specifications). Field inspections will include documentation in the form of inspection reports and photographs;
3. Review of the construction contractor's work progress and payment requests and make recommendations for payment to the City;
4. Report construction work progress to the City.

D. Materials Testing and Inspection including:

1. Coordinate with a geotechnical engineering and/or other sub-consultants to provide materials testing to ensure compliance with the project specifications;
2. Coordinate testing with field inspections and the construction schedule;
3. If necessary, require the construction contractor to replace improvements that do not meet the project specifications.

E. Development Review Services (Plan Checking of Public and Private Projects) including:

1. Review preliminary and/or conceptual project designs, reports, exhibits, maps, etc. during the land entitlement review process and provide input to City staff and/or the project applicant/proponent regarding City requirements, standards, etc.;
2. Assist City staff in the preparation of land-use entitlement permits including Engineering and Public Works Department Conditions of Approval;
3. During the Building Permit Phase, review civil improvement and/or construction plans for conformance to City Standards, the project Conditions of Approval, and any applicable local, state, federal requirements;
4. Coordinate with outside agencies regarding proposed utility services and connections, such as the Seaside County Sanitation District (SCSD) for sanitary sewer services, California American Water for water services, Pacific Gas & Electric, AT&T, Comcast, Monterey Salinas-Transit, etc.;
5. Coordinate with the contract City Surveyor to review and process Tentative Maps, Vesting Tentative Maps, and Tract/Final Maps to ensure compliance with land survey requirements, the Subdivision Map Act, the project Conditions of Approval, and any applicable City ordinances and codes;
6. Coordinate with the contract City Surveyor to review and process applications for Voluntary Lot Merger, Lot Line Adjustments and assist in the recordation of said documents with the County Recorder's office.

F. Municipal Storm Water Program Management including:

1. Provide overall management of the City's National Pollutant Discharge Elimination System (NPDES) Phase II Municipal Separate Storm Sewer System (MS4) General Permit;
2. Coordinate with the City's Planning, Public Works, Police, Building, and Fire Departments to ensure compliance with the Phase II MS4 General Permit requirements;
3. Review proposed development projects and coordinate land-use entitlement permits and conditions of approval with City staff to ensure compliance with the Phase II MS4 General Permit requirements;

4. Inspect construction projects to ensure compliance with the Phase II MS4 General Permit requirements and applicable Municipal Code requirements;
5. Prepare the City's Annual Storm Water Report and Supporting Documentation;
6. Attend regular meetings of the Monterey Regional Storm Water Management Program and coordinate with the Program Manager;
7. Coordinate with the State and Regional Water Resources Control Board.

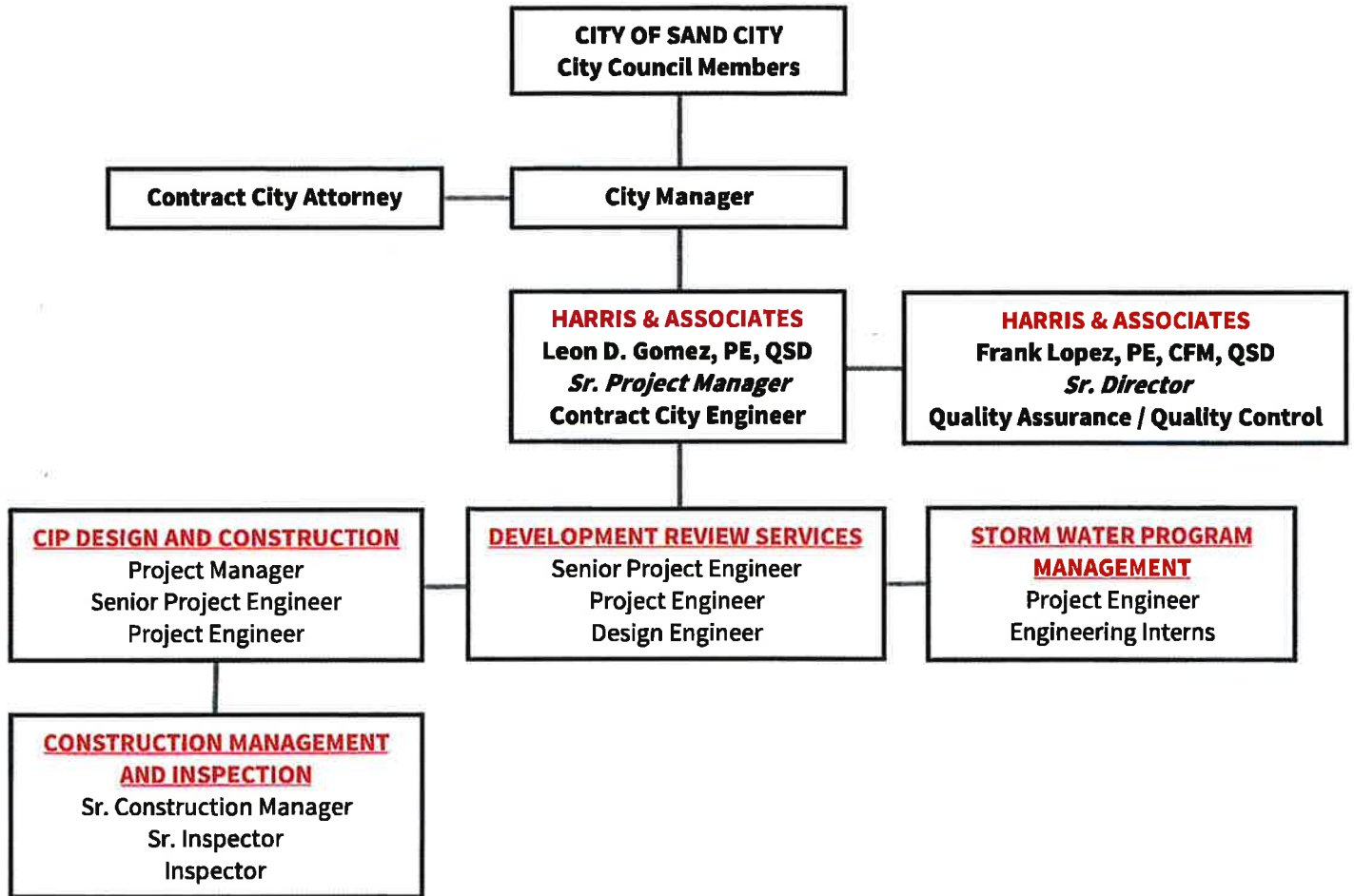
G. File / Records Management including:

1. Assist in obtaining, organizing, and filing the City's engineering and public works related files (electronic and hard copy);
2. Assist in the setup of an archive filing system for the City's engineering and public works related files (electronic and hard copy).

H. Sub-consultant services including:

1. When required, the services of other consultants such as architectural, landscape architectural, geotechnical engineering, electrical engineering, and/or other services may be provided by Harris. Harris will obtain proposals from the consultants and arrange for these services on a sub-consultant basis up to a maximum cost of \$20,000 and/or as allowed by the City Manager's authorized approval limit per the City's purchasing ordinance.
2. The fee for management of any sub-consultant will be 10% based on the sub-consultant's approved fee.

Organization Chart



This organization chart identifies the staff support by classification that is available within the Harris team to support the Contract City Engineer in providing the range of city engineering services to the City of Sand City.

ADDITIONAL SERVICES

Due to the depth of resources available at Harris, we can assist the City in other areas such as; Public Finance, Environmental Compliance, Risk & Resiliency Planning, Infrastructure Master Planning, and Asset Management. Should the City like to discuss the breadth of services available, please feel free to contact us for more information. Harris can provide brochures detailing our services via email.

**EXHIBIT B
FEE SCHEDULE**



Hourly Rates

Applicable to Contract City Engineering Services for the City of Sand City, CA
Effective July 1, 2020 — June 30, 2021

	Hourly Rates
Engineering Services	
Leon Gomez-Contract City Engineer	\$205
Sr. Project Directors	\$220- \$280
Project Directors	\$200- \$250
Sr. Project Managers	\$195- \$240
Project Managers	\$165- \$200
Sr. Project Engineers	\$160- \$190
Project Engineers	\$135- \$160
Technical Support	\$100- \$120
Administration	\$90- \$110
Engineering Inters	\$60-70

Construction Management	
Sr. Project Directors	\$220- \$280
Project Directors	\$200- \$250
Sr. Construction Managers	\$190- \$210
Construction Managers	\$160- \$185
Inspectors (prevailing wage)*	\$165- \$190
Inspectors (nonprevailing wage)	\$135- \$150

Environmental Services	
Project Director	\$200- \$250
Project Manager	\$150- \$200
Project Analyst	\$125- \$150

Notes: Rates are subject to adjustment due to promotions during the effective period of this schedule. Unless otherwise indicated in the cost proposal, hourly rates include most direct costs such as travel, equipment, computers, communications and reproduction (except large quantities such as construction documents for bidding purposes).

*Inspectors working in the State of California are subject to the Prevailing Wage Rates established for that area.

All subconsultant charges are subject to a 10% markup.

Harris & Associates, Inc. ■ 450 Lincoln Avenue, Suite 103, Salinas, CA 93901 Tel. 831.233.9242 ■ WeAreHarris.com

450 Lincoln Avenue, Suite 103, Salinas, CA 93901 ■ (831) 233-9242 ■ WeAreHarris.com

EXHIBIT C

INSURANCE REQUIREMENTS

Without limiting CONSULTANT's indemnification of CITY, and prior to commencement of Work, CONSULTANT shall obtain, provide and maintain at its own expense during the term of this AGREEMENT, policies of insurance of the type and amounts described below and in a form satisfactory to CITY.

General liability insurance. CONSULTANT shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

Automobile liability insurance. CONSULTANT shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with Work to be performed under this AGREEMENT, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than \$1,000,000 combined single limit for each accident.

Professional liability (errors & omissions) insurance. CONSULTANT shall maintain professional liability insurance that covers the Services to be performed in connection with this AGREEMENT, in the minimum amount of \$1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this AGREEMENT and CONSULTANT agrees to maintain continuous coverage through a period no less than three (3) years after completion of the services required by this AGREEMENT.

Workers' compensation insurance. CONSULTANT shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000).

CONSULTANT shall submit to CITY, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of CITY, its officers, agents, employees and volunteers.

Umbrella or excess liability insurance. [Optional depending on limits required]. CONSULTANT shall obtain and maintain an umbrella or excess liability insurance policy with limits that will provide bodily injury, personal injury and property damage liability coverage at least as broad as the primary coverages set forth above, including commercial general liability, automobile liability, and employer's liability. Such policy or policies shall include the following terms and conditions:

- A drop down feature requiring the policy to respond if any primary insurance that would otherwise have applied proves to be uncollectible in whole or in part for any reason;
- Pay on behalf of wording as opposed to reimbursement;
- Concurrency of effective dates with primary policies;
- Policies shall "follow form" to the underlying primary policies; and
- Insureds under primary policies shall also be insureds under the umbrella or excess policies.

Other provisions or requirements

Proof of insurance. CONSULTANT shall provide certificates of insurance to CITY as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by City's Risk Manager prior to commencement of performance. Current certification of insurance shall be kept on file with CITY at all times during the term of this contract. CITY reserves the right to require complete, certified copies of all required insurance policies, at any time.

Duration of coverage. CONSULTANT shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Work hereunder by CONSULTANT, his agents, representatives, employees or subconsultants.

Primary/noncontributing. General Liability and Automobile Liability Coverage provided by CONSULTANT shall be primary and any insurance or self-insurance procured or maintained by CITY shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of CITY before the CITY's own insurance or self-insurance shall be called upon to protect it as a named insured.

City's rights of enforcement. In the event any policy of insurance required under this AGREEMENT does not comply with these specifications or is canceled and not replaced, CITY has the right but not the duty to obtain the insurance it deems necessary and any premium paid by CITY will be promptly reimbursed by CONSULTANT or CITY will withhold amounts sufficient to pay premium from CONSULTANT payments. In the alternative, CITY may cancel this AGREEMENT.

Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VI (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the City Administrator.

