



CITY OF DEL REY OAKS

650 CANYON DEL REY RD. · DEL REY OAKS, CALIFORNIA 93940
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AGENDA

**JOINT MEETING OF THE CITY OF DEL REY OAKS
REDEVELOPMENT AGENCY AND CITY COUNCIL
TUESDAY, DECEMBER 28, 2010 at 6:00 P.M.
CHARLIE BENSON MEMORIAL HALL, CITY HALL**

1. 6:00 P.M. - ROLL CALL – *Council/Agency*

2. PLEDGE OF ALLEGIANCE

3. COMMUNICATIONS:

4. SWEAR IN MAYOR AND CITY COUNCIL MEMBER

5. PUBLIC COMMENTS:

Anyone wishing to address the City Council or Agency on matters not appearing on the Agenda may do so now. The public may comment on any other matter listed on the Agenda at the time the matter is being considered. *There will be a time limit of not more than three minutes for each speaker. No action will be taken on matters brought up under this item and all comments will be referred to staff.*

5. CONSENT AGENDA:

Action Items

A. MINUTES:

1. November 16, 2010, Regular City Council Meeting
2. December 6, 2010, Special Joint Meeting RDA and City Council

B. MONTHLY REPORTS:

1. Claims, November 2010
2. Financials, November 2010
3. Fire Department Response Report, November 2010
4. Police Activity Report, November 2010

6. OLD BUSINESS:

Action Items

OPEN PUBLIC HEARING

- A. Consider Ordinance No. 271, An Ordinance Amending Chapter 15 of the Del Rey Oaks Municipal Code which Adopts the City of Monterey Changes to the City of Monterey Municipal Code:

AMENDING CHAPTERS 9 AND 13 OF THE MONTEREY CITY CODE ADOPTING THE 2010 CALIFORNIA BUILDING CODE AND APPENDICES I AND J;

2010 CALIFORNIA HISTORIC BUILDING CODE;

2010 CALIFORNIA EXISTING BUILDING CODE;

2010 CALIFORNIA RESIDENTIAL CODE;

2010 CALIFORNIA PLUMBING CODE;

2010 CALIFORNIA ELECTRIC CODE;

2010 CALIFORNIA MECHANICAL CODE;

2006 INTERNATIONAL PROPERTY MAINTENANCE CODE

(Second Reading)

7. NEW BUSINESS:

Action Items

- A. Introduce Ordinance No. 272, An Ordinance Amending Chapter 8.04 of the Del Rey Oaks Municipal Code related to the adoption of the 2010 California Fire Code with amendments thereto so as to be consistent with the City of Seaside:

2010 CALIFORNIA UNIFORM FIRE CODE

(First Reading)

- B. Consider Resolution 2010-27, a Resolution of the City Council of the City of Del Rey Oaks Approving Revised terms of reference for the Monterey County Integrated Waste Management Task Force to enable reorganization of membership and business practices to improve representation and responsiveness.

8. STAFF REPORTS:

- A. City Manager Report

9. MAYOR AND COUNCIL REPORT

10. CORRESPONDENCE:

- A. Monterey Regional Waste Management District Board Meeting Highlights

- B. Monterey Salinas Transit Board Meeting Highlights

11. **CLOSED SESSION:** As permitted by Government Code Section 54956 et. seq. the Council may adjourn to a Closed Session to consider specific matters dealing with certain litigation, personnel, or labor/real property negotiations
 - A. Existing litigation pursuant to Government Code Section 54956.9(a), City of Del Rey Oaks v. Federal/JER Associates, LLC et al., Monterey County Superior Court Case No. M107509.
12. **SET NEXT MEETING DATE:** Establish Tuesday, January 25, 2011, at 6:00 P.M. as the date and time of the Council's next regular meeting.
13. **ADJOURNMENT** in honor of former **Deputy City Clerk, Kathy Bellum** who worked for Del Rey Oaks from January 1996 to July 2001. She passed away in June 2010.

Information distributed to the Council at the meeting becomes part of the public record. A copy of written material, pictures, etc. must be provided to the secretary for this purpose.
All enclosures and materials regarding these agenda items are available for public review at the Del Rey Oaks City Hall, 650 Canyon Del Rey Road, Del Rey Oaks.

REGULAR MEETING OF THE CITY OF DEL REY OAKS CITY COUNCIL CONVENED AT 6:00 P.M. ON TUESDAY, NOVEMBER 16, 2010 IN THE CHARLES BENSON MEMORIAL HALL, CITY HALL

Present: Council Members Zuccaro, Cecilio, Allion, Vice Mayor Clark

Absent: Mayor Edelen

Also present: City Attorney Callihan, City Manager Dawson and Deputy City Clerk Carvalho

Meeting came to order at 6:00 p.m. and roll call was taken.

PLEDGE OF ALLEGIANCE

Council Member Cecilio led the Pledge of Allegiance

COMMUNICATIONS: None

PROCLAMATION:

Outstanding Public Service

City Manager Dawson: Presented a proclamation to Jim Clark, Kristin Clark and Bob Ashton for assisting a fellow resident when they noted a fire in a garage at 29 Los Encinos. They worked together to inform the resident, call emergency services and put out the fire.

PRESENTATION:

Sydney Moe, Monterey Regional Storm Water Management Plan: She talked about how Congress in 1972 amended the Federal Water Pollution Control Act. The purpose of this act was to keep pollutants out of the oceans of the United States by putting regulations in place to manage what goes into the storm water runoff which ultimately runs into the ocean. She stated that Del Rey Oaks joined the Monterey Regional Storm Water Management Program (MRSWMP). We participate with many cities to meet the State and Federal requirements. These are controlled by Best Management Practices (BMP's). The City of Del Rey Oaks has many practices in place, regular street sweeping, catch basins cleaned prior to the rainy season, educating residents when they do construction what they need to do to prevent material from going into the storm drains by giving them leaflet's on these practices. The City of Del Rey Oaks is represented by Sydney Moe who is a Junior Engineer for the City of Seaside.

Council Member Allion: Asked who the committee reports to.

City Manager Dawson: Explained that this committee has a very narrow scope and is managed by the Regional Water Control District. He stated that Chief Langford inspects businesses and enforces any illicit discharges. He stated that the City of Del Rey Oaks is a catch basin because we get runoff from the Airport, Monterey, Seaside and the County so we have to be diligent. Some of the commercial areas have been test cases and our development will be impacted down the road.

Public comment:

Kathi Buckley Smith, Del Rey Oaks: Has a recollection of catch basins under the parking lot under Stone Creek and asked about the volunteers that help to monitor the outfall.

Sydney Moe: Stated, yes there are volunteers that take water samples but Del Rey Oaks' is not truly affected because their outfall is near Canyon Del Rey and Del Monte located in Seaside. Volunteers are recruited from the Monterey Bay Marine Sanctuary; Alisa Emanuelson does the coordination of volunteers. More information can be located at www.montereysea.org.

PUBLIC COMMENT:

Terry Adam, Del Rey Oaks: Thanked the City for the Dog Park. Thanked the City of the improvements for the walkway from Portola to Work, thanked the Police Officer that stopped her and gave her a warning rather than a ticket when she was going to fast down Portola and thanked the Police Officer's for how well they handled Halloween with all the kids around.

Kathi Buckley Smith, Del Rey Oaks: Asked if the restrooms will be part of the park grant, and asked for an update on what's going on at the airport.

City Manager Dawson: Stated that he would answer those questions during his report at the end of the meeting.

CONSENT AGENDA:

The Council considered the following items:

A. MINUTES:

1. October 26, 2010, Regular City Council Meeting

B. MONTHLY REPORTS:

1. Claims, October 2010
2. Financials, October 2010
3. Fire Department Response Report, October 2010
4. Police Activity Report, October 2010

Motion by Council Member Zuccaro to approve, seconded by Council Member Allion

There were no public comments received.

Motion passed 4-0

OLD BUSINESS: None

NEW BUSINESS:

The Council considered **ITEM 9.A.** Consider Resolution No. 2010-26, A resolution of the City of Del Rey Oaks Canvassing the November 2, 2010 General Municipal Election.

Vice Mayor Clark: Stated that this item will be continued because the votes have not been certified by the elections department yet.

The Council considered **ITEM 9.B.** Consider Ordinance No. 271, An Ordinance Amending Chapter 15 of the Del Rey Oaks Municipal Code which Adopts the City of Monterey Changes to the City of Monterey Municipal Code: AMENDING CHAPTERS 9 AND 13 OF THE MONTEREY CITY CODE ADOPTING THE 2010 CALIFORNIA BUILDING CODE AND APPENDICES I AND J;

2010 CALIFORNIA HISTORIC BUILDING CODE;

2010 CALIFORNIA EXISTING BUILDING CODE;

2010 CALIFORNIA RESIDENTIAL CODE;

2010 CALIFORNIA PLUMBING CODE;

2010 CALIFORNIA ELECTRIC CODE;

2010 CALIFORNIA MECHANICAL CODE;

2010 CALIFORNIA FIRE CODE INCLUDING A-J; AND

2006 INTERNATIONAL PROPERTY MAINTENANCE CODE

City Attorney Callihan: Each year the state comes out with changes to the building code with local amendments to local ordinances being made. This is just introducing this ordinance at this point and it will be noticed and be voted on at the next meeting.

Council Member Zuccaro: Will we be adopting the green code also?

City Manager Dawson: Yes, or we would have to adopt the State codes.

City Attorney Callihan: These codes are set by the state and Monterey is only amending this to make them more stringent.

City Manager Dawson: Stated he will have the Monterey building official do a presentation at the next meeting.

Council Member Cecilio: Will this cost the resident's more money?

City Attorney Callihan: Yes there is potential cost increase.

Vice Mayor Clark: Asked for a motion to introduce this ordinance.

Public Comment:

Kathi Buckley Smith, Del Rey Oaks: Asked for a brief presentation about how this changes.

Motion by Council Member Allion to introduce Ordinance 271 and ask the Monterey building official to do a presentation at the next meeting, motion was seconded by Council Member Cecilio

There was no further public comment received

Motion passed 4-0

STAFF REPORT:

City Manager Dawson: Stated he attended a City Manager's conference last weekend put on by the California City Manager's Foundation. He reported that the Portola walkway dirt removal is done and within the next 2 weeks the retaining wall will be finished. He stated that he would be meeting with MuniServices tomorrow about how the fees and taxes have been collected from the State and County. He attended the Airport workshop and learned about the 7 alternatives to extend the runway that are being required by the FAA. He was very adamant about not closing the driveway to Tarpy's and routing traffic through Stone Creek which was one alternative. They are proposing to build a retaining wall about 30 feet high with 600 feet of product to keep the planes from going beyond the runway. There is a lot more work to be done on this and he will update the council at the next meeting.

CITY COUNCIL REPORTS:

Council Member Allion: Stated he attended the MRWPCD meeting.

Council Member Cecilio: Stated he attended the Mosquito Abatement District meeting.

Council Member Zuccaro: Stated he attended the opening ceremony of the General Jim Moore Boulevard extension project.

Vice Mayor Clark: Stated she attended the MST meeting and stated they have a new service, line 82 and 83 which connects Monterey with Paso Robles. She announced that the new swipe cards will be going into effect and they will be eliminating transfers having the fares more equitable by basing fares on mileage and offering more miles when you buy a card in advance. She announced that Angela Dawson (City Manager Dawson's wife) was employee of the month and there was a nice presentation at the MST Board Meeting. She announced the annual Citizen's Action Group Holiday Party is set for Saturday, December 5th.

Correspondence: None

7:09 p.m.: Adjourned

7:13 p.m.: Reconvened into closed session

7:51 p.m.: Adjourned from closed session into open session and reported the following:

City Manager Dawson: Reported that information was given to the Council and no action was taken.

7:52 p.m.: Meeting adjourned

Next meeting: Tuesday, December 28th, 2010, 6 p.m.

Approved:

Date:

**SPECIAL JOINT MEETING OF THE CITY OF DEL REY OAKS
REDEVELOPMENT AGENGE AND CITY COUNCIL CONVENED
AT 6:00 P.M. ON MONDAY, DECEMBER 6, 2010 IN THE
CHARLES BENSON MEMORIAL HALL, CITY HALL**

Present: Agency/Council Members Zuccaro, Clark, Cecilio, Allion and
Agency Chair/Mayor Edelen

Absent: None

Also present: City Attorney Callihan, Agency Attorney Wellington, Executive
Director/City Manager Dawson and Agency Secretary/Deputy City Clerk
Carvalho

Meeting came to order at 6:00 p.m. and roll call was taken.

PLEDGE OF ALLEGIANCE

Mayor Edelen led the Pledge of Allegiance

PUBLIC COMMENT: None

OLD BUSINESS:

The Council Considered **ITEM 4.A.** Consider Resolution No. 2010-26, A
Resolution of the City of Del Rey Oaks Canvassing the November 2, 2010 general
Municipal Election

City Manager Dawson: Congratulated Council Member's Cecilio, Allion and
Mayor Edelen on their re-elections.

City Attorney Callihan: Stated the swearing in will take place at the next
Council meeting.

*Motion by Council Member Clark to approve Resolution No. 1210-26, seconded
by Council Member Zuccaro*

There was no public comment received.

Motion passed 5-0

6:07 p.m.: Adjourned. Council Member Cecilio and Mayor Edelen recused
themselves from closed session due to the proximity of their residences to the
project area to be discussed in closed session. They left the Council chambers
prior to the remainder of the Council reconvening into closed session.

