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# Del Mar City Council Meeting Agenda

City of Del Mar, Town Hall  
1050 Camino del Mar, Del Mar, California

***Civility Works: The Del Mar Code of Civil Discourse: Together we will promote inclusion; listen to understand; show respect; be clear and fair; and focus on the issue.***

## Regular Meeting Monday, April 7, 2025 at 4:30 PM

**Terry Gaasterland**  
Mayor

**Tracy Martinez**  
Deputy Mayor

**Dan Quirk**  
Council Member

**John W. Spelich**  
Council Member

**Ashley Jones**  
City Manager

**Leslie E. Devaney**  
City Attorney

**Sarah Krietor**  
Administrative Services  
Manager/City Clerk

**Public Participation/Comment:** Members of the public can participate in City Council meetings in-person or via written comment (Red Dot). Anyone may address the City Council for up to three minutes, at the Mayor's discretion, on items on the agenda. Members of the public wishing to speak on items not on the agenda may do so under Public Oral Communications. Agenda items may be addressed in any order at the discretion of the Mayor. When addressing the Council, please state your name for the record. Any electronic presentations must be received before 9 a.m. on the date of the Council meeting. No PowerPoint presentations can be loaded during the meeting.

**In-Person Participation:** Please submit a completed "Speaker Slip", including the item number you wish to speak on, to the City Clerk prior to the Mayor announcing the agenda item. The forms are located near the door at the rear of the Meeting Room. When called to speak, please approach the podium and state your name for the record.

**Written Comments:** Members of the public can participate in the meeting by submitting a written red dot comment via email to [cityclerk@delmar.ca.us](mailto:cityclerk@delmar.ca.us). The deadline to submit written comments is 12 p.m. on the day of the meeting and the subject line of your email should clearly state the agenda item you are commenting on.

**Viewing the Meeting and Access to Agenda Materials:** Members of the public can watch the meeting live on the City's website at: <http://delmar.12milesout.com/Video/Live> and on Cable TV Spectrum Ch. 24, AT&T Ch. 99 starting at 4:30 PM. Agenda materials and communications from the public on agenda items, "Red Dots", are available on the City's website: <http://www.delmar.ca.us/AgendaCenter> and a hard copy of the agenda materials are available at Del Mar City Hall and the Del Mar Library during their business hours.

**Assistance for Persons with Disabilities:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Administrative Services Department at 1050 Camino del Mar or by calling (858) 755-9313. Notification of at least 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

- I. CALL TO ORDER/ROLL CALL
- II. CITY ATTORNEY CLOSED SESSION REPORT
- III. PLEDGE OF ALLEGIANCE
- IV. PUBLIC ORAL COMMUNICATIONS

Each person wishing to speak before the City Council on any matter not on the agenda shall submit a "Speaker Slip" to the City Clerk when Public Oral Communication is announced. Each speaker will have up to three (3) minutes to speak at the discretion of the Mayor and may be asked clarifying questions. Information received during Public Oral Communication may be received, placed on a future agenda, or referred to the City Manager by the City Council. State law generally precludes the City Council from discussing or acting upon any topic presented during oral communications that is not described on the posted agenda.

Note: there is a time limit of 30 minutes for this section of public communications and each speaker will be heard in the order of the submission of their speaker slip. Speakers who have turned in a speaker slip prior to the time oral communications was called on the agenda, but were not heard during the initial time period shall be called to speak at the end of the agenda.

- V. COMMUNITY ANNOUNCEMENTS
- VI. CITY MANAGER'S REPORT
- VII. CONSENT CALENDAR

All items listed on the Consent Calendar are considered to be routine and will be acted upon with one motion. There will be no separate discussion of these items unless a member of the City Council or the public so requests, in which event, the item will be pulled from the Consent Calendar and considered separately after the motion to approve the Consent Calendar. If you wish to remove an item from the Consent Calendar, please submit a "Speaker Slip" to the City Clerk.

**1. Approval of Minutes: February 27, 2025 Special Meeting, March 3, 2025 Regular and Special Meeting, March 5, 2025 Special Meeting**

Recommended Action: Approve Minutes.

Reference: Clerk's Minutes Book

**2. Ratification of List of Demands dated April 7, 2025**

Recommended Action: Ratify the List of Demands.

Reference: Clerk's File No. 201-3

**3. Waiver of Reading of Ordinances on Agenda**

Recommended Action: Waive Reading of Ordinances.

Reference: Clerk's File No. 401-4

**4. Authorization to Apply for Smart Growth Incentive Program Grant Funds from the San Diego Association of Governments**

Recommended Action: Staff recommends the City Council: 1) Adopt a Resolution (Attachment A) authorizing the City Manager to submit Smart Growth Incentive Program (SGIP) Grant Funds applications to the San Diego Association of Governments (SANDAG) for three City projects; and 2) Authorize the City Manager to approve and execute all agreements and related documents necessary for the grants.

Reference: Clerk's File No. 201-13, 1506-1

**5. Proposed Compensation Plan Amendments for Specific Public Works and Community Services Lifeguard Positions**

Recommended Action: Staff recommends the City Council adopt a Resolution (Attachment A) amending the Compensation Plans for Management and Professional Employees (Exhibit A to Attachment A), General Employees (Exhibit B to Attachment A), and Seasonal Employees (Exhibit C to Attachment A) to reflect the proposed changes to specific Public Works and Community Services Lifeguard positions as outlined in this agenda report.

Reference: Clerk's File No. 502-1

**6. Acceptance of a Donation from the Patrick O'Harra Memorial Fund to Purchase New Inflatable Rescue Boat (IRB)**

Recommended Action: Staff recommend that the City Council: 1) Accept a donation of \$10,000 from the Patrick O'Harra Memorial Fund to purchase a new Inflatable Rescue Boat; and 2) Amend the Fiscal Year 2024-2025 Operating and Capital Budget to reflect the donation.

Reference: Clerk's File No. 201-16

**7. Acceptance of a Donation from the Rotary Club of Del Mar to Purchase New Rope Rescue Equipment**

Recommended Action: Staff recommend that the City Council: 1) Accept a donation of \$1,997.30 from the Rotary Club of Del Mar to purchase rope rescue equipment; and 2) Amend the Fiscal Year 2024- 2025 Operating and Capital Budget to reflect the donation.

Reference: Clerk's File No. 201-16

VIII. PUBLIC HEARING

**8. Encroachment Permit (EP) 25-019 Related to the Construction of the San Dieguito Double Track Project Pedestrian Undercrossing and Associated Improvements**

**Applicant: San Diego Association of Governments (SANDAG)**

Recommended Action: Staff recommends the City Council: 1) Adopt the Resolution (Attachment A) conditionally approving Encroachment Permit EP25-019 allowing for water and sewer utility line relocation and improvements, grading improvements to Coast to Crest Trail in order to allow a pedestrian undercrossing that impacts City of Del Mar property (APN 299-030-02-00) and also concerns a private property interest (APN 299-030-11-00); 2) Authorize the City Manager to execute Utility Agreement (Attachment B); and 3) Authorize the City Manager to waive associated planning application fees in the amount of \$2,085, which is a standard practice among government agencies.

Reference: Clerk's File No. 802-1, 1506-1

**9. Resolution Approving the Del Mar Projects for Inclusion in the TransNet Local Street Improvement Program of Projects for Fiscal Years 2025-2026 through 2029-2030**

Recommended Action: Staff recommends that City Council conduct a public hearing and adopt a Resolution (Attachment A) approving Del Mar projects for inclusion in the TransNet Local Street Improvement Program of Projects as part of the Regional Transportation Improvement Program for Fiscal Year 2025-2026 through Fiscal Year 2029-2030.

Reference: Clerk's File No. 901-2, 1506-1

**10. Introduction of Ordinance to Regulate Bicycles, Including Electric Bicycles, in the City of Del Mar**

Recommended Action: Staff recommends that the City Council introduce an Ordinance (Attachment A) adding Chapter 14.54 to the City's Traffic Code (Title 14 of the Del Mar Municipal Code) regulating the use of bicycles, including e-bikes, in the City of Del Mar.

Reference: Clerk's File No. 401-4, 401-9

**11. Introduction of an Ordinance to Accept California Coastal Commission (CCC) Modifications to Amend Del Mar Municipal Code (DMMC) Chapters**

**30.22 (Central Commercial Zone) and 30.31 (Public Facilities Zone) in Local Coastal Program Amendment Ordinance No. 1006 Adopted by the City Council on April 15, 2024, for Consistency with the February 6, 2025, Coastal Commission Conditional Certification Decision**

Recommended Action: Staff recommends the City Council introduce an Ordinance (Attachment A) to accept changes required by the CCC as a condition of final certification of the Local Coastal Program Amendment (LCPA), which amends the Central Commercial (CC) Zone regulations in DMMC Chapter 30.22 and Public Facilities (PF) Zone regulations in DMMC Chapter 30.31 to increase local housing capacity.

Reference: Clerk's File No. 401-4, 401-9, 1502-14

IX. COUNCIL MEETING RECESS

X. CITY COUNCIL OTHER BUSINESS

**12. Fiscal Year 2023-24 Final Financial Report and Fiscal Year 2024-25 Mid-Year Financial Report**

Recommended Action: Staff recommends that the City Council receive the June 30, 2024 Annual Comprehensive Financial Report (ACFR) and Fiscal Year 2023-24 Final Financial Report; and, 1) Review the Fiscal Year 2024-25 Mid-Year Financial Report; and, 2) Approve Resolution (Attachment F) amending the FY 2024-25 Operating and Capital Budget as included in Exhibit A, authorizing revenue adjustments totaling \$1,112,470 and expenditure adjustments totaling \$967,380, and authorizing unspent FY 2023-24 encumbrances and continuing appropriations to be carried over to FY 2024-25 as included in Attachment G totaling \$11,419,135 in expenditures and \$3,273,487 in revenues.

Reference: Clerk's File No. 202-5

XI. REGIONAL ORGANIZATION REPORTS

A Councilmember assigned as a liaison to a regional organization may make a written or oral report. State law precludes the Council from commenting on, discussing, or acting on a report unless the item of business within the report is described in the agenda.

- A. Clean Energy Alliance JPA (CEA) Board of Directors (Spelich/Gaasterland)
- B. CSA-17 Ambulance District Advisory Board (Martinez/Quirk)
- C. Fire Governance Board, Solana Beach/Del Mar/Encinitas (Martinez/Spelich)
- D. League of California Cities – San Diego Chapter (Gaasterland/Martinez)
- E. North County Transit District (NCTD) (Martinez/Spelich)
- F. Regional Solid Waste Association (Spelich/Quirk)
- G. San Diego Association of Governments Board (SANDAG)  
(Gaasterland/Martinez/Spelich)
- H. SANDAG Borders Committee

- I. SANDAG Regional Planning Committee
- J. SANDAG Shoreline Preservation Working Group (Spelich/Gaasterland/Martinez)
- K. SANDAG LOSSAN Executive Task Force (Gaasterland/Martinez)
- L. San Diego Metropolitan Wastewater Commission/JPA (Worden)
- M. San Dieguito River Valley Regional Open Space Park JPA –Executive Committee (Gaasterland/Martinez)
- N. Other Regional Organization Reports

**XII. COUNCIL COMMITTEES/SUBCOMMITTEES/COMMUNITY ORG REPORTS**

A Councilmember assigned as a liaison to a City Committee, Council Subcommittee OR Community Organization may make a written or oral report. State law precludes the Council from commenting on, discussing, or acting on a report, unless the item of business within the report is described in this agenda.