Waiver of subrogation. All insurance coverage maintained or procured pursuant to this AGREEMENT shall be endorsed to waive subrogation against CITY, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow CONSULTANT or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. CONSULTANT hereby waives its own right of recovery against CITY, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

Enforcement of contract provisions (non estoppel). CONSULTANT acknowledges and agrees that any actual or alleged failure on the part of the CITY to inform CONSULTANT of non-compliance with any requirement imposes no additional obligations on the CITY nor does it waive any rights hereunder.

Requirements not limiting. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Consultant maintains higher limits than the minimums shown above, the CITY requires and shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the CITY.

Notice of cancellation. Consultant agrees to oblige its insurance agent or broker and insurers to provide to CITY with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

Additional insured status. General liability policies shall provide or be endorsed to provide that CITY and its officers, officials, employees, and agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies.

Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to CITY and approved of in writing.

Separation of insureds. A severability of interests provision must apply for all additional insureds ensuring that Consultant's General Liability insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

Pass through clause. CONSULTANT agrees to ensure that its subconsultants, subcontractors, and any other party involved with the project who is brought onto or involved in the project by CONSULTANT, provide the same minimum insurance coverage and endorsements required of CONSULTANT. CONSULTANT agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. CONSULTANT agrees that upon request, all AGREEMENTs with consultants, subcontractors, and others engaged in the project will be submitted to CITY for review.

City's right to revise specifications. The CITY reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the CONSULTANT ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the CONSULTANT, the CITY and CONSULTANT may renegotiate CONSULTANT's compensation.

Self-insured retentions. Any self-insured retentions must be declared to and approved by CITY. CITY reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by CITY.

Timely notice of claims. CONSULTANT shall give CITY prompt and timely notice of claims made or suits instituted that arise out of or result from CONSULTANT's performance under this AGREEMENT, and that involve or may involve coverage under any of the required liability policies.

Additional insurance. CONSULTANT shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the work.

RECEIVED
AUG 23 2019
CITY OF SAND CITY

AGENDA ITEM

6A



City of Sand City

Agenda
Item

6A

Staff Report

TO: Honorable Mayor and City Council Members
FROM: Aaron Blair, City Manager
DATE: May 26, 2020
SUBJECT: Budget Amendment #3 Fiscal Year 2019-2020

DISCUSSION:

COVID-19 2019-2020 Budget Impact

Budget Amendment #3 projections and comments assume a recessionary impact from the Coronavirus pandemic. HdL's (our sales tax consultant) Consensus Forecast model sales tax impacts based on the analysis of previous recessions plus a review of industry, economist and news reports. The Forecast assumes the 'shelter in place' will continue until the end of July and consumers will be cautious about spending and travel for the rest of the year.

Potentially we may see a negative impact to our sales and use tax revenue for the remainder of 2020 due to the Governors executive order on delayed sales and use tax payments for some businesses. Economic Adjustments for fiscal year 2019-2020 are based on a 12.7% drop for Measure J and a 11.1% drop for regular sales tax.

On May 8, 2020 and May 21, 2020, the Budget/Personnel Committee meeting met with City staff to review the fiscal year 2019-2020 budget of the City of Sand City. The Committee has prepared and is recommending to the City Council Amendment #3 to the City budget for the 2019-2020 fiscal year.

CEQA

This action does not constitute a "project" as defined by the California Environmental Quality Act (CEQA) guidelines section 15378.

Fiscal Impact:

Budget Amendment #3 takes into consideration projected impacts from the Coronavirus pandemic. Some steps that are being proposed included standing firm to our hiring freeze (not filling any positions), cutting all overtime unless it is a life or death situation, cutting a bulk of our CIP expenses, and cutting another 10%-15% in expenses throughout each department. Details are attached.

Recommendation:

Staff recommends that the City Council approve budget amendment #3, and authorize staff to complete City operations as generally prescribed in the FY 2019-2020 Amendment #3 City Budget.

CITY OF SAND CITY
RESOLUTION SC ____, 2020

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAND CITY
ADOPTING AMENDMENT #3 TO THE CITY
BUDGET FOR FISCAL YEAR 2019-2020

WHEREAS, at their May 8, 2020 and May 21, 2020 Budget/Personnel Committee meetings, the Budget Committee of the City Council met with City staff to review the fiscal year 2019-2020 budget of the City of Sand City; and

WHEREAS, the Budget Committee has prepared, and is recommending to the City Council the attached Amendment #3 to the City budget for fiscal year 2019-2020 due to projected corona virus revenue loss, hereby attached as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Sand City as follows:

1. That the attached Exhibit A is hereby adopted as Amendment #3 to the City Budget for FY 2019-2020 for the City of Sand City.
2. The City staff is authorized to continue and complete City operations as generally prescribed in the FY 2019-2020 Amendment #3 City Budget and is directed to follow the general financial guidelines reflected therein.

PASSED AND ADOPTED by the City Council of the City of Sand City on this ____, day of June, 2020, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

APPROVED:

ATTEST:

Mary Ann Carbone, Mayor

Connie Horca, Acting City Clerk

EXHIBIT A

REVENUE ACCOUNT #	Description	Actual Revenues FY 18-19	Actual Revenues FY 19-20 thru 4/30/20	Adopted City Revenues Amend #2 FY 19-20	Proposed City Revenues Amend #3 FY 19-20
NON DEPARTMENT					
4005-00	Property Tax - City	90,662.71	88,735.35	92,000.00	92,000.00
4006-00	ROPS Residual	132,529.56	131,809.12	132,000.00	132,000.00
4008-00	SA Admin Fees Reimbursement	73,283.33	103,416.96	126,105.00	126,105.00
4010-00	Prior Year Tax	1,342.81	803.28	1,500.00	1,500.00
4012-00	Property Tax VLF	35,490.00	36,709.00	36,800.00	36,800.00
4015-00	SB 813	13,220.58	9,146.72	12,000.00	12,000.00
4020-00	Prop Tax Transfer	11,535.99	5,953.75	12,000.00	12,000.00
4025-00	Users Tax	148,068.11	112,091.80	150,000.00	150,000.00
4030-00	Sales/Use Tax	2,849,989.62	1,639,939.51	2,560,000.00	2,507,800.00
4032-00	Transaction/ Use Tax 1/2 cent	2,513,208.71	1,401,472.08	2,239,000.00	2,189,000.00
4033-00	Business License CASP Fee 70%	1,501.90	1,465.20	1,500.00	1,500.00
4035-00	Cable Franchise	6,981.59	3,468.46	7,000.00	7,000.00
4040-00	Refuse Franchise	56,742.69	41,534.74	57,000.00	57,000.00
4045-00	PG & E Gas Franchise	2,450.38	2,855.97	2,500.00	2,900.00
4050-00	PG & E Electric Franchise	28,811.49	28,415.43	30,000.00	28,500.00
4055-00	Business License	484,023.35	496,137.69	495,000.00	498,000.00
4060-00	Bus Lic Late Fee	3,278.85	2,684.87	2,700.00	2,700.00
4340-00	HOPTR Tax	430.14	205.13	500.00	500.00
4350-00	Sanitation District Impact Fees	7,618.98	8,854.55	8,900.00	8,900.00
4410-00	Interest City Checking/CD/Property Tax	935.81	780.72	1,000.00	1,000.00
4411-00	Interest - OPEB	190.25	59.16	100.00	100.00
4413-00	Interest - City Housing	106.44	1,531.25	2,000.00	2,000.00
4420-00	Interest - LAIF	140,031.31	117,511.29	140,000.00	150,000.00
4450-00	Interest - TVI CDs	20,521.94	20,541.98	21,000.00	25,000.00
4500-00	West End Revenue	51,292.50	53,234.16	54,000.00	54,000.00
4501-00	Art Committee Revenue	0.00		0.00	0.00
4550-00	Publications -Copies	8.00	74.20	100.00	100.00
4710-00	Mitigation	2,603.59		1,300.00	1,300.00
4730-00	Other-Non Dept.	21,411.36	4,198.50	5,000.00	5,000.00
4732-00	Reimbursements	2,840.17	3,632.68	3,000.00	4,000.00
4740-00	Rental/Lease	17,109.36	14,257.80	17,200.00	17,200.00
	SUB TOTAL NON DEPARTMENT	6,718,221.52	4,331,521.35	6,211,205.00	6,125,905.00
PLANNING					
4115-05	Building Permit	2,589.36	36,953.03	37,500.00	45,000.00
4120-05	Coastal Permit	2,000.00	500.00	1,000.00	1,000.00
4125-05	CUP	2,000.00	3,500.00	4,000.00	4,000.00
4126-05	Temporary CUP	0.00	200.00	100.00	200.00
4145-05	Site Permit	1,500.00	100.00	500.00	500.00
4155-05	Design Review Comm	500.00	300.00	400.00	400.00
4160-05	Other Planning Fees	3,938.75	1,277.00	1,500.00	1,500.00
4165-05	Plan Check Fees	1,548.74	24,731.87	25,000.00	30,000.00
4219-05	Parking Permits	400.00	400.00	400.00	400.00
	SUB TOTAL PLANNING	14,476.85	67,961.90	70,400.00	83,000.00

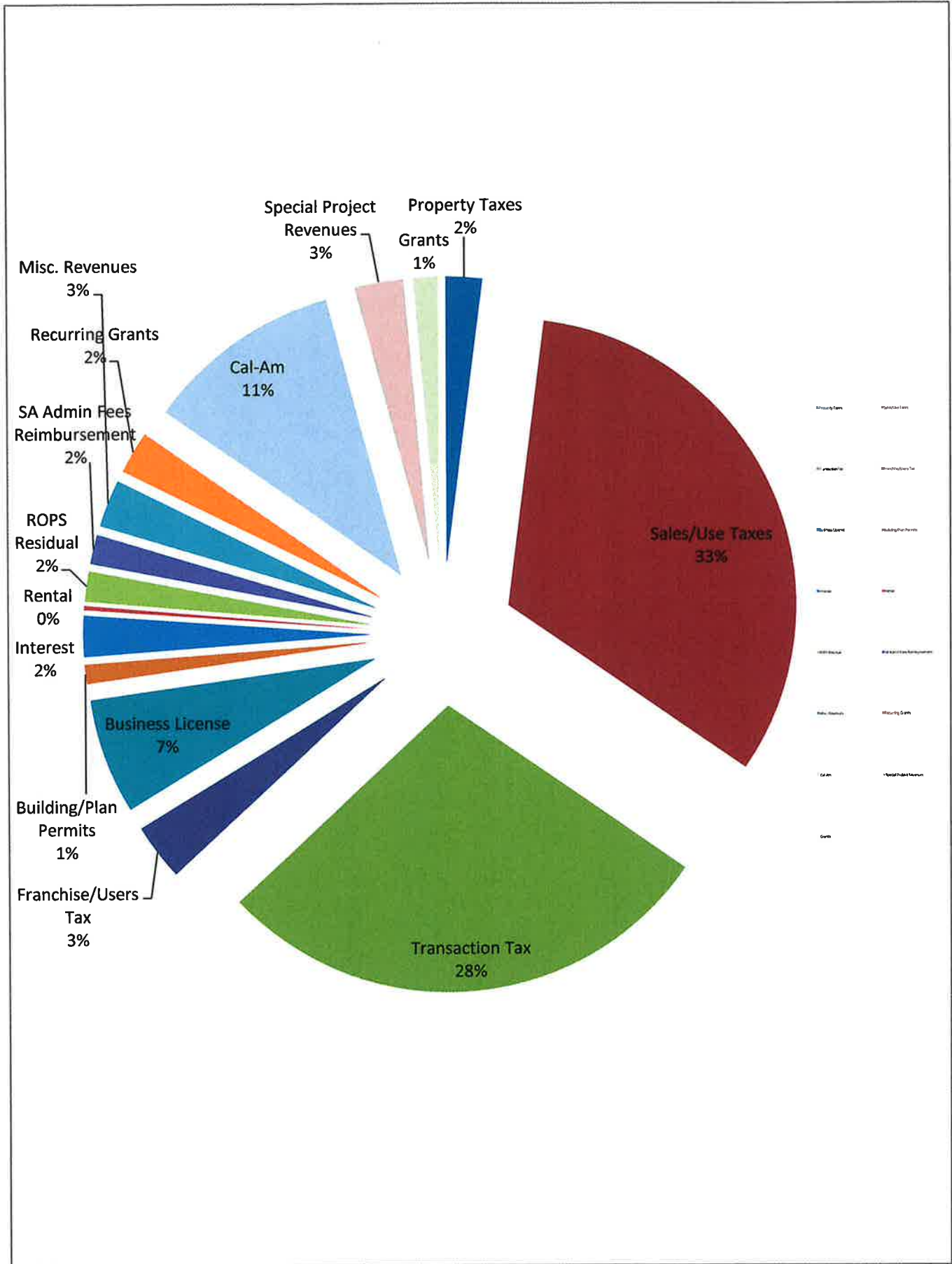
Proposed City FY 19-20 Amend #3
Revenues