6:09 p.m.: Reconvened into closed session

7:03 p.m.: Adjourned from closed session into open session and reported the following:

City Manager Dawson: Reported that direction was given to Counsel to take action.

7:04 p.m.: Meeting adjourned

Next meeting: Tuesday, December 28th, 2010, 6 p.m.

Approved:

Date:

CITY OF DEL REY OAKS
Claims Report
November 2010

Date	Num	Name	Memo	Amount
11/04/2010		JOHNSON - #27	Refund for December RV Space	\$65.00
		Total JOHNSON - #27		\$65.00
11/04/2010	11758	ROJAS - #29	Refund overpayment RV Sp 29	\$260.00
		Total ROJAS - #29		\$260.00
11/30/2010	11762	AFLAC	Premiums-employee paid-INV. 293699	\$266.60
		Total AFLAC		\$266.60
		ALLIED STORAGE CONTAINERS		
11/30/2010	11763	ALLIED STORAGE CONTAINERS	STORAGE CONTAINER FOR CITY HALL AND POLICE DOCUMENT ARCHIVE	\$2,295.38
		Total ALLIED STORAGE CONTAINERS		\$2,295.38
		AMERICAN LOCK & KEY		
11/30/2010	11764	AMERICAN LOCK & KEY	REPAIR TO PD LOCKS	\$318.02
		Total AMERICAN LOCK & KEY		\$318.02
		AT&T CAL NET 2		
11/30/2010	11765	AT&T CAL NET 2	PHONE SEPT 2010	\$246.30
		Total AT&T CAL NET 2		\$246.30
		BOUND TREE		
11/30/2010	11766	BOUND TREE	MICRO-FLEX GLOVES	\$108.97
		Total BOUND TREE		\$108.97
		BROWNELLS, INC.		
11/30/2010	11767	BROWNELLS, INC.	TACTICAL LIGHT AND LASER,SPEED LOADER/QUICK STRIP	\$277.07
		Total BROWNELLS, INC.		\$277.07
		BYTE TECHNOLOGY		
11/30/2010	11768	BYTE TECHNOLOGY	WEBSITE UPDATES	\$93.75
		Total BYTE TECHNOLOGY		\$93.75
		CALIFORNIA-AMERICAN WATER		
11/30/2010	11769	CALIFORNIA-AMERICAN WATER		\$400.89
		Total CALIFORNIA-AMERICAN WATER		\$400.89
		CARVALHO, KIMBERLY R		
11/15/2010	11756	CARVALHO, KIMBERLY R	WELLNESS REIMBURSEMENT	\$36.35
		Total CARVALHO, KIMBERLY R		\$36.35

CITY OF DEL REY OAKS
Claims Report
November 2010

Date	Num	Name	Memo	Amount
		CASNER EXTERMINATING		
11/30/2010	11770	CASNER EXTERMINATING	YELLOW JACKET CONTROL AT THE PARK-BEFORE CITY PICNIC 9/10/10	\$300.00
		Total CASNER EXTERMINATING		\$300.00
		CELESTINE BENNET		
11/09/2010	11753	CELESTINE BENNET	REFUND PARK RENTAL CANCELLED RESERVATION	\$150.00
		Total CELESTINE BENNET		\$150.00
		CENTRAL COAST TREE AND TIMBER SERV		
11/30/2010	11771	CENTRAL COAST TREE AND TIMBER SERV	OSIO & PORTOLA , REMOVE OAK TREE (LIMBS IN WIRES AND ROOT ROT), HAUL AWAY ALL WOOD AND DEBRIS WO...	\$400.00
		Total CENTRAL COAST TREE AND TIMBER SERV		\$400.00
		CITY OF SALINAS, ATTORNEY SERVICES		
11/30/2010	11772	CITY OF SALINAS, ATTORNEY SERVICES	OCT AND BALANCE OF SEPT. 2010 CITY ATTORNEY SERVICES- INVOICE 227398	\$1,045.44
		Total CITY OF SALINAS, ATTORNEY SERVICES		\$1,045.44
		CO-POWER		
11/04/2010	11743	CO-POWER	NOV 10 DELTA DENTAL PREMIUM	\$2,017.09
11/30/2010	11773	CO-POWER	DEC 10 DELTA DENTAL PREMIUM	\$2,017.09
		Total CO-POWER		\$4,034.18
		COMCAST HIGH SPEED INTERNET		
11/04/2010	11744	COMCAST HIGH SPEED INTERNET	INTERNET-SEPT	\$66.63
11/30/2010	11774	COMCAST HIGH SPEED INTERNET	INTERNET OCT	\$71.38
		Total COMCAST HIGH SPEED INTERNET		\$138.01
		COMMUNITY HOSPITAL OF MTY		
11/30/2010	11775	COMMUNITY HOSPITAL OF MTY	BLOOD ALCOHOL DRAW FEE-9/10&16/10	\$40.00
		Total COMMUNITY HOSPITAL OF MTY		\$40.00
		CRYSTAL SPRINGS WATER CO.		
11/30/2010	11776	CRYSTAL SPRINGS WATER CO.	ACCT 056258/WATER	\$109.19
		Total CRYSTAL SPRINGS WATER CO.		\$109.19
		CUTRUFELLI'S		
11/30/2010	11777	CUTRUFELLI'S	PD HATS	\$177.53
		Total CUTRUFELLI'S		\$177.53
		CYPRESS COAST FORD		
11/30/2010	11778	CYPRESS COAST FORD	VEHICLE REPAIR AND MAINTENANCE #62	\$124.26
		Total CYPRESS COAST FORD		\$124.26

CITY OF DEL REY OAKS
Claims Report
November 2010

Date	Num	Name	Memo	Amount
11/30/2010	11779	ENTENMANN-ROVIN CO.	INV: 0063680-IN : NAME BADGES	\$307.34
Total		ENTENMANN-ROVIN CO.		\$307.34
11/30/2010	11780	ENTERSECT CORPORATION	INVOICE #36196/POLICE ONLINE SERVICE-SEPT 2010	\$79.00
Total		ENTERSECT CORPORATION		\$79.00
11/04/2010	11745	FIRST AMERICAN REAL ESTATE SOLUTIONS	METRO SCAN- ADDRESS SERVICE-SEPT 2010	\$104.17
11/30/2010	11781	FIRST AMERICAN REAL ESTATE SOLUTIONS	METRO SCAN- ADDRESS SERVICE-OCT 2010	\$104.17
Total		FIRST AMERICAN REAL ESTATE SOLUTIONS		\$208.34
11/04/2010	11746	FIRST CHOICE SERVICES	Coffee and condiments	\$113.46
11/30/2010	11782	FIRST CHOICE SERVICES	Coffee and condiments	\$71.51
Total		FIRST CHOICE SERVICES		\$184.97
11/03/2010	EFT	FIRST NATIONAL BANK CHARGE	BANK FEES	\$170.82
Total		FIRST NATIONAL BANK CHARGE		\$170.82
11/30/2010	11783	GLOBALSTAR USA	SATELITE PHONE	\$26.92
Total		GLOBALSTAR USA		\$26.92
11/30/2010	11784	IE SOLUTIONS	INV. 10-1105-SEPT 2010 QUICK BOOKS CONSULTING: MEET WITH KIM AND DAN TO DISCUSS MONTHLY REPORT...	\$225.00
Total		IE SOLUTIONS		\$225.00
11/04/2010	11747	JAMES DE CHALK	SEPT 2010	\$300.00
Total		JAMES DE CHALK		\$300.00
11/30/2010	11785	KELLY-MOORE PAINT CO.INC	SUPPLIES	\$35.13
Total		KELLY-MOORE PAINT CO.INC		\$35.13
11/15/2010	11757	MINAMI, KAREN L	Wellness Reimbursement	\$63.16
Total		MINAMI, KAREN L		\$63.16
11/30/2010	11786	MONTEREY AUTO SUPPLY INC.	AUTO SUPPLIES	\$48.33
Total		MONTEREY AUTO SUPPLY INC.		\$48.33

CITY OF DEL REY OAKS
Claims Report
November 2010

Date	Num	Name	Memo	Amount
11/30/2010	11787	MONTEREY BAY AREA MANAGER'S GROUP	ANNUAL DUES 2010-11	\$10.00
		Total MONTEREY BAY AREA MANAGER'S GROUP		\$10.00
11/30/2010	11788	MONTEREY BAY TECHNOLOGIES	RETAINER/VIRUS PROTECTION RENEWAL	\$649.05
		Total MONTEREY BAY TECHNOLOGIES		\$649.05
11/09/2010	11754	MONTEREY COUNTY CLERKS OFFICE	NOTICE OF EXEMPTION (ROBERTI-Z'BERG-HARRIS) CEQA 11/1010	\$50.00
		Total MONTEREY COUNTY CLERKS OFFICE		\$50.00
11/30/2010	11789	MONTEREY COUNTY PARKS	RENTAL OF RIFLE RANGE AT LAGUNA SECA 9/22/10	\$75.00
		Total MONTEREY COUNTY PARKS		\$75.00
11/30/2010	11790	MONTEREY COUNTY SHERIFF	QUARTERLY ACJIS BILLING 4/17/10-6/30/10	\$1,120.88
		Total MONTEREY COUNTY SHERIFF		\$1,120.88
11/30/2010	11791	MRWPCA	7/1/10-8/31/10	\$26.37
		Total MRWPCA		\$26.37
11/30/2010	11792	MTRY BAY OFFICE PRODUCTS	INV. 82922-SERVICE CONTRACT COVERAGE FOR 6/10/10-9/9/10 COPIER USAGE	\$951.75
		Total MTRY BAY OFFICE PRODUCTS		\$951.75
11/30/2010	11793	Mtry Regional Waste Management District	HAZ WASTE DISPOSAL	\$139.00
		Total Mtry Regional Waste Management District		\$139.00
11/30/2010	11794	MY JEEP CHRYSLER DODGE	REPAIR #63/A.C. AND INSPECT AND REPAIR BRAKES	\$1,213.04
		Total MY JEEP CHRYSLER DODGE		\$1,213.04
11/30/2010	11795	OFFICE DEPOT	RSTRM SPLY/DOC STMP/PAPER/PENS/BINDERS	\$583.21
		Total OFFICE DEPOT		\$583.21
11/30/2010	11796	OFFICE EQUIPMENT FINANCE SERVICES	LEASE PAYMENT FOR COPIER-NOV. 10	\$234.88
		Total OFFICE EQUIPMENT FINANCE SERVICES		\$234.88
		P.E.R.S.-HEALTH		

CITY OF DEL REY OAKS
Claims Report
November 2010

Date	Numt	Name	Memo	Amount
11/04/2010	11748	P.E.R.S.-HEALTH	HEALTH PREMIUM NOV 2010	\$12,661.43
11/30/2010	11797	P.E.R.S.-HEALTH	HEALTH PREMIUM DEC 2010	\$12,606.82
Total P.E.R.S.-HEALTH				\$25,268.25
11/04/2010	11749	PERS	Payroll 10-2010-01	\$8,652.73
11/30/2010	11798	PERS	Payroll 10-2010-02	\$8,467.75
Total PERS				\$17,120.48
11/30/2010	11799	PG&E	GAS 8/14/10-9/15/10 ELEC 8/14/10-9/24/10	\$2,173.33
Total PG&E				\$2,173.33
11/30/2010	11800	PITNEY BOWES PURCHASE POWER	POSTAGE ACCT. 8000900003463050	\$243.29
Total PITNEY BOWES PURCHASE POWER				\$243.29
QuickBooks Payroll Service				
11/12/2010		QuickBooks Payroll Service	Monthly processing fee for November 2010	\$69.00
11/12/2010		QuickBooks Payroll Service	No state fee for CA for November 2010	\$15.00
11/12/2010		QuickBooks Payroll Service	Fee for 15 employee(s) paid	\$17.50
11/12/2010		QuickBooks Payroll Service	Fee for 14 direct deposit(s) at \$1.25 each	\$4,722.00
11/12/2010		QuickBooks Payroll Service	Created by Payroll Service on 11/10/2010	\$582.39
11/12/2010		QuickBooks Payroll Service	Created by Payroll Service on 11/10/2010	\$582.39
11/12/2010		QuickBooks Payroll Service	Created by Payroll Service on 11/10/2010	\$1,609.78
11/12/2010		QuickBooks Payroll Service	Created by Payroll Service on 11/10/2010	\$324.35
11/15/2010		QuickBooks Payroll Service	Created by Payroll Service on 11/10/2010	\$31,325.14
11/15/2010		QuickBooks Payroll Service	Fee for 1 employee(s) paid	\$1.00
11/15/2010		QuickBooks Payroll Service	Fee for 1 direct deposit(s) at \$1.25 each	\$1.25
11/15/2010		QuickBooks Payroll Service	Created by Payroll Service on 11/15/2010	\$36.00
11/15/2010		QuickBooks Payroll Service	Created by Payroll Service on 11/15/2010	\$26.77
11/15/2010		QuickBooks Payroll Service	Created by Payroll Service on 11/15/2010	\$26.77
11/15/2010		QuickBooks Payroll Service	Created by Payroll Service on 11/15/2010	\$8.03
11/15/2010		QuickBooks Payroll Service	Created by Payroll Service on 11/15/2010	\$20.31
11/15/2010		QuickBooks Payroll Service	Created by Payroll Service on 11/15/2010	\$1,755.11
11/29/2010		QuickBooks Payroll Service	Fee for 5 employee(s) paid	\$5.00
11/29/2010		QuickBooks Payroll Service	Fee for 1 direct deposit(s) at \$1.25 each	\$1.25
11/29/2010		QuickBooks Payroll Service	Created by Payroll Service on 11/24/2010	\$9.06
11/29/2010		QuickBooks Payroll Service	Created by Payroll Service on 11/24/2010	\$9.06
11/29/2010		QuickBooks Payroll Service	Created by Payroll Service on 11/24/2010	\$5.78
11/29/2010		QuickBooks Payroll Service	Created by Payroll Service on 11/24/2010	\$316.71
11/29/2010		QuickBooks Payroll Service	Created by Payroll Service on 11/24/2010	\$98.55
11/29/2010		QuickBooks Payroll Service	Fee for 14 employee(s) paid	\$14.00
11/29/2010		QuickBooks Payroll Service	Fee for 14 direct deposit(s) at \$1.25 each	\$17.50
11/29/2010		QuickBooks Payroll Service	Created by Payroll Service on 11/24/2010	\$4,958.00
11/29/2010		QuickBooks Payroll Service	Created by Payroll Service on 11/24/2010	\$573.90
11/29/2010		QuickBooks Payroll Service	Created by Payroll Service on 11/24/2010	\$573.90
11/29/2010		QuickBooks Payroll Service	Created by Payroll Service on 11/24/2010	\$1,735.23
11/29/2010		QuickBooks Payroll Service	Created by Payroll Service on 11/24/2010	\$317.91
11/29/2010		QuickBooks Payroll Service	Created by Payroll Service on 11/24/2010	\$30,870.88
Total QuickBooks Payroll Service				\$80,629.52

