



CITY OF DEL REY OAKS

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

GOAL SETTING WORKSHOP OF THE DEL REY OAKS CITY COUNCIL TUESDAY, MAY 22, 2012 AT 2:00 P.M. CHARLIE BENSON MEMORIAL HALL, CITY HALL

1. 2:00 P.M. - ROLL CALL - *Council Members*
2. GOAL SETTING STRATEGIC PLANNING PROCESS *Discussion Item*

BREAK BETWEEN SESSIONS

AGENDA

MEETING OF THE CITY OF DEL REY OAKS CITY COUNCIL TUESDAY, MAY 22, 2012 AT 6:00 P.M. CHARLIE BENSON MEMORIAL HALL, CITY HALL

1. 6:00 P.M. - ROLL CALL - *Council Members*
2. PLEDGE OF ALLEGIANCE
3. PUBLIC COMMENTS:
Anyone wishing to address the City Council 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.*
4. CONSENT AGENDA: *Action Items*
 - A. MINUTES:
 1. April 24, 2012, City Council Meeting
 2. April 11, 2012 Regular Planning Commission Meeting-Cancelation notice

B. MONTHLY REPORTS:

1. Claims, April 2012
2. Financial, Budget vs. Actual April 2012/Comparison to 2011
3. Fire Department Response Report, April 2012
4. Police Activity Report, April 2012

C. MISCELLANEOUS

1. Receive report on Amendment to the Bylaws of the Monterey Regional Storm Water Management Program Memorandum of Agreement

5. PRESENTATION:

Agency: Waste Management
Presenter: Michael LaRussa
Topic: Pilot Commercial Food Waste Recovery Program

6. OLD BUSINESS: None

7. NEW BUSINESS:

Action Items

A. Consider approval of Agreement Between The County of Monterey and The City of Del Rey Oaks: the Federal Department of Housing and Urban Development (“HUD”) provides funding through the Community Development Block Grant Program to States and also directly to certain entitlement jurisdictions for economic and community development activities that primarily benefit low and moderate (“low/mod”) income individuals.

B. Recap of Strategic Planning Process-Goal Setting Discussion

8. STAFF REPORTS:

A. City Manager Report

9. MAYOR AND COUNCIL REPORTS

10. CORRESPONDENCE:

A. Monterey Regional Waste Management District, Highlights of the Board Meeting

- 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.

PUBLIC COMMENTS:

Anyone wishing to address the City Council on matters to be heard under closed session may do so now.

- 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.

- B. Conference with Real Property Negotiator
 - 1) Property: 17.7 acres of property located on the north side of Canyon Del Rey Road near Highway 68 (APN 259-011-025).
Negotiating Party: Monterey Regional Parks District
Under Negotiation: Price and Terms of Payment

- 12. SET NEXT MEETING DATE:** Establish **Tuesday, June 26, 2012**, at **6:00 P.M.** as the date and time of the Council's next regular meeting.

- 13. ADJOURNMENT**

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.

Do We Need a Strategic Planning Process?

The management team of the organization or project should work through the following questionnaire.

Where a statement has two parts and you would answer “definitely” to one part but not another, then go with the weaker response. So, for example, in the first statement, you may be able to answer “definitely” your organization has a clear vision, but not be sure whether there is consensus about the vision. Your response then is “not sure”.

Score your project or organization as follows on each statement:

1=Definitely

2=Maybe/Not sure

3=Definitely not

If your total is 20 or more, then your organization or project is ready for a strategic planning process. If the total is 15 or less than 20, your organization probably would benefit from planning.

Under 15, then there is no urgency but at least do planning three years after your last planning process

<i>Statement</i>	<i>Definitely</i>	<i>Maybe/ Not Sure</i>	<i>Definitely Not</i>	<i>SCORE</i>
The organization/project has a clear vision of what it wants to achieve and there is consensus around this vision.				
Value issues are often discussed in the organization/project and there is agreement on the values base of the organization/project.				
The current mission statement of the organization/project reflects clearly what the organization/project does, for whom, and why it is important.				
The organization/project regularly reflects on its strengths and weaknesses and on the opportunities and threats in the environment.				
The organization/project has clear goals and objectives for what it wants to achieve – these goals are SMART= specific, measurable, attainable, realistic and timely.				
The organization/project finds it easy to prioritise, making a distinction between what it must do, what it should do and what it would like to do.				
The organization/project has clear indicators by which it measures the impact of its work.				
The way in which the organization/project is structured internally makes sense in terms of				

efficiency and effectiveness.				
The work done by the project/organization fits together coherently – the different areas of work fit well with one another.				
The external and internal contexts in which the organization/project operates are relatively stable and there have been no major changes in the past year.				

Total Score _____

**REGULAR MEETING OF THE CITY OF DEL REY OAKS CITY COUNCIL
CONVENED AT 6:00 P.M. ON TUESDAY, APRIL 24, 2012 IN THE
CHARLES BENSON MEMORIAL HALL, CITY HALL**

Present: Council Members Clark, Cecilio, Allion and Mayor Edelen

Absent: Council Member Zuccaro

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: Led by City Attorney Callihan

PRESENTATION:

Agency: Monterey Peninsula Water Management District

Presenter: Dave Stoldt

Topic: Proposed water use fee and water supply projects

David Stoldt: He gave a detailed presentation on the Monterey Peninsula Water Management District. The District has been around since 1978 and they have been very involved on the peninsula with other agencies. What does the community want: They want storage, reliable sources that meet peak demand, proven technology and timely implementation. The plan is for desalination, aquifer storage and recover (ASR) and Groundwater Replenishment. You can get more information from www.watersupplyproject.org. Groundwater replenishment is planned to complete by 2016. He talked about the Capital Improvement Plan budget. The old way of receiving income was via user fees collected starting back in 1983. They had to switch their way of thinking. Allocation Process has changed it use to be \$3.7 Million and use to come from 38,000 Cal-Am bills, they are being remapped to 43,500 connections based on standard water use by type of property and meter size. They will be breaking up the fees by unit per year. There will be a sliding scale from single family household up to 1200 sq. ft., medium size house, etc. Annual water use fee collection need stable and secure mechanism. There are three different ways to collect, through the assessor's office, via a third party or in house and the rates for these are quite different. They are looking at a pilot project which might have to be funded by the constituents. There are provisions set. As of April 16th, the district adopted the rate study, had the first reading of proposed rate ordinance, approved Prop 218 and reviewed alternative collection methods. On April 25th the Prop 218 hearing notices will be mailed out. He asked that if anyone calls the City with questions, to send them through to the district.

Council Member Allion: The annual operating cost without all the projects?

David Stoldt: About \$5 Million, and other sources are fees and property taxes.

Mayor Edelen: Who sets the total amount of money to be collected by Prop 218?

David Stoldt: It's part of the annual project budget and the amount is set at \$3.7 million and will have portions that sunset.

Public Comment:

Mickey Dunn: DRO resident. She feels that the decision should be sent to the voters.

Mayor Edelen: Mr. Stoldt's reputation is sterling and feels the agency is doing an excellent job. Doesn't like Prop 218 and feels it is just an alternative to Prop 13.

Council Member Allion: Disagrees with Mayor's comment. In this area we vote down everything. We need to fund for the future or our water will be extremely expensive.

Mayor Edelen: We are going to be in a world of hurt if we don't find a way to get water. The funds have to come from somewhere. Thanked the presenters for their service.

PUBLIC COMMENT:

Mr. Gustafson, Marina Coast Water District: Marina Coast Water District has the resources to supply the peninsula with water. He said to not believe the herald and do not believe the weekly. If Marina Coast Water District has water to spare why look elsewhere.

CONSENT AGENDA:

A. Minutes

1. March 27, 2012, City Council Meeting
2. March 14, 2012, Regular Planning Commission Meeting

B. Monthly Reports:

1. Claims, March 2012
2. Financials, March 2012
3. Fire Department Response Report, March 2012
4. Police Activity Report, March 2012

Motion to approve: Council Member Allion

Seconded: Council Member Clark

Public Comment: None

Motion passed: 4-0

OLD BUSINESS: None

NEW BUSINESS:

Chief Langford: He discussed NGEN: Next Generation Radio System giving a brief history of the Monterey County 911 Center. Created in 1969 and went on line in 1972. In 2011 there were over 189,000 calls to the 911 system. There has been a Federal mandate to narrow band and digitization all public safety frequencies by January 2013. The band has to be compressed to allow more traffic. Benefits of radio frequency digitization. Digitization will

give better and longer range transmission, secure communication and will eliminate dead spots, i.e. Safeway.

Sergeant Bourquin: Stated that he is the representative on this for DRO. He gave an overview: With the new system operability is key. It's a great system in theory. The department will need 12 portable radios, 7 vehicle radios and 1 desktop radio. This will cost \$75,000 and there is financing available. In late 2012 into early 2013 this system will be put into place.

Council Member Clark: Who long do these radios last?

Sergeant Bourquin: We have had the current ones since 1996.

Mayor Edelen: Are all the agencies going digital?

Sergeant Bourquin: All the agencies in the use group will go digital.

Chief Langford: Carmel currently is not part of the group but is planning to come on board.

STAFF REPORTS:

City Manager Dawson: Has been attending Court hearing for Federal LLC and the judge denied the injunction to put out the new RFQ which is excellent news. Attended FORA meetings, MBASIA meeting where he asked them to reimburse the City for expenses relating to an employee we released which they will approve at the next meeting. He has been talking to people about the former golf driving range and has Denise Duffy working on remapping to see what can be put on the property. He attended the PAC/TAC water meeting with Councilmember Cecilio. He also attended the Waste Management District meeting and Water JPA meetings. The budget subcommittee met about the upcoming budget. Attended the City Managers group where FORA hosted, they had a guest speaker Fred Cohen with the City of Monterey. Thanked Deputy City Clerk Carvalho for putting together The Acorn, and thanked Deputy City Clerk Minami for getting a recycled tire grant of \$150,000 and convinced CalRecycle to fund the replacement of the chamber windows. The parks district got the appraisal back on the 17 acre site today but not in time for this meeting he will keep everyone informed on the progress.

COUNCIL REPORTS:

Council Member Allion: Attended the Monterey Peninsula Water Pollution Control Agency (MPWPCA) meetings discussing MOU between MPWPCA, Water District and CalAm which was to discuss the recycled water project feasibility. He is convinced that we must use our reclaimed water and we could become a leader on the peninsula if we do but funding is necessary. Attended Waste Management District and discussed ways to renegotiate our collections services.

Council Member Cecilio: Attended the PAC/TAC water meeting but had a family emergency and was not able to attend Mosquito Abatement.

Council Member Clark: Kudos to the officer's on the article in the Herald for making the City the safest place to live. Announced the Ice Cream social is next week thanked staff for The Acorn.

Mayor Edelen: Thanked staff for The Acorn, attended the Carmel Mayor's ceremony since Mayor McCloud is leaving and is the longest serving Mayor of Carmel, 12 years. He and the City Manager were the only city officials from outside agencies that attended. Thanked the City Manager for putting that all together. Attended TAMC and Debbie Hale was able to secure \$42 Million in funding. Water Management JPA meeting was attended and with the JPA there are three desalination groups, Cal-AM, Nader Agha and Deep Water Desal. The JPA will be looking at all 3 different alternatives. Del Rey Oaks is in great water shape, we have wells and we have the pipeline running through DRO from Marina Coast Water District. If the water is stopped from Carmel we still have MCWD. Mr. Gustafson is correct. The old Bureau of Land Management has secured our land by making a portion of Ft. Ord a National Monument. In the east end of our property there is an easement and by creating the monument it has protected us from having this piece of land developed.

The Mayor announced the correspondence in the packet and the items to be heard in closed session. He opened public comment for the following closed session items:

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.

Public Comment: None

7:24 p.m.: Adjourned the meeting for a brief recess prior to closed session

7:27 p.m.: Convened into closed session

8:00 p.m.: Adjourned from closed session into open session and reported the following:

City Manager Dawson: Reported that information was given, no action was taken.

8:01 p.m.: Adjourned meeting to next scheduled meeting date.

Next meeting: Tuesday, May 22nd, 2012 at 6:00 p.m.