REVENUE ACCOUNT #	Description	Actual Revenues FY 18-19	Actual Revenues FY 19-20 thru 4/30/20	Adopted City Revenues Amend #2 FY 19-20	Proposed City Revenues Amend #3 FY 19-20
POLICE					
4210-08	City Fines	3,811.75	3,137.24	3,000.00	3,500.00
4221-08	SC Parking Collections	10,418.00	8,270.00	10,000.00	15,000.00
4325-08	Motor Vehicle	189.32	314.18	500.00	500.00
4330-08	Prop 172 -911	373.83	258.67	400.00	400.00
4335-08	Post Reimbursement	2,644.40	1,087.66	2,500.00	2,500.00
4515-08	Dog Licensing	20.00	5.00	20.00	20.00
4524-08	Asset Forfeiture	240.22		250.00	100.00
4525-08	Unclaimed Property	0.00	20.00	100.00	100.00
4560-08	Special Police	220.00	260.00	300.00	400.00
	SUB TOTAL POLICE	17,917.52	13,352.75	17,070.00	22,520.00
PUBLIC WORKS					
10-4150-11	Building Development	0.00	2,206.50	2,500.00	2,500.00
10-4160-11	Engineering Fees	18,870.50	39,819.00	35,000.00	50,000.00
38-4302-11	Measure X/TAMC Sales Tax for Streets	29,540.37	24,014.59	30,000.00	30,000.00
31-4305-11	Gas Tax-2105	2,161.74	1,641.05	2,200.00	2,200.00
31-4305-11	Gas Tax-2106	5,744.46	4,290.68	5,800.00	5,800.00
31-4305-11	Gas Tax-2107	2,718.61	2,020.56	2,800.00	2,800.00
31-4305-11	Gas Tax-2107.5	1,000.00	1,000.00	1,000.00	1,000.00
31-4305-11	Gas Tax-2103	1,316.26	2,391.57	3,000.00	3,000.00
37-4306-11	SB1 - RMRA - Road Maintenance & Rehab	7,093.08	5,592.93	7,300.00	7,300.00
31-4307-11	Traffic Congestion Relief - Prop 42	444.32	446.32	500.00	500.00
35-4205-11	Ca Code Fines	1,020.10	584.50	1,100.00	1,100.00
	SUB TOTAL PUBLIC WORKS	69,909.44	84,007.70	91,200.00	106,200.00
LEASES					
4833-00	Cal-Am Lease Payment	850,000.00		850,000.00	850,000.00
	SUB TOTAL LEASES	850,000.00	0.00	850,000.00	850,000.00
RECURRING GRANTS					
4069-08	COPS Grant	148,746.54	122,614.30	156,000.00	156,000.00
4068-08	In-Car Computing Grant		12,190.00	12,200.00	12,200.00
4647-08	Bulletproof Vest Grant	1,591.23	530.41	1,000.00	1,000.00
4733-00	Recycling Grant	5,000.00	5,000.00	5,000.00	5,000.00
4836-08	CSA 74 EMS Grant	2,500.00	2,500.00	2,500.00	2,500.00
4729-00	MBASIA Safety Grant/Fitness	7,500.00	7,500.00	7,500.00	7,500.00
	SUB TOTAL RECURRING GRANTS	165,337.77	150,334.71	184,200.00	184,200.00
	SUB TOTAL RECURRING REVENUES	7,835,863.10	4,647,178.41	7,424,075.00	7,371,825.00

Proposed City FY 19-20 Amend #3
Revenues

REVENUE ACCOUNT #	Description	Actual Revenues FY 18-19	Actual Revenues FY 19-20 thru 4/30/20	Adopted City Revenues Amend #2 FY 19-20	Proposed City Revenues Amend #3 FY 19-20
SPECIAL REVENUES					
4522-11	Street Sweeper Sale			0.00	0.00
	TAMC Right of Way Clean Up Reimburse				13,200.00
4530-00	Developer Agreement South of Tioga		146,424.43	150,000.00	200,000.00
	SUB TOTAL SPECIAL REVENUES	0.00	146,424.43	150,000.00	213,200.00
GRANTS					
4756-00	FEMA Grant				
	Calabrese Park CDBG Grant			60,000.00	60,000.00
4757-00	CalTrans Sustainable Grant			48,700.00	48,700.00
	SUB TOTAL GRANTS	0.00	0.00	108,700.00	108,700.00
	SUB TOTAL SPECIAL PROJECTS/GRANTS	0.00	146,424.43	258,700.00	321,900.00
	GRAND TOTAL REVENUES	7,835,863.10	4,793,602.84	7,682,775.00	7,693,725.00

**FY 2019-2020 Proposed Revenues
Amend #3**



**Budget Summary
Revenues**

Description	FY 18-19 Actual Revenues	FY 19-20 Actual Revenues thru 4/30/20	Adopted Amend #2 Budget FY 19-20	Proposed Amend #3 Budget FY 19-20
RECURRING REVENUES				
Property Taxes	152,252.09	141,348.10	154,300.00	154,300.00
Sales/Use Taxes	2,849,989.62	1,639,939.51	2,560,000.00	2,507,800.00
Transaction Tax	2,513,208.71	1,401,472.08	2,239,000.00	2,189,000.00
Franchise/Users Tax	243,054.26	188,366.40	246,500.00	245,400.00
Business License	487,302.20	498,822.56	497,700.00	500,700.00
Building/Plan Permits	14,476.85	67,961.90	70,400.00	83,000.00
Interest	161,785.75	140,424.40	164,100.00	178,100.00
Rental	17,109.36	14,257.80	17,200.00	17,200.00
ROPS Residual	132,529.56	131,809.12	132,000.00	132,000.00
SA Admin Fees Reimbursement	73,283.33	103,416.96	126,105.00	126,105.00
Misc. Revenues	175,533.60	169,024.87	182,570.00	204,020.00
Recurring Grants	165,337.77	150,334.71	184,200.00	184,200.00
Cal-Am	850,000.00	0.00	850,000.00	850,000.00
Subtotal Recurring Revenues	7,835,863.10	4,647,178.41	7,424,075.00	7,371,825.00
OTHER FINANCING SOURCES				
Special Project Revenues	0.00	146,424.43	150,000.00	213,200.00
Grants	0.00	0.00	108,700.00	108,700.00
Subtotal Other Revenue	0.00	146,424.43	258,700.00	321,900.00
Total Revenue	7,835,863.10	4,793,602.84	7,682,775.00	7,693,725.00

**Proposed City FY 19-20 Amend #3
Expenditures**

ACCOUNT NUMBER	Description	Actual Expenses FY 18-19	Actual Expenses FY 19-20 thru 4/30/20	Adopted Expenses Amend #2 FY 19-20	Proposed Expenses Amend #3 FY 19-20
NON DEPARTMENT					
5000-00	Municipal Code	2,132.80	3,257.25	3,500.00	3,300.00
5001-00	Public Agency Memberships	24,939.81	30,186.24	33,000.00	33,000.00
5002-00	Voluntary Memberships	10,351.00	12,051.00	13,000.00	13,000.00
5005-00	Arts Committee	59.88	1,142.64	15,000.00	15,000.00
5006-00	COVID-19 Expense		1,520.95	15,000.00	15,000.00
5025-00	Dues and Subscriptions	1,437.00	180.00	200.00	200.00
5070-00	Health Benefits	620.70	590.79	800.00	800.00
5202-00	EAP Program	923.40	941.64	950.00	950.00
5425-00	IT Support	4,347.00	3,927.00	5,000.00	5,000.00
5910-00	Donations/Contributions	12,836.10	4,860.39	6,000.00	6,000.00
5920-00	Advertising	2,563.77		0.00	0.00
5930-00	Miscellaneous Expense	1,208.32	5,418.45	6,500.00	6,500.00
5935-00	Office Equipment Maint.	8,647.04	5,907.45	8,500.00	8,500.00
5940-00	Office Supplies	31,761.90	19,611.46	30,000.00	30,000.00
5945-00	Telephone	1,030.55	840.45	1,100.00	1,100.00
5950-00	Physical Exams/Vaccinations	120.00		0.00	0.00
5955-00	Public Official Bond	1,000.00	1,050.00	1,050.00	1,050.00
5960-00	Utilities	19,409.25	15,571.15	20,000.00	20,000.00
5970-00	Equipment Purchase	657.24	2,428.25	2,500.00	2,500.00
5980-00	Bank Charges	390.00	145.00	400.00	400.00
5998-00	Internet/Web	2,153.89	1,719.22	2,000.00	2,000.00
SUB TOTAL NON DEPARTMENT		126,589.65	111,349.33	164,500.00	164,300.00
CITY COUNCIL					
5025-01	Dues/Subscriptions	947.00	150.00	500.00	500.00
5030-01	Mileage/Expense	2,400.00	2,000.00	2,500.00	2,500.00
5065-01	Dental	5,108.08	3,545.30	4,300.00	4,300.00
5066-01	Vision	917.68	665.60	800.00	800.00
5070-01	Health Benefits	58,030.50	52,755.00	63,300.00	63,300.00
5073-01	Pers Retirement EE	777.58	466.56	700.00	700.00
5075-01	Pers Retirement	1,306.25	839.66	1,200.00	1,200.00
5078-01	PERS Survivor Benefits	237.60		70.00	70.00
5079-01	Deferred Comp Contribution	2,800.00	4,000.00	4,800.00	4,800.00
5080-01	FICA/ Medicare	3,323.87	3,544.99	4,400.00	4,400.00
5085-01	SUI	345.46	293.10	400.00	400.00
5095-01	Training & Conferences	18,083.23	7,686.26	9,000.00	9,000.00
5110-01	Council Meetings	17,700.00	15,000.00	15,000.00	18,000.00
5120-01	Elections	805.87		0.00	0.00
5130-01	Contingency Funds	8,899.98		0.00	0.00
5131-01	Website Design		2,700.00	6,750.00	6,750.00
5137-01	GASB 68 - Unfunded Liability	4,325.78	2,367.27	2,400.00	2,400.00
5925-01	Liability	12,453.12	9,258.43	9,300.00	9,300.00
5945-01	Council Phones	3,985.16	2,967.60	4,000.00	4,000.00
5965-01	Workers Comp	17,422.85	1,151.16	1,200.00	1,200.00
5970-01	Council Equipment	6,133.99	2,556.27	2,600.00	2,600.00
5985-01	Exercise Program	1,080.00	900.00	1,100.00	1,100.00
SUB TOTAL CITY COUNCIL		167,084.00	112,847.20	134,320.00	137,320.00