CITY OF DEL REY OAKS
 Claims Report
 November 2010

Date	Num	Name	Memo	Amount
11/30/2010	11801	R.H.F., INC.	RECERTIFIED PD RADAR SERVICES/2010	\$80.00
		Total R.H.F., INC.		\$80.00
11/04/2010	11750	RED SHIFT INTERNET SERV	INTERNET OCT 2010	\$20.25
		Total RED SHIFT INTERNET SERV		\$20.25
11/30/2010	11802	RED WING SHOES	NEW BOOTS AND REPAIR OLD BOOTS, JOHNSON 2010	\$210.34
		Total RED WING SHOES		\$210.34
11/15/2010	11759	RIVERSIDE SHERIFF'S DEPT	Course for M. McMillan (Reimbursed by officer)	\$167.00
		Total RIVERSIDE SHERIFF'S DEPT		\$167.00
11/30/2010	11803	RYAN RANCH PRINTERS	WINDOW ENVELOPES	\$191.59
		Total RYAN RANCH PRINTERS		\$191.59
11/30/2010	11804	SAFEWAY STORE	RED BULL RACES 2010	\$47.43
		Total SAFEWAY STORE		\$47.43
11/30/2010	11805	SHELL OIL COMPANY	ACCT 079-056-693-FUEL FOR OCT 10	\$241.04
		Total SHELL OIL COMPANY		\$241.04
11/30/2010	11806	SHRED-IT	SHREDDING SERVICE	\$50.00
		Total SHRED-IT		\$50.00
11/01/2010	11742	STATE OF CALIFORNIA-CONTROLLER	AUDIT INFO. 2009-2010	\$100.00
		Total STATE OF CALIFORNIA-CONTROLLER		\$100.00
11/30/2010	11807	TERMINIX	PEST CONTROL AND MAINTENANCE-8/2010	\$59.00
		Total TERMINIX		\$59.00
11/30/2010	11808	UNITED SITE SERVICES	PORTABLE TOILET GABILAN CREW	\$153.13
		Total UNITED SITE SERVICES		\$153.13

CITY OF DEL REY OAKS
 Claims Report
 November 2010

	Date	Num	Name	Memo	Amount
VALLEY SAW & GARDEN EQUIP	11/30/2010	11809	VALLEY SAW & GARDEN EQUIP	CHAIN AND SAFETY GLASSES	\$119.33
Total VALLEY SAW & GARDEN EQUIP					\$119.33
VSP	11/04/2010	11751	VSP	VISION PLAN OCT. 2010	\$168.66
	11/30/2010	11810	VSP	VISION PLAN NOV. 2010	\$168.66
Total VSP					\$337.32
YOUNG, MATT	11/04/2010	11752	YOUNG, MATT	REIM. COSTS FOR FRAMING MATERIAL FOR P.D. WINDOWS	\$140.54
Total YOUNG, MATT					\$140.54
TOTAL					\$144,930.97

CITY OF DEL REY OAKS
FISCAL YEAR 2010/2011 BUDGET VS. ACTUAL

July through November 2010

	Actual Total for 2010-2011	FY 2010-2011 Budget	% of Annual Budget
REVENUE			
300 - Operating Revenues			
3100 - PROPERTY TAXES			
3105 - P/T-SECURED	\$2,075.93	\$353,304.00	0.59%
3107 - P/T-UNITARY TAX		\$5,533.00	
3110 - P/T-UNSECURED	\$61.26	\$14,452.00	0.42%
3120 - P/T-SB813		\$2,662.00	
3130 - P/T-PRIOR SECURED	\$2,450.94	\$21,742.00	11.27%
3132 - PRIOR UNSECURED		\$84.00	
3135 - PROPERTY TAX - VLF		\$121,084.00	
3140 - P/T-INT/PENAL		\$328.00	
3145 - P/T - ADMINISTRATIVE FEE	(\$907.05)	(\$7,500.00)	12.09%
Total 3100 - PROPERTY TAXES	\$3,681.08	\$511,689.00	0.72%
3200 - OTHER TAXES			
3202 - MANDATED COSTS		\$4,000.00	
3205 - SALES TAX	\$95,718.50	\$255,000.00	37.54%
3206 - SALES TAX IN LIEU - 3-FLIP		\$77,000.00	
3208 - Sales Tax - Add On	\$162,688.88	\$388,000.00	41.93%
3209 - COP MONIES	\$30,506.10	\$100,000.00	30.51%
3210 - PROPERTY TRANSFER TAX		\$5,000.00	
3220 - GAS FRANCHISES		\$7,000.00	
3225 - ELECTRIC FRANCHISES		\$15,500.00	
3235 - GARBAGE FRANCHISES	\$18,006.39	\$40,000.00	45.02%
3240 - CABLE TV FRANCHISES	\$12,056.07	\$25,000.00	48.22%
3245 - WATER FRANCHISES		\$9,000.00	
3851 - SEWER IMPACT		\$8,500.00	
Total 3200 - OTHER TAXES	\$318,975.94	\$934,000.00	34.15%
3300 - LICENSES & PERMITS			
3301 - BUSINESS LICENSES	\$163,390.31	\$190,000.00	86.00%
3305 - BUILDING PERMITS	\$3,365.40	\$15,000.00	22.44%
3310 - PLAN CHECK FEES	\$2,002.81	\$7,500.00	26.70%
3315 - STREET OPENING PERMITS FEES	\$500.00	\$2,500.00	20.00%
3325 - PLUMBING PERMITS	\$1,180.00	\$1,000.00	118.00%
3330 - ELECTRICAL PERMITS	\$200.00	\$1,000.00	20.00%
3340 - ENVIRON ASSESS FEES/PERMIT		\$1,000.00	
3342 - DEVELOPER PYMT FEES/PERMITS		\$500.00	
3345 - OTHER LICENSES/PERMITS	\$214.80	\$500.00	42.96%
Total 3300 - LICENSES & PERMITS	\$170,853.32	\$219,000.00	78.02%
3400 - FINES & FORFEITURES			
3401 - VEHICLE CODE FINES	\$8,266.63	\$15,000.00	55.11%
3415 - OTHER COURT FINES		\$1,000.00	
Total 3400 - FINES & FORFEITURES	\$8,266.63	\$16,000.00	51.67%
3501 - INTEREST EARNED	\$888.73	\$12,000.00	7.41%
3600 - OTHER AGENCY REVENUE			
3602 - MOTOR VEHICLE LICENSE FEE(MVLF)	\$2,566.12	\$3,000.00	85.54%
3603 - OFF HIGHWAY		\$100.00	
3604 - HOPTR		\$1,200.00	
3605 - VEHICLE LICENSE COLLECTION		\$1,000.00	
3620 - PROP 172		\$8,000.00	
3648 - GRANTS		\$25,000.00	
3649 - TRAFFIC CONGESTION RELIEF-AB438	\$4,129.61	\$10,000.00	41.30%

CITY OF DEL REY OAKS
FISCAL YEAR 2010/2011 BUDGET VS. ACTUAL
 July through November 2010

	Actual Total for 2010-2011	FY 2010-2011 Budget	% of Annual Budget
3655 · POLICE GRANTS OTHER AGENCIES		\$1,000.00	
3600 · OTHER AGENCY REVENUE - Other	\$5.00		
Total 3600 · OTHER AGENCY REVENUE	\$6,700.73	\$49,300.00	13.59%
3700 · CURRENT SERVICES			
3703 · USE PERMITS	\$2,485.00	\$3,000.00	82.83%
3704 · MAPS/PUBLICATIONS		\$100.00	
3706 · RENTAL INCOME	\$4,252.50	\$9,600.00	44.30%
3707 · POLICE REPORTS	\$425.00	\$1,400.00	30.36%
3709 · PROPERTY INSPECTIONS	\$600.00	\$1,300.00	46.15%
3710 · POLICE SERVICES	\$4,600.00	\$10,000.00	46.00%
3711 · PUBLIC EVENTS	\$32,400.00	\$80,000.00	40.50%
3712 · MISCELLANEOUS SERVICES	\$3,539.60	\$1,000.00	353.96%
3715 · PD DONATIONS	\$609.24	\$1,500.00	40.62%
3700 · CURRENT SERVICES - Other	\$300.00		
Total 3700 · CURRENT SERVICES	\$49,211.34	\$107,900.00	45.61%
3800 · PARKS/RECREATION			
3801 · PARK RENTAL	\$1,400.00	\$10,000.00	14.00%
3802 · RV RENTAL PARKS	\$11,200.00	\$26,000.00	43.08%
Total 3800 · PARKS/RECREATION	\$12,600.00	\$36,000.00	35.00%
3900 · OTHER			
2103 · GAS TAX 2103	\$1,504.44		
3610 · GAS TAX 2107	\$4,636.98	\$13,500.00	34.35%
3612 · GAS TAX 2106	\$3,939.57	\$9,000.00	43.77%
3614 · GAS TAX 2107.5	\$1,000.00	\$900.00	111.11%
3616 · GAS TAX 2105	\$4,494.09	\$9,000.00	49.93%
3900 · OTHER - Other	(\$4,678.08)		
Total 3900 · OTHER	\$10,897.00	\$32,400.00	33.63%
TOTAL REVENUE	\$582,074.77	\$1,918,289.00	30.34%

CITY OF DEL REY OAKS
FISCAL YEAR 2010/2011 BUDGET VS. ACTUAL

July through November 2010

	Actual Total for 2010-2011	FY 2010-2011 Budget	% of Annual Budget
EXPENDITURES			
10 · Operating Expenses			
10000 · Payroll & Benefits			
10009 · OVERTIME	\$17,402.07	\$25,000.00	69.61%
10010 · PAYROLL	\$407,400.09	\$826,000.00	49.32%
100101 · COUNCIL MEMBER STIPEND	\$2,597.45	\$6,000.00	43.29%
100103 · RESERVES PAYROLL	\$18,407.22	\$31,710.00	58.05%
10011 · PERS	\$83,043.47	\$165,000.00	50.33%
10012 · MEDICARE	\$6,505.82	\$11,000.00	59.14%
10013 · DENTAL EXPENSE	\$10,105.45	\$26,750.00	37.78%
10014 · HEALTH INS	\$63,242.95	\$132,500.00	47.73%
10015 · VISION INS	\$843.30	\$2,800.00	30.12%
10016 · WORKERS COMP	\$57,857.66	\$136,400.00	42.42%
10018 · WELLNESS PROGRAM	\$4,402.92	\$13,200.00	33.36%
10120 · UNIFORM ALLOWANCE	\$3,250.00	\$5,000.00	65.00%
Total 10000 · Payroll & Benefits	\$675,058.40	\$1,381,360.00	48.87%
20100 · Payroll Expenses	\$713.87	\$500.00	142.77%
20119 · Bank Service Charges	\$623.07	\$500.00	124.61%
20120 · -SUPPLIES			
20121 · MATERIALS/SUPPLY	\$25,284.98	\$43,500.00	58.13%
20122 · REPAIR/MAINTENANCE	\$13,162.45	\$20,000.00	65.81%
20160 · OFFICE SUPPLIES	\$2,631.64	\$3,089.00	85.19%
20120 · -SUPPLIES - Other	\$141.65		
Total 20120 · -SUPPLIES	\$41,220.72	\$66,589.00	61.90%
20130 · UTILITIES & SERVICES			
20126 · STREET SWEEPING	\$5,991.04	\$1,200.00	499.25%
20127 · GABILAN CREW	\$1,608.66	\$2,000.00	80.43%
20131 · UTILITIES/PGE	\$2,950.81	\$7,500.00	39.34%
20132 · UTILITIES/WATER	\$862.13	\$5,000.00	17.24%
20140 · TELEPHONE / INTERNET	\$4,606.30	\$15,000.00	30.71%
20145 · WEBSITE DESIGN & MAINTENANCE	\$4,181.25	\$1,500.00	278.75%
20163 · BACKGROUND-TESTING	\$145.37		
20168 · POSTAGE / SHIPPING	\$1,049.18	\$4,113.00	25.51%
20170 · TRAVEL/CONFERENCE	\$2,747.70	\$9,500.00	28.92%
20171 · MEMBER/DUES/CONTRIBUTIONS	\$5,427.59	\$14,500.00	37.43%
20172 · AD/PROMOTION CITY CNCL	\$1,378.45	\$1,500.00	91.90%
20173 · LEGAL ADVERT NON-DEPT	\$215.00	\$1,000.00	21.50%
20174 · BOOK/PERIODICAL		\$100.00	
20175 · MEETING CITY CNCL	\$443.75	\$1,000.00	44.38%
Total 20130 · UTILITIES & SERVICES	\$31,607.23	\$63,913.00	49.45%
20176 · PRINTING / PUBLICATIONS		\$500.00	
20180 · OUTSIDE SERVICES			
20178 · TRAINING POLICE	\$4,465.21	\$8,000.00	55.82%
20181 · OTHER PERMITS PW/ENGR	\$35.30	\$2,000.00	1.77%
20191 · EQUIPMENT MAINT	\$2,203.39	\$21,500.00	10.25%
30044 · LIABILITY/PROP NON-DPT	\$14,532.76	\$25,000.00	58.13%
30113 · CONTRACTUAL AUDIT	\$5,262.50	\$25,000.00	21.05%
30115 · DATA PROCESSING	\$2,159.04	\$3,500.00	61.69%
30116 · CONTRACTUAL SVCS PLANNING / ENG	\$2,783.97	\$25,000.00	11.14%
30119 · CONTRACTUAL SVCS - LEGAL	\$3,076.48	\$20,000.00	15.38%
30120 · CONTRL RETAINER LEGAL	\$1,131.04	\$12,000.00	9.43%