- A. Arts Advisory Committee (Gaasterland/Spelich)
- B. Del Mar Community Connections (Martinez/Spelich)
- C. Del Mar Village Association (Gaasterland/Martinez)
- D. Finance Committee (Gaasterland/Spelich)
- E. Housing Subcommittee (Gaasterland/Martinez)
- F. Human Resources Subcommittee (Gaasterland/Martinez)
- G. Legislative Subcommittee (Gaasterland/Martinez)
- H. Measure Q Citizen Oversight Committee (Quirk/Gaasterland)
- I. Parks and Recreation Committee (Martinez/Quirk)
- J. Del Mar Railroad Subcommittee (Gaasterland/Martinez)
- K. Lagoon Committee (Gaasterland/Spelich)
- L. Planning Process Subcommittee (Includes Sea-Level Rise Adaptation Plan Implementation (Gaasterland/Spelich)
- M. Shores Advisory Committee
- N. Sustainability Advisory Committee (Martinez/Gaasterland)
- O. Traffic and Parking Advisory Committee (Quirk/Spelich)
- P. Undergrounding Program Advisory Committee (Gaasterland/Spelich)
- Q. Other Committee-Subcommittee Reports

**XIII. UPCOMING AGENDA ITEMS**

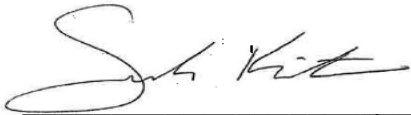
The following topics/items are tentatively planned for upcoming agendas. The title, wording, and planned date for these items are subject to change. Final agendas are posted at City Hall 72 hours in advance of the meetings and are also posted on our web site with the accompanying staff report. Please watch our web site: [www.delmar.ca.us](http://www.delmar.ca.us) for City Council Agendas.

<b>April 21, 2025</b>
FY 2023-24 Measure Q Oversight Committee Review
Del Mar Public Safety Presentation – Review of 2024 (Sheriff/Fire)
Second Reading/Adoption of Ordinance to Accept California Coastal Commission Modifications to Central Commercial/Public Facilities LCPA (HE Programs 1C/1H)

Introduction of Ordinance to Accept California Coastal Commission Modifications to ADU LCPA (HE Programs 2F and 6B)
RM22-001, CDP24-012, EA24-001 (Weber Amending Map, 1201 Cuchara Drive) Amend Scenic Easement
UUDs 1A and X1A Project Updates and Related Actions (Tentative)
2025 City Council Goals and Priorities Workshop Follow Up
2025 Advisory Committee Workplans
Undergrounding Program Financing (Borrower's Resolution)
Initial Recommendations from Committees Efficiencies Taskforce

XIV. CERTIFICATION

I, Sarah Krietor, Administrative Services Manager/City Clerk for the City of Del Mar, hereby certify that a copy of this agenda was posted at City Hall on the 2nd day of April, 2025 at approximately 5:40 p.m.



\_\_\_\_\_  
Sarah Krietor, Administrative Services Manager/  
City Clerk

4/2/2025  
Date



**DEL MAR CITY COUNCIL  
SPECIAL MEETING MINUTES  
OPEN SESSION**

**FEBRUARY 27, 2025**

City of Del Mar Town Hall  
1050 Camino del Mar, Del Mar, California

CALL TO ORDER

Mayor Gaasterland called the meeting to order at 4:30 P.M.

ROLL CALL

Present: Mayor Gaasterland; Deputy Mayor Tracy Martinez; Councilmember John Spelich

Absent: Councilmember Dan Quirk

PLEDGE OF ALLEGIANCE

Mayor Gaasterland and Deputy Mayor Martinez led the pledge of allegiance.

CITY COUNCIL OTHER BUSINESS

**ITEM 1: APPROVAL OF A LETTER TO THE SANDAG BOARD OF DIRECTORS REGARDING THE SAN DIEGO LOSSAN RAIL REALIGNMENT PROJECT OBJECTIVES AND ALTERNATIVE ALIGNMENTS (CLERK'S FILE NO. 1005-2, 1506-1)**

A presentation was provided by Assistant City Manager Clem Brown. Assistant City Attorney Ralph Hicks was available to answer questions.

Council questions and discussion focused on clarification of the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) processes; approval process for the Project's Notice of Preparation (NOP); whether the NOP can be revised after public input has been received; whether the San Diego Association of Governments (SANDAG) Board of Directors or their staff will release the Draft Environmental Impact Report; SANDAG Board certification process of the Final Environmental Impact Report (EIR) and any mitigation monitoring program; timing of the EIR; whether SANDAG has a federal agencies lead for the NEPA process; clarification on a responsible agency definition in CEQA; the contents of the proposed letter; and request for patience from the community as this will be a long process with many opportunities for the community to weigh in.

Mayor Gaasterland opened the item to public comment and the following individuals spoke:

- 1) Shirli Weiss
- 2) Camilla Rang
- 3) Jonathan Polikoff
- 4) Devin Capps
- 5) Mark Rittenbaum with a donation of time from Carol Kerridge
- 6) Melody Bacha
- 7) Michael Deftos

Mayor Gaasterland closed the item to public comment.

SPECIAL MEETING MINUTES

February 27, 2025

Page 2 of 2

**IT WAS MOVED BY COUNCILMEMBER SPELICH AND SECONDED BY DEPUTY MAYOR MARTINEZ TO MOVE APPROVAL OF SENDING A LETTER TO THE SANDAG BOARD OF DIRECTORS REGARDING THE RAIL REALIGNMENT PROJECT OBJECTIVES AND ALTERNATIVES AND TO APPROVE THE STATEMENT TO BE READ BY MAYOR GAASTERLAND AT THE SANDAG MEETING (VOTE 3-1, WITH COUNCILMEMBER QUIRK ABSENT)**

Ayes: Mayor Gaasterland, Deputy Mayor Tracy Martinez, and Councilmember John Spelich; Noes: 0; Recuse: 0; Absent: Councilmember Dan Quirk; Abstain: 0.

ADJOURNMENT

Mayor Gaasterland adjourned the meeting at 6:38 P.M.

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Sarah Krietor, Administrative Services Manager/  
City Clerk



**CITY OF DEL MAR  
CITY COUNCIL REGULAR MEETING MINUTES  
MARCH 3, 2025  
City of Del Mar Town Hall  
1050 Camino del Mar, Del Mar California 92014**

The minutes set forth the actions taken by the City Council on the matters stated. Audio/video recordings of the City Council proceedings are retained for a period of ten years, in accordance with the City's Records Retention Schedule. Audio/video recordings, as well as written materials presented to the City Council, including Red Dots (materials provided to the City Council after the agenda has published), are available on the City's website at [www.delmar.ca.us/AgendaCenter](http://www.delmar.ca.us/AgendaCenter) or by contacting the Administrative Services Department at (858) 755-9313.

**CALL TO ORDER**

Mayor Gaasterland called the Regular Meeting to order at 4:37 p.m.

**ROLL CALL**

Present: Mayor Terry Gaasterland; Deputy Mayor Tracy Martinez; Councilmembers Dan Quirk and John Spelich

**CITY ATTORNEY CLOSED SESSION REPORT**

City Attorney Leslie Devaney reported that there were no recusals or reportable actions for the March 3, 2025, City Council Closed Session meeting. Councilmember Quirk arrived late at 3:25 p.m. The Council wished to report that it will be seeking guidance from the Fair Political Practices Commission (FPPC) regarding any potential Councilmember conflicts regarding the San Diego Association of Governments (SANDAG) LOSSAN Rail Realignment Project.

**PLEDGE OF ALLEGIANCE**

Mayor Gaasterland and Deputy Mayor Martinez led the Pledge of Allegiance.

**PUBLIC ORAL COMMUNICATIONS**

Mayor Gaasterland opened public oral communications and the following individuals spoke:

- 1) Laura Schaefer
- 2) Shirli Weiss with a donation of time from Amy Cheshire
- 3) Mark Rosenbaum

Mayor Gaasterland closed public oral communications.

Council consensus was for staff to follow up with the North County Transit District (NCTD) to better understand the basis for statements made by the NCTD CEO at a recent San Diego Association of Governments (SANDAG) Board meeting regarding the LOSSAN Rail Realignment project.

**CITY COUNCIL COMMUNITY ANNOUNCEMENTS**

None.

**CITY MANAGER'S REPORT**

None.

**PRESENTATIONS**

**ITEM 1: PROCLAMATION HONORING PETER KIEFER’S RETIREMENT AND 35 YEARS OF CITY SERVICE (CLERK’S FILE NO. 1201-5)**

A proclamation was presented to Maintenance Superintendent Peter Kiefer by Mayor Gaasterland. Peter provided some comments and reflections on his experience working for Del Mar, and the City Council and City Manager expressed their appreciation to Peter for his 35 years of service to the City and Del Mar community.

**CONSENT CALENDAR**

Administrative Services Manager/City Clerk Sarah Krietor read the titles of the items included on the Consent Calendar. There were no public speakers for the consent calendar items.

**IT WAS MOVED BY DEPUTY MAYOR MARTINEZ, SECONDED BY COUNCILMEMBER QUIRK TO APPROVE THE CONSENT CALENDAR ITEMS 2 THROUGH 5. (VOTE 4-0)**

Ayes: Mayor Gaasterland; Deputy Mayor Tracy Martinez; Councilmembers Dan Quirk and John W. Spelich; Noes: 0; Recuse: 0; Absent: 0; Abstain: 0.

**ITEM 2: APPROVAL OF MINUTES: FEBRUARY 14, 2025, SPECIAL MEETING, FEBRUARY 18, 2025 REGULAR AND SPECIAL MEETING (CLERK’S MINUTES BOOK)**

Council approved the minutes, on consent.

**ITEM 3: RATIFICATION OF LIST OF DEMANDS, DATED MARCH 3, 2025 (CLERK’S FILE NO. 201-3)**

Council approved the list of demands, on consent.

**ITEM 4: WAIVER OF READING OF ORDINANCES ON AGENDA (CLERK’S FILE NO. 401-4)**

Council waived the reading of ordinances, on consent.