**Proposed City FY 19-20 Amend #3
Expenditures**

ACCOUNT NUMBER	Description	Actual Expenses FY 18-19	Actual Expenses FY 19-20 thru 4/30/20	Adopted Expenses Amend #2 FY 19-20	Proposed Expenses Amend #3 FY 19-20
ADMINISTRATION					
5020-02	Contract Services - Personnel	46,625.00	538.13	350.00	600.00
5020-02	Contract Services - Misc.	3,100.00	11,600.00	12,000.00	12,000.00
5020-02	Contract Services - Admin Recruitment	17,253.04	8,144.73	8,200.00	8,200.00
5025-02	Dues/Subscriptions	774.00	2,076.00	2,100.00	2,100.00
5030-02	Mileage	2,250.00	3,300.00	3,500.00	3,900.00
5035-02	Granicus - Agenda Management Fee		3,300.00	3,300.00	3,300.00
5040-02	Salaries	314,555.84	284,572.16	350,600.00	338,800.00
5042-02	Cash Outs	21,232.00	10,985.73	44,000.00	44,000.00
5060-02	Long Term Disability	2,541.96	1,943.40	2,800.00	2,800.00
5065-02	Dental Insurance	2,108.00	2,054.08	2,700.00	2,700.00
5066-02	Vision Insurance	385.44	370.13	500.00	500.00
5067-02	Life Insurance	524.40	477.50	600.00	600.00
5070-02	Health Benefits	43,522.96	39,566.25	49,100.00	49,100.00
5072-02	Health Benefits - Admin Retirees	13,988.34	11,724.30	14,100.00	14,100.00
5073-02	Pers Retirement EE	15,422.68	11,871.63	15,000.00	15,000.00
5075-02	Pers Retirement	30,729.09	29,247.30	41,000.00	41,000.00
5078-02	PERS Survivor Benefits	283.25		110.00	110.00
5079-02	Deferred Comp Contributions	2,550.00	1,400.00	2,600.00	2,600.00
5080-02	FICA/Medicare	5,139.26	4,514.92	5,700.00	5,700.00
5085-02	CA SUI	617.32	595.00	700.00	700.00
5095-02	Training & Conferences	12,728.28	11,299.72	10,000.00	11,300.00
5130-02	Contingency Fund	5,212.50		0.00	0.00
5137-02	GASB 68 - Unfunded Liability	63,981.48	69,738.83	69,800.00	69,800.00
5210-02	Payroll Processing/Other	4,875.27	4,182.49	5,500.00	5,000.00
5220-02	Appraisals/Property		6,500.00	6,500.00	6,500.00
5425-02	IT Support	4,977.00	4,158.00	5,000.00	5,000.00
5925-02	Liability Insurance	7,471.86	9,834.83	9,850.00	9,850.00
5945-02	Admin Phones	3,730.12	2,809.17	3,500.00	3,500.00
5965-02	Workers Comp	21,430.10	26,860.33	26,900.00	26,900.00
5970-02	Equipment/ Furniture Purchase	5,181.62	3,682.32	3,700.00	3,700.00
5985-02	Exercise Program	1,350.00	1,230.00	1,800.00	1,800.00
SUB TOTAL ADMINISTRATION		654,540.81	568,576.95	701,510.00	691,160.00
FINANCE					
5020-03	Contract - General	2,500.00		0.00	0.00
5020-03	Contractual/Bartel	12,500.00	2,500.00	23,500.00	23,500.00
5023-03	Sales Tax/Transaction Tax Admin Fees	42,659.93	21,473.75	45,000.00	45,000.00
5025-03	Dues/Subscriptions	554.00	95.00	100.00	100.00
5030-03	Mileage	1,800.00	1,500.00	1,800.00	1,600.00
5040-03	Salaries	186,759.69	160,611.70	192,800.00	178,200.00
5042-03	Cash Outs	13,007.11	10,985.75	44,000.00	44,000.00
5060-03	Long Term Disability	2,295.48	1,912.90	2,300.00	2,300.00
5065-03	Dental	886.91	664.80	800.00	800.00
5066-03	Vision	160.15	124.80	200.00	200.00
5067-03	Life Insurance	362.16	301.80	400.00	400.00
5070-03	Health Benefits	19,519.30	15,826.50	19,000.00	19,000.00
5073-03	Pers Retirement EE	16,136.01	12,489.21	16,700.00	16,700.00
5075-03	Pers Retirement	27,106.50	22,477.41	30,000.00	30,000.00
5078-03	PERS Survivor Benefits	178.20		55.00	55.00
5079-03	Deferred Comp Contributions	1,800.00	1,400.00	1,800.00	1,800.00
5080-03	FICA/Medicare	2,941.16	2,516.96	3,000.00	3,000.00
5085-03	SUI	119.00	119.00	150.00	150.00
5095-03	Training/Conferences	1,893.26	2,270.92	2,200.00	2,300.00
5137-03	GASB 68 - Unfunded Liability	58,398.03	71,018.10	71,100.00	71,100.00
5405-03	Property Tax Fees	987.00	938.00	1,000.00	1,000.00
5410-03	Audit	43,650.00	49,500.00	49,500.00	49,500.00
5415-03	Management Services	3,244.25	7,548.25	10,000.00	10,000.00
5425-03	IT Support	7,693.20	3,896.40	5,000.00	5,000.00
5440-03	BL Prop. & Sales Tax Agreements (HDI)	18,093.12	15,182.78	20,000.00	20,000.00
5925-03	Liability Insurance	3,735.96	4,719.28	4,750.00	4,750.00
5965-03	Workers Comp	5,226.86	9,209.26	9,200.00	9,200.00
5970-03	Equipment/ Furniture Purchase	1,648.53	65.00	100.00	100.00
5985-03	Exercise	180.00	150.00	200.00	200.00
SUB TOTAL FINANCE		476,035.81	419,497.57	554,655.00	539,955.00

**Proposed City FY 19-20 Amend #3
Expenditures**

ACCOUNT NUMBER	Description	Actual Expenses FY 18-19	Actual Expenses FY 19-20 thru 4/30/20	Adopted Expenses Amend #2 FY 19-20	Proposed Expenses Amend #3 FY 19-20
ATTORNEY					
5072-04	Health Benefits - Retirees	3,200.37	3,568.02	4,300.00	4,300.00
5095-04	Conferences & Meetings	5,442.42	2,217.69	2,000.00	1,500.00
5137-04	GASB 68 - Unfunded Liability		2,367.27	2,400.00	2,400.00
5511-04	Attorney Contract	143,114.34	172,935.20	252,000.00	223,000.00
5520-04	Special Projects	185.00		0.00	0.00
5521-04	Outside Counsel	243.88		0.00	0.00
5522-04	Attorneys Costs	169.94	320.39	500.00	500.00
5540-04	Legal Contingencies	27,825.00	2,712.50	5,000.00	5,000.00
5545-04	Outside Counsel/HR		47,270.50	40,000.00	55,000.00
5000-04	Muni Code Update			0.00	0.00
SUB TOTAL ATTORNEY		180,180.95	231,391.57	306,200.00	291,700.00
PLANNING					
5020-05	Contract Services - EMC Planning	32,196.80	7,985.76	30,000.00	30,000.00
5025-05	Dues/Subscriptions	1,483.00	507.00	500.00	500.00
5030-05	Mileage	450.00		200.00	0.00
5040-05	Salaries	189,658.70	88,720.50	106,500.00	106,500.00
5042-05	Cash Outs	13,880.90	3,813.86	3,850.00	3,850.00
5055-05	Overtime	3,013.56	1,554.77	3,200.00	2,000.00
5060-05	Long Term Disability	1,211.80	814.00	1,000.00	1,000.00
5065-05	Dental Insurance	867.16	443.20	600.00	600.00
5066-05	Vision Insurance	152.44	83.20	100.00	100.00
5067-05	Life Insurance	379.44	293.70	400.00	400.00
5070-05	Health Benefits	18,200.46	10,551.00	12,700.00	12,700.00
5072-05	Health Benefits - Planning Retirees	9,200.33	7,889.22	8,800.00	8,800.00
5073-05	Pers Retirement EE	9,089.07	6,898.95	9,200.00	9,200.00
5075-05	PERS Retirement	16,656.84	12,416.31	16,600.00	16,600.00
5079-05	Deferred Comp Contributions	1,350.00	1,000.00	1,200.00	1,200.00
5080-05	FICA/Medicare	3,065.96	1,385.54	2,000.00	2,000.00
5085-05	SUI	130.94	119.00	150.00	150.00
5095-05	Training/Conferences	239.30	43.32	100.00	100.00
5137-05	GASB 68 - Unfunded Liability	40,189.68	40,243.59	40,300.00	40,300.00
5320-05	Plan Check/Building Fees	4,796.73	16,852.18	35,000.00	35,000.00
5370-05	Planning - Other	1,573.89	402.50	1,000.00	1,000.00
5423-05	lwork		4,800.00	4,800.00	4,800.00
5425-05	IT Support	399.00	231.00	500.00	500.00
5920-05	Legal Advertising	4,095.73	4,042.78	6,000.00	6,000.00
5925-05	Liability Insurance	3,735.96	3,818.65	3,850.00	3,850.00
5945-05	Planning Phones	496.47	406.84	500.00	500.00
5965-05	Workers Comp	5,226.86	9,209.26	9,200.00	9,200.00
5970-05	Equipment		65.00	100.00	100.00
SUB TOTAL PLANNING		361,741.02	224,591.13	298,350.00	296,950.00

**Proposed City FY 19-20 Amend #3
Expenditures**

ACCOUNT NUMBER	Description	Actual Expenses FY 18-19	Actual Expenses FY 19-20 thru 4/30/20	Adopted Expenses Amend #2 FY 19-20	Proposed Expenses Amend #3 FY 19-20
PUBLIC SAFETY					
5020-08	Regional Crime Analyst - PRVNT	3,000.00		3,000.00	3,000.00
5020-08	Contract Services - Code Enforcement	9,360.00		0.00	0.00
5025-08	Dues and Subscriptions	1,043.00	1,553.00	1,700.00	1,700.00
5030-08	Mileage Allowance	100.75	137.89	300.00	300.00
5040-08	Salaries	1,286,708.35	1,107,958.64	1,326,700.00	1,359,500.00
5042-08	Cash Outs for Holiday & Overtime	216,981.71	176,099.64	220,000.00	266,000.00
5043-08	Holiday	7,027.24	2,213.80	10,000.00	10,000.00
5055-08	Overtime	7,057.31	5,380.68	10,000.00	10,000.00
5060-08	Long Term Disability	3,342.00	2,649.76	3,200.00	3,200.00
5065-08	Dental Insurance	18,664.27	14,873.02	18,100.00	18,100.00
5066-08	Vision Insurance	2,933.71	2,329.84	2,900.00	2,900.00
5067-08	Life Insurance	2,130.84	1,748.70	2,100.00	2,100.00
5070-08	Health Benefits	202,579.20	167,233.35	202,600.00	205,800.00
5072-08	Health Benefits - Police Retirees	40,423.18	34,931.52	42,900.00	42,900.00
5073-08	Pers Retirement EE	114,872.80	89,095.31	96,700.00	100,000.00
5075-08	Pers Retirement	245,267.71	205,865.61	318,200.00	325,000.00
5077-08	Pers Replacement Benefit Contribution	8,714.85	8,591.91	9,000.00	9,000.00
5078-08	PERS Survivor Benefits	1,335.00		420.00	420.00
5079-08	Deferred Comp Contributions	15,050.00	11,678.45	15,600.00	15,600.00
5080-08	FICA/Medicare	26,305.09	21,336.83	28,000.00	28,000.00
5085-08	SUI	1,887.27	1,647.74	2,000.00	2,000.00
5095-08	Training/Conferences	6,797.00	6,096.81	7,500.00	6,100.00
5096-08	Post Training			2,000.00	0.00
5137-08	GASB 68 - Unfunded Liability	123,542.00	123,476.50	123,500.00	123,500.00
5425-08	IT Support		42,531.00	39,000.00	45,000.00
5710-08	Animal Regulation/Vet Services	2,480.00	2,720.00	3,500.00	3,500.00
5715-08	Auto Fuel	30,524.99	24,646.01	30,000.00	30,000.00
5720-08	Auto Maintenance & Repair	32,908.55	25,132.63	26,000.00	30,000.00
5721-08	Auto-Detailing	2,150.99	2,801.00	2,500.00	3,000.00
5725-08	ACJIS/Clets/County/T-Lines	44,906.84	17,431.66	27,000.00	27,000.00
5727-08	911 Center - Operations	38,461.00		45,600.00	45,600.00
5740-08	Employment Screening	6,563.00		0.00	0.00
5745-08	Equipment-Police	12,402.34	523.94	15,000.00	7,500.00
5746-08	Range Fees & Supplies	5,152.96	5,803.08	5,900.00	5,900.00
5747-08	SRU Annual Contribution	5,000.00	5,000.00	5,000.00	5,000.00
5760-08	Booking Fees	1,238.37		2,000.00	2,000.00
5765-08	Reserve Services	49,346.53	55,877.12	55,000.00	75,000.00
5770-08	Computer Equipment/Software	144.25	10,441.89	10,000.00	11,000.00
5785-08	Police Supplies	11,027.28	5,185.31	10,000.00	10,000.00
5794-08	Special Skills	1,200.00	1,000.00	1,200.00	1,200.00
5795-08	Uniform Allowance/Purchase/Replacem	15,215.48	8,800.39	13,000.00	13,000.00
5796-08	Education	44,726.19	42,824.66	52,400.00	55,800.00
5797-08	Arrest/Investigations/Live Scan	2,511.34	3,148.87	5,000.00	5,000.00
5798-08	Tracnet/County/In Car Maintenance	28,926.34	11,878.26	17,000.00	17,000.00
5884-08	Security - Locker Room	482.04	482.04	600.00	600.00
5908-08	Liability Claims	15,464.80	7,087.89	10,000.00	10,000.00
5925-08	Liability Insurance	32,378.20	65,313.31	65,350.00	65,350.00
5929-08	Locker Room Rental Payments	2,518.80	2,647.50	3,200.00	3,200.00
5930-08	Miscellaneous	3,637.47	5,500.00	5,500.00	5,500.00
5934-08	NGEN Maintenance	8,998.64	6,950.79	9,000.00	9,000.00
5935-08	NGEN Infrastructure	6,164.00		7,000.00	7,000.00
5945-08	Phones/Pagers	11,731.65	9,797.00	13,000.00	13,000.00
5965-08	Worker's Compensation	150,672.71	223,708.17	223,800.00	223,800.00
5985-08	Exercise Program	3,240.00	2,940.00	3,600.00	3,600.00
5998-08	PD Internet	3,221.90	3,657.72	3,500.00	4,500.00
6120-08	Disaster Supplies - EOC	611.64		1,000.00	1,000.00
6123-08	EOC Expenses - CSUMB	5,000.00		5,000.00	5,000.00
6618-08	Motorola Radio Lease - Principal		26,605.42	26,700.00	26,700.00
6619-08	Motorola Radio Lease - Interest		7,914.93	8,000.00	8,000.00
SUB TOTAL PUBLIC SAFETY		2,924,131.58	2,613,249.59	3,196,770.00	3,313,870.00