CITY OF DEL REY OAKS
FISCAL YEAR 2010/2011 BUDGET VS. ACTUAL
 July through November 2010

	Actual Total for 2010-2011	FY 2010-2011 Budget	% of Annual Budget
30126 · JANITORIAL FUND	\$1,275.00	\$4,200.00	30.36%
30127 · RADIO DISPATCH POLICE	\$38,259.50	\$42,500.00	90.02%
30165 · COMM HUM SERV NON-DEPT	\$3,057.00	\$3,500.00	87.34%
Total 20180 · OUTSIDE SERVICES	\$78,241.19	\$192,200.00	40.71%
30170 · AUTO OPERATION			
30181 · AUTO OPS - SUPPLIES / EQUIP	\$531.03	\$5,000.00	10.62%
30182 · AUTO OPS - FUEL	\$5,057.95	\$25,000.00	20.23%
30190 · AUTO REPAIR/MAINTENANCE	\$4,161.08	\$19,000.00	21.90%
Total 30170 · AUTO OPERATION	\$9,750.06	\$49,000.00	19.90%
30180 · POLICE AND FIRE			
30183 · FUND JAIL & PRISONER	\$602.06	\$1,000.00	60.21%
30184 · ACJIS SYSTEM POLICE	\$1,406.24	\$1,527.00	92.09%
301861 · FIRE SEASIDE	\$52,496.36	\$116,000.00	45.26%
30187 · ANIMAL REGULATION FIRE	\$965.58	\$2,500.00	38.62%
Total 30180 · POLICE AND FIRE	\$55,470.24	\$121,027.00	45.83%
30200 · STREETS & STORM WATER			
30219 · S.M.I.P.	\$24.14	\$200.00	12.07%
30220 · SB 1473	\$9.60		
30230 · STREET LIGHTING	\$5,696.64	\$17,000.00	33.51%
30231 · STORM WATER PROJECT - PHASE1&2	\$496.67	\$5,500.00	9.03%
Total 30200 · STREETS & STORM WATER	\$6,227.05	\$22,700.00	27.43%
60001 · AUTO LEASE PAYMENTS	\$19,970.61	\$20,000.00	99.85%
TOTAL EXPENDITURES	\$918,882.44	\$1,918,289.00	47.90%
Total Revenue	\$582,074.77		
Total Expenditures	\$918,882.44		
Total Operating Revenue Less Expenditures This Fiscal Year to Date	(\$336,807.67)		

CITY OF DEL REY OAKS
CASH FUNDS BALANCE REPORT
AS OF NOVEMBER 30, 2010

CITY OF DEL REY OAKS		
CASH BALANCES AS OF NOVEMBER 30, 2010		
	1000 · GENERAL CHECKING	\$24,815.01
	1008 · LAIF CITY - 246	\$342,540.36
	Total City Checking/Savings	\$367,355.37
REDEVELOPMENT AGENCY		
CASH BALANCES AS OF NOVEMBER 30, 2010		
	10-1001 · GENERAL CHECKING	\$5,185.90
	10-1003 · DUFFY EIR/CEQA CHECKING	\$20,778.47
	10-1002 · LAIF RDA ACCOUNT	\$21,365.69
	Total RDA Checking/Savings	\$47,330.06
GRAND TOTAL CASH BALANCES		\$414,685.43

CITY OF DEL REY OAKS
FISCAL YEAR 2010-2011 CAPITAL OUTLAY BUDGET VS ACTUAL
JULY 1, 2010 - JUNE 30, 2011

	Actual Totals for 2010-2011	FY 2010-2011 Budget
Other Income/Expense		
Other Income		
4900 · CAPITAL OUTLAY FUND		
3625 · 2000 PARK BOND GRANT		
3627 · 2002 Parks Resources Bond Act		99,255.00
3720 · Portola/Carlton (Prop 1B) CIP		400,000.00
3730 · Portola/Work Walkway (MPRPD)		12,500.00
3740 · Stream Blockage (State)		
3750 · Portola/Work Street (TAMC)		
3760 · City Monument Sign Proceeds		
Total 4900 · CAPITAL OUTLAY FUND		511,755.00
Other Expense		
50400 · CAPITAL OUTLAY		
50420 · MONUMENT SIGN		
50430 · PORTOLA / CARLTON (PROP 1B)		400,000.00
50440 · PORTOLA / WORK WALKWAY (MPRPD)		12,500.00
50450 · 2000 PARKS BOND ACT		
50460 · 2002 PARKS RESOURCES BOND ACT		99,255.00
50470 · STREAM BLOCKAGE (STATE GRANT)		
50480 · PORTOLA / WORK STREET (TAMC)		
Total 50400 · CAPITAL OUTLAY		511,755.00



FIRE DEPARTMENT

1635 Broadway Avenue
Seaside, CA 93955

Telephone (831) 899-6790
FAX (831) 899-6261

December 1, 2010

Chief Langford
Del Rey Oaks City Hall
650 Canyon Del Rey
Del Rey Oaks, CA 93940

Dear Chief Langford:

Enclosed is a copy of the response reports for the Seaside Fire Department response to Del Rey Oaks for the period of November 1, 2010 thru November 30, 2010.

The City of Del Rey Oaks will be billed for the following incident numbers:

Incident #
10-1908
10-1911
10-1923
10-1925
10-1948
10-1956
10-1966
10-1969
10-1975
10-1991
10-2004
10-2026
10-2091

There are a total of thirteen fire calls for the month of November. If you have any questions, please contact me.

Sincerely,

A handwritten signature in cursive script that reads "Kathryn Pernet".

Kathryn Pernet
Sr. Administrative Assistant

CC: File

Seaside Fire

Incident List by Alarm Date/Time

Alarm Date Between {11/01/2010} And {11/30/2010}
and District = "029"

Incident-Exp#	Alm Date	Alm Time	Location	Incident Type
→10-0001908-000	11/02/2010	11:56:00	1007 PORTOLA DR /Del Rey	412 Gas leak (natural gas or LPG
→10-0001911-000	11/02/2010	16:49:00	1007 PORTOLA DR /Del Rey	500 Service Call, other
→10-0001923-000	11/04/2010	10:50:00	1007 PORTOLA DR /Del Rey	321 EMS call, excluding vehicle
→10-0001925-000	11/04/2010	11:56:00	947 PORTOLA DR /Del Rey O	510 Person in distress, Other
→10-0001948-000	11/07/2010	07:55:00	620 PHEASANT RIDGE RD /De	321 EMS call, excluding vehicle
→10-0001956-000	11/07/2010	19:04:00	18 ALTA CIR	321 EMS call, excluding vehicle
→10-0001966-000	11/08/2010	18:28:00	29 LOS ENCINOS DR /Del Re	111 Building fire
→10-0001969-000	11/09/2010	16:33:00	1048 PALOMA RD /Del Rey O	441 Heat from short circuit (wir
→10-0001975-000	11/11/2010	10:45:00	22 CARLTON DR /Del Rey Oa	321 EMS call, excluding vehicle
→10-0001991-000	11/13/2010	10:52:00	815 CANYON DEL REY BLVD /	400 Hazardous condition, Other
→10-0002004-000	11/15/2010	15:09:00	22 LOS ENCINOS DR /Del Re	321 EMS call, excluding vehicle
10-0002020-000	11/17/2010	20:30:00	826 PORTOLA DR /Del Rey O	6111 Cancelled upon arrival, no
→10-0002026-000	11/18/2010	12:16:00	1027 PORTOLA DR /Del Rey	321 EMS call, excluding vehicle
10-0002065-000	11/24/2010	16:50:00	831 ROSITA RD /Del Rey Oa	621 Wrong location
→10-0002091-000	11/28/2010	13:44:00	435 CANYON DEL REY BLVD /	321 EMS call, excluding vehicle

Total Incident Count 15

13 calls



Del Rey Oaks Police Department
 Monthly Report of Activity
 NOVEMBER – 2010
 Completed By: Ron Langford, COP

ARRESTS:

Prior Year

<i>Felony Arrests</i>	02	
<i>Misdemeanor Arrests</i>		
<i>Warrant Arrests (OJ)</i>		
TOTAL ARRESTS	02	04

REPORTS FILED:

19	11
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BURGLARIES:

Prior Year

<i>Residential</i>	02	
<i>Commercial</i>		
<i>From Locked Vehicle</i>		
<i>Other</i>		
TOTAL BURGLARIES	02	01

GRAND & PETTY THEFTS:

Prior Year

<i>Residential</i>		
<i>Commercial</i>		
<i>Shoplifting</i>	01	
<i>From Motor Vehicle</i>		
<i>Other</i>	01	
TOTAL THEFTS	02	02

CITATIONS ISSUED:

Prior Year

<i>Traffic Citations Issued</i>	22	
<i>Parking Citations Issued</i>		
<i>Admin Citations Issued</i>	01	
TOTAL CITATION ISSUED	23	16

ASSAULTS:

Prior Year

<i>Simple Assault</i>	01	
<i>Domestic Violence</i>		
<i>Weapon Involved</i>		
TOTAL ASSAULTS	01	00

TRAFFIC ACCIDENTS:

Prior Year

<i>Non-Injury Accidents</i>	02	
<i>Injury Accidents</i>	01	
TOTAL ACCIDENTS	03	02

TOWED & STORED VEHICLES:

Prior Year

03	01
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ALARMS:

Prior Year

<i>Residential</i>		
<i>Commercial</i>		
TOTAL ALARMS	00	00

DUI ENFORCEMENT:

Prior Year

00	00
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Storm Water Violation

**REPORT TO THE
CITY COUNCIL**
City of Del Rey Oaks, California

DATE: December 28, 2010

FROM: Christopher A. Callihan, City Attorney

SUBJECT: **2010 BUILDING CODE AND FIRE CODE ADOPTION**

RECOMMENDATION:

It is recommended that the City Council adopt an ordinance amending Chapter 15 of the Del Rey Oaks Municipal Code related to the adoption of the 2010 California Building Code and related building construction codes, appendices, amendments, and referenced standards thereto.

It is also recommended that the City Council introduce an ordinance amending Chapter 8.04 of the Del Rey Oaks Municipal Code related to the adoption of the 2010 California Fire Code with amendments thereto.

DISCUSSION:

Building Code

The California Building Standards Commission adopts various codes and standards to serve as the California Building Code and related building construction codes, appendices, and reference standards including State of California amendments that apply throughout the state. Any building standards adopted by the state can be amended locally as reasonably necessary and based on local geologic, climatic or topographic conditions as set forth in California Health and Safety Code sections 17922, 17958.5, and 17958.7.

As Council is aware, the City of Del Rey Oaks contracts with the City of Monterey to provide building services, plan check services, and inspection services. As the City of Del Rey Oaks is similarly situated to the City of Monterey with respect to local geologic, climatic, and topographic conditions, and to provide regional consistency, the proposed ordinance has incorporated the building standards codes and local amendments adopted by the City of Monterey. Additionally, in order to bring the City of Del Rey Oaks Municipal Code up to date and consistent with the proposed ordinance several existing chapters of the Municipal Code must be repealed. Those chapters are individually listed in the proposed ordinance.

Fire Code

The State of California adopts a model code to serve as the California Fire Code. The most recent version, applicable throughout the state, is the California Fire Code, 2010 edition. As with the building standards codes, the City of Del Rey Oaks is authorized by the California Health and Safety Code to make local amendments to the model code provided such amendments are justified by local geologic, climatic or topographic conditions.

As the Council is also aware, the City of Seaside provides fire protection services to the City of Del Rey Oaks pursuant to a fire protection contract. Section 3 of the fire protection contract obligates the City of Del Rey Oaks to "adopt and maintain in effect an ordinance adopting the most current Uniform Fire Code with

amendments consistent with those adopted by Seaside.” And, as the City of Del Rey Oaks is similarly situation with the City of Seaside with respect to local geologic, climatic, and topographic conditions, it is appropriate for the City of Del Rey Oaks to adopt the same fire code and local amendments as those adopted by the City of Seaside. As with the building standards codes, in order to bring the City of Del Rey Oaks Municipal Code up to date and consistent with the proposed ordinance Chapter 8.04 of the Municipal Code must be amended in its entirety.