Approved:

Signature

Date

April 6, 2012

-NOTICE-

NOTICE IS HEREBY GIVEN THAT THE REGULAR
DEL REY OAKS PLANNING COMMISSION
MEETING:

WEDNESDAY, APRIL 11, 2012 AT 6:00 P.M.

**HAS BEEN CANCELLED DUE TO A LACK OF
ITEMS TO BE HEARD**

THE NEXT REGULAR SCHEDULED PLANNING
COMMISSION MEETING WILL BE HELD ON:

WEDNESDAY, MAY 9, 2012 AT 6:00 P.M.
CHARLIE BENSON MEMORIAL HALL, 650 CANYON
DEL REY ROAD, DEL REY OAKS

KAREN MINAMI
Deputy City Clerk

CITY OF DEL REY OAKS
Claims Report
 April 2012

Date	Num	Name	Memo	Amount
AFLAC				
4/4/2012	12841	AFLAC	Premiums-employee paid-INV. 578419 (APRIL PREMIUM)	281.80
Total AFLAC				281.80
AT&T CAL NET 2				
4/17/2012	12856	AT&T CAL NET 2	PHONE MARCH 2011	217.93
Total AT&T CAL NET 2				217.93
BAY SERVICE AUTOMOTIVE				
4/4/2012	12842	BAY SERVICE AUTOMOTIVE	AUTO MAINTENANCE AND REPAIR #67 INV. 78481	190.42
4/17/2012	12857	BAY SERVICE AUTOMOTIVE		683.19
Total BAY SERVICE AUTOMOTIVE				873.61
CALIFORNIA-AMERICAN WATER				
4/17/2012	12858	CALIFORNIA-AMERICAN WATER	2/21-3/20/12 WATER	214.06
Total CALIFORNIA-AMERICAN WATER				214.06
CHRIS DANIEL AND ASSOCIATES				
4/17/2012	12859	CHRIS DANIEL AND ASSOCIATES	17.7 ACRES APPRAISAL 2012	3,000.00
Total CHRIS DANIEL AND ASSOCIATES				3,000.00
CITY OF MONTEREY				
4/17/2012	12860	CITY OF MONTEREY		3,543.85
Total CITY OF MONTEREY				3,543.85
CITY OF SALINAS, ATTORNEY SERVICES				
4/17/2012	12861	CITY OF SALINAS, ATTORNEY SE...	FEB 2012 CITY ATTORNEY SERVICES-INV. 237404	1,017.23
Total CITY OF SALINAS, ATTORNEY SERVICES				1,017.23
CO-POWER				
4/17/2012	12862	CO-POWER	MAY 12 DELTA DENTAL PREMIUM	2,012.82
Total CO-POWER				2,012.82
COMCAST HIGH SPEED INTERNET				
4/17/2012	12863	COMCAST HIGH SPEED INTERNET	INTERNET 3/10-4/9	84.30
Total COMCAST HIGH SPEED INTERNET				84.30
COMMUNITY HOSPITAL OF MTY				
4/17/2012	12864	COMMUNITY HOSPITAL OF MTY	BLOOD ALCOHOL DRAW FEE-2/19/12	20.00
Total COMMUNITY HOSPITAL OF MTY				20.00
CONSOLIDATED ELECTRICAL				
4/17/2012	12865	CONSOLIDATED ELECTRICAL	SUPPLIES	59.46
Total CONSOLIDATED ELECTRICAL				59.46
CREEGAN & D'ANGELO				
4/17/2012	12866	CREEGAN & D'ANGELO	PROFESSIONAL SERVICES FOR MRSWMP ASSISTANCE INV. ...	124.00

CITY OF DEL REY OAKS
Claims Report
 April 2012

Date	Num	Name	Memo	Amount
Total		CREEGAN & D'ANGELO		124.00
CRYSTAL SPRINGS WATER CO.				
4/17/2012	12867	CRYSTAL SPRINGS WATER CO.	ACCT 056258/WATER/ FEB 2012	38.25
Total		CRYSTAL SPRINGS WATER CO.		38.25
David Nguyen, Officer				
4/4/2012	12840	David Nguyen, Officer	mileage reimbursement-training 402.40miles @ .555 = \$223.33	223.33
4/11/2012	12855	David Nguyen, Officer		254.00
Total		David Nguyen, Officer		477.33
ENTERSECT CORPORATION				
4/4/2012	12843	ENTERSECT CORPORATION	POLICE ONLINE SERVICE-FEB. 2012	79.00
Total		ENTERSECT CORPORATION		79.00
FIRST AMERICAN REAL ESTATE SOLUTIONS				
4/4/2012	12844	FIRST AMERICAN REAL ESTATE S...	METRO SCAN- ADDRESS SERVICE-FEB 2012	104.17
Total		FIRST AMERICAN REAL ESTATE SOLUTIONS		104.17
FIRST CHOICE SERVICES				
4/17/2012	12868	FIRST CHOICE SERVICES	Coffee and condiments FEB. 2012	36.35
Total		FIRST CHOICE SERVICES		36.35
FIRST NATIONAL BANK CHARGE				
4/17/2012	EFT022912b	FIRST NATIONAL BANK CHARGE	BANK FEES	1.31
4/30/2012	EFT4302012	FIRST NATIONAL BANK CHARGE	BANK FEES	232.59
Total		FIRST NATIONAL BANK CHARGE		233.90
FRANCHISE TAX BOARD				
4/26/2012	12905	FRANCHISE TAX BOARD	556150364 Muse, Henry	480.00
Total		FRANCHISE TAX BOARD		480.00
GLOBALSTAR USA				
4/4/2012	12845	GLOBALSTAR USA	SATELITE PHONE FEB 2012	27.30
4/17/2012	12869	GLOBALSTAR USA	SATELITE PHONE MARCH 2012	27.30
Total		GLOBALSTAR USA		54.60
GOLDFARB & LIPMAN				
4/17/2012	12870	GOLDFARB & LIPMAN	INV -FEB 2012, MONTHLY INSTALLMENT AGAINST BALANCE	5,727.00
Total		GOLDFARB & LIPMAN		5,727.00
HICKS PLUMBING				
4/17/2012	12871	HICKS PLUMBING	EMERGENCY REPAIR OF BROKEN BACK FLOW DEVICE AT P...	116.81
Total		HICKS PLUMBING		116.81
HOME DEPOT CRC				
4/4/2012	12846	HOME DEPOT CRC	ACCT. # 6035 3220 0248 6219	89.00
4/17/2012	12872	HOME DEPOT CRC	ACCT. # 6035 3220 0248 6219	975.95

CITY OF DEL REY OAKS
Claims Report
 April 2012

Date	Num	Name	Memo	Amount
Total HOME DEPOT CRC				1,064.95
I.M.P.A.C.GOVERNMT SER				
4/17/2012	12873	I.M.P.A.C.GOVERNMT SER	ACCT. 4246044555649924 MARCH 2012	1,954.09
Total I.M.P.A.C.GOVERNMT SER				1,954.09
IE SOLUTIONS				
4/17/2012	12874	IE SOLUTIONS	INV. 12-1041 QUICKBOOKS CONSULTING-UNINSTALL OLD Q...	450.00
Total IE SOLUTIONS				450.00
JAMES DE CHALK				
4/17/2012	12875	JAMES DE CHALK	MARCH 2012	300.00
Total JAMES DE CHALK				300.00
KELLY-MOORE PAINT CO.INC				
4/17/2012	12876	KELLY-MOORE PAINT CO.INC	SUPPLIES	67.87
Total KELLY-MOORE PAINT CO.INC				67.87
L.C. ACTION				
4/17/2012	12877	L.C. ACTION	CITY RECIEVED REIMB. PAYMENTS FOR THIS INVOICE FRO...	1,082.50
Total L.C. ACTION				1,082.50
M&S BUILDING SUPPLY, INC.				
4/17/2012	12878	M&S BUILDING SUPPLY, INC.	SUPPLIES FOR FEB 2012	4.92
Total M&S BUILDING SUPPLY, INC.				4.92
MONTEREY BAY TECHNOLOGIES				
4/17/2012	12879	MONTEREY BAY TECHNOLOGIES		744.43
Total MONTEREY BAY TECHNOLOGIES				744.43
MONTEREY COUNTY PARKS				
4/17/2012	12880	MONTEREY COUNTY PARKS	RENTAL OF RIFLE RANGE AT LAGUNA SECA 11/9 and 11/23/11	250.00
Total MONTEREY COUNTY PARKS				250.00
MONTEREY SANITARY SUPPLY				
4/17/2012	12881	MONTEREY SANITARY SUPPLY	BABY CHANGING TABLE FOR PARK RESTROOM	311.58
Total MONTEREY SANITARY SUPPLY				311.58
MONTEREY TIRE SERVICE				
4/17/2012	12882	MONTEREY TIRE SERVICE	INVOICE 1-48462 4 TIRES FOR UNIT #63	448.62
Total MONTEREY TIRE SERVICE				448.62
MRWPCA				
4/17/2012	12883	MRWPCA	FY 2011-12 MRSWMP PROGRAM	4,936.00
Total MRWPCA				4,936.00
MTRY BAY OFFICE PRODUCTS				
4/17/2012	12884	MTRY BAY OFFICE PRODUCTS	INV. 132970 CONTRACT BASE RATE CHARGE FOR THE BILL...	546.22

CITY OF DEL REY OAKS
Claims Report
 April 2012

Date	Num	Name	Memo	Amount
Total MTRY BAY OFFICE PRODUCTS				
				546.22
NEXTEL COMMUNICATION				
4/17/2012	12885	NEXTEL COMMUNICATION	NEXTEL RADIO- CLK/PW/PD/CM 2/12/12-3/11/12	444.10
Total NEXTEL COMMUNICATION				
				444.10
OFFICE DEPOT				
4/4/2012	12847	OFFICE DEPOT		188.99
4/17/2012	12886	OFFICE DEPOT		368.46
Total OFFICE DEPOT				
				557.45
OFFICE EQUIPMENT FINANCE SERVICES				
4/17/2012	12887	OFFICE EQUIPMENT FINANCE SER...	LEASE PAYMENT FOR COPIER-MARCH 2012 INV. 198855645	234.88
Total OFFICE EQUIPMENT FINANCE SERVICES				
				234.88
ORCHARD SUPPLY				
4/17/2012	12888	ORCHARD SUPPLY	SUPPLIES MARCH 2011	26.86
Total ORCHARD SUPPLY				
				26.86
P.E.R.S.-HEALTH				
4/4/2012	12848	P.E.R.S.-HEALTH	HEALTH PREMIUM APRIL 2012	13,192.45
Total P.E.R.S.-HEALTH				
				13,192.45
PENINSULA WELDING SUPPLY				
4/17/2012	12889	PENINSULA WELDING SUPPLY	OXYGEN AND SUPPLIES	8.00
Total PENINSULA WELDING SUPPLY				
				8.00
PERS				
4/4/2012	12849	PERS	Payroll 07-2011-1	8,722.74
4/17/2012	12890	PERS	9-2011-1 and 9-2011-2	17,239.38
Total PERS				
				25,962.12
PG&E				
4/4/2012	12850	PG&E	GAS 1/12/12-2/12/12 ELEC 1/12/12-2/23/12	2,425.36
Total PG&E				
				2,425.36
PG&E-GOLF FACILITIES				
4/4/2012	12851	PG&E-GOLF FACILITIES	GOLF FACILITIES 1/12-2/10/12	75.81
Total PG&E-GOLF FACILITIES				
				75.81
PITNEY BOWES-QTLY INV				
4/17/2012	12891	PITNEY BOWES-QTLY INV	postage machine rental	192.69
Total PITNEY BOWES-QTLY INV				
				192.69
QuickBooks Payroll Service				
4/12/2012		QuickBooks Payroll Service	Monthly processing fee for April 2012	69.00
4/12/2012		QuickBooks Payroll Service	No state fee for CA for April 2012	
4/12/2012		QuickBooks Payroll Service	Fee for 14 employee(s) paid	21.00