**ITEM 5: AUTHORIZATION TO SUBMIT 2024 HOUSING ELEMENT ANNUAL PROGRESS REPORT (CLERK’S FILE NO. 303-1)**

Council questions and discussion focused on whether the City has fulfilled the moderate and above moderate requirements in the 6<sup>th</sup> Cycle Housing Element and whether developers need to include affordable units in a by right development scenario. Council authorized submittal of the City of Del Mar’s (City) 2024 Housing Element Annual Progress Report (APR) to the State Department of Housing and Community Development (HCD) and Governor’s Office of Land Use and Climate Innovation (LCI), on consent.

**PUBLIC HEARING**

**ITEM 6: RESOLUTION ESTABLISHING DATE FOR UTILITY UNDERGROUNDING DISTRICT 1A (STRATFORD COURT SOUTH) PROPERTIES TO BE READY TO RECEIVE UNDERGROUND UTILITY SERVICE (CLERK’S FILE NO. 1001-2)**

An introduction to the item was provided by City Manager Jones. Mayor Gaasterland was recused from the item due to living within 500 feet of the district. A presentation was provided by Principal Engineer Martin Boyd.

Council questions and discussion focused on the how the Del Mar Municipal Code (DMMC) addresses any potential circumstances where a private property owner does not complete installation of the private service lateral timely; request for an update on the UUD 1A (Stratford Court South); whether the City is on track to complete UUD 1A (Stratford Court South) on schedule; and Council interest in receiving a project debrief on UUD 1A (Stratford Court South) before moving forward with UUD X1A (Crest Canyon).

There were no public speakers for the item.

**IT WAS MOVED BY COUNCILMEMBER SPELICH, SECONDED BY COUNCILMEMBER QUIRK TO ADOPT RESOLUTION 2025-04, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, ESTABLISHING THE DATE BY WHICH UTILITY UNDERGROUNDING DISTRICT 1A (STRATFORD COURT SOUTH) PROPERTIES MUST BE READY TO RECEIVE UNDERGROUND SERVICE", IN ACCORDANCE WITH DEL MAR MUNICIPAL CODE (DMMC) SECTION 23.54.030. (VOTE 3-0-1, WITH MAYOR GAASTERLAND RECUSED)**

Ayes: Deputy Mayor Tracy Martinez; Councilmembers Dan Quirk and John W. Spelich; Noes: 0; Recuse: Mayor Terry Gaasterland; Absent: 0; Abstain: 0.

**COUNCIL MEETING RECESS:**

The City Council took a meeting recess from approximately 8:45 to 8:55 p.m.

**CITY COUNCIL OTHER BUSINESS**

**ITEM 7: INITIAL CONSIDERATION OF AN APPEAL OF ENCROACHMENT PERMIT (EP) 24-109  
EP APPELLANT: FELIX WOHLLEBEN  
APPELLANT'S ADDRESS: 328 8TH ST. (APN: 300-222-26-00)  
  
EP APPLICANT: STEPHEN WOLFF  
APPLICANT'S ADDRESS: 327 9TH ST. (APN: 300-222-04-02) (CLERK'S FILE NO. 802-1, 1306-4)**

An introduction to the item was provided by Mayor Gaasterland. Councilmember Quirk requested a continuance of the item to allow the Council time to discuss a process change to the City's appeals procedure. City Attorney Devaney advised the Council on legal considerations related to the requested continuance and Council consensus was not to continue the item.

All Councilmembers disclosed that they read the agenda materials for the item and had no other disclosures.

A presentation was provided by Management Analyst Nestor Machado. Principal Planner Matt Bator was available to answer questions.

Council questions focused on fines and/or penalties for violating a condition of the encroachment permit or related covenant; whether the Trees, Scenic Views and Sunlight (TSVS) Ordinance covers hedges that function as fences; Design Review Board (DRB) review process for a similar hedge; how long the hedge has been in existence; height of the hedges in the right-of-way that were removed; whether the

property has been through design review; timing for setting an item for a de novo hearing; and whether the parties could resolve the issue through a mutual agreement prior to the de novo hearing.

The appellant Felix Wohlleben provided comments. The applicant Stephen Wolff provided comments.

There were no public speakers for the item.

Only Mayor Gaasterland indicated she would like to set the item for a de novo hearing. Given that there were not two Councilmembers desiring to set the item for de novo hearing, the staff decision to approve EP 24-109 stands.

**ITEM 8: UNDERGROUNDING PROGRAM FINANCING UPDATE (CLERK'S FILE NO. 203-3, 1001-2)**

An introduction to the item was provided by City Manager Jones. A presentation was provided by Finance Manager/Treasurer Marco Camacho and Principal Engineer Martin Boyd. City consultants Craig Hill Principal and Leslie Bloom Vice President with NHA Advisors LLC were available to answer questions along with Finance Officer Monica Molina.

Council questions focused on the City process for addressing potential cost overruns; how the ratio of Measure Q revenue to debt service changes for a 10-year versus 15-year borrowing; the impact of various borrowing options on the timing for constructing UUD 1B; clarification on potential re-design expenses if UUD 1B redesign is needed; favorable economic factors (higher revenues, lower project costs) that could result in earlier completion of UUD 1B; how payments work for the Stratford construction; clarification on the model and Measure Q revenue estimate; whether taking a \$12 million dollar loan would result in additional redesign costs due to project constructions delays; and whether the Council would be willing to consider short-term bridge financing from the General Fund to finance undergrounding Measure Q projects as suggested by a member of the Council.

Mayor Gaasterland opened the item to public comment and the following individuals spoke:

- 1) Claire McGreal
- 2) Tom McGreal with a donation of time from Jas Grewal
- 3) Amy Cheshire
- 4) Laura DeMarco
- 5) Mark Rittenbaum

Mayor Gaasterland closed the item to public comment.

Council discussion focused on the benefits of the various scenarios; scenario proposed by Undergrounding Program Advisory Committee member Tom McGreal; Council appetite to utilize bridge financing from the General Fund; desire to receive additional resident input before proceeding with future undergrounding districts; and desire for staff to evaluate a \$15 million loan over a 15-year term option as proposed by Tom McGreal.

**IT WAS MOVED BY MAYOR GAASTERLAND, SECONDED BY COUNCILMEMBER SPELICH TO DIRECT STAFF TO PURSUE AN IBANK PRE-APPLICATION FOR \$17 MILLION DOLLARS FOR A 10-YEAR TERM KNOWING THAT THE CITY CAN PULL BACK TO NOT TAKE LOAN AND TO ASK STAFF TO WORK WITH IBANK TO ASK AT WHAT POINT WE CAN NO LONGER CHANGE THE 10-YEAR TO 15-YEAR LOAN TERM. (VOTE 3-1, WITH COUNCILMEMBER QUIRK OPPOSED)**

Ayes: Mayor Gaasterland; Deputy Mayor Tracy Martinez; Councilmembers John W. Spelich; Noes: Councilmember Dan Quirk; Recuse: 0; Absent: 0; Abstain: 0.

Council consensus was not to pursue bridge financing from the General Fund for undergrounding project expenses and to continue to limit undergrounding related expenditures to be funded with Measure Q revenues.

**ITEM 9: UPDATE REGARDING RECENT ACTIONS TAKEN BY THE FAIRGROUNDS BOARD RELATED TO FAIRGROUNDS HOUSING AND REAFFIRMATION OF THE DEL MAR GUIDING PRINCIPLES FOR THE LOSSAN RAIL REALIGNMENT PROJECT (CLERK'S FILE NO. 303-1, 1005-2, 1506-1)**

A presentation was provided by Mayor Gaasterland and Deputy Mayor Martinez.

Council questions focused on whether the City can update the current guiding principles as part of the agenda item.

Mayor Gaasterland opened the item to public comment and the following people spoke:

- 1) Shirli Weiss with a donation of time from Amy Cheshire
- 2) Jas Grewal with a donation of time from Suren Dutia
- 3) Laura DeMarco
- 4) Mark Rittenbaum

Mayor Gaasterland closed the item to public comment.

Council discussion focused on the public comments and related suggested changes to the proposed Fairgrounds letter and reaffirmation of the guiding principles.

**IT WAS MOVED BY MAYOR GAASTERLAND, SECONDED BY COUNCILMEMBER SPELICH TO APPROVE AUTHORIZATION OF SUBMITTAL OF THE LETTER WITH AN AMENDMENT RELATED TO THE CITY'S SUPPORT OF OBJECTIVE 3 IDENTIFIED IN THE LOSSAN VALUES ANALYSIS REPORT BY SANDAG. (VOTE 4-0)**

Ayes: Mayor Gaasterland; Deputy Mayor Tracy Martinez; Councilmembers Dan Quirk and John W. Spelich; Noes: 0; Recuse: 0; Absent: 0; Abstain: 0.

**IT WAS MOVED BY COUNCILMEMBER SPELICH, SECONDED BY MAYOR GAASTERLAND TO REAFFIRM THE CITY COUNCIL GUIDING PRINCIPLES. (VOTE 3-1, WITH COUNCILMEMBER QUIRK OPPOSED)**

Ayes: Mayor Gaasterland; Deputy Mayor Tracy Martinez; Councilmembers John W. Spelich; Noes: Councilmember Dan Quirk; Recuse: 0; Absent: 0; Abstain: 0.

**REGIONAL ORGANIZATION AND COUNCIL COMMITTEES/SUBCOMMITTEES/COMMUNITY ORGANIZATION REPORTS**

City Council representatives reported on the San Diego Association of Governments (SANDAG) and Lagoon Committee.

**MARCH 17, 2025 COUNCIL MEETING CANCELLATION**

Prior to the end of the meeting, Councilmembers Quirk and Spelich both disclosed that they would be unable to attend the March 17, 2025, City Council meeting. Since there would not be the quorum of members needed to hold the meeting, the Council decided to cancel the meeting.

**IT WAS MOVED BY MAYOR GAASTERLAND, SECONDED BY DEPUTY MAYOR MARTINEZ TO CANCEL THE MARCH 17, 2025, COUNCIL MEETING AND POSTPONE THOSE AGENDA ITEMS TO FUTURE DATES. (VOTE 4-0)**

Ayes: Mayor Gaasterland; Deputy Mayor Tracy Martinez; Councilmembers Dan Quirk and John W. Spelich; Noes: 0; Recuse: 0; Absent: 0; Abstain: 0.

**ADJOURNMENT**

Mayor Gaasterland adjourned the meeting at 9:48 p.m.

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Sarah Krietor, Administrative Services Manager/  
City Clerk

DRAFT



**DEL MAR CITY COUNCIL  
SPECIAL MEETING MINUTES  
CLOSED SESSION  
MARCH 3, 2025**

City of Del Mar Town Hall  
1050 Camino del Mar, Del Mar, California

**CALL TO ORDER**

Mayor Gaasterland called the meeting to order at 3:17 P.M.