**Proposed City FY 19-20 Amend #3
Expenditures**

ACCOUNT NUMBER	Description	Actual Expenses FY 18-19	Actual Expenses FY 19-20 thru 4/30/20	Adopted Expenses Amend #2 FY 19-20	Proposed Expenses Amend #3 FY 19-20
FIRE DEPARTMENT					
5750-09	Fire Contract	288,880.00	298,990.00	299,000.00	299,000.00
SUB TOTAL FIRE DEPARTMENT		288,880.00	298,990.00	299,000.00	299,000.00
PUBLIC WORKS					
5020-11	Contract Services -Polaris	2,060.00	507.50	13,000.00	13,000.00
5020-11	Harris - Storm Water	55,063.50	8,870.00	45,000.00	45,000.00
5020-11	Harris - Engineering		58,039.75	170,000.00	170,000.00
5025-11	Dues and Publications	342.00	570.00	600.00	600.00
5027-11	Permits & Licenses	3,871.50	2,847.00	4,000.00	4,000.00
5028-11	Pest Control	730.00	650.00	800.00	800.00
5040-11	Salaries	215,953.53	184,555.70	221,500.00	221,500.00
5042-11	Cash Outs	3,240.37		4,000.00	2,000.00
5055-11	Overtime	1,081.36	1,191.72	3,000.00	2,000.00
5060-11	Long Term Disability	1,780.68	1,483.90	1,800.00	1,800.00
5065-11	Dental Insurance	5,477.04	4,333.86	5,500.00	5,500.00
5066-11	Vision Insurance	838.68	672.05	900.00	900.00
5067-11	Life Insurance	486.00	405.00	500.00	500.00
5070-11	Health Benefits	56,875.40	45,369.30	57,000.00	57,000.00
5073-11	Pers Retirement EE	17,801.35	13,714.38	16,400.00	16,400.00
5075-11	Pers Retirement	27,901.52	23,084.62	32,400.00	32,400.00
5078-11	PERS Survivor Benefits	340.80		105.00	105.00
5079-11	Deferred Comp Contribution	2,400.00	2,050.00	2,400.00	2,400.00
5080-11	FICA/Medicare	3,769.61	3,225.69	4,000.00	4,000.00
5085-11	CA SUI	356.99	357.00	400.00	400.00
5095-11	Training/Conferences	524.92	511.03	1,000.00	1,000.00
5137-11	GASB 68 - Unfunded Liability	53,167.03	52,443.44	52,500.00	52,500.00
5423-11	lworg	0.00	6,800.00	6,800.00	6,800.00
5425-11	IT Support	840.00	798.00	1,000.00	1,000.00
5720-11	Vehicle Maintenance - Backhoe/Sweep	10,858.76	1,337.59	7,000.00	7,000.00
5795-11	PW Uniform Maintenance & Replaceme	2,440.53	1,227.54	2,500.00	2,500.00
5820-11	Perc Drainage System- Maintenance	8,800.00	4,400.00	4,400.00	4,400.00
5820-11	Storm Water 3 Year Sediment Removal			0.00	0.00
5845-11	Hope Program	60,030.68	42,575.20	60,000.00	45,700.00
5855-11	Street Lighting	10,703.83	7,605.75	10,000.00	10,000.00
5860-11	Street Work/Sidewalk Maintenance	4,813.51	1,648.20	7,000.00	7,000.00
5861-11	Adopt A Highway	3,540.00	2,655.00	3,600.00	3,600.00
5865-11	Flags/Banners	6,730.22	907.80	6,500.00	6,500.00
5884-11	PW Trailer Security	1,019.40	796.97	1,300.00	1,300.00
5885-11	PW Supplies	3,473.13	4,472.58	5,000.00	5,000.00
5888-11	Equipment Rental	1,288.00	807.60	3,500.00	3,500.00
5889-11	Mtry 1 Water - Stormwater/Trash Amen	19,061.95	23,015.81	23,500.00	23,500.00
5898-11	Street Signs	3,994.92	1,111.84	3,500.00	3,500.00
5925-11	Liability Insurance	7,471.90	7,925.50	7,950.00	7,950.00
5935-11	PW Equipment Maintenance	792.93	95.28	1,500.00	1,500.00
5936-11	Storage/Engineer Files		1,603.69	2,000.00	2,000.00
5945-11	Phones/Pagers	4,147.32	2,544.03	3,500.00	3,500.00
5961-11	Refuse/Trash/Pick Up	7,090.14	4,994.92	8,000.00	8,000.00
5963-11	Irrigation/Landscaping	139.83	1,439.68	2,500.00	2,500.00
5965-11	Worker's Comp	113,631.62	113,580.82	113,600.00	113,600.00
5970-11	Equipment Purchase	5,706.63	2,681.51	6,000.00	6,000.00
5985-11	Exercise	1,180.00	1,200.00	1,500.00	1,500.00
5998-11	Internet/Cable	1,051.30	1,118.28	1,100.00	1,300.00
6620-11	Street Sweeper Lease - Principal	16,165.31	40,503.08	40,500.00	40,500.00
6621-11	Street Sweeper Lease - Interest	2,100.85	3,366.07	3,400.00	3,400.00
SUB TOTAL PUBLIC WORKS		751,135.04	686,094.68	973,955.00	956,855.00

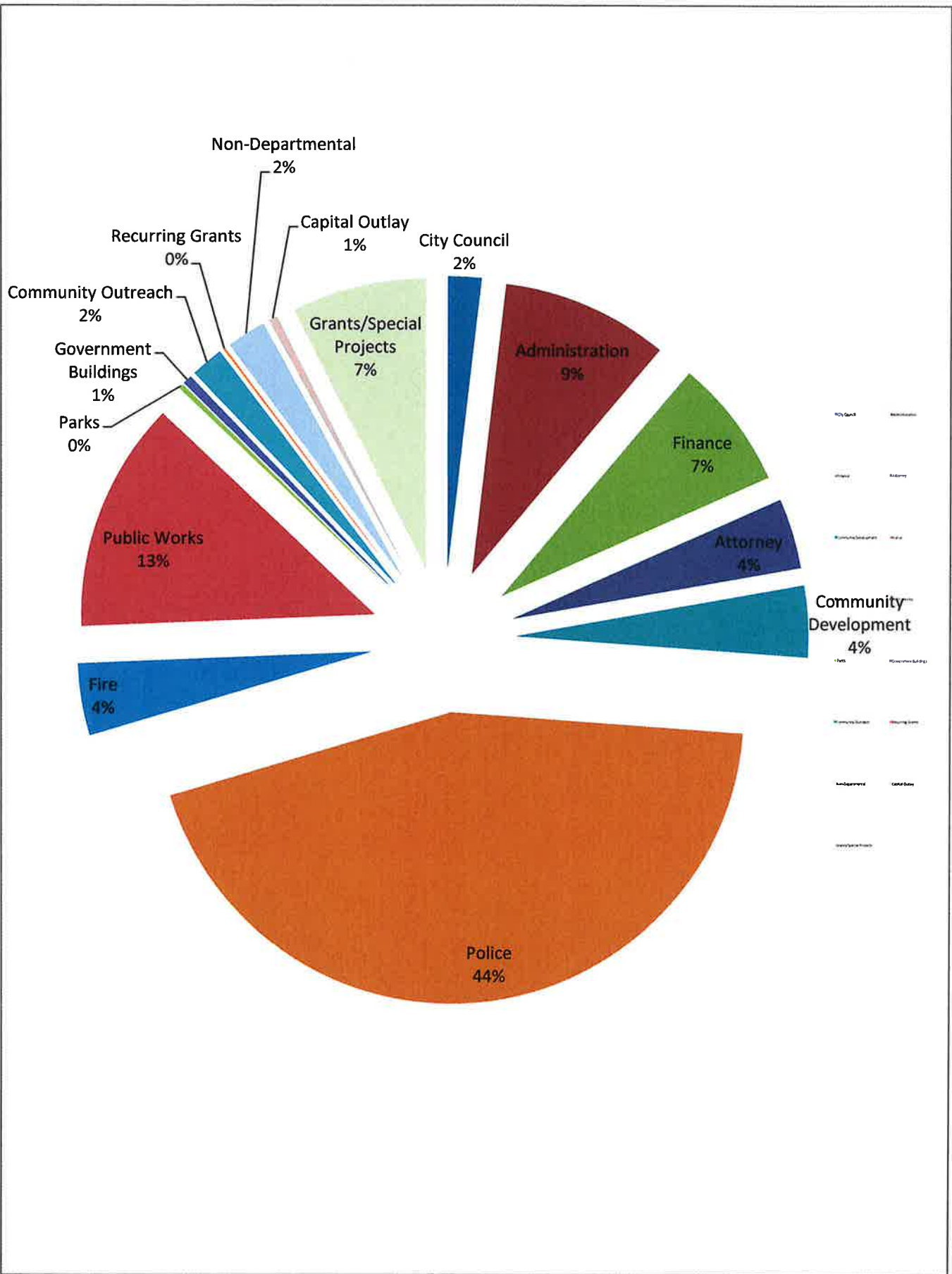
**Proposed City FY 19-20 Amend #3
Expenditures**