CITY OF DEL REY OAKS
Claims Report
 April 2012

Date	Num	Name	Memo	Amount
4/12/2012		QuickBooks Payroll Service	Fee for 12 direct deposit(s) at \$1.25 each	15.00
4/12/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/10/2012	27,856.01
4/12/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/10/2012	4,716.00
4/12/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/10/2012	545.75
4/12/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/10/2012	33.23
4/12/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/10/2012	22.51
4/12/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/10/2012	1,445.59
4/12/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/10/2012	376.38
4/27/2012		QuickBooks Payroll Service	Fee for 5 employee(s) paid	7.50
4/27/2012		QuickBooks Payroll Service	Fee for 2 direct deposit(s) at \$1.25 each	2.50
4/27/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/25/2012	303.35
4/27/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/25/2012	0.60
4/27/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/25/2012	93.39
4/27/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/25/2012	9.06
4/27/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/25/2012	9.06
4/27/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/25/2012	38.75
4/27/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/25/2012	26.25
4/27/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/25/2012	6.25
4/27/2012		QuickBooks Payroll Service	Fee for 15 employee(s) paid	22.50
4/27/2012		QuickBooks Payroll Service	Fee for 12 direct deposit(s) at \$1.25 each	15.00
4/27/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/26/2012	27,712.93
4/27/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/26/2012	4,873.00
4/27/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/26/2012	549.43
4/27/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/26/2012	549.43
4/27/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/26/2012	23.53
4/27/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/26/2012	15.95
4/27/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/26/2012	1,500.18
4/27/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/26/2012	378.92
4/27/2012		QuickBooks Payroll Service	Fee for 2 employee(s) paid	3.00
4/27/2012		QuickBooks Payroll Service	Fee for 1 direct deposit(s) at \$1.25 each	1.25
4/27/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/26/2012	1,488.25
4/27/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/26/2012	0.01
4/27/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/26/2012	713.00
4/27/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/26/2012	91.31
4/27/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/26/2012	91.31
4/27/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/26/2012	224.54
4/27/2012		QuickBooks Payroll Service	Created by Payroll Service on 04/26/2012	62.97
Total QuickBooks Payroll Service				74,459.44
SHELL OIL COMPANY				
4/17/2012	12892	SHELL OIL COMPANY	ACCT: 079-056-693-FUEL FOR MARCH 2012	39.18
Total SHELL OIL COMPANY				39.18
SHRED-IT				
4/17/2012	12893	SHRED-IT	SHREDDING SERVICE-FEB. 2012/INV.9400112849	52.50
Total SHRED-IT				52.50

CITY OF DEL REY OAKS
Claims Report
 April 2012

Date	Num	Name	Memo	Amount
SPCA OF MONTEREY COUNTY 4/17/2012	12894	SPCA OF MONTEREY COUNTY		183.68
Total SPCA OF MONTEREY COUNTY				183.68
STAPLES 4/17/2012	12895	STAPLES	OFFICE SUPPLIES	38.22
Total STAPLES				38.22
TERMINIX 4/17/2012	12896	TERMINIX	6099531	61.00
Total TERMINIX				61.00
TRANSP. AGENCY FOR MTY CO 4/17/2012	12897	TRANSP. AGENCY FOR MTY CO	Traffic Congestion Management Program 2012-13	549.00
Total TRANSP. AGENCY FOR MTY CO				549.00
VSP 4/4/2012	12852	VSP	VISION PLAN APRIL 2012	160.64
Total VSP				160.64
WELLINGTON, ROBERT R. 4/17/2012	12898	WELLINGTON, ROBERT R.		3,024.00
Total WELLINGTON, ROBERT R.				3,024.00
TOTAL				152,645.03

CITY OF DEL REY OAKS
FISCAL YEAR 2011/2012 BUDGET VS ACTUAL

10 Months Ended Apr 30, 2012

	Actual Total FY 2011-2012	Budget FY2011-2012	% of Amount Budget
Revenue			
PROPERTY TAXES			
P/T-SECURED	\$ 327,967.74	\$ 341,618.00	96%
P/T-UNITARY TAX	\$ 6,169.53	\$ 5,666.00	109%
P/T-UNSECURED	\$ 13,486.13	\$ 13,736.00	98%
P/T-SB813	\$ 4,205.18	\$ 2,850.00	148%
P/T-PRIOR SECURED	\$ 11,707.55	\$ 16,652.00	70%
PROPERTY TAX - VLF	\$ 110,922.00	\$ 115,208.00	96%
P/T-INT/PENAL	\$ 191.52	\$ 176.00	109%
P/T - ADMINISTRATIVE FEE	\$ (7,137.00)	\$ (7,946.00)	90%
TOTAL PROPERTY TAXES	467,512.65	487,960.00	95.81 %
OTHER TAXES			
SALES TAX	\$ 204,151.85	\$ 275,468.00	74%
SALES TAX IN LIEU - 3-FLIP	\$ 84,772.94	\$ 80,969.00	105%
Sales Tax - Add On	\$ 327,152.15	\$ 446,166.00	73%
COP MONIES	\$ 75,000.00	\$ 100,000.00	75%
PROPERTY TRANSFER TAX	\$ 2,963.67	\$ 3,360.00	88%
GAS FRANCHISES	\$ 601.60	\$ 4,944.00	12%
ELECTRIC FRANCHISES	\$ 17,370.90	\$ 16,497.00	105%
GARBAGE FRANCHISES	\$ 42,909.63	\$ 40,467.00	106%
CABLE TV FRANCHISES	\$ 17,938.86	\$ 24,212.00	74%
WATER FRANCHISES	\$ 9,004.19	\$ 7,873.00	114%
SEWER IMPACT	\$ -	\$ 8,615.00	0%
TOTAL OTHER TAXES	781,865.79	1,008,571.00	77.52 %
LICENSES & PERMITS			
BUSINESS LICENSES	\$ 170,156.73	\$ 174,397.00	98%
BUILDING PERMITS	\$ 18,309.01	\$ 8,288.00	221%
PLAN CHECK FEES	\$ 5,694.01	\$ 3,715.00	153%
STREET OPENING PERMITS FEES	\$ 400.00	\$ 630.00	63%
PLUMBING PERMITS	\$ 500.00	\$ 1,764.00	28%
ELECTRICAL PERMITS	\$ 600.00	\$ 735.00	82%
SB 1473 STATE SURCHG ON PERMITS	\$ 71.50	\$ -	
OTHER LICENSES/PERMITS	\$ 188.73	\$ 500.00	38%
TOTAL LICENSES & PERMITS	195,919.98	190,029.00	103.10 %
FINES & FORFEITURES			
VEHICLE CODE FINES	\$ 11,650.88	\$ 17,073.00	68%
TOTAL FINES & FOREITURES	11,650.88	17,073.00	68.24 %
INTEREST EARNED			
INTEREST EARNED	\$ 774.55	\$ 2,755.00	28%
TOTAL INTEREST EARNED	774.55	2,755.00	28.11 %

CITY OF DEL REY OAKS
FISCAL YEAR 2011/2012 BUDGET VS ACTUAL

10 Months Ended Apr 30, 2012

OTHER AGENCY REVENUE			
MOTOR VEHICLE LICENSE FEE(MVLF)	\$ 3,487.71	\$ 5,106.00	68%
HOPTR	\$ 1,177.66	\$ 1,276.00	92%
PROP 172	\$ 9,025.37	\$ 6,410.00	141%
GRANTS	\$ -	\$ 8,000.00	0%
TRAFFIC CONGESTION RELIEF-AB438	\$ -	\$ 4,337.00	0%
POLICE GRANTS OTHER AGENCIES	\$ -	\$ 8,400.00	0%
TOTAL OTHER AGENCY REVENUE	13,690.74	33,529.00	40.83 %
CURRENT SERVICES			
USE PERMITS	\$ 3,780.00	\$ 4,436.00	85%
MAPS/PUBLICATIONS	\$ 440.00	\$ 163.00	270%
RENTAL INCOME	\$ 1,701.00	\$ 9,824.00	17%
POLICE REPORTS	\$ 1,241.00	\$ 854.00	145%
PROPERTY INSPECTIONS	\$ 1,500.00	\$ 1,995.00	75%
POLICE SERVICES	\$ 21,482.70	\$ 15,398.00	140%
PUBLIC EVENTS	\$ 57,250.00	\$ 47,544.00	120%
MISCELLANEOUS SERVICES	\$ 12,359.85	\$ 7,545.00	164%
PD DONATIONS	\$ 8,857.81	\$ 5,250.00	169%
TOTAL CURRENT SERVICES	108,612.36	93,009.00	116.78 %
PARKS/RECREATION			
PARK RENTAL	\$ 2,670.00	\$ 5,460.00	49%
RV RENTAL PARKS	\$ 24,897.50	\$ 25,846.00	96%
TOTAL PARKS & RECREATION	27,567.50	31,306.00	88.06 %
OTHER			
GAS TAX 2107	\$ 7,464.22	\$ 18,864.00	40%
GAS TAX 2106	\$ 6,165.35	\$ 7,618.00	81%
GAS TAX 2107.5	\$ 2,001.86	\$ 1,050.00	191%
GAS TAX 2105	\$ 5,785.83	\$ 7,960.00	73%
TOTAL OTHER	21,417.26	35,492.00	60.34 %
Total Revenue	\$ 1,629,011.71	1,899,724.00	86%

CITY OF DEL REY OAKS
FISCAL YEAR 2011/2012 BUDGET VS ACTUAL

10 Months Ended Apr 30, 2012

Expenditures			
Payroll & Benefits			
OVERTIME	\$ 11,956.37	\$ 20,000.00	60%
PAYROLL	\$ 716,629.66	\$ 843,528.00	85%
COUNCIL MEMBER STIPEND	\$ 5,000.00	\$ 6,000.00	83%
RESERVES PAYROLL	\$ 22,229.53	\$ 30,000.00	74%
PERS	\$ 117,477.07	\$ 157,260.00	75%
MEDICARE	\$ 11,135.51	\$ 12,000.00	93%
DENTAL EXPENSE	\$ 20,359.51	\$ 29,019.00	70%
HEALTH INS	\$ 130,784.98	\$ 165,864.00	79%
VISION INS	\$ 1,778.52	\$ 1,581.00	112%
WORKERS COMP	\$ 157,222.70	\$ 175,000.00	90%
WELLNESS PROGRAM	\$ 4,107.94	\$ 8,000.00	51%
UNIFORM ALLOWANCE	\$ 5,750.00	\$ 5,500.00	105%
TOTAL PAYROLL & BENEFITS	\$ 1,204,431.79	\$ 1,453,752.00	83%
Payroll Expenses			
Payroll Expenses	\$ 1,607.44	\$ 1,951.00	82%
TOTAL PAYROLL EXPENSES	\$ 1,607.44	\$ 1,951.00	82%
Bank Service Charges			
Bank Service Charges	\$ 2,379.76	\$ 1,583.00	150%
TOTAL BANK SERVICE CHARGES	\$ 2,379.76	\$ 1,583.00	150%
SUPPLIES			
MATERIALS/SUPPLY	\$ 12,697.16	\$ 21,500.00	59%
AMMUNITION (PD Donation Pd for most)	\$ 16,964.92	\$ 5,000.00	339%
OFFICE SUPPLIES	9,604.23	12,000.00	80.04 %
SPECIAL SUPPLY POLICE	\$ 11,889.66	\$ 5,000.00	238%
TOTAL SUPPLIES	\$ 51,155.97	\$ 43,500.00	118%
UTILITIES & SERVICES			
REPAIR/MAINTENANCE	\$ 22,267.52	\$ 24,315.00	92%
STREET SWEEPING	\$ 5,013.38	\$ -	
GABILAN CREW	\$ 4,276.94	\$ 2,052.00	208%
UTILITIES/PGE	\$ 9,464.22	\$ 7,252.00	131%
UTILITIES/WATER	\$ 3,177.36	\$ 2,470.00	129%
TELEPHONE / INTERNET	\$ 8,838.64	\$ 13,791.00	64%
WEBSITE DESIGN & MAINTENANCE	\$ 760.00	\$ 4,500.00	17%
POSTAGE / SHIPPING	\$ 2,867.25	\$ 1,837.00	156%
TRAVEL/CONFERENCE	\$ 7,950.84	\$ 11,298.00	70%
MEMBER/DUES/CONTRIBUTIONS	\$ 13,826.08	\$ 9,573.00	144%
AD/PROMOTION CITY CNCL	\$ 2,969.30	\$ 2,111.00	141%
LEGAL ADVERT NON-DEPT	\$ 119.00	\$ 215.00	55%
MEETING CITY CNCL	\$ 334.32	\$ 952.00	35%
BOOK/PERIODICAL	\$ 30.31	\$ 140.00	22%
TOTAL UTILITIES & SERVICES	\$ 81,895.16	\$ 80,506.00	102%