**ROLL CALL**

Present: Mayor Gaasterland; Deputy Mayor Tracy Martinez; Councilmembers Dan Quirk (arrived at 3:25 P.M.) and John Spelich

**CLOSED SESSION**

- A) Conference with Legal Counsel- Existing Litigation  
Warren v. City of Del Mar  
San Diego Superior Court Case No. 37-2023-00017968-CU-PO-CTL  
Authority: Government Code Section 54956.9(d)(1)  
Reportable Action: None. The City Council provided the City Attorney and City Manager with settlement authority related to this claim.
  
- B) Conference with Legal Counsel - Significant Exposure to Litigation  
Number of Cases: One  
Description: San Diego Association of Governments (SANDAG) LOSSAN Rail Realignment Project  
Authority: Government Code Section 54956.9(d)(2)  
Reportable Action: None.

**ADJOURNMENT**

Mayor Gaasterland adjourned the meeting at 4:30 P.M.

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Sarah Krietor, Administrative Services Manager/  
City Clerk



**DEL MAR CITY COUNCIL  
SPECIAL MEETING MINUTES  
GOALS AND PRIORITIES SETTING WORKSHOP  
MARCH 5, 2025  
City of Del Mar Town Hall  
1050 Camino del Mar, Del Mar, California**

**CALL TO ORDER**

Mayor Gaasterland called the meeting to order at 2:35 P.M.

**ROLL CALL**

Present: Mayor Gaasterland; Deputy Mayor Tracy Martinez; and Councilmembers Dan Quirk (arrived at approximately 3:35 P.M.) and John Spelich

**PUBLIC COMMENT**

Mayor Gaasterland opened public oral communications and the following individuals spoke:

- 1) Ann Feeney
- 2) Joe Sullivan representing the Friends of Del Mar Parks
- 3) Betty Wheeler with a donation of time from Tom Neuman
- 4) Dolores Davies Jamison

Mayor Gaasterland closed public oral communication.

**CITY COUNCIL BUSINESS**

**ITEM 1: 2025 CITY COUNCIL GOALS & PRIORITIES SETTING WORKSHOP**

An introduction to the 2025 City Council Goals and Priorities Workshop (Workshop) and overview of the City's financial position was provided by City Manager Ashley Jones.

**Items that have been or will be completed in FY 2024-2025**

Planning and Community Development Director Karen Brindley, Public Works Director Job Bride, Administrative Services Manager Sarah Krietor, and Assistant City Manager Clem Brown provided overviews of the projects managed by their respective divisions/departments.

Council questions focused on how reference numbers for the work plan items were assigned and furniture donation program coming to City Council for consideration later this fiscal year.

**Proposed FY2025-2026 and FY2026-2027 Proposed Work Plan**

Planning and Community Development Director Karen Brindley, Public Works Director Joe Bride, Administrative Services Manager Sarah Krietor, and Assistant City Manager Clem Brown provided overviews of the Tiers 1, 2, and 3 projects managed by their respective divisions/departments as further discussed below.

***Tier 1 (Critical/Non-Discretionary) Work Plan Items***

Council questions and discussion focused on the Jimmy Durante Boulevard Bluff Repair Project, the area of the bluff that is the City's responsibility, and related upcoming City Council agenda item on April 7, 2025; clarification that the Jimmy Durante Boulevard Bike Lane Modification and Jimmy

## SPECIAL MEETING MINUTES

March 5, 2025

Page 2 of 4

Durante Boulevard Bluff Repair Projects will be merged to limit community construction impacts; Mid Cycle Accessory Dwelling Unit (ADU) Production Evaluation (6<sup>th</sup> Cycle Housing Element Program 2E); clarification regarding the Reasonable Accommodation Regulation Zone Code Amendment; status of the federal grant funding for the Riverpath Del Mar Phase 3 project; timing for bidding the Riverpath project and whether the City Council should direct staff to initiate bidding prior to the City receiving sufficient funding; and Council interest in better understanding the federal funding that is tied to City projects and activities as part of the upcoming budget process due to the current uncertainty surrounding federal funding.

### ***Tier 2 (Important Items that Support City Operations/Values) Work Plan Items***

Council questions and discussion focused on Clean Energy Alliance (CEA) pivoting to battery proliferation; clarification that the Traffic and Parking Advisory Committee (TPAC) will review and provide a recommendation on the Citywide Curbside Management Program; whether the Red Curb Program Update should be a Tier 1 priority due to the related safety issues; status of the funding for the San Dieguito Drive Improvement Project; desire to prioritize the 29<sup>th</sup> Street Seawall and Beach Access project; clarification on what lower income housing the City's Solar Energy Partnership Cycle would apply to; and interest in the City placing solar on City owned property/facilities.

### ***Tier 3 (Discretionary/Non-Essential) Work Plan Items***

Council questions and discussion focused on whether the California Municipal Treasurers Association (CMTA) investment policy certification is legally required; whether the City has an inventory of the existing plaques; clarification on the number of trees planted for the Del Mar Foundation Proposal to Plant 40 Trees in Del Mar item; and the City's process for evaluating the purchase of electric vehicles to replace vehicles in the City's fleet and desire to have staff update the Sustainability Advisory Committee (SAC) on this process.

**Council consensus was to add the following items to the Tier 3 Work Plan: 1) evaluate increasing the City's solar capacity on City owned property; and 2) look for opportunities to replace City gas-powered vehicles and equipment with electric as the opportunity arises.**

### **Review of Prior Council Proposed Work Plan Items**

Council discussed the list of previously considered Council proposed work plan items and discussed which items they would like to advance to FY 2025-2026 and FY 2026-2027 Work Plan. Council questions and discussion focused on electric incentive policies adopted by the City of Encinitas; cost of the purple pipe (recycled water) expansion project; consideration to create a City policy that seeks opportunities to expand purple pipe incrementally when possible; timing for the next steps on undergrounding financing; and Council interest in receiving a "debrief" on Utility Undergrounding District 1A when construction is complete.

**Council consensus was to direct staff to continue to seek opportunities to expand purple pipe incrementally, when possible, with purple pipe expansion not being adding to the FY25-26 & 26-27 Workplan.**

**IT WAS MOVED BY MAYOR GAASTERLAND AND SECONDED BY COUNCILMEMBER SPELICH TO MOVE FORWARD WITH LOOKING FOR OPPORTUNITIES TO INCENTIVIZE THE IMPLEMENTATION OF ELECTRIFICATION SPECIFICALLY FOR NEW CONSTRUCTION OR MAJOR REMODELS AND TO MOVE FORWARD WITH TURNING THE DESIGN REVIEW GUIDELINES INTO DESIGN REVIEW ORDINANCES. (VOTE 3-1, WITH COUNCILMEMBER QUIRK OPPOSED)**

## SPECIAL MEETING MINUTES

March 5, 2025

Page 3 of 4

Ayes: Mayor Gaasterland, Deputy Mayor Tracy Martinez, and Councilmember John W. Spelich;  
Noes: Councilmember Quirk; Recuse: 0; Absent: 0; Abstain: 0.

**Council consensus was to remove the following 2024 Council Proposed items from the list for future consideration: Shores Park Community Garden; 2050 Vision for Del Mar; reactivating the upper deck expansion project at the Powerhouse Community Center; and Cannabis/CBD Retail Sales/Stores Ordinance.**

### **FY 2025-2026 Council Proposed Work Plan Items**

#### ***LOSSAN Rail Realignment Lobbying***

Council consensus was to direct staff to work with the City's consultant Townsend Public Affairs to get cost estimates and more information about what would be involved in the LOSSAN Rail Realignment lobbying effort as proposed by Council.

#### ***Options to Obtain Resident Input on How/Whether to Continue Undergrounding Program***

Council consensus was to direct staff to gather more information about the various options (ballot measure, survey, etc.) for the Council to receive resident input on whether to continue with the Citywide Undergrounding Program.

#### ***City Facilities Gas Appliances Inventory***

Council consensus was to add creation of a City Facilities Gas Appliances Inventory to the FY 2025-2026 Citywide Work Plan as a Tier 3 Priority; to add the item to the Sustainability Advisory Committee (SAC) FY 25-26 Workplan; and for staff to work on a policy that prioritizes the purchase of electric appliances when possible for recommendation by SAC and consideration by the City Council.

#### ***Evaluation of City Committee Structure Revisions***

Council consensus was to form a subcommittee of Mayor Gaasterland and Deputy Mayor Martinez to evaluate potential revisions to the City's advisory committee structure with the goal of bringing any proposed changes to the City Council for consideration before the end of the calendar year with changes going into effect in 2026.

#### ***Evaluate & Streamline the Appeal Procedure for Administrative Approvals***

Council consensus was to direct staff to work with the City Attorney's Office to evaluate the appeal procedure for administrative approvals with the goal of streamlining the process to put the appeal decision in front of the right decision making body.

#### ***Bike Lanes Safety Improvements***

Council discussed looking for opportunities to improve bike lane safety when possible, such as through the existing Jimmy Durante Bike Lane Improvement workplan item.

#### ***Traffic Speed Calming***

Council consensus was for staff to work with the City's contract Traffic Engineer to weigh in on whether the City can reduce the speed by 5mph without a speed study; evaluate other traffic calming measures for major arterials; and if necessary, complete speed surveys which would allow the City to set the speed limit within 5 mph of the 85<sup>th</sup> percentile and then reduce it further by 5 mph.

#### ***Smoke Free City Signs to Enforcement Ordinance***

Council consensus was for staff to explore potential enforcement options including following up with apartment complexes where people smoke outside; increasing enforcement activities by the City's

SPECIAL MEETING MINUTES

March 5, 2025

Page 4 of 4

Beach and Community Patrol Officers (BCPO); partnership with Del Mar Village Association (DMVA); and consideration to place additional no smoking signage in key areas.

***Cost Information for Public Works Projects***

Council discussion focused on the cost information that is already available through the City's competitive lump sum bidding process (complies with State law), legal requirements in the California Purchasing Code, whether the City could obtain per unit cost information related to the City's Utility Undergrounding Project from its undergrounding consultant and how that information would be used in light of the lump sum bidding process used by the City in compliance with State law. There was also discussion about State law prohibiting municipalities from self-performing any work totaling more than \$75,000 (California Contract Code Section 22030). There was no Council majority support for requesting per unit cost information from a consultant.

***Invoice Review & Transparency for Large Contracts***

Council discussion focused on the information already publicly available in the City's adopted budget, List of Demands (which includes actual vendor and payment information) included on every City Council agenda for Council approval; and contracts over \$60,000 that are approved by the City Council. There was no Council majority support to modify existing processes or to take any action on this item.

***North Beach Garden***

Council discussion focused on the basis and process for removal of the North Beach Garden; whether there is any type of replacement garden that could be installed by the City; California Coastal Commission's (CCC) jurisdiction over the property where the garden is located; appreciation of the garden organizer for his efforts coordinating the removal and assistance identifying a date for completion of April 30, 2025. There is no action to be taken on this item.