ISSUES:

1. Shall the City Council adopt an ordinance amending Chapter 15 of the Del Rey Oaks Municipal Code related to the adoption of the 2010 California Building Code and related building construction codes, appendices, amendments, and referenced standards thereto so as to be consistent with the City of Monterey? This ordinance was introduced by the City Council at its regular meeting of November 16, 2010.
2. Shall the City Council introduce an ordinance amending Chapter 8.04 of the Del Rey Oaks Municipal Code related to the adoption of the 2010 California Fire Code with amendments thereto so as to be consistent with the City of Seaside? This ordinance must first be introduced by the City Council for adoption at a subsequent City Council meeting.

FISCAL IMPACT:

There is no direct impact to the City’s General Fund with the City Council’s introduction and adoption of the proposed ordinances.

TIME CONSIDERATIONS:

Time is of the essence as the state model codes are effective January 1, 2011, and the local amendments will not become effective until thirty (30) days following the City Council’s adoption of the ordinances implementing those local amendments.

ALTERNATIVES:

Council may choose to neither introduce nor adopt the proposed ordinances.

Distribution:
City Council
City Manager

Back Up Pages:
Proposed Ordinances

ORDINANCE NO. 271

AN ORDINANCE AMENDING CHAPTER 15 OF THE DEL REY OAKS MUNICIPAL CODE RELATED TO THE ADOPTION OF THE 2010 CALIFORNIA BUILDING CODE AND RELATED BUILDING CONSTRUCTION CODES, APPENDICES, AMENDMENTS, AND REFERENCED STANDARDS THERETO

WHEREAS, the City of Del Rey Oaks has contracted with the City of Monterey to provide building services, plan check and inspections; and

WHEREAS, the City Council of Del Rey Oaks desires to update its laws pertaining to building safety in Del Rey Oaks by adopting updated standard codes which are consistent with those standard codes implemented and enforced in the City of Monterey; and

WHEREAS, pursuant to Sections 17922, 17958, 17958.5 and 17958.7 of the California Health and Safety Code, the City of Del Rey Oaks may adopt local changes and modifications to the California Building Codes when the City makes findings that the local changes and modifications are reasonably necessary because of the local climatic, geographic, and topographical conditions; and

WHEREAS, the factual findings made in the past continue to be valid and relate to the amendments made to the standard codes in this adoption; and

WHEREAS, the City of Del Rey Oaks has made an environmental finding that the current City of Monterey green building program as compared to title 24, Part 11 also known as Cal Green, is determined to be more restrictive; and

WHEREAS, this Ordinance was found to be categorically exempt from environmental review, per the provisions of Section 15061(b)(3) of the California Environmental Quality Act ("CEQA") of 1970, as amended; and

WHEREAS, the provisions of the 2010 editions of the California Building Code and Appendices I and J, the California Historic Building Code, the California Mechanical Code, the California Plumbing Code, the California Electrical Code, the 2006 International Property Maintenance Code, and the 2010 Existing Building Code, as adopted and amended herein, shall not apply to any building or structure for which application for a building permit was made prior to January 1, 2011. Such buildings or structures shall be erected, constructed, enlarged, altered or repaired in accordance with the provisions of this chapter in effect at the date of said application; and

WHEREAS, all other applications not covered by the previous recital shall be processed in accordance with the provisions of the 2010 editions of the California Building Code and Appendices I and J, the California Historic Building Code, the California Mechanical Code, the California Plumbing Code, the California Electrical Code, the 2006 International Property Maintenance Code, and the 2010 Existing Building Code, all as adopted and amended in this ordinance.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF DEL REY OAKS AS FOLLOWS:

SECTION 1. Chapter 15.01 is added to the Del Rey Oaks Municipal Code to read as follows:

Sec. 15.04.010. Building Code.

Except as otherwise amended by Title 15 of this Municipal Code Code, the following model codes are hereby adopted and are incorporated in this chapter by reference and made a part hereof as if fully set forth herein:

1. 2010 CALIFORNIA BUILDING CODE AND APPENDICES I, J;
2. 2010 CALIFORNIA HISTORIC BUILDING CODE;
3. 2010 CALIFORNIA EXISTING BUILDING CODE;
4. 2010 CALIFORNIA RESIDENTIAL CODE;
5. 2010 CALIFORNIA PLUMBING CODE;
6. 2010 CALIFORNIA ELECTRIC CODE;
7. 2010 CALIFORNIA MECHANICAL CODE;
8. 2010 CALIFORNIA FIRE CODE AND APPENDICES A-J
9. 2006 INTERNATIONAL PROPERTY MAINTENANCE CODE

SECTION 2: Chapter 15.04 of the Del Rey Oaks Code is hereby deleted in its entirety and is replaced with the following which shall read as follows:

Sec. 15.04.010. Amendments to California Building Code.

(a) Section 105.3.2 is hereby amended to read as follows:

Section 105.3.2 Expiration of Plan Review. Applications for which no permit is issued within 180 days following the date of the application shall expire, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the building official. The building official may extend the time for action by the applicant for a period not exceeding 180 days on written request by the applicant showing that circumstances beyond control of the applicant have prevented action from being taken and the extension has been submitted in writing prior to the expiration date.

If a permit has not been obtained after the first extension, additional extensions of 90 days may be granted provided the applicant submits this request in writing AND pays a fee equal to \$500.00 of the for each requested 90- day extension and the project has not changed in scope.

Exception: If a project has been approved by the City pending an outside agency approval prior to expiration, written extensions will not be required.

(b) Section 105.5 is hereby amended to read as follows:

Section 105.5 Expiration of Permits. Every permit issued by the building official under the provisions of the technical codes shall expire and become null and void, if the project authorized by such permit has

not achieved an approval for one of the required inspections identified in Section 110.3 of the 2010 California Building Code within one year of such permit.

The building official may grant a one-time permit extension of 180 (one-hundred eighty) days provided the applicant submits a request in writing prior to the permit expiration and the project has not changed in scope. Additional extension requests of 90 (ninety) days may be granted by the building official if the request is made in writing, the project has not changed in scope, the project has obtained at least one inspection approval AND the applicant pays a fee of \$1,000 for each ninety (90) day extension.

Before work can commence or recommence under an expired permit, a new permit application must be submitted and permit obtained along with all applicable fees applied for this new project.

All existing projects are subject to this section and will be subject to the conditions listed above.

(c) Section 1505.1.1 is hereby amended to read as follows:

Section 1505.1.1 Real Coverings within ALL Fire Hazard Severity Zones. Any new roof on a new or existing structure, and any re-roofing of an existing structure of 50% or more of the total roof area within a one-year period shall be of a fire retardant roof or class A roof.

Sec. 15.04.020. Amendments to 2010 California Residential Code.

(a) Section R105.3.2 is hereby amended to read as follows:

Section R105.3.2 Expiration of Plan Review. Applications for which no permit is issued within 180 days following the date of the application shall expire, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the building official. The building official may extend the time for action by the applicant for a period not exceeding 180 days on written request by the applicant showing that circumstances beyond control of the applicant have prevented action from being taken and the extension has been submitted in writing prior to the expiration date.

If a permit has not been obtained after the first extension, additional extensions of 90 days may be granted provided the applicant submits this request in writing AND pays a fee equal to \$500.00 of the for each requested 90- day extension and the project has not changed in scope.

Exception: If a project has been approved by the City pending an outside agency approval prior to expiration, written extensions will not be required.

(b) Section R105.5 is hereby amended to read as follows:

Section R105.5 Expiration of Permits. Every permit issued by the building official under the provisions of the technical codes shall expire and become null and void, if the project authorized by such permit has not achieved an approval for one of the required inspections identified in Section 110.3 of the 2010 California Building Code within one year of such permit.

The building official may grant a one-time permit extension of 180 (one-hundred eighty) days provided the applicant submits a request in writing prior to the permit expiration and the project has not changed in scope. Additional extension requests of 90 (ninety) days may be granted by the building

official if the request is made in writing, the project has not changed in scope, the project has obtained at least one inspection approval AND the applicant pays a fee of \$1,000 for each ninety (90) day extension.

Before work can commence or recommence under an expired permit, a new permit application must be submitted and permit obtained along with all applicable fees applied for this new project.

All existing projects are subject to this section and will be subject to the conditions listed above.

(c) Section R313.2 is hereby amended to read as follows:

Section R313.2 One-and Two-Family Dwellings Automatic Fire Systems. New one- and two-family dwellings, an automatic residential fire sprinkler system shall be installed, or to which additions, alterations, or repairs are made that involve the removal or replacement to 50 percent or greater of the linear length of walls of the building (exterior plus interior) within a one-year period shall meet the requirements of new construction or this code.

Exception:

(1) One-and two-family dwelling buildings with less than 1500 square feet where an addition will not increase the total square footage to more than 1500 square feet, unless the increase involves a second story (in this case, the 50% linear wall length rule would apply to determine if the project would need an automatic fire sprinkler system).

(d) Section R403.1.3 is hereby amended to read as follows:

Section R403.1.3 Seismic Reinforcing. Concrete footings located in Seismic Design Categories D0, D1 and D2, as established in Table R301.2(1), shall have minimum reinforcement of at least two continuous longitudinal reinforcing bars not smaller than No. 4 bars. Bottom reinforcement shall be located a minimum of 3 inches (76 mm) clear from the bottom of the footing.

In Seismic Design Categories D0, D1 and D2 where a construction joint is created between a concrete footing and a stem wall, a minimum of one No. 4 bar shall be installed at not more than 4 feet (1219 mm) on center. The vertical bar shall extend to 3 inches (76 mm) clear of the bottom of the footing, have a standard hook and extend a minimum of 14 inches (357 mm) into the stem wall.

In Seismic Design Categories D0, D1 and D2 where a grouted masonry stem wall is supported on a concrete footing and stem wall, a minimum of one No. 4 bar shall be installed at not more than 4 feet (1219 mm) on center. The vertical bar shall extend to 3 inches (76 mm) clear of the bottom of the footing and have a standard hook.

In Seismic Design Categories D0, D1 and D2 masonry stem walls without solid grout and vertical reinforcing are not permitted.

Exception: In detached one- and two-family dwellings which are three stories or less in height and constructed with stud bearing walls, isolated plain concrete footings supporting columns, or pedestals are permitted.

(e) Section R902.1.1 is hereby amended to read as follows:

Section R902.1.1 Real Coverings within ALL Fire Hazard Severity Zones. Any new roof on a new or existing structure, and any re-roofing of an existing structure of 50% or more of the total roof area within a one-year period shall be of a fire retardant roof or class A roof.

SECTION 3. Chapter 15.08 of the Del Rey Oaks Municipal Code is hereby repealed in its entirety.

SECTION 4. Chapter 15.12 of the Del Rey Oaks Municipal Code is hereby repealed in its entirety.

SECTION 5. Chapter 15.16 of the Del Rey Oaks Municipal Code is hereby repealed in its entirety.

SECTION 6. Chapter 15.20 of the Del Rey Oaks Municipal Code is hereby deleted in its entirety and is replaced with the following which shall read as follows:

Sec. 15.20.010. Amendments to California Plumbing Code.

(a) Section 710.1 is hereby amended to read as follows:

Section 710.1 In every case where the outlet of a trap for a plumbing fixture is installed or located at an elevation which is less than two feet (2') above the rim of the nearest manhole uphill from the point of connection of the building sewer to the public sewer in any new or existing drainage system, approved types of backwater valve, relief vent and cleanout approved shall be installed in the building sewer at the point of lowest elevation of the ground surface of the building site outside of the building or at such other location as is permitted by the Building Inspector, providing that at any such location, the elevation of the ground surface is not less than two (2') below the lowest trap outlet served by the building sewer.

The installation shall consist of an approved fresh air inlet and a Y branch or combination fitting installed in sequence in the line of flow from the building. The vent from this fresh air inlet shall be piped to the ground surface and capped with a vent cap. Provision shall be made by elevation above the ground or by other means for preventing the obstruction of the vent opening or the flow of water therein. The cleanout shall be placed as close to the valve as is practical and shall be piped to within one foot (1') of the ground surface and closed with an approved cleanout plug. Every existing installation which includes a plumbing fixture trap outlet which is less than two feet (2') above the rim of the nearest manhole uphill from the point of connection of the building sewer to the public sewer is hereby declared to be dangerous, unsanitary and a menace to life, health and property. Whenever it shall come to the attention of the Building Inspector that such an installation exists, he or she is hereby empowered to order and require that such plumbing outlet be immediately plugged or capped, or that the equipment described in the preceding paragraph of this section be installed immediately."

SECTION 7. Chapter 15.24 of the Del Rey Oaks Municipal Code is hereby repealed in its entirety.

SECTION 8. Chapter 15.28 of the Del Rey Oaks Municipal Code is hereby repealed in its entirety.

SECTION 9: All ordinances and parts of ordinances in conflict herewith are hereby repealed.

SECTION 10. If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of any competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. The Del Rey Oaks City

Council hereby declares that it would have passed this ordinance, and each and every section, subsection, clause and phrase thereof not declared invalid or unconstitutional without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

SECTION 11. The City Clerk of the City of Del Rey Oaks is hereby directed to cause the following summary of this ordinance to be published by one (1) insertion in _____, a newspaper of general circulation circulated in the City of Del Rey Oaks and hereby designated for that purpose by the Council of Del Rey Oaks:

Title 15 of the Del Rey Oaks Municipal Code is hereby amended with regard to updates to the Building Code, the California Historic Building Code, the California Existing Building Code, the California Residential Code, the California Plumbing Code, the California Electrical Code, the California Mechanical Code, the California International Property Maintenance Code, and the California Fire Code.