CITY OF DEL REY OAKS
FISCAL YEAR 2011/2012 BUDGET VS ACTUAL

10 Months Ended Apr 30, 2012

OUTSIDE SERVICES			
TRAINING POLICE	\$ 11,209.14	\$ 8,632.00	130%
OTHER PERMITS PW/ENGR	\$ 3,900.00	\$ 3,735.00	104%
LIABILITY/PROP NON-DPT	\$ 6,754.40	\$ 25,000.00	27%
CONTRACTUAL AUDIT	\$ 28,684.86	\$ 25,000.00	115%
DATA PROCESSING	\$ 5,691.58	\$ 3,850.00	148%
CONTRACTUAL SVCS PLANNING	\$ 11,237.00	\$ 2,500.00	449%
CONTRACTUAL SVCS - LEGAL	\$ 4,510.75	\$ 9,992.00	45%
CONTRL RETAINER LEGAL	\$ 10,642.72	\$ 10,360.00	103%
JANITORIAL FUND	\$ 2,850.00	\$ 3,250.00	88%
RADIO DISPATCH POLICE	\$ 40,106.00	\$ 38,260.00	105%
COMM HUM SERV NON-DEPT	\$ 6,200.00	\$ 3,057.00	203%
TOTAL OUTSIDE SERVICES	\$ 131,786.45	\$ 133,636.00	99%
AUTO OPERATION			
AUTO OPS - SUPPLIES / EQUIP	\$ 415.16	\$ 1,160.00	36%
AUTO OPS - FUEL	\$ 24,386.71	\$ 18,393.00	133%
AUTO REPAIR/MAINTENANCE	\$ 16,370.80	\$ 9,357.00	175%
AUTO LEASE PAYMENTS	\$ 12,469.06	\$ 12,250.00	102%
TOTAL AUTO OPERATION	\$ 53,641.73	\$ 41,160.00	130%
POLICE AND FIRE			
FUND JAIL & PRISONER	\$ 1,086.34	\$ 1,238.00	88%
ACJIS SYSTEM POLICE	\$ 2,814.95	\$ 5,405.00	52%
ANIMAL REGULATION FIRE	\$ 2,307.60	\$ 2,724.00	85%
FIRE SEASIDE	\$ 125,643.00	\$ 116,000.00	108%
TOTAL POLICE & FIRE	\$ 131,851.89	\$ 125,367.00	105%
STREETS & STORM WATER			
S.M.I.P.	\$ 99.44	\$ 51.00	195%
SB 1473	\$ 27.90	\$ -	
STREET LIGHTING	\$ 12,762.23	\$ 14,163.00	90%
STORM WATER PROJECT - PHASE 4	\$ 9,788.00	\$ 5,480.00	178.61%
TOTAL STREETS & STORM WATER	\$ 22,677.57	\$ 19,694.00	115%
TOTAL EXPENDITURES	\$ 1,681,427.76	\$ 1,901,149.00	88%
Total Revenue	\$ 1,629,011.71		
Total Expenditures	\$ 1,681,427.76		
Total Operating Revenue Less Expenditures this fiscal year to date	\$ (52,416.05)		

CITY OF DEL REY OAKS
FISCAL YEAR 2011/2012 BUDGET VS ACTUAL
 10 Months Ended Apr 30, 2012

CAPITAL OUTLAY FOR FISCAL YEAR 2011-2012			
Other Income			
Portola/Carlton (Prop 1B) CIP	\$ -	\$ 400,000.00	0%
Total Other Income	\$ -	\$ 400,000.00	0%
Other Expenses			
PORTOLA / CARLTON (PROP 1B)	\$ 17,908.50	\$ 400,000.00	4%
Total Other Expenses	\$ 17,908.50	\$ 400,000.00	4%

**CITY OF DEL REY OAKS
CASH FUNDS BALANCE REPORT
AS OF APRIL 30, 2012**

CITY OF DEL REY OAKS		
CASH BALANCES AS OF APRIL 30, 2012		
	1000 · GENERAL CHECKING	\$231,160.44
	1008 · LAIF CITY - 246	\$135,050.62
	Total City Checking/Savings	\$366,211.06
FORMER REDEVELOPMENT AGENCY		
CASH BALANCES AS OF APRIL 30, 2012		
	10-1001 · GENERAL CHECKING	\$0.00
	10-1003 · DUFFY EIR/CEQA CHECKING	\$0.00
	10-1002 · LAIF RDA ACCOUNT	\$414.00
	Total RDA Checking/Savings	\$414.00
	GRAND TOTAL CASH BALANCES	\$366,625.06

*For Comparison
to Current*

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

10 Months Ended Apr 30, 2011

	Actual Total FY 2010-1011	Budget FY2010-2011	%of Amount Buddget
Revenue			
PROPERTY TAXES			
P/T-SECURED	\$ 341,618.18	\$ 353,304.00	96.69 %
P/T-UNITARY TAX	\$ 5,666.20	\$ 5,533.00	102%
P/T-UNSECURED	\$ 13,735.95	\$ 14,452.00	95%
P/T-SB813	\$ 2,849.99	\$ 2,662.00	107%
P/T-PRIOR SECURED	\$ 16,652.46	\$ 21,742.00	77%
PRIOR UNSECURED	\$ -	\$ 84.00	0%
PROPERTY TAX - VLF	\$ 115,208.00	\$ 121,084.00	95%
P/T-INT/PENAL	\$ 175.98	\$ 328.00	54%
P/T - ADMINISTRATIVE FEE	\$ (7,946.05)	\$ (7,500.00)	106%
SALES TAX IN LIEU - 3-FLIP	\$ 68,693.74	\$ 77,000.00	89%
TOTAL PROPERTY TAXES	\$ 556,654.45	\$ 588,689.00	95%
OTHER TAXES			
MANDATED COSTS	\$ -	\$ 4,000.00	0%
SALES TAX	\$ 186,640.76	\$ 255,000.00	73%
Sales Tax - Add On	\$ 303,530.41	\$ 388,000.00	78%
COP MONIES	\$ 80,506.10	\$ 100,000.00	81%
PROPERTY TRANSFER TAX	\$ -	\$ 5,000.00	0%
GAS FRANCHISES	\$ 4,708.94	\$ 7,000.00	67%
ELECTRIC FRANCHISES	\$ 15,711.34	\$ 15,500.00	101%
GARBAGE FRANCHISES	\$ 38,539.80	\$ 40,000.00	96%
CABLE TV FRANCHISES	\$ 24,212.28	\$ 25,000.00	97%
WATER FRANCHISES	\$ 7,498.35	\$ 9,000.00	83%
SEWER IMPACT	\$ 8,205.24	\$ 8,500.00	97%
TOTAL OTHER TAXES	\$ 669,553.22	\$ 857,000.00	78%
LICENSES & PERMITS			
BUSINESS LICENSES	\$ 166,042.13	\$ 190,000.00	87%
BUILDING PERMITS	\$ 7,262.86	\$ 15,000.00	48%
PLAN CHECK FEES	\$ 3,537.89	\$ 7,500.00	47%
STREET OPENING PERMITS FEES	\$ 600.00	\$ 2,500.00	24%
PLUMBING PERMITS	\$ 1,680.00	\$ 1,000.00	168%
ELECTRICAL PERMITS	\$ 600.00	\$ 1,000.00	60%
ENVIRON ASSESS FEES/PERMIT	\$ -	\$ 1,000.00	0%
DEVELOPER PYMT FEES/PERMITS	\$ -	\$ 500.00	0%
OTHER LICENSES/PERMITS	\$ 241.93	\$ 500.00	48%
TOTAL LICENSES & PERMITS	\$ 179,964.81	\$ 219,000.00	82%
FINES & FORFEITURES			
VEHICLE CODE FINES	\$ 14,397.16	\$ 15,000.00	96%
OTHER COURT FINES	\$ -	\$ 1,000.00	0%
TOTAL FINES & FOREITURES	\$ 14,397.16	\$ 16,000.00	90%
INTEREST EARNED			
INTEREST EARNED	\$ 2,624.03	\$ 12,000.00	22%
TOTAL INTERES EARNED	\$ 2,624.03	\$ 12,000.00	22%

CITY OF DEL REY OAKS
FISCAL YEAR 2010/2011 BUDGET VS ACTUAL
10 Months Ended Apr 30, 2011

OTHER AGENCY REVENUE			
OTHER AGENCY REVENUE	\$ 5.00	\$ -	
MOTOR VEHICLE LICENSE FEE(MVLF)	\$ 4,061.74	\$ 3,000.00	135%
OFF HIGHWAY	\$ -	\$ 100.00	0%
HOPTR	\$ 1,215.23	\$ 1,200.00	101%
VEHICLE LICENSE COLLECTION	\$ -	\$ 1,000.00	0%
PROP 172	\$ 5,164.11	\$ 8,000.00	65%
GRANTS	\$ 2,025.00	\$ 25,000.00	8%
TRAFFIC CONGESTION RELIEF-AB438	\$ 4,129.61	\$ 10,000.00	41%
POLICE GRANTS OTHER AGENCIES	0.00	1,000.00	0.00 %
TOTAL OTHER AGENCY REVENUE	\$ 16,600.69	\$ 49,300.00	34%
CURRENT SERVICES			
CURRENT SERVICES	\$ 300.00	\$ -	
USE PERMITS	\$ 3,525.00	\$ 3,000.00	118%
MAPS/PUBLICATIONS	\$ 155.40	\$ 100.00	155%
RENTAL INCOME	\$ 8,505.00	\$ 9,600.00	89%
POLICE REPORTS	\$ 783.00	\$ 1,400.00	56%
PROPERTY INSPECTIONS	\$ 1,500.00	\$ 1,300.00	115%
POLICE SERVICES	\$ 12,142.10	\$ 10,000.00	121%
PUBLIC EVENTS	\$ 39,200.00	\$ 80,000.00	49%
MISCELLANEOUS SERVICES	\$ 6,736.35	\$ 1,000.00	674%
PD DONATIONS	\$ 4,952.24	\$ 1,500.00	330%
ELECTIONS	834.00	0.00	
TOTAL CURRENT SERVICES	\$ 78,633.09	\$ 107,900.00	73%
PARKS/RECREATION			
PARK RENTAL	\$ 2,050.00	\$ 10,000.00	21%
RV RENTAL PARKS	\$ 22,200.00	\$ 26,000.00	85%
TOTAL PARKS & RECREATION	\$ 24,250.00	\$ 36,000.00	67%
OTHER			
GAS TAX 2107	\$ 11,008.87	\$ 13,500.00	82%
GAS TAX 2106	\$ 6,591.41	\$ 9,000.00	73%
GAS TAX 2107.5	\$ 1,000.00	\$ 900.00	111%
GAS TAX 2105	\$ 6,936.46	\$ 9,000.00	77%
TOTAL OTHER	25,536.74	32,400.00	78.82 %
Total Revenue	\$ 1,568,214.19	\$ 1,918,289.00	82%