**ADJOURNMENT**

Mayor Gaasterland adjourned the meeting at 6:18 P.M.

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Sarah Krietor, Administrative Services Manager/  
City Clerk



**LIST OF DEMANDS**  
**CITY OF DEL MAR**  
*for*  
**City Council Meeting**  
**April 7, 2025**

Vendor Payment Checks	\$ 1,103,231.43
Voids	-
Electronic Fund Transfers (EFT)	1,926,398.43
Electronic Wires	298,326.21
Total	<u><u>\$ 3,327,956.07</u></u>

Approved by: 

\_\_\_\_\_  
Marco Camacho  
Finance Manager/Treasurer

Date: 3/27/25  
\_\_\_\_\_

Approved by: \_\_\_\_\_

\_\_\_\_\_  
Terry Gaasterland  
Mayor

Date: \_\_\_\_\_  
\_\_\_\_\_

Attachments: Check Registers

Bank : eusbnk EFT GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6634	2/28/2025	cha71	CHARTER COMM HOLDINGS	189125201	2/14/2025	INTERNET TV STUDIO FEB	89.30
	Voucher:	6634		189125601	2/14/2025	INTERNET CH FEB	1,311.74
				189123101	2/14/2025	LIFEGUARD FIBER FEB	412.74
				189125301	2/14/2025	CH FIBER LFGRD FEB	412.74
				189125701	2/14/2025	CH FIBER TO FIRE FEB	335.35
				189112801	2/14/2025	VIDEO TRANSPORT/PEG FEB	335.35
				189125801	2/14/2025	VIDEO TRANSPORT/PEG FEB	335.35
				189123801	2/14/2025	LFGRD FIBER FEB	335.35
				8448 41 006 0171	2/13/2025	PUBLIC WIFI PHCC FEB	166.24
				189125501	2/14/2025	PUBLIC WIFI CH FEB	119.98
				189125401	2/14/2025	DMTV INTERNET SEP	119.98
				189123001	2/14/2025	LFGRD CABLE INTERNET FEB	99.99
6635	2/28/2025	cit11	CITY OF ENCINITAS	3280	12/1/2024	WASTEWTR CLN UP OCEAN VW	1,152.00
	Voucher:	6635					4,074.11
6636	2/28/2025	phi01	CLEAN EARTH	72404275372	2/10/2025	HSHLD HAZ WASTE - JAN	303.70
	Voucher:	6636		72404262768	1/15/2025	HSHLD HAZ WASTE - DEC	226.92
				72404226748	10/30/2024	HSHLD HAZ WASTE - SEP	193.96
							724.58
6637	2/28/2025	del02	DEL MAR BLUE PRINT CO, IN	615844	1/30/2025	PARKING SIGNS CS	97.88
	Voucher:	6637					97.88
6638	2/28/2025	dev02	DEVANEY PATE MORRIS & C	10115	2/7/2025	LEGAL FEES JAN	73.20
	Voucher:	6638					73.20
6639	2/28/2025	dix01	DIXIELINE LUMBER CO	06-0585151	1/28/2025	OPERATING SUPP CS	387.26
	Voucher:	6639		06-058353	2/20/2025	OPERATING SUPP CS	315.45
				06-0587650	2/17/2025	OPERATING SUPP CS	70.43
				06-0586673	2/7/2025	MTC/REPAIR SUPP PW	63.55
				06-0586545	2/7/2025	OPERATING SUPP PW	44.28
				06-0586993	2/12/2025	MTC/REPAIR SUP PW	44.01
				06-0587327	2/12/2025	TOOL/EQUIP SUPP PW	40.49
				06-0586483	2/6/2025	OPERATING SUPP PW	36.58
				06-0587437	2/13/2025	OPER/MTC SUPP PW	31.90
				06-0586506	2/6/2025	OPERATING SUPP PW	30.41
				06-0588713	2/24/2025	OPERATING SUPP FIRE	10.27
							1,074.63
6640	2/28/2025	ips02	IPS GROUP INC	INV105461	12/31/2024	PRKG MTR TRANS FEE DEC	3,081.99
	Voucher:	6640					3,081.99

Bank : eusbnk EFT GENERAL ACCOUNT US BANK (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
6641	2/28/2025	kle01	KLEINFELDER	1520657	2/19/2025	CDM BRIDGE JAN	136,797.57	136,797.57
		Voucher:	6641					
6642	2/28/2025	lif01	LIFE-ASSIST	1551065	1/30/2025	AMBULANCE SUPP FIRE	1,715.36	
		Voucher:	6642	1549200	1/24/2025	AMBULANCE SUPP FIRE	1,085.94	
				1558218	2/24/2025	AMBULANCE SUPP FIRE	522.00	3,323.30
6643	2/28/2025	mik03	MIKHAIL OGAWA ENGINEER	11883	2/3/2025	FOG SRVCS JAN	3,299.06	
		Voucher:	6643	11882	2/3/2025	ENGR SRVCS JAN	13.39	3,312.45
6644	2/28/2025	par51	PARKWOOD LANDSCAPE M	108807	1/31/2025	LANDSCAPE SRVCS JAN	17,930.00	17,930.00
		Voucher:	6644					
6645	2/28/2025	pru01	PRUDENTIAL OVERALL SUP	132299983	2/14/2025	UNIFORMS PW - 2/14	96.24	96.24
		Voucher:	6645					
6646	2/28/2025	sit01	SITEONE LNDSKP SUPPLY L	149914374-001	2/12/2025	LANDSCAPE SUPP PW	1,738.21	1,738.21
		Voucher:	6646					
6647	2/28/2025	swc01	SWCA ENVIRONMENTAL CO	209261	12/13/2024	ENV ASSESSMENT - QUALANTO	6,977.00	
		Voucher:	6647	211561	1/16/2025	ENV ASSESSMENT - QUALANTO	4,980.82	11,957.82
6648	2/28/2025	wex01	WEX BANK	0496-00-495760-1	2/6/2025	GAS & OIL FIRE JAN	1,247.48	
		Voucher:	6648	0496-00-496745-1	2/23/2025	GAS & OIL CS FEB	879.35	2,126.83
<b>Sub total for EFT GENERAL ACCOUNT US BANK:</b>								187,560.81

Bank : qusbnk GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
139359	2/28/2025	adt02	ADT SECURITY SERVICES	1122839003	2/19/2025	ALARM 1700 PHCC MAR/JUN	405.47
	Voucher:	139359		1121639519	2/13/2025	ALARM 1700 LFGRD MAR/MAY	316.94
139360	2/28/2025	sbc03	AT&T	9391054486	2/20/2025	TELEPHONE FEB	186.12
	Voucher:	139360		9391026230	2/20/2025	TELEPHONE FEB	63.23
				9391031506	2/20/2025	TELEPHONE FEB	62.03
				9391026231	2/20/2025	TELEPHONE FEB	62.03
				9391026228	2/20/2025	TELEPHONE FEB	31.79
				9391065054	1/27/2025	TELEPHONE JAN	29.97
				9391065056	1/27/2025	TELEPHONE JAN	29.97
				9391065053	1/27/2025	TELEPHONE JAN	29.97
				9391065055	1/27/2025	TELEPHONE JAN	29.97
							525.08
139361	2/28/2025	bar29	BARNETT QUALITY CONTRC	24141	2/8/2025	STRATFORD COURT PROJ	9,527.61
	Voucher:	139361		24058	2/8/2025	HOSKA/STRM DRN IMP PROJ	5,719.90
				24059	2/8/2025	JDB BLUFF PROJ	2,670.00
							17,917.51
139362	2/28/2025	ber21	BERT W. SALAS, INC	02102025	2/10/2025	OCEAN VIEW DRN IMP PROJ	42,961.85
	Voucher:	139362					42,961.85
139363	2/28/2025	can08	CANTEEN	SAN111622	2/26/2025	COFFEE SUPPLIES CH	429.32
	Voucher:	139363					429.32
139364	2/28/2025	doo03	CASTLE SERVICES INC, DB/	28745	2/3/2025	BLDG MTC FIRE	368.06
	Voucher:	139364					368.06
139365	2/28/2025	sol01	CITY OF SOLANA BEACH	02262025	2/26/2025	OFF TRACK OCT	746.31
	Voucher:	139365		02262025	2/26/2025	OFF TRACK DEC	656.54
				02262025	2/26/2025	OFF TRACK JAN	622.31
				02262025	2/26/2025	OFF TRACK NOV	511.22
				02262025	2/26/2025	OFF TRACK AUG	478.15
				02262025	2/26/2025	OFF TRACK SEP	152.07
							3,166.60
139366	2/28/2025	cle03	CLERKIN, SINCLAIR & MAHF	02182025	2/18/2025	FILE #5674304-803 - CLAIM PMT	8,407.73
	Voucher:	139366					8,407.73
139367	2/28/2025	com20	COMFORT SOLUTIONS GRC	1463	2/13/2025	CONTROL SYS GRAPHIC RPRS	877.00
	Voucher:	139367					877.00

Bank : qusbnk GENERAL ACCOUNT US BANK (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
139368	2/28/2025	del06	DEL MAR AUTOMOTIVE SER 49438	2/24/2025	VEHICLE MAINT CS #370	756.11	
	Voucher:	139368	49384	2/24/2025	VEHICLE MAINT CS #393	381.01	
			49317	2/24/2025	VEHICLE MAINT CS #392	213.18	
			49453	2/20/2025	VEHICLE MAINT PW #73	196.53	
			49450	2/24/2025	VEHICLE MAINT CS #380	112.88	
			49392	2/24/2025	VEHICLE MAINT CS #391	111.30	
			49394	2/24/2025	VEHICLE MAINT CS #370	93.87	1,864.88
139369	2/28/2025	dun02	DUNN-EDWARDS PAINTS 2081A11182	2/20/2025	PAINT SUPPLIES PW	64.49	64.49
	Voucher:	139369					
139370	2/28/2025	fur01	FURGERSON'S GARAGE 120227	2/17/2025	VEH MTC CHEV PW	565.50	
	Voucher:	139370	120152	2/17/2025	VEH MTC CHEV PW	57.00	622.50
139371	2/28/2025	los03	LOS ANGELES TRUCK CENT RA290039032:01	2/14/2025	FREIGHTLINER REPAIR PW	1,470.00	1,470.00
	Voucher:	139371					
139372	2/28/2025	nap01	NAPA AUTO PARTS 727208	1/22/2025	VEHICLE MAINT SUPP FIRE	383.12	383.12
	Voucher:	139372					
139373	2/28/2025	nor13	NORTH COUNTY DISPATCH 202425-036	1/24/2025	DISPATCH - FIRE Q3	15,809.50	15,809.50
	Voucher:	139373					
139374	2/28/2025	por10	PORTABLE STORAGE CORP 164785	2/20/2025	STORAGE CS MAR	176.00	176.00
	Voucher:	139374					
139375	2/28/2025	por05	PORTILLO CONCRETE INC 2501-2963	2/5/2025	ASPHALT REPAIRS	23,513.87	23,513.87
	Voucher:	139375					
139376	2/28/2025	sdq02	SAN DIEGO GAS & ELECTRI 0092 4576 5583 8	2/12/2025	UTILITIES JAN	157.77	157.77
	Voucher:	139376					
139377	2/28/2025	san20	SAN DIEGUITO RIVER PARK 02262025	2/26/2025	OFF TRACK OCT	373.15	
	Voucher:	139377	02262025	2/26/2025	OFF TRACK DEC	328.27	
			02262025	2/26/2025	OFF TRACK JAN	311.15	
			02262025	2/26/2025	OFF TRACK NOV	255.61	
			02262025	2/26/2025	OFF TRACK AUG	239.08	
			02262025	2/26/2025	OFF TRACK SEP	76.04	1,583.30
139378	2/28/2025	spa01	SPARKLETTS 18139543 022325	2/23/2025	WATER CH	142.37	142.37
	Voucher:	139378					
139379	2/28/2025	sta36	STANDARD PLUMBING SUPI YDB169	2/19/2025	WATER METER PARTS	39.20	39.20
	Voucher:	139379					
139380	2/28/2025	tei02	TEICHERT ENERGY & UTILI 02132025	2/13/2025	UUD - STRATFORD CT	628,984.01	628,984.01
	Voucher:	139380					