SECTION 12. This ordinance shall be in full force and effect on January 27, 2011.

PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF DEL REY OAKS this 28th day of December, 2010, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED:

Mayor

ATTEST:

City Clerk

**REPORT TO THE
CITY COUNCIL**
City of Del Rey Oaks, California

DATE: December 28, 2010

FROM: Christopher A. Callihan, City Attorney

SUBJECT: **2010 BUILDING CODE AND FIRE CODE ADOPTION**

RECOMMENDATION:

It is recommended that the City Council adopt an ordinance amending Chapter 15 of the Del Rey Oaks Municipal Code related to the adoption of the 2010 California Building Code and related building construction codes, appendices, amendments, and referenced standards thereto.

It is also recommended that the City Council introduce an ordinance amending Chapter 8.04 of the Del Rey Oaks Municipal Code related to the adoption of the 2010 California Fire Code with amendments thereto.

DISCUSSION:

Building Code

The California Building Standards Commission adopts various codes and standards to serve as the California Building Code and related building construction codes, appendices, and reference standards including State of California amendments that apply throughout the state. Any building standards adopted by the state can be amended locally as reasonably necessary and based on local geologic, climatic or topographic conditions as set forth in California Health and Safety Code sections 17922, 17958.5, and 17958.7.

As Council is aware, the City of Del Rey Oaks contracts with the City of Monterey to provide building services, plan check services, and inspection services. As the City of Del Rey Oaks is similarly situated to the City of Monterey with respect to local geologic, climatic, and topographic conditions, and to provide regional consistency, the proposed ordinance has incorporated the building standards codes and local amendments adopted by the City of Monterey. Additionally, in order to bring the City of Del Rey Oaks Municipal Code up to date and consistent with the proposed ordinance several existing chapters of the Municipal Code must be repealed. Those chapters are individually listed in the proposed ordinance.

Fire Code

The State of California adopts a model code to serve as the California Fire Code. The most recent version, applicable throughout the state, is the California Fire Code, 2010 edition. As with the building standards codes, the City of Del Rey Oaks is authorized by the California Health and Safety Code to make local amendments to the model code provided such amendments are justified by local geologic, climatic or topographic conditions.

As the Council is also aware, the City of Seaside provides fire protection services to the City of Del Rey Oaks pursuant to a fire protection contract. Section 3 of the fire protection contract obligates the City of Del Rey Oaks to "adopt and maintain in effect an ordinance adopting the most current Uniform Fire Code with

amendments consistent with those adopted by Seaside.” And, as the City of Del Rey Oaks is similarly situation with the City of Seaside with respect to local geologic, climatic, and topographic conditions, it is appropriate for the City of Del Rey Oaks to adopt the same fire code and local amendments as those adopted by the City of Seaside. As with the building standards codes, in order to bring the City of Del Rey Oaks Municipal Code up to date and consistent with the proposed ordinance Chapter 8.04 of the Municipal Code must be amended in its entirety.

ISSUES:

1. Shall the City Council adopt an ordinance amending Chapter 15 of the Del Rey Oaks Municipal Code related to the adoption of the 2010 California Building Code and related building construction codes, appendices, amendments, and referenced standards thereto so as to be consistent with the City of Monterey? This ordinance was introduced by the City Council at its regular meeting of November 16, 2010.
2. Shall the City Council introduce an ordinance amending Chapter 8.04 of the Del Rey Oaks Municipal Code related to the adoption of the 2010 California Fire Code with amendments thereto so as to be consistent with the City of Seaside? This ordinance must first be introduced by the City Council for adoption at a subsequent City Council meeting.

FISCAL IMPACT:

There is no direct impact to the City’s General Fund with the City Council’s introduction and adoption of the proposed ordinances.

TIME CONSIDERATIONS:

Time is of the essence as the state model codes are effective January 1, 2011, and the local amendments will not become effective until thirty (30) days following the City Council’s adoption of the ordinances implementing those local amendments.

ALTERNATIVES:

Council may choose to neither introduce nor adopt the proposed ordinances.

Distribution:
City Council
City Manager

Back Up Pages:
Proposed Ordinances

ORDINANCE NO. 272

AN ORDINANCE AMENDING CHAPTER 8.04 OF THE DEL REY OAKS MUNICIPAL CODE RELATED TO THE ADOPTION OF THE 2010 CALIFORNIA FIRE CODE WITH AMENDMENTS THERETO

WHEREAS, the City Council of the City of Del Rey Oaks desires to update its laws pertaining to fire prevention in Del Rey Oaks by adopting and amending the 2010 California Fire Code by reference in Chapter 8.04 of the Del Rey Oaks Municipal Code; and

WHEREAS, the 2010 California Fire Code becomes effective on January 1, 2011; and

WHEREAS, pursuant to California Health and Safety Code sections 17922, 17958, 17958.5, and 17958.7 the City may adopt the provisions of the California Fire Code and related California codes with certain amendments which are reasonably necessary to protect the health, welfare, and safety of the residents of Del Rey Oaks because of local climatic, geological, and topographical conditions; and

WHEREAS, the City Council desires to make local changes and modifications and finds that such changes and modifications are reasonably necessary because of the following local geological, topographical, and climatic conditions:

1. Climatic. The climatic weather patterns within the city of Del Rey Oaks are considered to be moderately affected by the ocean bodies of the Pacific Ocean, particularly Monterey Bay, which extend the year-round growing season of vegetation. The normal year's rainfall is approximately eighteen (18) inches on the average yearly calendar. Summer conditions with the prevalent Pacific High Cell create the mid-day fog normally associated with Seaside. This climatic fog assists the natural vegetation growth.

Later in the year, the winds and drying vegetation mix to create a hazardous fuel condition which has caused grassland and brushland fires in recent years. While normal temperatures usually do not exceed 75-80 degrees, during late summer and early fall (August, September, October) the temperatures can climb to 90 degrees plus. The afternoon winds can move a fire quickly in the city limits and outlying areas that once were Fort Ord.

Due to storage capacities and consumption, as well as climatic conditions, limited water resources are an issue. While sound management of the water resources is possible, actual demands on an already stressed water supply can most assuredly be predicted.

2. Geological. Seismic activity within the city of Del Rey Oaks occurs yearly with little or no damage, although real potential for damage does exist with four local active faults. New construction may be limited by its respective distance to such faults, and replacement of existing structures could be costly. The region is located in an area of high seismic activity as indicated by the United States Geological Survey. Recent earthquake activity has indicated the lack of flexibility of materials and building systems has been a contributing factor to damages that reduced the protection of the life-safety of building occupants and increased the cost of rehabilitation of structures. Activities have indicated the need for increased levels

of safety in building systems including, but not limited to, means of egress, wiring systems, and fire protection systems.

3. Topographical. The findings in this section are caused by the construction and design of the city of Del Rey Oaks due to elevation changes, as well as the mountains, hills, and canyons that dissect the city with the addition of a portion of the former Fort Ord military base that is now considered to be a part of Del Rey Oaks. The water supply (domestic and fire flow) is directly affected by the topographical layout.

WHEREAS, this ordinance was found to be categorically exempt from environmental review per section 15061(b)(3) of the CEQA (California Environmental Quality Act) Guidelines; and

WHEREAS, the City Council held a duly noticed public hearing on December 28, 2010, where members of the public had an opportunity to comment on the code adoption and the proposed local amendments thereto.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF DEL REY OAKS AS FOLLOWS:

SECTION 1. Del Rey Oaks Municipal Code Chapter 8.04 is hereby amended in its entirety to read as follows:

Sec. 8.04.010. Adoption of California Fire Code.

The California Fire Code, 2010 edition, is hereby adopted by reference, and made a part hereof, as the Fire Code of the City of Del Rey Oaks.

Sec. 8.04.020. Definitions.

The following terms shall have the definitions set forth in this section, or in any other uniform codes or other nationally recognized fire safety standard, made a part of this chapter, unless otherwise apparent from the context:

- (a) "City" means the City of De Rey Oaks when it refers to a political entity, and means the incorporated area of the City of Del Rey Oaks when it refers to an area.
- (b) "City Council" means the city council of Del Rey Oaks.
- (c) "Fire Chief" means the chief of the fire department serving the City of Seaside.
- (d) "Mayor" means the mayor of the City of Del Rey Oaks.
- (e) "Municipality" means the City of Del Rey Oaks.

Sec. 8.04.030. Bureau of Fire Prevention Established.

The City of Seaside Bureau of Fire Prevention is hereby established to enforce the California Fire Code and shall be presided over by the Fire Chief or his/her designee.

Sec. 8.04.030. California Fire Code, 2010 Edition—Amendments, Additions, and Deletions.

- (a) Section 307.3. of Chapter 3 of the California Fire Code is amended by adding subsection 307.3.1 to read as follows:

Except as otherwise provided in this Section, all outdoor rubbish fires are prohibited. No waste matter shall be disposed of by burning within the City of Seaside.

- (b) Section 307.4.4 is added to read as follows:

Permit Required. No person shall kindle or maintain any open fire or authorize any such fire to be kindled or maintained for the purpose of preparation of food, such as in the case of a Luau or barbecue or recreational fire without a permit from the Seaside Fire Department. Other than one and two family residential dwelling units, a permit and/or clearance from the Monterey Bay Unified Air Pollution Control District is required.

- (c) Sections 903.2 through 903.2.18 of Chapter 9 of the California Fire Code are amended to read as follows:

Section 903.2 All Occupancies.

- (1) An automatic fire sprinkler system shall be installed and maintained in all new construction.

Exceptions:

- a. When fire sprinklers are considered undesirable because of the nature of the contents or in rooms or areas which are of noncombustible construction with wholly noncombustible contents and which are not exposed by other areas. Sprinklers shall not be omitted from any room merely because it is damp, of fire-resistive construction or contains electrical equipment.
- b. Temporary Buildings under 1,000 sq. ft.
- c. Airport control towers.
- d. One story detached accessory buildings to a group R-3 dwelling units.
- e. Open parking structures.
- f. Sprinklers shall not be installed when the application of water or flame and water to the contents may constitute a serious life or fire hazard, as in the manufacture or storage of quantities of aluminum powder, calcium carbide, calcium phosphide, metallic sodium and potassium, quicklime, magnesium powder and sodium peroxide.
- g. Existing mobile home parks within the City regulated by the Department of Housing and Community Development are exempt: Health and Safety Code, Mobile Home Parks Act, Section 18300.

- (d) Sections 903.3.1.3 of Chapter 9 of the California Fire Code are amended to read as follows:

903.3.1.3 NFPA 13D Sprinkler Systems. Where allowed, automatic sprinkler systems installed in one-and two-family dwellings shall be installed throughout in accordance with NFPA 13D.

903.3.1 .3.1. All fire sprinkler systems installed in one-and two-family dwellings shall be tested for leakage by undergoing a hydrostatic test made at 200 psi for a two-hour duration.

903.3.1.3.2. Each water system supplying both domestic and fire protection systems shall have a single indicating-type control valve, arranged to shut off both the domestic and sprinkler systems. A separate shut-off valve for the domestic system only shall be permitted to be installed. The location of the control valve shall be approved by the fire code official.

903.3.1.3.3. Local water flow alarms shall be provided on all sprinkler systems. Local water flow alarms shall be powered from the main kitchen refrigerator circuit. The local water flow alarm shall be clearly audible from within the master bedroom at an audibility level of not less than 75 dBa. Where no kitchen exists in the building, the water flow alarm shall be powered from the bathroom lighting circuit.

(e) Section 903.6 of Chapter 9 of the California Fire Code is amended to read as follows:

903.6 Existing buildings - Repairs, Alterations, and Additions. In all buildings, except where otherwise provided herein in this Section, where the total floor area exceeds five thousand square feet (5000sf), or which are forty feet (40') or more in height, or which are three or more stories in height, they shall be made to comply with the provisions of this Section.

In all buildings where the total floor area exceeds five thousand square feet (5000sf), or which are forty feet (40') or more in height, or which are three or more stories in height, if the repairs or alterations are made exceeding twenty-five percent of the current market value of the building and property as shown in the records of the County Assessor within any three hundred sixty (360) day period shall be made to comply with the provisions of this section.

Exception:

(1) Valuation may also be determined by the replacement costs of the existing structure based upon the most recent "Building Valuation Data" contained in the "Building Standards" magazine published by the International Conference of Building Officials. The intent of this exception is to allow the use of a less restrictive application (if applicable) to determine if repair, alterations or additions are twenty-five percent (25%) or more of the value of the building.

Definitions

Repair. It is the reconstruction or renewal of any part of an existing building or structure for the purpose of its maintenance.

Alteration. It is any change, addition, or modification in construction or occupancy.

Exception: Projects where the sole purpose is for seismic upgrade.

Existing Group R, Division 3 buildings to which additions, alterations, or repairs are made that involve the removal or replacement to 50 percent or greater of the linear length of walls of the building (exterior plus interior) within a one-year period shall meet the requirements of new construction or this code.

(f) Appendix AE—Alternative Energy Systems—is added to read as follows:

APPENDIX AE – ALTERNATIVE ENERGY SYSTEMS

AE101.1. Scope. Applications for the installation, additions or remodel of alternative energy system, including but not limited to photovoltaic and wind generation systems, shall be subject to this appendix when conditioned by the fire code official.