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

10 Months Ended Apr 30, 2011

Expenditures			
Payroll & Benefits			
OVERTIME	\$ 24,048.91	\$ 25,000.00	96%
PAYROLL	\$ 752,466.21	\$ 826,000.00	91%
COUNCIL MEMBER STIPEND	\$ 5,097.45	\$ 6,000.00	85%
RESERVES PAYROLL	\$ 29,982.32	\$ 31,710.00	95%
PERS	\$ 167,411.06	\$ 165,000.00	101%
MEDICARE	\$ 12,116.55	\$ 11,000.00	110%
DENTAL EXPENSE	\$ 20,608.40	\$ 26,750.00	77%
HEALTH INS	\$ 133,751.61	\$ 132,500.00	101%
VISION INS	\$ 1,581.18	\$ 2,800.00	56%
WORKERS COMP	\$ 116,045.71	\$ 136,400.00	85%
WELLNESS PROGRAM	\$ 5,820.57	\$ 13,200.00	44%
UNIFORM ALLOWANCE	\$ 5,500.00	\$ 5,000.00	110%
TOTAL PAYROLL & BENEFITS	\$ 1,274,429.97	\$ 1,381,360.00	92%
Payroll Expenses			
Payroll Expenses	\$ 1,815.82	\$ 500.00	363%
TOTAL PAYROLL EXPENSES	\$ 1,815.82	\$ 500.00	363%
Bank Service Charges			
Bank Service Charges	\$ 1,583.07	\$ 500.00	317%
TOTAL BANK SERVICE CHARGES	\$ 1,583.07	\$ 500.00	317%
-SUPPLIES			
MATERIALS/SUPPLY	\$ 43,572.76	\$ 43,500.00	100%
REPAIR/MAINTENANCE	\$ 24,080.53	\$ 20,000.00	120%
OFFICE SUPPLIES	\$ 2,924.89	\$ 3,089.00	95%
PRINTING / PUBLICATIONS	\$ 1,875.03	\$ 500.00	375%
TOTAL SUPPLIES	\$ 72,453.21	\$ 67,089.00	108%
UTILITIES & SERVICES			
STREET SWEEPING	\$ 10,942.24	\$ 1,200.00	912%
GABILAN CREW	\$ 2,051.80	\$ 2,000.00	103%
UTILITIES/PGE	\$ 7,251.81	\$ 7,500.00	97%
UTILITIES/WATER	\$ 2,470.09	\$ 5,000.00	49%
TELEPHONE / INTERNET	\$ 13,720.00	\$ 15,000.00	91%
WEBSITE DESIGN & MAINTENANCE	\$ 4,405.00	\$ 1,500.00	294%
POSTAGE / SHIPPING	\$ 1,837.10	\$ 4,113.00	45%
TRAVEL/CONFERENCE	\$ 11,298.31	\$ 9,500.00	119%
MEMBER/DUES/CONTRIBUTIONS	\$ 9,572.59	\$ 14,500.00	66%
AD/PROMOTION CITY CNCL	\$ 1,550.02	\$ 1,500.00	103%
LEGAL ADVERT NON-DEPT	\$ 215.00	\$ 1,000.00	22%
MEETING CITY CNCL	\$ 952.31	\$ 1,000.00	95%
BOOK/PERIODICAL	\$ 140.00	\$ 100.00	140%
RADIO DISPATCH POLICE	\$ 38,259.50	\$ 42,500.00	90%
ELECTIONS	\$ 2,266.73	\$ -	
COMM HUM SERV NON-DEPT	\$ 3,057.00	\$ 3,500.00	87%
TOTAL UTILITIES & Services	\$ 109,989.50	\$ 109,913.00	100%

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

10 Months Ended Apr 30, 2011

OUTSIDE SERVICES			
TRAINING POLICE	\$ 8,631.94	\$ 8,000.00	108%
OTHER PERMITS PW/ENGNR	\$ 3,735.30	\$ 2,000.00	187%
EQUIPMENT MAINT	\$ 3,641.14	\$ 21,500.00	17%
LIABILITY/PROP NON-DPT	\$ 16,032.76	\$ 25,000.00	64%
CONTRACTUAL AUDIT	\$ 20,925.00	\$ 25,000.00	84%
DATA PROCESSING	\$ 3,850.00	\$ 3,500.00	110%
CONTRACTUAL SVCS PLANNING	\$ 4,559.35	\$ 25,000.00	18%
CONTRACTUAL SVCS - LEGAL	\$ 9,991.67	\$ 20,000.00	50%
CONTRL RETAINER LEGAL	\$ 9,343.93	\$ 12,000.00	78%
CONTRACTUAL SVCS ENGINEERING	\$ 1,550.00	\$ -	
CONTRACTUAL SVCS INSPECTION	\$ 968.26	\$ -	
JANITORIAL FUND	\$ 3,250.00	\$ 4,200.00	77%
TOTAL OUTSIDE SERVICES	\$ 86,479.35	\$ 146,200.00	59%
AUTO OPERATION			
AUTO OPS - SUPPLIES / EQUIP	\$ 1,159.59	\$ 5,000.00	23%
AUTO OPS - FUEL	\$ 15,872.95	\$ 25,000.00	63%
AUTO REPAIR/MAINTENANCE	\$ 8,761.44	\$ 19,000.00	46%
AUTO LEASE PAYMENTS	20,330.08	20,000.00	101.65 %
TOTAL AUTO OPERATION	\$ 46,124.06	\$ 69,000.00	67%
POLICE AND FIRE			
FUND JAIL & PRISONER	\$ 1,237.81	\$ 1,000.00	124%
ACJIS SYSTEM POLICE	\$ 5,404.62	\$ 1,527.00	354%
FIRE SEASIDE	\$ 140,885.71	\$ 116,000.00	121%
ANIMAL REGULATION FIRE	\$ 2,596.30	\$ 2,500.00	104%
TOTAL POLICE & FIRE	\$ 150,124.44	\$ 121,027.00	124%
STREETS & STORM WATER			
S.M.I.P.	\$ 51.24	\$ 200.00	26%
SB 1473	\$ 9.40	\$ -	
STREET LIGHTING	\$ 14,162.99	\$ 17,000.00	83%
STORM WATER PROJECT - PHASE1&2	\$ 5,480.00	\$ 5,500.00	100%
TOTAL STREETS & STORM WATER	\$ 19,703.63	\$ 22,700.00	87%
TOTAL EXPENDITURES	\$ 1,762,703.05	\$ 1,918,289.00	92%
Total Revenue	\$ 1,568,214.19		
Total Expenditures	\$ 1,762,703.05		
Total Operating Revenue Less Expenditures this fiscal year to date	\$ (194,488.86)		

CITY OF DEL REY OAKS
FISCAL YEAR 2010/2011 BUDGET VS ACTUAL
 10 Months Ended Apr 30, 2011

CAPTIAL OUTLAY FOR FISCAL YEAR 2010-2011		
Other Income		
2002 Parks Resources Bond Act	\$ 12,022.00	\$ 99,255.00
Portola/Carlton (Prop 1B) CIP	\$ -	\$ 400,000.00
Portola/Work Walkway (MPRPD)	<u>0.00</u>	<u>12,500.00</u>
Total Other Income	\$ 12,022.00	\$ 511,755.00
Other Expenses		
PORTOLA / CARLTON (PROP 1B)	\$ -	\$ 400,000.00
PORTOLA / WORK WALKWAY (MPRPD)	\$ 819.54	\$ 12,500.00
2002 PARKS RESOURCES BOND ACT	<u>52,351.95</u>	<u>99,255.00</u>
Total Other Expenses	\$ 53,171.49	\$ 511,755.00



FIRE DEPARTMENT

1635 Broadway Avenue
Seaside, CA 93955

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

May 1, 2012

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 April 1, 2012 through April 30, 2012.

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

Incident #
12-0000593
12-0000611
12-0000630
12-0000652
12-0000670
12-0000694
12-0000773

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

Sincerely,

A handwritten signature in cursive script that reads "Melissa Failauga".

Melissa Failauga
Facility Receptionist
CC: File

Seaside Fire Department

Incident List by Alarm Date/Time

Alarm Date Between {04/01/2012} And {04/30/2012}
and District = "029 "

Incident-Exp#	Alm Date	Alm Time	Location	Incident Type
12-0000593-000	04/02/2012	11:57:00	853 PORTOLA DR	321 EMS call, excluding vehicle
12-0000604-000	04/04/2012	04:20:00	896 PORTOLA DR /Del Rey O	6111 Cancelled upon arrival, no
12-0000611-000	04/04/2012	19:05:00	1027 PORTOLA DR /Del Rey	321 EMS call, excluding vehicle
12-0000630-000	04/07/2012	14:13:00	815 CANYON DEL REY BLVD /	322 Motor vehicle accident with
12-0000652-000	04/10/2012	15:47:00	815 CANYON DEL REY BLVD /	321 EMS call, excluding vehicle
12-0000670-000	04/12/2012	19:23:00	817 PORTOLA DR /Del Rey O	321 EMS call, excluding vehicle
12-0000671-000	04/12/2012	20:14:00	817 PORTOLA DR /Del Rey O	6111 Cancelled upon arrival, no
12-0000681-000	04/14/2012	11:46:00	5 QUENDALE AVE /Del Rey O	6111 Cancelled upon arrival, no
12-0000694-000	04/15/2012	18:13:00	18 ALTA CIR /Del Rey Oaks	321 EMS call, excluding vehicle
12-0000715-000	04/19/2012	19:59:00	SOUTH BOUNDARY RD /Del Re	611 Dispatched & cancelled en re
12-0000773-000	04/28/2012	00:29:00	9 SERRANO WAY /Del Rey Oa	321 EMS call, excluding vehicle

Total Incident Count 7 7 total calls



Del Rey Oaks Police Department
 Monthly Report of Activity
 April - 2012
 Completed By: Ron Langford, COP

ARRESTS:

YEAR to DATE

<i>Felony Arrests</i>		
<i>Misdemeanor Arrests</i>	04	
<i>Warrant Arrests (OJ)</i>		
TOTAL ARRESTS	04	17

ASSAULTS:

YEAR to Date

<i>Simple Assault</i>	02	
<i>Domestic Violence</i>	01	
<i>Weapon Involved</i>		
TOTAL ASSAULTS	03	03

REPORTS FILED:

17	66
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TRAFFIC ACCIDENTS:

<i>Non-Injury Accidents</i>	03	
<i>Injury Accidents</i>		
TOTAL ACCIDENTS	03	09

BURGLARIES:

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

TOWED & STORED VEHICLES:

03	12
-----------	-----------

GRAND & PETTY THEFTS:

<i>Residential</i>		
<i>Commercial</i>		
<i>Shoplifting</i>	01	
<i>From Motor Vehicle</i>		
<i>Other</i>		
TOTAL THEFTS	01	06

ALARMS:

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

DUI ENFORCEMENT:

01	09

CITATIONS ISSUED:

<i>Traffic Citations Issued</i>	45	
<i>Parking Citations Issued</i>		
<i>Admin Citations Issued</i>	01	
TOTAL CITATION ISSUED	46	209

To: Honorable Mayor and Members of the City Council
From: Dan Richard
Meeting Date: May 22, 2012
Subject: Receive a report on an Amendment to the Bylaws of the Monterey Regional Storm Water Management Program Memorandum of Agreement
CEQA: Not a project under CEQA

RECOMMENDATION

Receive a report on an amendment to the Bylaws of the Monterey Regional Storm Water Management Program (MRSWMP) Memorandum of Agreement (MOA) (Attachment 1).

BACKGROUND

The EPA delegated to the State Water Resources Control Board (SWRCB) the authority to administer and enforce the Phase II NPDES Program within the State of California. In 2003, the SWRCB adopted a General Permit for storm water discharges from Small Municipal Separate Storm Sewer Systems (MS4s), often referred to as the State Phase II MS4 General Permit, to efficiently regulate the storm water discharges of smaller jurisdictions (under 150,000 in population) under a single permit. Permitting authority is delegated from the State Water Board to the Central Coast Water Board to administer the NPDES permit process within the jurisdictional area of the MRSWMP Permittees. The MRSWMP entities (or co-permittees) are the Cities of Pacific Grove, Monterey, Seaside, Sand City, Del Rey Oaks, Marina, and Carmel-by-the-Sea, and the County of Monterey.

In March 2000, member entities of the Monterey Regional Water Pollution Control Agency (MRWPCA) formed a working group to evaluate the feasibility and potential benefits of obtaining a Regional Permit, and concluded that it would be mutually beneficial for the affected entities to apply as co-permittees under a single General Permit. To formalize this regional approach, in 2002 a "Memorandum of Agreement for the Monterey Regional Storm Water Pollution Prevention Program" was prepared and executed by MRWPCA and eight entities in the southern Monterey Bay area. The purpose of the agreement was to create the administrative organization, responsibilities, and commitments to develop a regional storm water program and to cooperate to efficiently and economically comply with the Phase II NPDES requirements.