Bank : qusbnk GENERAL ACCOUNT US BANK (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
139381	2/28/2025	ter11	TERMINIX COMMERCIAL	456802193	2/19/2025	PEST CONTROL SRVCS PW	140.98	140.98
		Voucher: 139381						
139382	2/28/2025	wax02	WAXIE'S ENTERPRISES, LLC	83046071	2/18/2025	JANITORIAL SUPPLIES	426.63	426.63
		Voucher: 139382						
139383	2/28/2025	wes29	WEST COAST ARBORISTS IN	225188	1/31/2025	TREE MAINT 1/16 - 1/31	7,388.84	
		Voucher: 139383		225189	1/31/2025	TREE MAINT 1/16 - 1/31	4,200.00	11,588.84
139384	2/28/2025	act03	WILLIAMS SCOTSMAN INC	9023101420	2/15/2025	MOBILE OFFICE PW FEB/MAR	156.12	156.12
		Voucher: 139384						
<b>Sub total for GENERAL ACCOUNT US BANK:</b>								762,499.14

41 checks in this report.

Grand Total All Checks: 950,059.95



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Bank : eusbnk EFT GENERAL ACCOUNT US BANK

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount Paid</u>	<u>Check Total</u>
6649	3/3/2025	san03	SAN DIEGO COUNTY WATEF 1224-2	1/10/2025	RAW WATER DEC	155,189.10	155,189.10
	Voucher:	6649					
					<b>Sub total for EFT GENERAL ACCOUNT US BANK:</b>		155,189.10

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Bank : qusbk GENERAL ACCOUNT US BANK

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount Paid</u>	<u>Check Total</u>	
139385	3/3/2025	sai01	SAINT PETER'S EPISCOPAL	03032025	3/3/2025	JUL/DEC METER REV SHARE	16,379.19	16,379.19
	Voucher:	139385						
<b>Sub total for GENERAL ACCOUNT US BANK:</b>								16,379.19

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2 checks in this report.

Grand Total All Checks: 171,568.29



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Bank : eusbnk EFT GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
6650	3/5/2025	lif06	GEN DIGITAL INC.	10010549169	2/15/2025	VOL LIFELOCK BENEFIT	144.41	144.41
	Voucher:	6650						
6651	3/5/2025	leg04	LEGALACCESSPLANS USA,	47495	2/1/2025	VOL LEGAL INS	179.50	179.50
	Voucher:	6651						
<b>Sub total for EFT GENERAL ACCOUNT US BANK:</b>							<b>323.91</b>	

Bank : qusbk GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
8069	3/5/2025	hea02	HEALTH NET	BFC29AMAR25	2/15/2025	HEALTH INS MAR	42,077.88	42,077.88
		Voucher: 8069						
8070	3/5/2025	kai01	KAISER PERMANENTE	4753118405	2/24/2025	HEALTH INS MAR	14,981.45	14,981.45
		Voucher: 8070						
8071	3/5/2025	mut01	MUTUAL OF OMAHA	001846085447	2/13/2025	AD&D B&D MAR	5,182.31	5,182.31
		Voucher: 8071						
8072	3/5/2025	pri11	PRINCIPAL FINANCIAL GROU	1003938-10001M	2/14/2025	DENTAL INS MAR	5,524.78	5,524.78
		Voucher: 8072						
8073	3/5/2025	sun11	SUN LIFE ASSURANCE CO, (	915639-0001MAR	2/14/2025	FF LIFE INS MAR	54.00	54.00
		Voucher: 8073						
139386	3/5/2025	cap01	CAPF CA PUBLIC SAFETY AI	Ben178977	2/19/2025	CAPF: PAYMENT	234.00	234.00
		Voucher: 139386						
<b>Sub total for GENERAL ACCOUNT US BANK:</b>							<b>68,054.42</b>	

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8 checks in this report.

Grand Total All Checks: 68,378.33



**Bank : qusbk GENERAL ACCOUNT US BANK**

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
4092	3/7/2025	irs01	IRS, UNITED STATES TREAS	Ben179231	3/7/2025	FEDERAL TAX: PAYMENT	45,158.95	45,158.95
	Voucher:	4092						
4093	3/7/2025	per01	PERS	Ben179233	3/7/2025	PERS CONTRIBUTIONS: PAYMEN	56,944.29	56,944.29
	Voucher:	4093						
4094	3/7/2025	edd01	EMPLOYMENT DEVELOPME	Ben179235	3/7/2025	STATE TAX: PAYMENT	12,987.75	12,987.75
	Voucher:	4094						
4095	3/7/2025	per02	PERS 457	Ben179237	3/7/2025	CALPERS 457 DEFERRED COMF	2,280.13	2,280.13
	Voucher:	4095						
4096	3/7/2025	ida01	IDAHO STATE TAX COMMISS	Ben179239	3/7/2025	IDAHO STATE TAX COMMISSION	227.88	227.88
	Voucher:	4096						
<b>Sub total for GENERAL ACCOUNT US BANK:</b>							<b>117,599.00</b>	

**Bank : eusbnk EFT GENERAL ACCOUNT US BANK**

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount Paid</u>	<u>Check Total</u>
6652	3/7/2025	mis07	107413 STATE ST BANK & TF Ben179227	3/7/2025	401A PLAN: PAYMENT	539.00	539.00
		Voucher:	6652				
6653	3/7/2025	mis08	303845 STATE ST BANK & TF Ben179219	3/7/2025	MISSION SQUARE 457B: PAYMEI	9,886.86	9,886.86
		Voucher:	6653				
6654	3/7/2025	mis09	803808 STATE ST BANK & TF Ben179229	3/7/2025	RETIREMENT HEALTH SAVINGS	719.97	719.97
		Voucher:	6654				
6655	3/7/2025	uni21	DEL MAR CITY EMPLOYEES Ben179221	3/7/2025	DMCEA DUES: PAYMENT	299.00	299.00
		Voucher:	6655				
6656	3/7/2025	nat15	NATIONAL BENEFIT SERVICE Ben179225	3/7/2025	SEC. 125 FLEXIBLE SAVINGS AC	1,339.10	1,339.10
		Voucher:	6656				
6657	3/7/2025	par21	U.S. BANK PARS FFC 674602 Ben179223	3/7/2025	PUBLIC AGENCY RETIREMENT S	1,494.70	1,494.70
		Voucher:	6657				
<b>Sub total for EFT GENERAL ACCOUNT US BANK:</b>							<b>14,278.63</b>

11 checks in this report.

Grand Total All Checks: 131,877.63



Bank : eusbnk EFT GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
6658	3/10/2025	kay01	ADAM KAYE	FEB-25	2/3/2025	COMM SRVCS FEB	5,400.00	5,400.00
		Voucher:	6658					
6659	3/10/2025	als02	ALS GROUP USA CORP	522500979	2/26/2025	WATER SAMPLING FEB	803.50	
		Voucher:	6659	522500947	2/26/2025	WATER SAMPLING FEB	623.50	1,427.00
6660	3/10/2025	cha71	CHARTER COMM HOLDINGS	189123701	2/14/2025	FIBER CONNECTION PW FEB	412.74	
		Voucher:	6660	189123401	2/14/2025	CABLE/INTERNET PW FEB	228.77	641.51
6661	3/10/2025	cit11	CITY OF ENCINITAS	3309	1/1/2025	FIRE MGT SVC JUL/DEC	165,790.00	
		Voucher:	6661	3311	1/1/2025	COOP RESOURCE POOL	10,052.76	
				3310	1/1/2025	REIMBURSEMENTS FIRE	810.13	176,652.89
6662	3/10/2025	cor15	CORONADO MOBILE STORA	MAR-25	3/1/2025	STORAGE CONTRS MAR	255.00	255.00
		Voucher:	6662					
6663	3/10/2025	del02	DEL MAR BLUE PRINT CO, IN	617486	2/26/2025	PRINTING SRVCS ASD	13.05	
		Voucher:	6663	617352	2/24/2025	PRINTING SRVCS ASD	13.05	26.10
6664	3/10/2025	del14	DEL MAR VILLAGE ASSOCIA	09	3/5/2025	DMVA AGRMNT JAN	21,489.39	21,489.39
		Voucher:	6664					
6665	3/10/2025	dev02	DEVANEY PATE MORRIS & C	10158	2/25/2025	CITY ATTORNEY JAN	52,387.30	52,387.30
		Voucher:	6665					
6666	3/10/2025	dix01	DIXIELINE LUMBER CO	06-0588566	2/24/2025	OPERATING SUPP PW	113.38	
		Voucher:	6666	06-0588081	2/19/2025	OPERATING SUPP PW	38.35	
				06-0588302	2/20/2025	OPERATING SUPP PW	36.31	188.04
6667	3/10/2025	nha01	NHA ADVISORS, LLC	01597	2/26/2025	MQ FINANCING ADVISORS	20,000.00	20,000.00
		Voucher:	6667					
6668	3/10/2025	pru01	PRUDENTIAL OVERALL SUP	132301145	2/21/2025	UNIFORMS PW - 2/21	100.83	
		Voucher:	6668	132301143	2/21/2025	MATS PW - 2/21	15.47	
				132301144	2/21/2025	SHOP TOWELS - 2/21	4.93	121.23
6669	3/10/2025	red04	REDFLEX TRAFFIC SYSTEM	INV0094932	2/28/2025	RED LIGHT CAMERA FEB	5,283.00	5,283.00
		Voucher:	6669					
6670	3/10/2025	san12	SAN DIEGO COUNTY SHERII	02262025	2/26/2025	LAW ENF JAN	227,248.46	227,248.46
		Voucher:	6670					
6671	3/10/2025	san03	SAN DIEGO COUNTY WATEF	0125-2	2/10/2025	RAW WATER JAN	150,571.00	150,571.00
		Voucher:	6671					
6672	3/10/2025	sca12	SCA OF CA LLC	159137PS	1/31/2025	SWEEPING SRVCS JAN	2,868.10	2,868.10
		Voucher:	6672					