ACCOUNT NUMBER	Description	Actual Expenses FY 18-19	Actual Expenses FY 19-20 thru 4/30/20	Adopted Expenses Amend #2 FY 19-20	Proposed Expenses Amend #3 FY 19-20
PARKS					
5020-12	Contract Services	2,700.00	11,629.04	3,500.00	11,700.00
5122-12	Beach Clean Up	561.08	303.23	500.00	300.00
5630-12	Parks Maintenance			1,500.00	1,500.00
5881-12	Parks Supplies	8,024.70	2,158.61	4,000.00	4,000.00
5935-12	Parks Equip. Maintenance		417.31	1,000.00	1,000.00
5970-12	Parks Equip. Purchase	264.25	126.64	3,000.00	3,000.00
	SUB TOTAL PARKS	11,550.03	14,634.83	13,500.00	21,500.00
GOVERNMENT BUILDINGS & FACILITIES					
5884-15	Security	1,938.52	1,983.79	2,200.00	2,200.00
5915-15	Fire/Bldg/Auto Insurance	17,259.00	18,442.62	18,500.00	18,500.00
5940-15	Government Building Supplies	99.15	1,306.71	2,000.00	2,000.00
6020-15	Maintenance & Repair	12,082.88	9,366.70	15,000.00	15,000.00
	SUB TOTAL GOVERNMENT BUILDINGS	31,379.55	31,099.82	37,700.00	37,700.00
COMMUNITY OUTREACH					
5004-18	Art Committee Events (West End)	94,608.72	85,410.33	85,000.00	90,000.00
5873-18	Bike Trail Electric	3,299.20	2,627.96	3,500.00	3,500.00
5905-18	City Events	35,783.30	17,813.96	20,000.00	20,000.00
5920-18	Advertising -" Coop "-Newspaper	13,988.00	10,760.00	14,000.00	14,000.00
6020-18	Maint - Bike Trails/Community Garden	23,756.65	3,796.83	7,000.00	7,000.00
	SUB TOTAL COMM. OUTREACH	171,435.87	120,409.08	129,500.00	134,500.00
RECURRING GRANTS					
5733-00	Recycling Grant	5,000.00	5,000.00	5,000.00	5,000.00
5736-08	Bulletproof Vest Grant	2,657.56	559.88	1,000.00	1,000.00
6362-00	CSA 74 EMS Grant	7,390.41	1,193.95	2,500.00	2,500.00
	SUB TOTAL	15,047.97	6,753.83	8,500.00	8,500.00
	SUB TOTAL FOR RECURRING	6,159,732.28	5,439,485.58	6,818,460.00	6,893,310.00

**Proposed City FY 19-20 Amend #3
Expenditures**

ACCOUNT NUMBER	Description	Actual Expenses FY 18-19	Actual Expenses FY 19-20 thru 4/30/20	Adopted Expenses Amend #2 FY 19-20	Proposed Expenses Amend #3 FY 19-20
SPECIAL PROJECTS					
5020-12	TAMC Right of Way Tree Service				12,000.00
5020-05	EMC - Parking Study		10,296.29	18,500.00	18,500.00
New # - 18	Façade Program			30,000.00	0.00
New # - 18	Public Art Program			50,000.00	50,000.00
6420-00	Developer Agreement South of Tioga		190,244.67	150,000.00	200,000.00
	SUB TOTAL SPECIAL PROJECTS	0.00	200,540.96	248,500.00	280,500.00
GRANTS					
New # - 12	Calabrese Park CDBG Grant	6,778.00		60,000.00	60,000.00
5010-12	Prop 68 Calbrese Park	6,210.00		8,150.00	0.00
5010-20	West End/Contra Costa Prop 1 SW		800.00	20,000.00	20,000.00
5010-20	West End/Catalina IRWM		15,511.50	20,000.00	20,000.00
	CalTrans Sustainable Grant/Matching		3,449.32	6,300.00	6,300.00
	CalTrans Sustainable Grant		23,083.91	48,690.00	48,690.00
5732-00	FEMA Grant/Bay Street	10,986.00	300.00	125,000.00	125,000.00
	SUBTOTAL GRANTS	23,974.00	43,144.73	288,140.00	279,990.00
	TOTAL SPECIAL PROJECTS/GRANTS	23,974.00	243,685.69	536,640.00	560,490.00
	GRAND TOTAL OPERATING EXPENSES	6,183,706.28	5,683,171.27	7,355,100.00	7,453,800.00
CAPITAL OUTLAY					
5010-15	City Hall Electrical (moved to 20-21)			100,000.00	0.00
5010-20	Desal Wells CIP		18,102.50	20,000.00	20,000.00
5010-00	Firewall - City Hall		8,372.05	8,400.00	8,400.00
5010-08	Firewall - Police		8,372.05	8,400.00	8,400.00
	SUBTOTAL CAPITAL OUTLAY	0.00	34,846.60	136,800.00	36,800.00
	GRAND TOTAL EXPENSES	6,183,706.28	5,718,017.87	7,491,900.00	7,490,600.00

**FY 2019-2020 Proposed Expenses
Amend #3**



Budget Summary Expenditures

Description	FY 18-19 Actual Expenses	FY 19-20 Actual Expenses thru 4/30/20	Adopted Amend #2 Budget FY 19-20	Proposed Amend #3 Budget FY 19-20
RECURRING EXPENSES				
City Council	167,084.00	112,847.20	134,320.00	137,320.00
Administration	654,540.81	568,576.95	701,510.00	691,160.00
Finance	476,035.81	419,497.57	554,655.00	539,955.00
Attorney	180,180.95	231,391.57	306,200.00	291,700.00
Community Development	361,741.02	224,591.13	298,350.00	296,950.00
Police	2,924,131.58	2,613,249.59	3,196,770.00	3,313,870.00
Fire	288,880.00	298,990.00	299,000.00	299,000.00
Public Works	751,135.04	686,094.68	973,955.00	956,855.00
Parks	11,550.03	14,634.83	13,500.00	21,500.00
Government Buildings	31,379.55	31,099.82	37,700.00	37,700.00
Community Outreach	171,435.87	120,409.08	129,500.00	134,500.00
Recurring Grants	15,047.97	6,753.83	8,500.00	8,500.00
Non-Departmental	126,589.65	111,349.33	164,500.00	164,300.00
SUBTOTAL FOR RECURRING EXPENSES	6,159,732.28	5,439,485.58	6,818,460.00	6,893,310.00
OTHER EXPENSES				
Capital Outlay	0.00	34,846.60	136,800.00	36,800.00
Grants/Special Projects	23,974.00	243,685.69	536,640.00	560,490.00
SUBTOTAL OTHER EXPENSES	23,974.00	278,532.29	673,440.00	597,290.00
TOTAL EXPENSES	6,183,706.28	5,718,017.87	7,491,900.00	7,490,600.00

CITY SUMMARY Proposed 19-20 Amendment #3

Description	FY 18-19 Actuals	FY 19-20 Actuals thru 4/30/20	Adopted Amend #2 Budget FY 19-20	Proposed Amend #3 Budget FY 19-20
Total City Revenues	7,835,863.10	4,793,602.84	7,682,775.00	7,693,725.00
Total City Expenditures	6,183,706.28	5,718,017.87	7,491,900.00	7,490,600.00
DIFFERENCE	1,652,156.82	-924,415.03	190,875.00	203,125.00
Revenues for Recurring Operation	7,835,863.10	4,647,178.41	7,424,075.00	7,371,825.00
Expenditures for Recurring Oper	6,159,732.28	5,439,485.58	6,818,460.00	6,893,310.00
SUB TOTAL	1,676,130.82	-792,307.17	605,615.00	478,515.00
Special Project Revenues	0.00	146,424.43	258,700.00	321,900.00
Special Expenditures	23,974.00	278,532.29	673,440.00	597,290.00
SUB TOTAL	-23,974.00	-132,107.86	-414,740.00	-275,390.00

AGENDA ITEM

6B



City of Sand City

Agenda
Item

6B

Staff Memo

TO: City Council, City Manager
FROM: Devon Lazzarino, Finance/HR Specialist
DATE: May 22, 2020
SUBJECT: CalPers Contribution Changes

Background:

On May 19, 2020 the City of Sand City adopted Resolution #20-31 attached as (Exhibit A), approving an amended Memorandum of Understanding (MOU) for the Sand City Police Officers Association. The amended MOU states that effective July 1, 2020 the police classic members will contribute 6% and the City will contribute 3% towards the employee share of their retirement contribution to CalPers.

The City of Sand City currently contributes 100% of the police classic members' employee share of the retirement contribution to CalPers.

The attached two resolutions are required by CalPers as the City is changing the scope of the Employer Paid Member Contributions (EPMC).

The first resolution states that all employee contributions (paid by employee or Sand City) will continue to be tax deferred.

The second resolution states the percentage that the City of Sand City will be contributing for the employee share of the retirement contribution to CalPers effective July 1, 2020 will be 3%.

CEQA:

This action does not constitute a "project" as defined by the California Environmental Quality Act (CEQA) guidelines section 15378.

Fiscal Impact:

There is no fiscal impact to the City. CalPers requires the attached resolutions be on file in order to implement the MOU changes.

Recommendation:

It is recommended that the Council approve the attached Resolutions to implement the employee share contributions to CalPers.

**CITY OF SAND CITY
RESOLUTION SC ____, 2020**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAND CITY TO TAX
DEFERRED MEMBER PAID CONTRIBUTIONS – IRC 414(H)(2)**

WHEREAS, the governing body of the City of Sand City has the authority to implement the provisions of section 414(h)(2) of the Internal Revenue Code (IRC); and

WHEREAS, the Board of Administration of the California Public Employees' Retirement System (CalPERS) adopted its resolution re section 414(h)(2) IRC on September 18, 1985; and

WHEREAS, the Internal Revenue Service has stated in December 1985, that the implementation of the provisions of section 414(h)(2) IRC pursuant to the Resolution of the Board of Administration would satisfy the legal requirements of section 414(h)(2) IRC; and

WHEREAS, the City of Sand City has determined that even though the implementation of the provisions of section 414(h)(2) IRC is not required by law, the tax benefit offered by section 414(h)(2) IRC should be provided to Miscellaneous and Safety Personnel who are members of the CalPERS.

NOW, THEREFORE, BE IT RESOLVED that

1. The City of Sand City will implement the provisions of section 414(h)(2) Internal Revenue Code by making employee contributions pursuant to California Government Code Section 20691 to the CalPERS on behalf of all its employees or all its employees in a recognized group or class of employment who are members of the CalPERS. "Employee contributions" shall mean those contributions to the CalPERS which are deducted from the salary of employees and are credited to individual employee's accounts pursuant to California Government Code section 20691.
2. Employees shall not have the option of choosing to receive the contributed amounts directly instead of having them paid by the City of Sand City to the CalPERS.
3. The City of Sand City shall pay to the CalPERS the contributions designated as employee contributions from the same source of funds as used in paying salary.
4. The contributions designated as employee contributions made by the City of Sand City to the CalPERS shall be treated for all purposes, other than taxation, in the same way that member contributions are treated by CalPERS.

PASSED AND ADOPTED by the City Council of Sand City this ____ day of June, 2020 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

APPROVED:

ATTEST:

Mary Ann Carbone, Mayor

Connie Horca, Acting City Clerk

CITY OF SAND CITY

RESOLUTION SC ____, 2020

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAND CITY FOR EMPLOYER PAID MEMBER CONTRIBUTIONS

WHEREAS, the governing body of the City of Sand City has the authority to implement Government Code Section 20691; and

WHEREAS, the governing body of the City of Sand City has a written labor policy or agreement which specifically provides for the normal member contributions to be paid by the employer; and

WHEREAS, one of the steps in the procedures to implement Section 20691 is the adoption by the governing body of the City of Sand City of a Resolution to commence said Employer Paid Member Contributions (EPMC); and

WHEREAS, the governing body of the City of Sand City has identified the following conditions for the purpose of its election to pay EPMC:

1. This benefit shall apply to all employees, Miscellaneous and Safety Personnel.
2. This benefit shall consist of paying three percent (3%) of the normal member contributions as EPMC for Safety Personnel.
3. This benefit will continue to consist of paying one hundred percent (100%) of the normal member contributions as EPMC for Miscellaneous Personnel.
4. The effective date of this Resolution shall be _____.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the City of Sand City elects to pay EPMC, as set forth above.

PASSED AND ADOPTED by the City Council of Sand City this ____ day of June, 2020 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

APPROVED:

ATTEST:

Mary Ann Carbone, Mayor

Connie Horca, Acting City Clerk

**CITY OF SAND CITY
RESOLUTION SC 20-31, 2020**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAND CITY
ADOPTING AN AMENDED MEMORANDUM OF UNDERSTANDING WITH THE SAND CITY
POLICE OFFICERS' ASSOCIATION AND AUTHORIZING APPROPRIATION OF FUNDS**

WHEREAS, the City of Sand City and the Sand City Police Officers' Association (POA) have met and conferred in good faith in accordance with California Government Code Section 3500, et seq. (the Meyers-Milias-Brown Act); and

WHEREAS, the meetings have resulted in negotiated terms for a three-year extension of the Memorandum of Understanding for the period July 1, 2019 through June 30, 2022, attached hereto as Exhibit A; and

WHEREAS, the City has determined this action does not constitute a "project" as defined by the California Environmental Quality Act (CEQA) guidelines section 15378. In addition, this matter does not cause a direct or reasonably foreseeable indirect physical change on the environment. (CEQA guidelines 15061).