The MOA commenced in September 2002 when the last permittee executed it and will terminate "upon expiration of the first Phase II NPDES storm water permit issued to the permittees, unless this term is extended by the permittees". The current MRSWMP permit term concluded in September 2011. However, since the State's Phase II MS4 General Permit is currently being revised and is expected to be adopted this year, the Central Coast Water Board has extended the MRSWMP permit until the new State general permit has been adopted.

The MRSWMP Management Committee provides for overall program coordination, review, and budget oversight of the Phase II NPDES permit. The Management Committee selected the MRWPCA to be the Program Manager for the program. As used in the MOA, the term "Program

Manager” has the same meaning as the term “Lead Agency”. As Program Manager, the MRWPCA is responsible for program management and administration, permit management, technical program management, and related duties.

Each permittee is responsible for complying with applicable permit conditions within its jurisdictional boundaries, participating in Management Committee meetings, implementation of its community-specific program, and providing reports to the Program Manager for purposes of reporting, on a joint basis to the Central Coast Water Board, compliance with applicable provisions of the NPDES Phase II permit and the status of program implementation.

DISCUSSION

The Management Committee has recently made several revisions to the MOA Bylaws. It has been determined that formal action by the governing bodies to approve changes to the Bylaws is not required pursuant to MOA Section 2.02. However, the amendments are being provided to each member agency for informational purposes. More comprehensive revisions to the MOA will be proposed for consideration by the member agencies governing bodies upon adoption of a new State Phase II General Permit and commencement of the next permit cycle.

During recent discussions with Monterey County regarding the potential for new urbanized areas designated under the State’s new Phase II permit, Monterey County and the Program Manager discovered that the population originally included in the Bylaws “Table of Populations and Votes” was incorrect, as well as the population for the City of Marina. During the development of the Bylaws in 2002, the 2000 census data was used as the basis of the population figures; however, the populations for Marina and Monterey County were incorrectly determined. The corrected population figures are reflected in the amended Bylaws (Attachment 2). As a result, Monterey County’s share of the total program cost has increased, and the share for the other member agencies has decreased.

In addition to these population changes, in December 2010, the MRSWMP Management Committee identified a lack of provisions in the Bylaws for selection of officers (Chair and Vice-Chair) and their term of service. The Pebble Beach Company, a Coordinating entity, was incorrectly included on the “Table of Populations and Votes”, which is used in the MRSWMP program cost-share allocation and in weighted voting.

FISCAL IMPACT

As a result of the increased population and cost share for Monterey County, the City of Del Rey Oaks MRSWMP program cost share will be reduced from \$5,265 to \$4,238 in FY 12/13.

ATTACHMENTS

1. 2002 MRSWMP Memorandum of Agreement
2. Amended MRSWMP Bylaws

RESPECTFULLY SUBMITTED:

REVIEWED BY:

Richard Simonitch, MRSWMP P.M.

City Manager

Amended MOA Bylaws
April 2012

1. **Representation:** Representation from each PERMITTEE will be their Public Works Director, or his/her designee, and if that person is unable to attend, he or she will notify the PARTIES in advance by email naming their designated alternate representative for that meeting.

2. **Selection of Officers:** *Each year the Management Committee shall select a Chair and Vice-Chair. The selection of the members to serve in this position shall be at the regularly scheduled January meeting and shall be based on nominations proposed. Members of the Management Committee may express their interest in serving as Chair or Vice Chair at the regularly scheduled December meeting. No member of the Management Committee may serve as Chair or Vice Chair for more than two consecutive one year terms.*

3. **Voting:** Each PERMITTEE shall have one vote, provided that any PERMITTEE can call for a weighted vote on any issue. Weighting will be on a population basis, using the populations and numbers of votes shown in the attached Table. This table may be periodically updated by formal action of the Management Committee. Updating will normally be done when updated population figures are published by the U.S. Census Bureau, or when other updated population figures are published and formally accepted by each of the PERMITTEES. Weighted voting would be conducted as follows: If a weighted vote is called, each PERMITTEE will have the number of votes shown in the table below.

Table of Populations and Votes for Use in Weighted Voting

ENTITY	APPROXIMATE POPULATION WITHIN AREA TO BE COVERED BY STORMWATER PERMIT	NUMBER OF VOTES
Pacific Grove	15,522	7.8
Monterey	29,674	14.8
Seaside	31,696	15.8
Sand City	261	1.0
Marina	21,014 <u>25,101</u>	10.5 <u>12.6</u>
Carmel	4,081	2.0
Del Rey Oaks	1,650	1.0
County of Monterey	17,213 <u>45,019</u>	8.6 <u>22.5</u>
<i>Pebble Beach Company</i>	4,531	2.3
TOTAL	125,642 <u>153,004</u>	63.8 <u>77.5</u>

Note: One vote shall be provided for each 2,000 person increment of population, except that each entity shall have a minimum of one vote, even if its population is less than 2,000.

4. **Meeting Schedule:** Meetings will normally be at 2:00 p.m. **10:00 am** at the Program

Manager's offices on the fourth Wednesday of each month, unless changed by the Management Committee.

5. **Starting Time:** Meetings will start promptly at the designated starting time. Any PARTY representative that knows he/she will be unable to attend, or will be late, will notify the Chairperson, so as not to delay starting the meeting.

6. **Future Members:** If additional entities wish to join with the other PARTIES by entering into this Agreement and participating in the Program, the PARTIES will determine an appropriate method of calculating a "buy-in" cost to be paid by the new entity wishing to become a member. This buy-in cost shall at a minimum include:

- a. The full amount the new entity would have paid, if it had entered into the "Interim Memorandum of Agreement Regarding Development of a Regional Storm Water NPDES Permit" as of July 1, 2001, and,
- b. An amount to account for the delay in making payment, calculated using the Consumer Price Index or some other method deemed appropriate by the Participants Group.

MEMORANDUM OF AGREEMENT

MONTEREY REGIONAL STORM WATER POLLUTION PREVENTION PROGRAM

THIS AGREEMENT, is made and entered into this 25th day of June, 2002, by and between the MONTEREY REGIONAL WATER POLLUTION CONTROL AGENCY, hereinafter referred to as "AGENCY", a Joint Powers Authority (JPA) organized under the laws of the State of California, and the following entities, each of which is hereinafter referred to as "PERMITTEE" or collectively as "PERMITTEES":

CITY OF PACIFIC GROVE, a municipal corporation of the State of California;
CITY OF MONTEREY, a municipal corporation of the State of California;
CITY OF SEASIDE, a municipal corporation of the State of California;
CITY OF SAND CITY, a municipal corporation of the State of California;
CITY OF DEL REY OAKS, a municipal corporation of the State of California;
CITY OF MARINA, a municipal corporation of the State of California;
CITY OF CARMEL-BY-THE-SEA, a municipal corporation of the State of California;
COUNTY OF MONTEREY, a political subdivision of the State of California, and
PEBBLE BEACH COMPANY, a California general partnership.

The AGENCY and the above-mentioned entities may also hereinafter be collectively referred to as "PARTIES" or individually as "PARTY."

RECITALS:

- A. The Federal Clean Water Act (CWA) requires certain municipalities and industrial facilities to obtain a National Pollutant Discharge Elimination System (NPDES) permit for the discharge of storm water to navigable water. NPDES permits are also required for any storm water discharge which the Federal Environmental Protection Agency (EPA) or a state has determined contributes to a violation of a water quality standard, or is a significant contributor of pollutants to surface waters.
- B. The CWA further required EPA to promulgate regulations for initial NPDES permit applications for storm water discharges. The EPA promulgated such regulations in November 1990
- C. The EPA has delegated authority to the California State Water Resources Control Board (SWRCB) to administer the NPDES permit process within California and, in turn, the SWRCB has delegated authority to the California Regional Quality Control Board – Central Coastal Basin (RWQCB-CCB) to administer the NPDES permit process within its region.

- D. Pursuant to the CWA and EPA regulations, the RWQCB-CCB is expected to adopt orders further defining the program that the PARTIES are to develop and implement.
- E. In and for the mutual interest of the PERMITTEES, the PERMITTEES wish to develop and implement the Program by entering into this Agreement for the purpose of cooperating to efficiently and economically comply with NPDES requirements.

NOW, THEREFORE, THE PARTIES HERETO FURTHER AGREE, AS FOLLOWS:

Section 1. Monterey Regional Storm Water Pollution Prevention Program

- 1.01. The Monterey Regional Storm Water Pollution Prevention Program ("Program") is intended to fulfill certain obligations of the PERMITTEES with regard to EPA's Phase 2 Storm Water NPDES requirements. These requirements are expected to be imposed upon the PARTIES by an NPDES permit that will be issued collectively to all of the PERMITTEES by the RWQCB-CCB at a future date
- 1.02 The Program is a collective effort and implementation of area-wide activities, designed to benefit all PERMITTEES.

Section 2. Management Committee

- 2.01 A Management Committee is hereby created to provide for overall Program coordination, review, and budget oversight, with respect to the NPDES Permit.
- 2.02 The Management Committee adopts the Bylaws contained in Exhibit "A" for its governance. The Management Committee may from time to time revise these Bylaws by formal action of the Management Committee
- 2.03 The Management Committee is the official management and oversight body of the Program. The Management Committee shall direct and guide the Program and review and approve the Program Budget. The Management Committee shall consider permit compliance, including benefit to a majority of the PERMITTEES, as a primary objective in approving Program tasks and corresponding budgets.
- 2.04 The Management Committee shall periodically re-evaluate and make recommendations to the PERMITTEES concerning reallocation of the proportion of the annual Program contribution that each PERMITTEE shall pay.

- 2.05 The voting membership of the Management Committee shall consist of one designated voting representative from each PERMITTEE. An alternative voting representative may be appointed by each PERMITTEE.
- 2.06 A quorum of the Management Committee shall be achieved when voting representatives from at least fifty percent (50%) of the PERMITTEES are present at any Management Committee meeting.
- 2.07 Unless otherwise advised by the Program Attorney, meetings of the Management Committee, including any closed sessions with the Program Attorney, shall be conducted in accordance with the "Brown Act" (Government Code Section 54950 et seq.). .
- 2.08 The affirmative vote of at least that number of the voting members of the Management Committee which collectively contribute at least fifty percent (50%) of the area-wide Program costs (a "Majority Vote"), is necessary to approve any financial measure brought before the Management Committee. Voting rights and weights of each PERMITTEE are defined in the Bylaws contained in Exhibit "A".
- 2.09 The Management Committee shall be responsible for selecting any consultant(s) or contractor(s) who are to be paid from Program funds ("Outside Contractors"), and for reviewing and approving any contracts with Outside Contractors, including the scope(s) of work, schedules of performance, use of subcontractors, and compensation for such Outside Contractors.
- 2.10 The Management Committee may select an attorney or firm (Program Attorney) that is experienced with the Clean Water Act and Municipal Storm Water NPDES Permits to provide legal advice to the Management Committee on all matters involving administration of the Program's NPDES Permit and such other matters upon which the Management Committee may seek legal advice or request legal representation. The Program Attorney shall not be responsible for providing legal advice related to permit compliance to individual PARTIES. The Program Attorney may provide such services under separate contract with any PARTY or PARTIES, but shall provide advance notification to all PARTIES before providing such services to identify and resolve possible issues of conflict of interest. The Program Manager may assist in coordination of activities with the Program Attorney, but shall not give direction to the Program Attorney without prior authorization from the Management Committee.
- 2.11 The Management Committee shall establish timelines and budgets for completion of Program tasks.

- 2.12 The Management Committee, through its Bylaws, may establish procedures for tracking, accounting for, and auditing the Program funds.

Section 3. Program Budget

- 3.01 A budget shall be adopted for each fiscal year. The fiscal year shall run from July 1 through June 30. The Budget shall be prepared and administered as described in Exhibit "B".
- 3.02 Not later than 60 days after the start of each fiscal year's budget cycle, the PERMITTEES shall each pay a yearly assessment into a fund established for Program operations for their assigned portion of the Program Budget. The proportionate share of the Program Budget that each PERMITTEE shall pay shall be shown and specified in the adopted fiscal year budget. Cost-sharing between PERMITTEES shall be based on the populations within the areas of each participating entity that are covered by the permit, unless otherwise agreed to by the PERMITTEES when the budget for each year is adopted, as described in Exhibit "B".
- 3.03 Except as provided in Section 6.03, the ending fund balance at the close of each fiscal year shall be disbursed annually to the PERMITTEES, or credited to the PERMITTEES' shares of the next fiscal year's costs, in accordance with the PERMITTEES' defined participation rates, as requested by each PERMITTEE.