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Sub total for EFT GENERAL ACCOUNT US BANK: 664,559.02

Bank : qusbk GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
139387	3/10/2025	15801	1582 MEDICAL CORPORATIC 784	11/18/2024	MED TESTING FIRE	7,208.33	7,208.33
		Voucher: 139387					
139388	3/10/2025	adt02	ADT SECURITY SERVICES 1121641432	2/13/2025	ALARM PW MAR	130.50	130.50
		Voucher: 139388					
139389	3/10/2025	ber21	BERT W. SALAS, INC Ref000179291	3/6/2025	UB Refund Cst #00008486	2,146.76	2,146.76
		Voucher: 139389					
139390	3/10/2025	cac01	CACEO 200032891	2/4/2025	WEBINAR REG MALIK	54.00	
		Voucher: 139390	200032892	2/4/2025	WEBINAR REG MALIK	54.00	
			200032890	2/4/2025	WEBINAR REG MALIK	36.00	
			200032894	2/4/2025	WEBINAR REG MALIK	36.00	180.00
139391	3/10/2025	can08	CANTEEN SAN111086	2/25/2025	COFFEE SUPPLIES PW	188.95	188.95
		Voucher: 139391					
139392	3/10/2025	sol01	CITY OF SOLANA BEACH 221027	2/18/2025	SCBA AIR COMPRESSOR FIRE	36,644.33	
		Voucher: 139392	221021	2/13/2025	FIRE RESOURCE POOL Q1/Q2 S	16,870.97	
			221024	2/13/2025	FIRE MGMT SRVCS SB	717.00	54,232.30
139393	3/10/2025	com20	COMFORT SOLUTIONS GRC 1466	2/21/2025	SERVICE CALL PW	1,452.44	1,452.44
		Voucher: 139393					
139394	3/10/2025	hds01	CORE & MAIN LP W167431	1/28/2025	WATER METER PARTS	4,566.42	4,566.42
		Voucher: 139394					
139395	3/10/2025	cou01	COUNTY OF SAN DIEGO 02112025	2/11/2025	PARKING BAIL JAN	23,755.00	23,755.00
		Voucher: 139395					
139396	3/10/2025	end01	ENDURANT SPORTS LLC, DI 3202	2/19/2025	RESCUE BOARDS CS	7,335.25	7,335.25
		Voucher: 139396					
139397	3/10/2025	fas03	FASTENAL COMPANY CASAD80672	2/24/2025	BEACH CLEANER PW	523.73	523.73
		Voucher: 139397					
139398	3/10/2025	fis12	FISHER INTEGRATED INC 2207	3/3/2025	VIDEO STREAMING FEB	1,400.00	1,400.00
		Voucher: 139398					
139399	3/10/2025	gre28	GREEN, MICHAEL Ref000179290	3/6/2025	UB Refund Cst #00008385	68.93	68.93
		Voucher: 139399					
139400	3/10/2025	jam08	JAMESON KENT HASLAM, D 1138-2	3/4/2025	PHCC TRELIS RPLCMNT	57,000.00	57,000.00
		Voucher: 139400					
139401	3/10/2025	los03	LOS ANGELES TRUCK CENT RA290039032:02	2/25/2025	VEH REPAIR PW #77	2,587.95	2,587.95
		Voucher: 139401					
139402	3/10/2025	mma01	MMASC 12022	2/24/2025	MBRSHP NORGVROVE	125.00	125.00
		Voucher: 139402					

Bank : qusbnk GENERAL ACCOUNT US BANK (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
139403	3/10/2025	nor21	NORTH COUNTY CONCRETE	3057	2/25/2025	ASPHALT SRVCS PW	375.00	375.00
		Voucher: 139403						
139404	3/10/2025	nor13	NORTH COUNTY DISPATCH	202425-037	1/24/2025	DISPATCH - PW Q3	752.75	752.75
		Voucher: 139404						
139405	3/10/2025	con17	OCCUPATIONAL HEALTH CT	85963686	2/12/2025	EMPLOYEE TESTING - FEB	692.00	
		Voucher: 139405		85898980	2/11/2025	EMPLOYEE TESTING - FEB	173.00	865.00
139406	3/10/2025	par35	PARADIGM MECHANICAL CC	110338	2/20/2025	HVAC SRVCS CH	505.00	505.00
		Voucher: 139406						
139407	3/10/2025	san75	SAN DIEGO MAIN	03042025	3/4/2025	BULK MAIL POSTAGE FY25	5,000.00	5,000.00
		Voucher: 139407						
139408	3/10/2025	sun05	SUNBELT RENTALS INC	165094298-0001	2/10/2025	EQUIP RENTAL PW	329.73	329.73
		Voucher: 139408						
139409	3/10/2025	ter01	TERMINIX INT CO LTD, PART	456800190	2/19/2025	PEST CONTROL SRVCS FIRE	54.00	54.00
		Voucher: 139409						
139410	3/10/2025	uni28	UNITED RENTALS INC	244429559-001	2/24/2025	LIFT RENTAL PHCC REPAIRS	1,698.16	1,698.16
		Voucher: 139410						
139411	3/10/2025	ver12	VERIZON	73236986	2/20/2025	TELEPHONE FEB	128.54	
		Voucher: 139411		Z1236897	2/8/2025	TELEPHONE JAN	2.64	131.18
139412	3/10/2025	ver03	VERIZON WIRELESS	570653198-00006	2/18/2025	TELEPHONE FEB	249.67	
		Voucher: 139412		872374736-00003	2/18/2025	TELEPHONE FEB	239.23	
				872374736-00004	2/18/2025	TELEPHONE FEB	227.53	
				542070053-00002	2/20/2025	TELEPHONE FEB	168.34	
				570653198-00007	2/18/2025	TELEPHONE FEB	114.03	
				570653198-00009	2/18/2025	TELEPHONE FEB	40.02	1,038.82
139413	3/10/2025	wax02	WAXIE'S ENTERPRISES, LLC	83060918	2/25/2025	JANITORIAL SUPPLIES	1,353.98	
		Voucher: 139413		83055807	2/21/2025	JANITORIAL SUPPLIES	810.31	2,164.29
139414	3/10/2025	wes29	WEST COAST ARBORISTS IN	223183	12/15/2024	TREE MAINT 12/1 - 12/15	2,580.00	
		Voucher: 139414		1-10898	2/25/2025	TREE MAINT 2/21 - 2/24	1,251.60	3,831.60
<b>Sub total for GENERAL ACCOUNT US BANK:</b>								179,647.09

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43 checks in this report.

Grand Total All Checks: 844,206.11



Bank : qusbnk GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
139415	3/12/2025	pri11	PRINCIPAL FINANCIAL GROU	9709760-25	2/25/2025	LIFE INSURANCE - CM	310.57	310.57
	Voucher:	139415						
139416	3/12/2025	sdq02	SAN DIEGO GAS & ELECTRI	0066 5491 6833 1	2/5/2025	UTILITIES JAN	6,191.37	
	Voucher:	139416						
			0081 7377 2988 5	2/5/2025	UTILITIES JAN	6,019.97		
			2100 0065 8024 7	2/5/2025	UTILITIES JAN	109.03		
			0012 6209 1548 9	1/30/2025	UTILITIES JAN	101.28		
			0099 5222 5392 9	2/3/2025	UTILITIES JAN	22.14		
			0085 7750 3585 7	2/6/2025	UTILITIES JAN	18.92		
			0057 1108 9098 1	3/7/2025	UTILITIES FEB	13.24		
			0057 1108 9098 1	1/7/2025	UTILITIES DEC	13.15		
			0057 1108 9098 1	2/5/2025	UTILITIES JAN	13.12		
			0066 5491 5032 1	2/3/2025	UTILITIES JAN	11.52	12,513.74	
139417	3/12/2025	sig12	SIGNA DIGITAL SOLUTIONS	AR-S325637	3/11/2025	COPIER MTC - FINANCE	376.98	376.98
	Voucher:	139417						
<b>Sub total for GENERAL ACCOUNT US BANK:</b>								13,201.29

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3 checks in this report.

Grand Total All Checks: 13,201.29



Bank : eusbnk EFT GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
6673	3/18/2025	act04	ACTIVE NETWORK LLC	1015613	2/25/2025	JR LFGRD PRGM	750.00	750.00
		Voucher:	6673					
6674	3/18/2025	cal81	CALLTOWER INC	202409769	2/25/2025	TELEPHONE MAR	959.63	959.63
		Voucher:	6674					
6675	3/18/2025	sun07	CENTRALSQUARE TECH LLC	431055	2/3/2025	TRAKIT MAINT 10/1-9/30/25	8,340.24	8,340.24
		Voucher:	6675					
6676	3/18/2025	civ02	CIVIC SOLUTIONS INC	105443	2/3/2025	CONSULTING SRVCS JAN	13,720.00	
		Voucher:	6676	105603	3/3/2025	CONSULTING SRVCS FEB	11,270.00	
				105444	2/3/2025	CONSULTING SRVCS JAN	158.00	25,148.00
6677	3/18/2025	cor11	CORODATA MEDIA STORAGE	DS1311126	2/28/2025	STORAGE SRVCS FEB	233.33	233.33
		Voucher:	6677					
6678	3/18/2025	cor07	CORODATA RECORDS MGT	RS7069311	2/28/2025	STORAGE SRVCS FEB	161.75	161.75
		Voucher:	6678					
6679	3/18/2025	cor22	CORVEL CORPORATION	1777581	2/18/2025	MED MAINT - FEB	250.00	250.00
		Voucher:	6679					
6680	3/18/2025	cos06	COSCO FIRE PROTECTION I	1000709012	2/19/2025	FIRE ALARM MTC CH	667.60	667.60
		Voucher:	6680					
6681	3/18/2025	dai03	DAILY DIRECT MAIL	14701-3	3/11/2025	BULK MAILING PW	429.00	
		Voucher:	6681	14701-4	3/11/2025	UTILITY BILLS MAR	240.00	
				14701-2	3/11/2025	UTILITY BILLS FEB	240.00	909.00
6682	3/18/2025	dix01	DIXIELINE LUMBER CO	06-0589230	2/28/2025	OPERATING SUPP CS	185.91	
		Voucher:	6682	06-0589124	2/27/2025	OPERATING SUPP PW	111.85	
				06-0589297	2/28/2025	OPERATING SUPP PW	45.25	
				06-0589933	3/6/2025	OPERATING SUPP FIRE	37.25	
				06-0589142	2/27/2025	OPERATING SUPP PW	24.46	
				06-0588857	2/26/2025	OPERATING SUPP FIRE	8.80	
				06-0589545	3/3/2025	OPERATING SUPP PW	8.75	422.27
6683	3/18/2025	fer07	FERGUSON ENTERPRISES I	0875845	2/26/2025	WATER METER PARTS	1,221.22	
		Voucher:	6683	0875225	2/26/2025	WATER METER PARTS	823.57	
				0876122	3/1/2025	WATER METER PARTS	626.05	2,670.84
6684	3/18/2025	hel04	HELIX ENVIRONMENTAL PL	126759	2/21/2025	RIVER PATH EXT PHASE 3 FEB	1,168.75	1,168.75
		Voucher:	6684					
6685	3/18/2025	ips02	IPS GROUP INC	INV106695	1/31/2025	PRKG MTR TRANS FEE JAN	3,346.48	
		Voucher:	6685	INV106279	1/27/2025	PRKG SUPPLIES CS	167.48	3,513.96