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Sand City that it hereby:

1. Adopts the amended Memorandum of Understanding with the POA, attached as Exhibit A, and the City Manager is hereby authorized to sign and agree to it.
2. Authorizes the City Manager to make the following budget appropriations and allocate across various funds as appropriate:

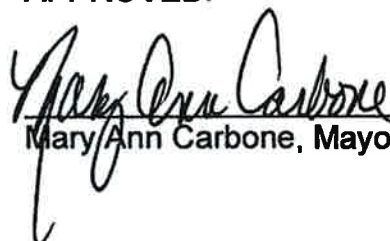
FY 2019/20 \$44,700 to public safety in the general fund.

FY 2020/21 \$97,839.83 to public safety in the general fund.

PASSED AND ADOPTED by the City Council of the City of Sand City on this 19th day of May 2020, by the following vote:

AYES: Council Members Blackwelder, Carbone, Cruz, Hawthorne, Sofer
NOES: None
ABSENT: None
ABSTAIN: None

APPROVED:



Mary Ann Carbone, Mayor

ATTEST:



Connie Horca, Acting City Clerk

**Memorandum of Understanding
Between
The City of Sand City
And
The Sand City Police Officer Association
July 1, 2019 through June 30, 2022**

This Memorandum of Understanding (MOU) is entered into between representatives of the City of Sand City (hereinafter "City") and representatives of the Police Officer Association (hereinafter "POA"). The City and POA recognize all members of the Sand City Police Department in the rank of Police Officer, Police Sergeant and Commander herein referred to as "employee(s)," are governed by this MOU.

Parties to this MOU acknowledge and agree that this MOU constitutes the result of meeting and conferring in good faith as required by the Meyers-Milias-Brown Act (Government Code sections 3500-3510) and further acknowledge and agree that all matters upon which parties reached agreement are set forth herein. In the event of a conflict between this MOU and the Personnel Manual the language of the MOU shall govern.

The purpose of this Memorandum of Understanding is to set forth the joint recommendation to be submitted by the parties to the City Council of the City of Sand City for implementation and shall not be binding unless and until the City Council:

- A. Approves the provisions contained in this Memorandum;
- B. Adopts the required ordinances and/or resolutions; and
- C. Appropriates the funds required to implement the provisions hereof.

The Police Officers Association is hereby recognized as the exclusively-recognized employee organization for those employees occupying the classifications of Police Officer, Police Sergeant, and Police Commander.

1. **Term:** July 1, 2019 through June 30, 2022

2. **Full Understanding, Modification, Waiver**

2.1. This MOU sets forth the full and entire understanding of the parties regarding the matters set forth herein, and any other prior or existing understanding or agreements by the parties, whether formal or informal, regarding any such matters contained herein are hereby superseded or terminated in their entirety.

2.2. It is agreed and understood that, except as set forth herein, each party hereto voluntarily and unqualifiedly waives its right to negotiate, and agrees that the other party shall not be required to negotiate, with respect to any matter covered herein, until a reasonable period prior to June 30, 2022.

2.3. No agreement, alteration, understanding, variation, waiver, or modification of any of the terms or provision contained herein shall in any manner be binding upon the parties hereto unless made and executed in writing by all parties hereto, approved by the City Council and, if required, ratified by the membership of the Association.

2.4. The waiver of any breach, of any term, or condition of this MOU by either party shall not constitute a precedent in the future enforcement of all its terms and provisions.

2.5. **Emergency.** Nothing herein shall limit the authority of the City to make necessary and reasonable changes during emergencies. Emergency shall mean the actual threatened existence and conditions of disaster or of extreme peril to the safety of persons and property within the City caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, or earthquake, or other conditions, including conditions resulting from war or imminent threat of war. However, the City shall notify the Association of such changes as soon as practicable. Such emergency assignments shall not extend beyond the period of the emergency.

3. **Severability of Provisions**

3.1. In the event that a provision of this MOU is declared invalid or unenforceable by a court of competent jurisdiction, the remaining provisions of this MOU shall remain in full force and effect.

4. **Non-Discrimination**

The parties agree that they and each of them shall not discriminate against any employee or Organization member on account of any basis prohibited by state or federal law. This section, and MOU, are subject to all current and future state and federal laws and regulations.

4.1. Complaints asserting violation of Article 4 of this MOU may be filed with any city, state or federal agency but are not grievable under the MOU, except as provided for in section 4.2.

4.2. The parties agree that they and each of them shall not discriminate against any employee because of membership or non-membership in the POA or because of any authorized activity on behalf of the POA, or because of the exercise of rights under this MOU.

5. **Americans with Disabilities Act (ADA)**

The City is required to comply with the Americans with Disabilities Act (ADA). The ADA is a federal statute designed to remove barriers which prevent qualified individuals with disabilities from enjoying the same employment opportunities that are available to persons without disabilities.

When an individual's disability creates a barrier, ADA requires the City to make reasonable accommodations to remove the barriers. The parties recognize that the City may be required to

make accommodations that are contrary to the language or intent of existing provisions of this MOU.

The parties agree that such accommodations shall not constitute a "past practice" or waiver by either party to its right to fully enforce such provisions in the future with regard to persons not subject to the protection of the ADA. Recognizing that circumstances surrounding ADA compliance in individual cases necessarily involves matters which are personal and require the utmost confidentiality, specifics of an individual case shall not be divulged by the City without the written consent of the affected employee. Although an accommodation made by the City pursuant to the ADA shall not be grievable or arbitrable, the impact of such accommodation shall be grievable and arbitrable.

6. Wages

6.1. Effective in the first full pay period of July 2019, employees shall receive a three percent (3.0%) salary increase.

6.2. Effective in the first full pay period of July 2020 a 6.8% salary increase will be provided to bargaining unit members.

6.3. Effective in the first full pay period of July 2021 a 4.4% percent salary increase will be provided to bargaining unit members.

7. Longevity Pay

7.1. Bargaining unit employees who have worked for the City, or in a sworn police officer position in another California City for at least seven (7) consecutive years shall receive a 5% longevity increase.

7.2 Bargaining unit employees who have worked for the City or in a sworn police officer position in another California City for at least ten (10) consecutive years shall receive a 5% longevity increase.

8. Peace Officer Standard Training (POST) Certificate Pay

8.1. Peace Officer Standard Training (POST) Certificate Pay Shall be paid to bargaining unit members who obtain Peace Officer Standard Training (POST) certification as follows:

- For those employees who have earned an Intermediate POST certification: 2.5% of premium pay over base salary. Effective in the first full pay period following ratification and approval of this Agreement the Intermediate POST certification shall be increased by one percent (1%) for a total of 3.5% over base salary.

- For those employees who have earned an Advanced POST certification. 5.0% of premium pay over base salary. Effective in the first full pay period following ratification and approval of this Agreement the Advanced POST certification shall be increased by one percent (1%) for a total of 6.0% over base salary.

POST certificate pay does not stack. Effective upon ratification and approval of this Agreement POA bargaining unit employees are no longer eligible for educational benefits under Personnel Manual section 15.5.

9. Field Training Officer (FTO)

An Officer designated as an FTO shall receive five percent (5.0%) premium pay over base salary for each shift the Officer is assigned to train a new Officer.

10. Bilingual Pay

Bilingual Pay is as addressed in the Sand City Personnel Manual, Section 5.15 (b).

11. Court / Callback Time

Court / Callback Time is as addressed in the Sand City Personnel Manual, Section 5.15 (c)

12. Uniforms and Uniform Allowance

Uniforms and Uniform Allowance provisions are as addressed in the Sand City Personnel Manual, Section 5.16.

13. Work Schedules, Overtime and Shift Differential

13.1.1 4-11 Schedule

The current 4-11 work schedule shall be continued at the discretion of the Police Chief and the City Manager. Bargaining unit employees who work the 4-11 schedule work four consecutive eleven hour days immediately followed by a consecutive four days off. Pursuant to 29 USC section 207(k) of the Fair Labor Standards Act, for purposes of FLSA overtime, the work period is eight days in length with a statutory overtime threshold of 49 hours in a eight day work period. |

13.1.2 Overtime Pay

a. The current overtime language in the Personnel Manual remains in effect through June 30, 2020.

b. Effective July 1, 2020, the overtime language in the Personnel Manual shall no longer apply to the POA and this MOU shall govern. Beginning July 1, 2020 overtime at time and a half shall be payable any time a regular, full-time, Police Officer working the 4-11 schedule works in excess of his or her work schedule during the work period.

13.1.3 Compensatory Time Off

Members are permitted to accumulate compensatory time off in lieu of cash overtime at a rate of time and a half (1.5). No member may accumulate in excess of 480 hours of compensatory time off. Comp time shall be accumulated and approved in accordance with Departmental procedures. Employees who are at the comp time accrual cap shall be paid in cash for all overtime.

Effective July 1, 2020 the Comp Time Cap will be reduced to 300 hours. Bargaining unit employees above the cap shall be required to be under the cap no later than the last day of this contract term.

13.1.4 Shift Differential

For employees working the midnight shift (Shift 1) for at least 30 consecutive calendar days or more in a calendar year, that employee will receive a 5.0% premium pay over base salary.

14. **Public Employees Retirement System (PERS):**

Retirement benefits are referenced in Sand City Personnel Manual, Section 5.17. Below provides a description of the benefit for both "Classic" and "New" employee.

14.1. For "Classic Employees" as defined by PERS, hired by Sand City prior to January 1, 2013, retirement benefits for employees shall be established by PERS for Local Safety Members 3% at 55 Formula, highest single year.

- Contribution: Currently, the City shall contribute all of the employee and employer contribution.

14.2. For "Classic Employees" as defined by PERS, hired by a PERS agency other than Sand City prior to January 1, 2013, retirement benefits for employees shall be established by PERS for Local Safety Members 2% at 50 Formula, highest single year.

14.2.1 Contribution: Currently, the City shall contribute all of the employee and employer contribution.

14.2.2 Effective as soon as administratively feasible on or after July 1, 2020, "classic employees" shall contribute six percent (6%) towards the employee share of the retirement contribution to CalPERS.

14.2.3 Effective as soon as administratively feasible on or after July 1 2021, "classic employees" shall contribute nine percent (9%) towards the employee share of the retirement contribution to CalPERS.

14.3. For "PEPRA Employees" as defined by PERS, hired on or after January 1, 2013, retirement benefits for employees shall be established by PERS for Local Safety Members 2.7% at 57 Formula, highest three years.

- Contribution: The City shall contribute the employer contribution, and the employee shall contribute the employee contribution.

15. Deferred Compensation

The City will match 50% of an employee's contribution (not to exceed \$100 per month by City) to a City authorized Deferred Compensation Plan authorized under Internal Revenue Code Section 457. Specifically, if an employee contributes \$200 per month, the City will provide \$100 per month, for a total of \$300 per month. If an employee contributed \$300 per month, the City will contribute \$100 per month, for a total of \$400 per month. The combined contribution between the City's and employee's contribution to the City's Deferred Compensation Plan(s) cannot exceed the maximum permitted by law.

16. Retiree Medical

The City contracts with the California Public Employees' Retirement System (CalPERS) for participation under the Public Employees Medical and Hospital Care Act (Government Code Section 22750, et. Seq. ("PEMHCA")), for the purpose of providing medical insurance benefits for employees, and employees who have retired from employment with the City and who constitute "annuitants" as defined by PEMHCA.

(a) City shall pay the employer required statutory minimum contribution for eligible employees and annuitants (as defined by Government Code section 22760) enrolled in the PERS (PERS-PORAC) health plans as required by PEMHCA.

(b) In addition to the PEMHCA contribution set forth above, and consistent with the City Resolutions referenced in sections 16.1, 16.2 and 16.3 below additional benefits are provided to active employees hired prior to November 6, 2018 through the City's Internal Revenue Code Section 125 cafeteria plan.

Please note that the following three resolutions provide overall framework to the program:

16.1. The City has updated this program through resolution 18-110.

16.2. Per Sand City resolution 07-99, the City formalized its Retiree Medical program noted under benefits: "Continuation of existing PERS health insurance benefit upon retirement from the City of Sand City."