Section 4. Program Manager

- 4.01 The Management Committee shall select a PARTY or Outside Contractor to act as the Program Manager for the Program.
- 4.02 The Program Manager shall be responsible for Program management and administration, Permit management, technical program management, and related duties as described in Exhibit "C". The Program Manager shall be paid, from Program funds in accordance with the adopted Program budget, for providing the services described hereunder. Work assignments shall be made to the Program Manager by the Management Committee and not by individual PERMITTEES. The Program Manager shall not be responsible for providing program management services related to individual PERMITTEE'S permit programs. However, the Program Manager may provide such services under separate contract with any PARTY or PARTIES, but shall provide advance notification to all PARTIES before providing such services to identify and resolve possible issues of conflict of interest.
- 4.03 The Program Manager shall be the treasurer of the Program funds. The Program Manager, in accordance with generally-accepted accounting procedures, shall keep the Program funds segregated from any other funds administered by the Program Manager; shall credit the Program with

appropriate interest income earned on Program funds in each fiscal year; and shall not expend any funds except in accordance with the annual budget approved by the Management Committee, or as otherwise directed by the Management Committee. The Program Manager shall act in a reasonable amount of time to execute contracts with Outside Contractors, which have been requested and approved by the Management Committee. The Program Manager shall provide a copy of any contract executed on behalf of the Program to any PERMITTEE or person designated by any PERMITTEE or the Management Committee upon request. The governing body of the Program Manager, at its discretion, may delegate authority to execute agreements and contracts approved by the Management Committee, to a designated employee. Notice of any such delegation of authority shall be provided to the Management Committee.

- 4.04 The Program Manager may request, as part of the annual Program Budget, reimbursement for reasonable and customary costs incurred in providing the services described hereunder. Reimbursement to the Program Manager shall be subject to Management Committee review and approval as part of the Program Budget.
- 4.05 AGENCY shall serve as the initial Program Manager for the Program.
- 4.06 AGENCY may withdraw as the Program Manager upon the provision of ninety days' (90) days written notice to the Management Committee. The Management Committee may select a new Program Manager upon the provision of ninety days (90) written notice to AGENCY. In either event the Management Committee will act within the ninety-day period to determine the disposition of funds remaining in the Program Budget fund.
- 4.07 In the event that the Program Manager withdraws from the Program or from providing Program Manager services to the Program, or in the event that the Management Committee wishes to select a new Program Manager, another PERMITTEE may serve as a successor Program Manager. Any PERMITTEE willing to serve as successor Program Manager may be nominated by another PERMITTEE. Selection of a Program Manager must be by majority vote of the Management Committee.

Section 5. Additional Rights and Duties of the PARTIES

- 5.01 In addition to the participation in the Management Committee, the PERMITTEES accept and agree to perform the following duties:
 - 1. Each will comply with the NPDES Permit conditions that apply within its jurisdictional boundaries;

2. Each will participate in Management Committee meetings and other required meetings of the PERMITTEES ;
 3. Each will implement its Community-Specific Program;
 4. Each will provide certain agreed upon reports to the Program for purposes of reporting, on a joint basis, compliance with applicable provisions of the NPDES Permit and the status of Program implementation; and,
 5. Each will individually address inter-agency issues, agreements or other cooperative efforts.
 6. Each will only be responsible for performing the duties listed above for and on behalf of its own jurisdiction.
- 5.02 This Agreement does not restrict the PERMITTEES from the ability to individually (or collectively) request NPDES Permit modifications and/or initiate NPDES Permit appeals for permit provisions to the extent that a provision affects an individual party (or group of PERMITTEES); however, any such PERMITTEE (or PERMITTEES) shall provide a minimum of 30-days written advance notice of their action to the other PARTIES and allow them to comment upon or join in their action before proceeding.

Section 6. Term of Agreement

- 6.01 The term of this Agreement shall commence on the date the last duly authorized representative of the PARTIES executes it.
- 6.02 This Agreement shall terminate upon the expiration of the first NPDES Phase 2 storm water permit that is issued to the PERMITTEES, unless this term is extended by the PARTIES.
- 6.03 Any PARTY may terminate its participation in this Agreement by giving the Management Committee at least a thirty (30) day written notice. If a PERMITTEE terminates its participation, the terminating PERMITTEE will bear the full responsibility for its compliance with the NPDES Permit commencing on the date it terminates its participation, including its compliance with both Community-Specific and Program-wide responsibilities. Unless the termination is scheduled to be effective at the close of the fiscal year in which the notice is given, termination shall constitute forfeiture of all of the terminating PERMITTEE'S share of the Program Budget, for the fiscal year in which the termination occurred (both paid and obligated, but unpaid, amounts). In addition, unless notice of termination is provided at least ninety (90) days prior to the date

established by the Management Committee for approval of the budget for the succeeding fiscal year, termination shall constitute forfeiture of all of the terminating PERMITTEE'S share of any unexpended, unencumbered funds remaining from all previous fiscal years. The cost allocations for the remaining PERMITTEES may be recalculated for the following fiscal year by the PARTIES without the withdrawing PERMITTEE'S participation.

Section 7. General Provisions

- 7.01 This Agreement supersedes any prior agreement among the PARTIES regarding the Program, but does not supersede any other agreements between any of the PARTIES.
- 7.02 This Agreement may be amended only by unanimous written agreement of the PARTIES. All PARTIES agree to bring any proposed amendment to this Agreement to their Council or Board, as applicable, within two (2) months following acceptance of the proposed amendment by the Management Committee.
- 7.03 This Agreement may be executed and delivered in any number of copies ("counterpart") by the PARTIES, including by means of facsimile. When each PARTY has signed and delivered at least one (1) counterpart to the Program Manager, each counterpart shall be deemed an original and, taken together, shall constitute one and the same Agreement, which shall be binding and effective as to the PARTIES hereto.
- 7.04 No PARTY shall, by entering into this Agreement, participating in the Management Committee, or agreeing to serve as Program Manager, and/or Program Attorney, assume or be deemed to assume responsibility for any other PARTY in complying with the requirements of the NPDES Permit. This Agreement is intended solely for the convenience and benefit of the PARTIES hereto and shall not be deemed to be for the benefit of any third party and may not be enforced by any third party, including, but not limited to, the EPA, the SWRCB, and the RWQCB-CCB, or any person acting on their behalf or in their stead.
- 7.05 In lieu of and notwithstanding the pro rata risk allocation which might otherwise be imposed between the PARTIES pursuant to Government Code Section 895.6, the PARTIES agree that all losses or liabilities incurred by a PARTY shall not be shared pro rata, but instead, the PARTIES agree that pursuant to the Government Code Section 895.4, each of the PARTIES hereto shall fully defend, indemnify and hold harmless each of the other PARTIES from any claim, expense or cost, damage or liability imposed for injury (as defined by Government Code Section 810.8) occurring by reason of the negligent acts or omissions or willful misconduct of the indemnifying PARTY, its officers, agents, or

employees, under or in connection with or arising from any work, authority, or action taken under this Agreement, including but not limited to any non-compliance by a PARTY with its obligations under the Program NPDES Permit. No PARTY, nor any officer, Councilmember, Board member, employee or agent thereof shall be responsible for any damage or liability incurred by reason of the negligent acts or omissions or willful misconduct of the other PARTIES hereto, their officers, Councilmembers, Board members, employees or agents under or in connection with or arising from any work, authority or actions taken under this Agreement, including but not limited to any non-compliance by a PARTY with its obligations under the Program NPDES Permit.

7.06 In the event that suit shall be brought by any party to this contract, the PARTIES agree that venue shall be exclusively vested in the state courts of the County of Monterey, or, if brought in federal court, in the United States District Court handling matters arising in Monterey County. Further, the prevailing PARTY or PARTIES shall be entitled to reasonable attorney fees and costs.

IN WITNESS WHEREOF, the PARTIES hereto have executed this Agreement as of the dates shown below

MONTEREY REGIONAL WATER POLLUTION CONTROL AGENCY, a Joint Powers Authority and public agency of the State of California

Date: August 26, 2002
By: Peggy Shirrel
Chair, Board of Directors Peggy Shirrel
By: Keith Israel
General Manager Keith Israel

APPROVED AS TO FORM:
By: Robert R. Wellington
Legal Counsel Robert Wellington

ATTEST:
Date: August 26, 2002
By: Deborah Fortune
Executive Assistant
Deborah Fortune

CITY OF Del Rey Oaks a public entity of the State of California

Date: July 10, 2002
By: Jack D. Barlick
Name, Mayor

APPROVED AS TO FORM:
By: Keith Israel
Legal Counsel

By: 
Name, City Manager

ATTEST:

Date: July 10, 02

By: Stacey Spang

EXHIBIT "A"

BYLAWS

Bylaws

1. **Representation:** Representation from each PERMITTEE will be their Public Works Director, or his/her designee, and if that person is unable to attend, he or she will notify the PARTIES in advance by email naming their designated alternate representative for that meeting.

2. **Voting:** Each PERMITTEE shall have one vote, provided that any PERMITTEE can call for a weighted vote on any issue. Weighting will be on a population basis, using the populations and numbers of votes shown in the attached Table. This Table may be periodically updated by formal action of the Management Committee. Updating will normally be done when updated population figures are published by the U.S. Census Bureau, or when other updated population figures are published and formally accepted by each of the PERMITTEES. Weighted voting would be conducted as follows: If a weighted vote is called, each PERMITTEE will have the number of votes shown in the table below .

Table of Populations and Votes for Use in Weighted Voting

ENTITY	APPROXIMATE POPULATION WITHIN AREA TO BE COVERED BY STORMWATER PERMIT	NUMBER OF VOTES
Pacific Grove	15,522	7.8
Monterey	29,674	14.8
Seaside	31,696	15.8
Sand City	261	1.0
Marina	21,014	10.5
Carmel	4,081	2.0
Del Rey Oaks	1,650	1.0
County of Monterey	17,213	8.6
Pebble Beach Company	4,531	2.3
TOTAL	125,642	63.8

Note: One vote shall be provided for each 2,000 person increment of population, except that each entity shall have a minimum of one vote, even if its population is less than 2,000.

3. **Meeting Schedule:** Meetings will normally be at 2:00 p.m. at the Program Manager's offices on the fourth Wednesday of each month, unless changed by the Management Committee.
4. **Starting Time:** Meetings will start promptly at the designated starting time. Any PARTY representative that knows he/she will be unable to attend, or will be late, will notify the Chairperson, so as not to delay starting the meeting.
5. **Future Members:** If additional entities wish to join with the other PARTIES by entering into this Agreement and participating in the Program, the PARTIES will determine an appropriate method of calculating a "buy-in" cost to be paid by the new entity wishing to become a member. This buy-in cost shall at a minimum include:
 - a. The full amount the new entity would have paid, if it had entered into the "Interim Memorandum of Agreement Regarding Development of a Regional Storm Water NPDES Permit" as of July 1, 2001, and,
 - b. An amount to account for the delay in making payment, calculated using the Consumer Price Index or some other method deemed appropriate by the Participants Group.

EXHIBIT "B"

BUDGET AND COST-SHARING

Budget and Cost-Sharing

Prior to the start of each fiscal year, the Program Manager will prepare a Draft Budget and submit it to the Management Committee for its review. The Draft Budget will include a proposed approach for allocation of costs(cost-sharing) to each PERMITTEE. The Program Manager will revise the Draft Budget to address concerns and comments from the Management Committee, and the Management Committee will then approve and adopt a Final Budget for the fiscal year.