AE101.2. Conflicting Sections. Where provisions in this appendix conflict with other sections of this code or other appendices, the provisions of this appendix shall prevail unless otherwise directed by the fire code official.

AE102. SIGNING AND MARKING: All photovoltaic systems shall be permanently marked as specified in this section.

AE102.1. Main Service Disconnect

a. Main Panel Exterior Marking. A placard is required to be permanently affixed to the main service disconnect panel. The placard shall be red in color with white capital letters at least 3/4" in height and in a non-serif font, to read "SOLAR DISCONNECT INSIDE PANEL." The placard shall be constructed of weather-resistant, durable plastic with engraved letters, or other approved material.

b. Circuit Disconnecting Means Marking. A permanent label is to be affixed adjacent to the circuit breaker controlling the inverter or other photovoltaic system electrical controller. The label shall have contrasting color capital letters at least 3/8" in height and in a non-serif font, to read "SOLAR DISCONNECT." The label shall be constructed of durable adhesive material or other approved material.

AE102.2. Direct Current (DC) Conduits, Raceways, Enclosures, Cable Assemblies, and Junction Boxes.

a. Marking is required on all interior and exterior direct current (DC) conduits, raceways, enclosures, cable assemblies, and junction boxes.

b. Marking Locations. Marking shall be placed on all DC conduits, raceways, enclosures, and cable assemblies every ten feet (10'), at turns and above and below penetrations. Marking shall also be placed on all DC combiner and junction boxes.

c. Marking Content and Format. Marking for DC conduits, raceways, enclosures, cable assemblies and junction boxes shall be red with white lettering with minimum 3/8" capital letters in a non-serif font, to read "WARNING: SOLAR CIRCUIT". Marking shall be reflective,

weather resistant, and suitable for the environment. Materials used should be in compliance with UL Standard 969.

AE102.3. Secondary Power Sources. Where photovoltaic systems are interconnected to battery systems, generator backup systems, or other secondary power systems, additional signage acceptable to the fire code official shall be required indicating the location of the secondary power source shutoff switch.

AE102.4. Installer Information. Signage acceptable to the fire code official indicating the name and emergency telephone number of the installing contractor shall be required to be installed adjacent to the main disconnect.

AE102.5 Inverters. No markings are required for inverters.

AE102.6 AC Photovoltaic Systems. AC Photovoltaic Systems shall be marked as specified in this section.

a. Main Panel Exterior Marking. A placard is required to be permanently affixed to the car service disconnect panel. The placard shall be red in color with white capital letters at least 3/4" in height and in a non-serif font, to read "SOLAR DISCONNECT INSIDE PANEL." The placard shall be constructed of weather resistant, durable plastic with engraved letters, or other approved material.

b. Circuit Disconnecting Means Marking. A permanent label is to be affixed adjacent to the circuit breaker controlling the inverter or other photovoltaic system electrical controller. The label shall have contrasting color capital letters at least 3/8" in height and in a non-serif font, to read "SOLAR DISCONNECT." The label shall be constructed of durable adhesive material or other approved material.

AE103 BUILDING MOUNTED PHOTOVOLTAIC SYSTEMS.

AE103.1. All building- or roof-mounted photovoltaic systems shall be installed as specified in this section.

a. Access, Pathways, and Smoke Ventilation. Access and spacing requirements shall be observed to ensure emergency access to the roof, provide pathways for specific areas of the roof, provide for smoke ventilation opportunity areas, and to provide emergency egress from the roof.

b. Exceptions. Exceptions to the requirements in this section shall be permitted to be granted by the fire code official where access, pathway or ventilation requirements are reduced due to any of the following circumstances:

- (1) Proximity and type of adjacent exposures.
- (2) Alternative access opportunities, as from adjoining roofs.
- (3) Ground level access to the roof.
- (4) Adequate ventilation opportunities below solar arrays.

- (5) Adequate ventilation opportunities afforded by module set back from other rooftop equipment.
- (6) Automatic ventilation devices.
- (7) New technologies, methods, or other innovations that ensure adequate fire department access, pathways, and ventilation opportunities.

c. Designation of ridge, hip, and valley does not apply to roofs with 2-in-12 or less pitch.

d. Measurement Conventions. All roof dimensions shall be measured to centerlines.

e. Roof Access Points. Roof access points shall be defined as areas where ladders are not placed over openings (windows or doors) and are located at strong points of building construction and in locations where they will not conflict with overhead obstructions (tree limbs, wires, or signs).

AE103.2 Household Systems (One- and Two-Family Dwellings)

a. Access and Pathways.

(1) Hip Roof Layouts. Modules shall be located in a manner that provides one (1) three foot (3') wide clear access pathway from the eave to the ridge of each roof slope where the modules are located. The access pathway shall be located at a structurally sound location on the building, such as a bearing wall. EXCEPTION: Where adjoining roof planes provide a three foot (3') wide clear access pathway.

(2) Single Ridge Layouts. Modules shall be located in a manner that provides two (2) three-foot (3') wide access pathways from the eave to the ridge on each roof slope where the modules are located.

(3) Hip and Valley Layouts. Modules shall be located no closer than one and one-half feet (1-1/2') to a hip or valley if modules are to be placed on both sides of a hip or valley. Where modules are located on only one side of a hip or valley that is of equal length, the modules shall be permitted to be placed directly adjacent to the hip or valley.

b. Ridge Setback. The modules shall be located no higher than one and one-half feet (1-1/2') below the ridge.

AE103.3. Commercial Systems.

a. Definition. Commercial Systems shall be defined as all photovoltaic systems installed in any occupancy other than a one and two family dwelling.

b. Alternative Requirements. Where the fire code official determines that the roof configuration is similar to residential (i.e., townhouses, condominiums, or single-family attached buildings) the fire code official shall be permitted to make a determination to apply the

requirements under Section AE103.2, above.

c. Access. There shall be a minimum six-foot (6') wide clear perimeter around the edges of the roof. EXCEPTION: If either access to the building is 250' or less, there shall be a minimum four foot (4') wide clear perimeter around the edges of the roof.

d. Pathways. Pathways shall be established as follows:

(1) Pathways shall be over structural members.

(2) Centerline axis pathways shall be provided in both axes of the roof.

(3) Centerline axis pathways shall run on structural members or Over the next closest structural member nearest to the center lines of the roof.

(4) Pathways shall be straight line not less than four feet (4') clear to skylights, ventilation hatches, and/or roof standpipes.

(5) Pathways shall provide not less than four feet (4') clear around roof access hatches with at least one not less than four foot (4') clear pathway to the parapet or roof edge.

e. Smoke Ventilation.

(1) Solar arrays shall be no greater than 150 feet by 150 feet in distance in either axis.

(2) Ventilator options between array sections shall be (a) a pathway eight feet (8') or greater in width; (b) a pathway four feet (4') or greater in width and bordering on existing roof skylights or ventilation hatches; or (c) a pathway four feet (4') or greater in width and bordering four foot by eight foot (4' X 8) "venting cutouts" every twenty feet (20') on alternating sides of the pathway.

AE104. Location of Direct Current (DC) Conductors.

a. Exterior mounted Direct Current conduits, wiring systems and raceways for photovoltaic circuits shall be located as close as possible to the ridge, hip or valley and from the hip or valley as directly as possible to an outside wall to reduce trip hazards and maximize ventilation opportunities.

b. Conduit runs between sub-arrays and to DC combiner boxes shall use design guidelines that minimize the total amount of conduit by taking the shortest path from the array to the DC combiner box.

c. DC combiner boxes shall be located so that conduit runs are minimized in the pathways between arrays.

d. DC wiring shall be run in metallic conduit or raceways when located within enclosed spaces in a building and shall be run as follows:

(1) When run perpendicular or parallel to load bearing members, a minimum ten—inch (10”) space below roof decking or sheathing shall be maintained.

(2) Where flexible metal conduit (FMC) or metal clad cable (MC) containing PV power circuit conductors is installed across ceilings or floor joists, the raceway or cable shall be protected by guard strips.

AE105 GROUND MOUNTED PHOTOVOLTAIC SYSTEMS

AE105.1. Marking shall be in accordance with Section AE102, above.

AE105.2. Setbacks. Special setback requirements do not apply to ground-mounted, freestanding photovoltaic arrays. NOTE: The zoning regulations of the jurisdiction regulate setbacks between buildings, accessory structures (possibly including ground-mounted photovoltaic arrays) and property lines.

AE105.3. Clearances. A clear area of ten feet (10') around ground-mounted photovoltaic installations shall be provided.

AE105.4. Non-Combustible Base. A gravel base or other non—combustible base acceptable to the fire code official shall be installed and maintained under and around the installation.

AE105.5. Protection. Fencing, skirting, or other suitable security barrier shall be installed when required by the fire code official. NOTE: Security barriers are intended to protect individuals and animals from contact with energized conductors or other components.

AE105.6. Fire Sprinkler Protection. Fire sprinkler protection is not required for ground-mounted photovoltaic installations.

SECTION 2. If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of any competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. The Del Rey Oaks City Council hereby declares that it would have passed this ordinance, and each and every section, subsection, clause and phrase thereof not declared invalid or unconstitutional without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

SECTION 3. This ordinance shall be effective on February 27, 2011.

SECTION 4. The City Clerk of the City of Del Rey Oaks is hereby directed to cause the following summary of this ordinance to be published by one (1) insertion in _____, a newspaper of general circulation circulated in the city of Del Rey Oaks and hereby designated for that purpose by the Council of Del Rey Oaks:

"Chapter 8.04 of the Del Rey Oaks Municipal Code is hereby amended by adopting the 2010 California Fire Code and related codes and making local amendments thereto."

This ordinance was introduced and read on the 28th day of December 2010, and passed and adopted on the 18th day of January 2011, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Mayor

ATTEST:

City Clerk

CITY OF DEL REY OAKS
650 CANYON DEL REY RD
DEL REY OAKS CA 93940

AGENDA REPORT

TO: Honorable Mayor and Members of City Council
FROM: Daniel Dawson, City Manager
MEETING DATE: December 28, 2010
SUBJECT: Consideration and Adoption of Resolution to Revise Terms of Reference (i.e., Bylaws) for the Monterey County Integrated Waste Management Task Force
CEQA: This does not constitute a "Project" under California Environmental Quality Act (CEQA) Guidelines

RECOMMENDATION

Adopt a resolution to approve the revised Terms of Reference for the Monterey County Integrated Waste Management Task Force.

DISCUSSION

On February 27, 1990, the County established by resolution the Monterey County Integrated Waste Management Task Force, to comply with the California Integrated Waste Management Act of 1989, specifically, Section 40950 of the Public Resources Code. The original goal of the task force was to develop and implement the Countywide Integrated Waste Management Plan (CIWMP). The CIWMP addressed waste management conditions within the county and outlined the actions to be taken to achieve the diversion requirements of Public Resources Code Section 41780 and to maintain 15 years of disposal capacity. The Task Force is guided by by-laws, called "Terms of Reference," that prescribe the membership and procedures of the Task Force.

Having achieved its original goals, the Task Force continues to explore waste management issues of shared importance to all members. For example, in recent years the Task Force has developed a model Construction Demolition Debris ordinance to facilitate diversion of this substantial waste stream. It has also worked to ensure proper handling and disposal of sharps and pharmaceutical waste, and to improve and standardize waste collection franchise agreements throughout the County.

On May 12, 2010, the Task Force approved a revision of its Terms of Reference, to modernize its membership and practices in order to improve representation and responsiveness to vital issues. For example, the membership portion was amended to include: all of the franchised waste haulers in the County; the Salinas Valley Solid Waste Authority; the Monterey County Business Council; and the Pebble Beach Community Services District. The by-laws also removed members that had not actively participated in

the Task Force for many years, including representatives of the Association of Monterey Bay Area Governments, military organizations, and several County departments. Moreover, the revised Terms of Reference also require the Task Force to meet at least once annually or when requested by at least five members.

The revised Terms of Reference will assist the Task Force to achieve its goals by including critical representatives to its membership and by employing new technologies that were not previously available to expedite distribution of vital information. Pursuant to state law and the adopted Terms of Reference, the Board of Supervisors and the city councils of a majority of the cities within the County that contain a majority of the cities' population must approve the proposed amendments.

The recommended action was taken by the Board of Supervisors on July 27, 2010. If now ratified by the cities as described above, the Task force would comprise representatives of the following entities and agencies:

- The cities of Marina, Seaside, Sand City, Del Rey Oaks, Monterey, Pacific Grove, Carmel-by-the-Sea, Salinas, Gonzales, Soledad, Greenfield, and King City;
- A member of the general public from each of the five Monterey County Supervisorial Districts; Monterey County Health Department; and Pebble Beach Community Services District;
- All franchise waste haulers in the County – currently, BFI Waste Services, Carmel Marina Corporation, and Monterey/Tri-Cities Disposal;
- The Monterey Regional Waste Management District and the Salinas Valley Solid Waste Authority;
- Various environmental organizations, the recycling industry and the agricultural industry; and
- The Monterey County Business Council.

The requested action is not a project under CEQA because it is an organizational activity of government that will not result in direct or indirect changes in the physical environment (see CEQA Guideline Section 15378(b)(5)).

FISCAL IMPACT

None.