16.3. Per Sand City resolution 14-25, the City further clarified its Retiree Medical program with the following language:

"The employer's contribution for each employee or annuitant shall be the amount necessary to pay the full cost of he/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of:

- Current Employees-100% Self / 50% Dependents Basic/Supplemental, not to exceed 100% Self / 50% Dependents / Northern Region Basic / Supplemental
- Optional Members-100% Self Basic/Supplemental, not to exceed 100% Self Other Northern Region Basic / Supplemental"
- **Effective February 19, 2019, in order to align with Section 17.1 herein, the noted percentages shall be replaced with the following flat dollar amounts:**
 - **Family \$1582.65**
 - **2-Party \$1582.65**
 - **Single \$1055.10**

16.3 Employees hired on or after November 6, 2018:

a. Employees hired on or after November 6, 2018 into a classification represented by the Sand City Police Officer Association (current classifications represented are Police Officer, Police Sergeant, and Police Commander), will **not** be eligible for the Sand City retiree medical benefit above the PEMCHA minimum as specified in section 16(a) above, except for the following:

Lateral Police Officers hired by Sand City into a position represented by the Sand City Police Officer Association prior to October 1, 2023. Lateral Police Officers shall be defined as those who are currently employed as a sworn Peace Officer in a California city, county, state or public agency, who possess a California Basic POST certificate at the time of completing the employment application, and who have passed their current agency's probationary period.

b. All employees hired prior to November 6, 2018 shall be eligible for the retiree medical benefit.

17. Insurance Coverages

The following is a brief summary of insurance benefits. To the extent that the insurance programs detailed below continue to be available, the City will continue to offer these programs. Employees should refer to the plan documents for a complete description of benefits, coverage, and limitations. If, during the term of this MOU, a change in insurance plans

or coverage is necessary, the City shall provide notice thirty (30) days in advance if at all possible, and, upon request, meet with the representatives of the POA.

17.1. Major Medical

The City and POA agree to continue in the Public Employees Medical and Hospital Care Act (PEMHCA).

- The City shall pay the employer required statutory minimum contribution for employees enrolled in the PERS (PERS-PORAC) health plans as required by the Public Employee Medical and Hospital Care Act (PEMHCA).
- The City will contribute the following amounts to be used to purchase group medical benefits for the employee and or dependents through an approved PERS Health Plan Program. Any unused portions “cash back” are paid as taxable income for employees hired before ratification and approval of this Agreement. Employees hired on or after ratification and approval of this Agreement are not eligible for cash back.

•	Family	\$1582.65
•	2-Party	\$1582.65
•	Single	\$1055.10

17.2 Cash in Lieu: Employees who opt out of the City's medical plan and provide proof of alternate group medical insurance, will be entitled to the cash in lieu as provided below. To qualify, employees must provide proof of group coverage annually. Alternative must be acceptable by the City and compliant with the Affordable Care Act.

- No Coverage/Waiving Coverage for employees hired on or after ratification and approval: Cash in lieu shall be \$500 per month for all bargaining unit employees hired on or after ratification and approval of the new Agreement. This amount is not compensation for retirement purposes as defined by the California Public Employees’ Retirement System.
- No Coverage/Waiving Coverage for employees hired before the date of ratification and approval (Grandfathered Group): Cash in lieu amounts shall remain as provided in section 17.1 above. This amount is not compensation for retirement purposes as defined by the California Public Employees’ Retirement System. In the event that an employee in this group becomes covered under the City health insurance plan on or after the date of ratification and approval, and thereafter elects to waive health coverage in the future, the cash in lieu benefit will be reduced to \$500 per month.

17.3 Dental / Orthodontia

The City shall pay the full cost for full time employees and family dental insurance administered by a third-party administrator up to the annual maximums described in the plan description.

17.4 Vision Care

The City provides vision coverage for full time employees and eligible dependents. Specifics of coverage are available in the plan description.

17.5. Life Insurance

The City will provide a \$50,000 Term Life Insurance and Accidental Death and Dismemberment Policy for each full-time employee covered by this MOU.

17.6. Long Term Disability

The City shall provide Long Term Disability Coverage to regular salaried employees working 30 or more hours per week. Coverage shall commence after 90 days of disability, and provide up to 60% of salary for up to two years. Employees should refer to the plan documents for a complete description of benefits, coverage, and limitations. If, during the term of this MOU, a change in insurance plans or coverage is necessary, the City shall provide notice thirty (30) days in advance if at all possible, and, upon request, meet with the representatives of the POA.

18. **No Smoking Policy**

Pursuant to State law, smoking of tobacco products is prohibited in all enclosed City facilities including, but not limited to all buildings, out buildings and City vehicles. Only approved smoking areas may be used for such purposes.

19. **Physical Fitness Incentive**

The City understands the value of healthy employees, and wishes to provide the following to further Sand City employees in their fitness goals. Employees understand any fitness routine they take is on personal time.

19.1. Initiation to Fitness Center—The City will contribute one time to the initiation fees for a fitness center up to \$100.

19.2. The City will contribute \$30 per month for a single membership.

19.3. The City will contribute \$60 per month for a family membership.

19.4. In order to be eligible, employees must provide proof of their membership no later than July 15 of each year.

19.5. Physical Fitness Incentive is referenced in the Sand City Personnel Manual, Section 5.15 (d).

20. Leaves

20.1. Holidays

Holidays are listed in the Sand City Personnel Manual, Section 5.10.

Effective beginning July 1, 2020, bargaining unit employees who work holidays will be paid straight time for regular work hours worked on a holiday plus receive 8 hours of in-lieu holiday time. Bargaining unit employees who do not work a holiday because the holiday falls on their Regular Day Off (RDO) shall also receive 8 hours of in-lieu holiday time. Holiday in-lieu time must be used within the fiscal year in which it is earned or it shall be cashed out in June of each year.

Effective upon ratification and approval of this agreement the floating holidays is eliminated.

20.2. Vacation Time Off

Vacation time off, including accrual, scheduling, pay upon separation, and holidays during vacation, are as addressed in Sand City Personnel Manual section 6.02 and as modified by this MOU. No bargaining unit member shall be permitted to accrue more than 300 hours of vacation time. An employee who reaches the accrual cap of 300 hours shall cease to earn additional vacation hours until they are under the 300 hour vacation accrual cap.

20.3. Limitations (Cap) on Accumulated Paid Time Off

Limitations (Cap) on Accumulated Paid Time Off are as addressed in Sand City Personnel Manual section 6.13 and as modified by this MOU. Bargaining unit employees are required to be below accumulated paid time off accrual caps no later than June 30, 2022.

20.4. Sick Leave

Sick leave provisions are as addressed in Sand City Personnel Manual section 6.03 and as modified by this MOU. Employees hired on or after ratification and approval of this Agreement shall not be eligible to cash out sick leave. Bargaining unit employees hired on or before ratification and approval of this Agreement "Grandfathered Employees"

shall be permitted to cash out sick leave in accordance with the Personnel Code provided that accrued sick leave hours over 400 hours are not subject to the cash out provision. Accrued sick leave balances above 400 hours may only be used as sick leave in accordance with this MOU, City rules and the law.

20.5. Various Leave Provisions

Various leaves, including Bereavement Leave, Jury Duty, Leave of Absence Without Pay, Military Leave, Medical Leave, FMLA and CFRA, Time off to Vote, Administrative Leave, and Accumulated Time Off are as addressed in Sand City Personnel Manual Sections 6.04 through 6.14.

21. Grievances

Grievances are addressed in Sand City Personnel Manual Section 7.

22. Personnel Manual

Parties recognize the City's rights as indicated in the City's Personnel Manual.

23. Future Negotiations

The parties hereto acknowledge and agree that they have reached settlement regarding all total compensation and non-compensation items, and that said issues are settled through the period expiring June 30, 2022.

24. Signatures

This Memorandum of Understanding sets forth the full and complete understanding of the parties hereto.

Dennis Wallach

Donna Williamson

Larry Escobar

Vibeke Norgaard

Jeff Bushnell

AGENDA ITEM

6C



City of Sand City

Agenda
Item

6C

Staff Report

TO: Honorable Mayor and City Council Members
FROM: Aaron Blair, City Manager
DATE: May 26, 2020
SUBJECT: Discussion on 2020/2021 Capital Improvement Plan (CIP) priorities for Sand City.

Discussion:

On May 8, 2020 and May 21, 2020, the Budget/Personnel Committee meeting met with City staff to review the first draft of the 2020/2021 CIP. The committee asked staff to forward the 2020/2021 project list from the 5-year CIP to the Council for individual rankings. Each Council member ranked the projects based on their priority in order to assist staff with budgeting if and when funding is available.

Obviously with limited funding we cannot approve everything on the CIP wish list. Below is the list of items from the 5-year CIP for the fiscal year 2020-2021, and the average rankings from Council and Staff.

- 1. West End Stormwater Improvement Project - Contra Costa St. \$240,000**
TIED TO GRANT FUNDING. Green Street/Complete Street Reconstruction of major collector.
(Council 1.0) (Staff 1.3)

- 2. West End Stormwater Improvement Project - Catalina St. \$110,000**
TIED TO GRANT FUNDING. Green Street/Complete Street Reconstruction of minor collector.
(Council 2.0) (Staff 2.3)

- 3. Pavement Management Program (PMP) \$386,250**
TO MATCH MEASURE X FUNDING \$35,000. Establish a PMP to guide/direct short and long-term rehabilitation and maintenance of existing streets built upon the regional PMP effort established by TAMC and their consultant.
(Council 4.2) (Staff 5)

- 4. Habitat Preserves at Commercial Shopping Center \$15,000**
Rehabilitation of existing habitat preserve areas behind the Edgewater Shopping Center.
(Council 6.0) (Staff 5.3)

5. Carroll Property Repurpose \$50,000

Improve existing building and parking lot.

(Council 6.2) (Staff 7.6)

6. Public Works Building \$80,000

Construct new 2-story steel building to house equipment, frame offices on 2nd floor, and provide paved parking area at existing PW corporation yard

(Council 7) (Staff 7.6)

7. Public Art Program \$50,000

Economic Development. Sponsorship or Grant program

(Council 7.8) (Staff 8.3)

7. Street Sweeper \$40,000

Purchase used street sweeper to replace existing sweeper.

(Council 7.8) (Staff 3.3)

8. Facade Program \$50,000

Economic Development. Assistance to business and property owners for exterior facade improvements.

(Council 8.6) (Staff 9)

9. Patrol Vehicles \$50,000

Purchase vehicles for police dept. use.

(Council 10.4) (Staff 8.6)

10. Dump Truck \$75,000

Purchase large capacity dump truck to replace worn Ford F350 1-ton truck.

(Council 10.6) (Staff 7.3)

Items removed from the CIP.

12. Community Center \$25,000

Study/analysis to determine the feasibility of a community center

9. Parking Plan \$18,500

CURRENTLY UNDERWAY & PART OF THE 2020/21 GENERAL FUND BUDGET. CONTRACT HAS BEEN SPLIT OVER BUDGET YEARS. Study/analysis to determine the feasibility of increasing parking w/in city.

CEQA: This action does not constitute a "project" as defined by the California Environmental Quality Act (CEQA) guidelines section 15378.

Fiscal Impact:

There is no fiscal impact associated with the discussion of priorities. Staff will bring back the final draft of the 2020-2021 fiscal year budget and CIP for approval at the June 16, 2020 meeting.

Recommendation:

Approve the priority rankings and identified projects for the 2020-2021 CIP. I would suggest the following rankings based on the above;

1. West End Stormwater Improvement Project - Contra Costa St. \$240,000 (Tied to Grants)
2. West End Stormwater Improvement Project - Catalina St. \$110,000 (Tied to Grants)
3. Pavement Management Program (PMP) \$386,250 (Match Measure X funds \$35,000)
4. Street Sweeper \$40,000 (purchase and sale a wash)
5. Habitat Preserves at Commercial Shopping Center \$15,000
6. Carroll Property Repurpose \$50,000
7. Public Works Building \$80,000
8. Public Art Program \$50,000
9. Facade Program \$50,000
10. Patrol Vehicles \$50,000
11. Dump Truck \$75,000

Total 2020/21 CIP: \$795,000