The Program Manager and the PERMITTEES recognize that the budget will be based on estimated costs , and that actual costs may differ from the budgeted amounts. If it appears that costs will exceed the budgeted amounts, the Program Manager will notify the Management Committee before incurring costs in excess of the budgeted amounts. If the Management Committee determines that it is appropriate to have the Program Manager incur additional costs above the budgeted amounts, the Program Manager will prepare a budget revision request and send it to the Management Committee to obtain the Committee's approval to increase the budget. Only after receiving the Management Committee's written approval to increase the budget will the Program Manager incur costs in excess of the budgeted amounts. If there are unspent funds left at the end of the fiscal year, the Program Manager will return to each PARTY the unspent portion of that PARTY'S payment , as described in Section 3 "Program Budget."

The Program Manager will establish a separate job-cost code in its accounting system, to which hours spent, and out-of-pocket costs directly related to, performing work as the Program Manager will be charged. The Program Manager will send quarterly reports to the Management Committee summarizing the work the Program Manager has performed during that quarter, the total costs of that work, and the portion of the cost allocated to each PERMITTEE . The portion of the cost allocated to the PERMITTEE will be calculated in accordance with the cost-sharing approach specified in the adopted Final Budget.

The costs for AGENCY's services as the Program Manager will consist of both direct and indirect costs. Direct costs are costs which can be tracked through time cards, invoices, record keeping systems, and other records that specifically allocate a cost to these services. Indirect costs are all other costs incurred by AGENCY in order to perform its duties as the Program Manager. Examples of the types of indirect costs that AGENCY is likely to incur are described below.

Indirect Costs

Indirect costs are defined as a cost item that cannot be identified specifically with a single cost objective in an economically feasible manner.

For the costs covered by this Agreement, indirect costs will be charged at 10% of all other direct costs.

The following are the types of indirect costs expected to be incurred in carrying out Program activities:

- Use of AGENCY financial and data processing system including network (hardware and software), and specific financial hardware (printers/modems) and software. Costs include depreciation as well as internal and external maintenance, service agreements, software support, and payroll processing.
- The use of supplies and/or services that are not feasible or not cost-effective to segregate, such as disposables, shared office supplies, forms, paper, and postage.
- Purchasing services including purchasing staff time seeking bids, communicating with vendors, preparing requisitions, and purchase orders.
- Use of existing office equipment (copiers, fax machines, calculators, typewriters, computers) and their related repair, supplies, and maintenance.
- Centralized telephone system and use of AGENCY cellular phones.
- AGENCY Administration building costs (use, utilities, insurance).
- Administrative services including agency-wide training programs (such as safety, sexual harassment), employee assistance program, and general office support.
- Use of upper level AGENCY staff for overall coordination, management and support of storm water permitting activities.

EXHIBIT "C"

DUTIES OF THE PROGRAM MANAGER

Duties of the Program Manager

The **Program Manager** will perform duties (referred to as Tasks) including, but not limited to, the following:

- Task 1.** Arranging for and conducting meetings of the Management Committee, including preparation of agenda materials and meeting minutes.
- Task 2.** Preparing draft documents for review, editing, and finalization by the Management Committee.
- Task 3.** Coordination with RWQCB and SWRCB on Phase 2 storm water permitting issues.
- Task 4.** Researching and reporting on various topics of interest to the Management Committee.
- Task 5.** Contracting with, and managing the work of, outside consultants to perform related work, if deemed necessary and appropriate by the Management Committee.
- Task 6.** Preparing the permit application.
- Task 7.** Preparing the Annual Report(s) required by the Permit, and other permit-related reports and documents, other than those that are to be prepared by the individual PERMITTEES.
- Task 8.** Other activities as requested by the Management Committee.



WASTE MANAGEMENT

11240 Commercial Parkway
Castroville, CA 95012-3206

May 1, 2012

City of Del Rey Oaks
ATTN: Daniel Dawson
650 Canyon Del Rey Road
Del Rey Oaks, CA 93940

Re: Pilot Commercial Food Waste Recovery Program

Dear Mr. Dawson,

As you may be aware, there is growing interest in food waste recovery in the community. The Monterey Peninsula Compost Coalition, a group of business and waste management professionals, recently formed to work toward a local solution, focused on material generated by the commercial sector. Waste Management has actively participated in the group.

We propose a 6-month pilot program for voluntary food waste recovery from commercial customers in the City of Del Rey Oaks. As your environmental partner, we have customized this proposal to meet your community's expressed need with an efficient and cost-effective program. This program expands the options available to customers to contribute to the City's diversion of waste from the landfill. Revenues from the program will be subject to the franchise fee and provide the City with a new revenue stream. The launch of this project entails:

- Two cubic yard containers serviced minimum weekly, up to three times per week
- Available roll-out service by subscription for difficult-to-access containers
- Available container cleaning service by subscription
- A qualifying sign-up process including training to prevent contamination
- Scheduled follow-up visits to answer customer questions
- Processing by the Monterey Regional Waste Management District

We request to be placed on a Council agenda in May to introduce the program, receive feedback, and highlight the following milestones for this program:

- June: City Council presentation to secure approval of the pilot program
- July: Qualify, secure minimum 20 customer commitments to launch pilot
- August: Launch pilot
- December: Review pilot findings, identify areas needing improvement
- January: City Council presentation to review pilot findings, secure final approval
- February: Launch official program

Please contact me at (831) 796-2256 at your convenience to confirm an agenda date and discuss this proposal.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Michael LaRussa'.

Michael LaRussa
Contract Compliance Manager

**AGREEMENT BETWEEN THE COUNTY OF MONTEREY
AND THE CITY OF DEL REY OAKS**

THIS AGREEMENT, entered into the 25th day of May, 2012, by and between the County of Monterey, hereinafter called "County", and the City of Del Rey Oaks, hereinafter called "City", is made with reference to the following facts and circumstances:

RECITALS

WHEREAS, the Federal Department of Housing and Urban Development ("HUD") provides funding through the Community Development Block Grant Program to States and also directly to certain entitlement jurisdictions for economic and community development activities that primarily benefit low and moderate ("low/mod") income individuals;

WHEREAS, the cities of Monterey, Salinas, and Seaside are currently designated as direct entitlement jurisdictions;

WHEREAS, HUD has notified the County that the County, along with interested cities within the County, is eligible to apply to become an direct entitlement Urban County;

WHEREAS, the County has informed the City that the County intends to submit an Urban County application ("Application") to HUD and has invited all non-entitlement cities located in the County to participate in the application;

WHEREAS, on or before May 25, 2012, the City sent the County a letter expressing interest in participating in the HUD Urban County application;

WHEREAS, the County has determined that it will cost approximately \$100,000 to prepare and process the Application and that the costs should be shared with all participating jurisdictions based on their pro rata share of the low/mod population;

WHEREAS, the County and City intend to enter into a Cooperative Agreement, to be executed no later than June 29, 2012, to meet the requirements and purposes of Title I of the Housing and Community Development Act of 1974 ("the Act") with respect to the application for an entitlement grant and to establish the respective rights of the parties to such a grant;

WHEREAS, based on the number of jurisdictions eligible to participate in the application and based upon their low/mod population and other factors, the City hereby commits funding in the amount of One Thousand Five Hundred Dollars (\$1,500) to participate in the Application;

NOW THEREFORE, the County and the City agree as follows:

1. The City will provide the sum of \$1,500 for its pro rata share of the cost of preparing the Application. The primary work components and costs are included in Attachment A.
2. The City's pro rata share of the total cost is based upon a cost of \$100,000. If the cost of preparing the Application exceeds \$100,000, the County shall assume such additional costs.
3. The County will manage the preparation and process of the Application.
4. The County will consult with the City during the preparation of the Application and provide an opportunity for the City to review and comment on the final Application.
5. The County will prepare the required Cooperative Agreement that sets forth the requirements and purposes of the Act with respect to the Application for an entitlement grant and establishes the respective rights of the parties to such a grant.
6. The County will transmit the Cooperative Agreement to the City for approval and execution prior to June 29, 2012.
7. The City retains the discretion to decline to enter into the Cooperative Agreement and ultimately be part of the Application; provided, however, that such a decision shall not relieve the City of its obligation to pay the costs identified in Paragraph 1, above.
8. This Agreement is effective as of the date set forth above.
9. Payment by the City in the amount of \$1,500 constituting payment in full for participation in the application is due on or before July 13, 2012.
10. This Agreement is one of several agreements with various cities in the County, each agreement containing identical terms. The terms of this Agreement may only be amended in writing, and only by a document which contains provisions identical to amendments agreed to by the County and each of the cities which have executed identical versions of this Agreement.

IN WITNESS WHEREOF, the parties hereto executed this agreement:

COUNTY OF MONTEREY
GONZALES

CITY OF DEL REY OAKS

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to Form:

By: _____
Kay Reimann,
Senior Deputy County Counsel

Date: _____

ATTACHMENT A
Urban County Entitlement Application

<u>Primary Work Components</u>	<u>Preliminary Cost</u>
Cooperation Agreement including Program Design Set-Up	\$ 3,500
Consultant Selection	\$ 1,500
Consolidated Plan	\$ 55,000
Action Plan	\$ 10,000
Analysis of Impediments to Fair Housing	\$ 20,000
Program Environmental Review	\$ 1,500
Admin/Procedural Manual	<u>\$ 8,500</u>
TOTAL	\$100,000

BOARD OF DIRECTORS

LEO LASKA
CHAIR

SUE McCLOUD
VICE CHAIR

GARY BALES
DAVID PENDERGRASS
LIBBY DOWNEY
JANE PARKER
IAN OGLESBY
BRUCE DELGADO
DENNIS ALLION



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

TIMOTHY S. FLANAGAN
ASST. GENERAL MANAGER

RICHARD SHEDDEN, P.E.
SENIOR ENGINEER

ROBERT WELLINGTON
COUNSEL

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

Home of the Last Chance Mercantile

MEMORANDUM



DATE April 20, 2012
TO: Del Rey Oaks City Council
FROM: Dennis Allion
SUBJECT: Highlights of the April 20, 2012 Board Meeting

The highlights of the meeting are as follows:

- 1) Under consent, the Board authorized General Manager to approve the purchase of a used backhoe for site use at a cost not to exceed \$80,000, authorized the purchase of four roll off boxes and six yard debris bins from Consolidated Fabricators, of Galt, CA, at total cost of \$42,787 and adopted a Resolution (2012-01) of Intention to amend the CalPERS contract to provide a different level benefits for new employees.
- 2) Also under consent, the Board adopted a Resolution of Appreciation and in Memory of District Site Supervisor Curtis Marshall who passed away on March 27, 2012, and who had worked at the District for 15 years. The Board meeting was adjourned in Curtis' memory.
- 3) Chair Laska provided the Board with a summary of the March 21st Finance Committee meeting, where discussion centered on preliminary assumptions for preparation of the 2012/13 budget, landfill gas (LFG) to energy project operations, and the proposed Materials Recovery Facility (MRF) upgrades.
- 4) Following discussion and review of the Model Franchise Agreement (MFA) and an accompanying MFA Issues Summary, the Board accepted the MFA document and authorized its distribution to District member agencies. The Issues Summary consists of issues raised by the Technical Advisory Committee (TAC) and was prepared at the request of the Board following initial review and discussion of the MFA at the January 2012 Board meeting. The MFA is intended to act as a model template for use by member agencies to obtain the best services at the best cost from their franchised haulers.
- 5) Following a request from staff to authorize proceeding with final design plans and specifications to upgrade the Materials Recovery Facility and to include the capital costs in the Preliminary Budget for FY 2012/13, the Board deferred action until the May 2012 Board meeting to allow the District's Finance Committee opportunity to further review financial pro-forma and other related information. The upgrades would include replacement of existing construction & demolition (C&D) sort line, and installation of a new sort line to process mixed commercial waste and multi-family waste at an estimated capital cost of \$17 million. Staff is recommending the MRF Upgrades to increase diversion levels in compliance with State requirements, goals and mandates, to increase efficiencies in existing operations, to divert additional organics from the waste stream and convert them to renewable energy, and to landfill less waste.
- 6) The Board voted to authorize Chair Laska to cast a vote for Carl Miller for the Special District-Regular Member on the Local Agency Formation Commission (LAFCO) of Monterey County.

April 20, 2012 Board Meeting Highlights

April 23, 2012

Page 2

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

Dennis Allion, Director
Monterey Regional Waste Management District