ATTACHMENTS

1. Resolution No. 10-27, with Exhibit A: Amended Terms of Reference
2. Current Terms of Reference, redlined to show proposed amendments

RESOLUTION NO. 2010-27

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
DEL REY OAKS APPROVING REVISED TERMS OF REFERENCE FOR
THE MONTEREY COUNTY INTEGRATED WASTE MANAGEMENT TASK
FORCE TO ENABLE REORGANIZATION OF MEMBERSHIP AND
BUSINESS PRACTICES TO IMPROVE REPRESENTATION AND
RESPONSIVENESS**

WHEREAS, on February 27, 1990, the Board of Supervisors established by resolution the Monterey County Integrated Waste Management Task Force (“Task Force”) to comply with Public Resources Code Section 40950; and

WHEREAS, on July 17, 1990, the Board of Supervisors approved the Terms of Reference to govern membership and practices of the Task Force; and

WHEREAS, the City Council of the City of Del Rey Oaks approved membership on the Task Force and approved the Terms of Reference by adopting Resolution 6105 on August 1, 1990; and

WHEREAS, amendment of the Terms of Reference requires an affirmative vote by two-thirds of written ballots returned by Task Force members; approval by the Board of Supervisors; and approval by a majority of the city councils of the cities that contain a majority of the population of the incorporated area of Monterey County; and

WHEREAS, on May 12, 2010, the Task Force unanimously by written ballot approved the Terms of Reference as amended as shown on the document attached hereto as Attachment 1; and

WHEREAS, the revisions to the Terms of Reference will assist the Task Force to achieve its goals by modernizing its membership and practices in order to improve representation and responsiveness to vital issues; and

WHEREAS, on July 27, 2010, the Monterey County Board of Supervisors adopted Resolution No. 10-230 to approve the revised Terms of Reference for the Task Force; and

WHEREAS, in the development of this matter, the City followed the guidelines adopted by the State of California and published in the California Code of Regulations, Title 14, Section 15000, et seq.; and

WHEREAS, this action does not constitute a “project” as defined by California Environmental Quality Act (CEQA) because it is an organizational or administrative activity that shall not result in direct or indirect physical change to the environment.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF DEL REY OAKS
DOES RESOLVE AS FOLLOWS:

SECTION 1. The City Council finds each recital set forth above to be true and correct, and by this reference incorporates each as an integral part of this Resolution.

SECTION 2. The City Council approves the revised Terms of Reference for the Monterey County Integrated Waste Management Task Force, attached hereto as Attachment 1 and incorporated herein by reference.

SECTION 3. This Resolution shall become effective immediately following passage and adoption thereof.

PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF DEL REY OAKS
this 28th day of December, 2010, by the following vote:

AYES:
NOES:
ABSENT:

APPROVED:

Jerry B. Edelen, Mayor

ATTEST:

Dan Dawson, City Clerk

APPROVED AS TO FORM:

Chris Callihan, City Attorney

Salinas, California
May 12, 2010

TERMS OF REFERENCE
MONTEREY COUNTY INTEGRATED WASTE MANAGEMENT TASK FORCE

CONVENING THE TASK FORCE

The Monterey County Integrated Waste Management Task Force (Task Force) was established by a Resolution of the Monterey County Board of Supervisors on February 27, 1990. This action was in compliance with the California Integrated Waste Management Act of 1989 (AB 939, Sher). ("Act") and specifically, Public Resources Code § 40950.

PURPOSE

The Task Force is established by the Board of Supervisors and the City Councils to ensure a coordinated and cost effective county-wide recycling system; to identify solid waste management issues of county-wide concern; to determine the need for waste collection systems, waste processing facilities, waste disposal systems and marketing strategies to serve the cities and the county; and to facilitate development of county-wide strategies for marketing of recyclable and compostable materials. The Task Force shall develop goals and recommend policies consistent with State law and regulations as appropriate to Monterey County. Wherever possible the Task Force shall act as a forum for resolution of conflicts and inconsistencies between the waste management plans and operations of the various jurisdictions. The Task Force will provide technical guidance to the jurisdictions to assist in the preparation of the required Siting and Source Reduction/Recycling Elements and will review and comment on draft documents before they are submitted to the California Department of Resources Recycling and Recovery.

MEMBERSHIP AND OFFICERS

The Task Force is made up of the following members representing various interests as follows:

- 1 Member representing each incorporated City in Monterey County;
- 1 Member representing each waste collection franchise in the County, representing the Waste Collection industry;
- 1 Member representing the Monterey Regional Waste Management District;
- 1 Member representing the Salinas Valley Solid Waste Authority;
- 1 Member representing Environmental Organizations;

- 1 Member of the general public representing each of the five Supervisorial Districts of Monterey County;
- 1 Member representing the Recycling industry;
- 1 Member representing the Agricultural industry;
- 1 Member representing the Monterey County Business Council;
- 1 Member representing the Monterey County Health Department (Local Enforcement Agency); and,
- 1 Member representing the Pebble Beach Community Services District

Members shall be nominated by the organization represented and confirmed by a resolution of the Monterey County Board of Supervisors. Those members representing each of the five County Supervisorial Districts and Environmental Organizations shall be nominated by a member of the Board of Supervisors and confirmed by a resolution of the Board of Supervisors. Members may designate an alternate by written notice to the Secretary, such alternate to have the member's authority to attend meetings and vote in place of the member. Members or alternates are expected to attend the meetings and participate in the work of the Task Force. If a member is not present or represented for three of any six consecutive meetings, the Chair shall notify the member's sponsor in writing requesting a replacement.

The officers of the Task Force are to be a Chair, Vice-Chair and Secretary. The Secretary will be the member representing the County Health Department. The Chair and Vice-Chair shall serve for a term of two years and may serve up to three consecutive terms. The initial term of the Vice Chair shall be one year to establish a staggered end date for the terms of the Chair and Vice-Chair. As an officer approaches the end of his or her two-year term, the Chair shall appoint a Nominating Committee of three members, to include a representative of a city, a County representative and a third member, chosen from members representing other than the groups which supply the other two members. The Nominating Committee will prepare a slate with one or more candidates for each office; will assure that each nominee is prepared to serve if elected; and will prepare a form of written ballot, allowing space for writing in the names of nominees from the floor. The election will be held at a regularly scheduled meeting and members will be allowed to nominate candidates from the floor. If such nomination is seconded, the candidates name shall be written into the ballot, except that the candidate must be present at the meeting, or the nominating member must present the candidate's affidavit indicating willingness to serve. Ballots will be collected and tallied by the Nominating Committee. Election is by simple majority of members present, and run-offs between two candidates receiving the most votes may be necessary and will be conducted then and there. Nominating Committee will deliver the tally and all ballots to the Secretary for confirmation and announcement of results.

The duties of the Officers are as follows:

- Chair: Plan and schedule meetings of the Task Force;
- Preside over meetings in accordance with the Ralph M. Brown Act and using established rules of order;
- Delegate tasks to members and officers to assure timely resolution of matters arising;
- Represent the Task Force before the Monterey County Board of Supervisors or other State or Local Government bodies as appropriate.
- Establish and coordinate Subcommittees of the Task Force.
- Vice-Chair: To serve in place of Chair when Chair is absent;
To undertake special assignments on behalf of Chair.
- Secretary: To provide staff services to the Task Force to assure timely production of agendas, notices of meetings, minutes and correspondence;
- To advise the Task force in connection with coordinating its activities with Monterey County;
- To prepare reports and recommendations by the Task Force in such form to assure efficient consideration and action by the Monterey County Board of Supervisors.
- To maintain formal or informal relationships with the California Department of Resources Recycling and Recovery (CalRecycle) and to provide Task Force members with timely information about CalRecycle activities.

MEETINGS

Meetings shall be noticed and conducted in accordance with the Ralph M. Brown Act (Government Code §54950 et seq.). Meetings shall be scheduled upon the call of the Chair. Meetings shall be held a minimum of once during each calendar year. The regular meeting location shall be rotated among the government agency members. Meetings may also be demanded by written petition signed by five or more members, such petition to be delivered to the Chair. The Chair will then be obligated to call a meeting within 21 calendar days after the receipt of the petition.

Written notices of regular meetings shall be distributed to members ten or more calendar days in advance of the meeting. For the purpose of mailing notices to members, the mailing of minutes which establish the date and time for the meeting is considered appropriate notice. Agendas shall be distributed five or more calendar days in advance of the meeting. Items requiring Task Force action shall be included in the Agenda. All meetings are open to the public and agendas will provide an opportunity for public comment to be limited to three minutes per person requesting an opportunity to be heard. Notices of regular meetings and agendas shall be distributed to the media at least five days in advance of each meeting. Written minutes of meetings shall be distributed to members within 14 calendar days after the meeting.

QUORUM AND AUTHORITY

A meeting duly called can conduct the business of the Task Force so long as one officer, one representative from the Salinas Valley Solid Waste Authority, one representative from the Monterey Regional Waste Management District, one representative from three cities and one representative from the Monterey County Health Department (LEA) are present. A representative from the Pebble Beach Community Services District may substitute for one of the three city representatives necessary for a quorum. Actions will be by majority of members present, except any change proposed for these Terms of Reference shall be voted by written ballot distributed to all members.

The ballot shall specify a closing date, not less than 14 calendar days after distribution. A two-thirds majority of ballots returned will provide authority for recommending the change in Terms of Reference for approval by the County Board of Supervisors and the City Councils. Task Force actions may recommend the expenditure of public funds, but the appropriation and use of such funds is reserved to the authorized County and City bodies.

SUBCOMMITTEES

The Task Force may establish subcommittees to perform necessary investigative and staff work. Chair and membership of each subcommittee shall be appointed by the Task Force Chair.

BOARD OF DIRECTORS

LEO LASKA
CHAIR

SUE McCLOUD
VICE CHAIR

GARY BALES
DAVID PENDERGRASS
LIBBY DOWNEY
JANE PARKER
IAN OGLESBY
BRUCE DELGADO
KRISTIN CLARK



WILLIAM MERRY, P.E., BCEE
GENERAL MANAGER/
DISTRICT ENGINEER

TIMOTHY S. FLANAGAN
ASST. GENERAL MANAGER

RICHARD SHEDDEN, P.E.
SENIOR ENGINEER

RICHARD NORTON
ADMIN. SERVICES MGR.

ROBERT WELLINGTON
COUNSEL

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

Home of the Last Chance Mercantile

MEMORANDUM

DATE: November 22, 2010
TO: Del Rey Oaks City Council
FROM: Kristin Clark
SUBJECT: Highlights of the November 19, 2010 Board Meeting

RECEIVED
NOV 29 2010
DEL REY OAKS
CITY CLERK

The highlights of the meeting are as follows:

- 1) The District's annual audit for Fiscal Year (FY) 2009/10, prepared by Hayashi & Wayland (H&W), was reviewed and accepted by the Board. Mr. Mike Nolan of H&W reported that the District received a "clean" audit and no recommendations to internal controls, which was the highest level assurance that an agency can receive from an auditor. For the year, operating revenues were \$516,692 above budget, and with strong controls on discretionary expenditures and deferral of capital purchases, the District ended the FY with net operating income of \$672,547 and a decrease in cash of \$280,108 compared to a budgeted decrease of \$899,500.
- 2) A Board workshop was held to further discuss the preliminary findings presented by Bob Hilton of HF&H Consultants (HF&H), at the October Board meeting, on alternative funding strategies and regional cooperation. The purpose of the workshop was to provide HF&H with input prior to the preparation of a draft final report. Staff provided the Board with a color-defined chart, which depicted short term and long term options, and in the priority order of those options that increase revenue, increase diversion, and support the generation of renewable power. Input was provided to HF&H and will be incorporated into the draft final report, which is scheduled to be presented at the December Board meeting.
- 3) The Board reviewed the Draft Annual Report for FY 2009/10. Following discussion and input to staff, the Board approved the report. The final report will be delivered to District member agencies and other interested parties.
- 4) During closed session, the Board conducted and completed the annual evaluation of the General Manager.

If you have any questions or need more information, please contact General Manager William Merry at 384-5313, or me.

Kristin Clark, Director
Monterey Regional Waste Management District

MST

MONTEREY-SALINAS TRANSIT

TRANSIT DISTRICT MEMBERS:

*City of Carmel-by-the-Sea • City of Del Rey Oaks • City of Gonzales • City of Greenfield
City of King • City of Marina • City of Monterey • City of Pacific Grove • City of Salinas
City of Sand City • City of Seaside • City of Soledad • County of Monterey*

RECEIVED

NOV 29 2010

DEL REY OAKS
CITY CLERK

MST HIGHLIGHTS

November 8, 2010 BOARD MEETING

OCTOBER EMPLOYEE OF THE MONTH

The MST Board adopted Resolution 2011-10 recognizing Angela Dawson, Accountant, as Employee of the Month for November 2010. Mrs. Dawson has successfully met many challenges, including reconciling and documenting MST's extensive inventory of assets and assisting in the "clean up" of MST's financial records. She has excelled in assisting with the review of longstanding financial and accounting practices to look for ways to eliminate repetitive efforts and inefficiencies. She has also utilized technology and innovative strategies to maximize MST's financial report.

DONATION OF VEHICLES

The MST Board authorized the donation of two Dodge vans to the Community Alliance for a Sustainable Economy.

CLAIM REJECTION

The MST Board rejected claims from Ms. Guadalupe Mejia and Mr. Jesus Blanco Gonzales.

MONTEREY COUNTY OPERATIONAL AREA AUTHORITY - MOU

The MST Board authorized staff to enter into a Memorandum of Understanding where MST would become a participant in the Monterey County Operational Area Authority (OAA). The OAA coordinates emergency management functions and response operations within Monterey County during periods of major emergency or disaster.

AB2766 AIR DISTRICT GRANT

The MST Board approved the execution of FY 2011 Monterey Bay Unified Air Pollution Control District AB2766 grant for \$100,000. The grant will be utilized to fund the Salinas Area Service Study.