Bank : eusbnk EFT GENERAL ACCOUNT US BANK (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
6686	3/18/2025	ful01	KURT MORGAN	43467	3/5/2025	REG ENVELOPES CH	745.13	745.13
		Voucher:	6686					
6687	3/18/2025	man12	MANERI TRAFFIC CONTROL	23290	2/27/2025	CROSSWALK REPLACEMNT	9,667.14	
		Voucher:	6687	23291	2/27/2025	TRAFFIC MAINT SUPP PW	952.92	10,620.06
6688	3/18/2025	mik03	MIKHAIL OGAWA ENGINEER	11880	2/3/2025	CLEAN WATER SRVCS JAN	29,419.94	
		Voucher:	6688	11922	3/2/2025	CLEAN WATER SRVCS FEB	21,761.74	
				11925	3/2/2025	FOG SRVCS FEB	2,453.00	
				11881	2/3/2025	SAN DIEGUITO TMDL JAN	652.72	
				11923	3/2/2025	SAN DIEGUITO TMDL FEB	521.77	
				11924	3/2/2025	SR SCIENTIST SRVCS FEB	131.13	54,940.30
6689	3/18/2025	nor13	NORTH COUNTY DISPATCH	202324-202	7/3/2024	DISPATCH - FIRE	27,350.61	
		Voucher:	6689	202324-203	7/3/2024	DISPATCH - PW Q1	1,053.85	28,404.46
6690	3/18/2025	off03	OFFICE DEPOT	396351299001	11/14/2024	OFFICE SUPP PLNG	6.12	6.12
		Voucher:	6690					
6691	3/18/2025	opt03	OPTIMIZED INVESTMENT PA	1350	3/12/2025	INVSTMT SRVCS - FEB	2,995.25	2,995.25
		Voucher:	6691					
6692	3/18/2025	par51	PARKWOOD LANDSCAPE M	109014	2/28/2025	LANDSCAPE SRVCS FEB	17,930.00	17,930.00
		Voucher:	6692					
6693	3/18/2025	pho01	PHOENIX GROUP INFO SYS	012025036	2/19/2025	CITE SRVCS - JAN	16,115.74	
		Voucher:	6693	0120251036	2/19/2025	ADMIN CITE SRVCS - JAN	959.77	17,075.51
6694	3/18/2025	pit01	PITNEY BOWES GLOBAL FIN	3107136409	3/11/2025	EQUP RENTAL 1/30-4/29	974.94	974.94
		Voucher:	6694					
6695	3/18/2025	pru01	PRUDENTIAL OVERALL SUP	132302301	2/28/2025	UNIFORMS PW - 2/28	133.09	133.09
		Voucher:	6695					
6696	3/18/2025	sca12	SCA OF CA LLC	CA1000219	2/28/2025	SWEEPING SRVCS FEB	2,868.10	2,868.10
		Voucher:	6696					
6697	3/18/2025	sol06	SOLANA CENTER FOR ENV	40-45-2-25	3/12/2025	SB 1383 SUPP SRVCS FEB	2,854.25	
		Voucher:	6697	40-45-1-25	2/14/2025	SB 1383 SUPP SRVCS JAN	2,523.49	
				40-45-12-24	1/14/2025	SB 1383 SUPP SRVCS DEC	2,178.76	7,556.50
6698	3/18/2025	tow05	TOWNSEND PUBLIC AFFAIR	23036	3/1/2025	LEGISLATIVE SRVCS MAR	4,000.00	4,000.00
		Voucher:	6698					
6699	3/18/2025	tyl02	TYLER TECHNOLOGIES INC	045-501670	2/1/2025	EXECUTIME SFTWR-3/1-2/28/26	4,442.30	4,442.30
		Voucher:	6699					

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Sub total for EFT GENERAL ACCOUNT US BANK: 197,887.13

Bank : qusbk GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
139418	3/18/2025	ale06	ALEEM, JALEH	02272025	2/27/2025	CITATION REFUND	378.00	378.00
		Voucher:	139418					
139419	3/18/2025	amb03	AMBERWICK CORP	69215	2/19/2025	BUCKETS PW	135.94	135.94
		Voucher:	139419					
139420	3/18/2025	sbc03	AT&T	9391065056	2/27/2025	TELEPHONE FEB	30.28	
		Voucher:	139420	9391065053	2/27/2025	TELEPHONE FEB	30.26	
				9391065054	2/27/2025	TELEPHONE FEB	30.26	
				9391065055	2/27/2025	TELEPHONE FEB	30.26	121.06
139421	3/18/2025	azt02	AZTEC LANDSCAPING INC, I	J2014	2/28/2025	JANITORIAL SRVCS CH	2,564.00	
		Voucher:	139421	J2015	2/28/2025	JANITORIAL SRVC PW	501.00	3,065.00
139422	3/18/2025	car30	CARSTENS, BLACK & MINTE	34831	3/6/2025	SANDAG LOSSAN SRVCS FEB	3,675.00	3,675.00
		Voucher:	139422					
139423	3/18/2025	emb02	CHRISTOPHER J GIAQUINTA	872154	2/28/2025	EMBROIDERY PW	374.17	374.17
		Voucher:	139423					
139424	3/18/2025	coa21	COAST NEWS GROUP	00155854	1/31/2025	AD - PUBLIC HEARING	178.25	
		Voucher:	139424	00155853	1/31/2025	AD - PUBLIC HEARING	166.63	344.88
139425	3/18/2025	day03	DAY WIRELESS SYSTEMS	INV851674	11/21/2024	INSTALL VEH EQUIP LFGRD	6,937.99	6,937.99
		Voucher:	139425					
139426	3/18/2025	des07	DESANTIS, MARIA	02272025	2/27/2025	OVERPMT REFUND	56.00	56.00
		Voucher:	139426					
139427	3/18/2025	ats01	GARDA CL WEST LOCKBOX	10808853	3/1/2025	ARMORED SRVCS MAR	727.67	727.67
		Voucher:	139427					
139428	3/18/2025	gol16	GOLDFARB & LIPMAN LLP	480913	2/24/2025	LEGAL FEES JAN	2,890.00	2,890.00
		Voucher:	139428					
139429	3/18/2025	hin06	HINDERLITER DE LLAMAS A	SIN048006	3/15/2025	SALES TAX SRVCS JAN/MAR	1,237.80	
		Voucher:	139429	SIN048102	3/15/2025	MQ TAX SRVCS JAN/MAR	310.50	1,548.30
139430	3/18/2025	dar05	JEFFREY SCOTT ARVESON,	03012025	3/1/2025	DEAD ANIMAL RMVL FEB	480.00	480.00
		Voucher:	139430					
139431	3/18/2025	los03	LOS ANGELES TRUCK CENT	RA290039032:01	2/14/2025	FREIGHTLINER RPR PW BAL	1,416.08	1,416.08
		Voucher:	139431					
139432	3/18/2025	mun11	MUNICIPAL SEWER TOOLS	INV-000659	2/24/2025	SEWER SUPPLIES PW	93.31	93.31
		Voucher:	139432					
139433	3/18/2025	mur09	MURILLO, SOPHIA	03102025	3/10/2025	CITATION REFUND	53.00	53.00
		Voucher:	139433					

Bank : qusbnk GENERAL ACCOUNT US BANK (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
139434	3/18/2025	boh02	NANCY K. BOHL INC. DBA.; T INV103626	3/4/2025	EAP SRVCS- MAR	390.00	390.00
		Voucher: 139434					
139435	3/18/2025	nat16	NATIONAL SAFETY COMPLI/ 100644	2/28/2025	EMPLOYEE TESTING	299.76	299.76
		Voucher: 139435					
139436	3/18/2025	fir12	PAUL ROTTENBERG, DBA FI 2025-102	3/5/2025	FIRESTAT PROG - DEC/JAN	250.00	
		Voucher: 139436	2024195	12/17/2024	FIRE STATS PROG NOV	125.00	375.00
139437	3/18/2025	rui01	RUILOVA, STEVEN DUVAL 02262025	2/26/2025	PHCC EVENT REFUND	800.00	800.00
		Voucher: 139437					
139438	3/18/2025	san138	SAN DIEGO ELEVATOR & LIF 9566	2/28/2025	ELEV REPAIR CH	500.00	
		Voucher: 139438	9577	2/28/2025	ELEVATOR MAINT FEB	200.00	
			9468	2/28/2025	QTRLY ELEV MTC DEC/FEB	150.00	
			9574	3/6/2025	QTRLY ELEV MTC JAN/MAR	150.00	1,000.00
139439	3/18/2025	sdg02	SAN DIEGO GAS & ELECTRI/ 0066 5392 2766 7	3/7/2025	UTILITIES FEB	1,022.86	
		Voucher: 139439	0069 0908 1676 1	3/7/2025	UTILITIES FEB	380.67	
			0065 9549 9411 6	1/7/2025	UTILITIES DEC	31.75	
			0065 9549 9411 6	12/5/2024	UTILITIES DEC	30.52	
			0065 9549 9411 6	2/6/2025	UTILITIES JAN	29.17	
			0065 9549 9411 6	3/7/2025	UTILITIES FEB	25.30	
			0099 5222 5392 9	3/5/2025	UTILITIES FEB	20.18	
			0065 9549 9411 6	11/5/2024	UTILITIES NOV	-47.87	1,492.58
139440	3/18/2025	san112	SAN DIEGO HUMANE SOCIE MAR-25	3/1/2025	ANIMAL SRVCS MAR	4,255.00	4,255.00
		Voucher: 139440					
139441	3/18/2025	sou02	SOUTHCOAST HEATING & A 1424472	2/28/2025	HVAC MAINT PW	359.00	359.00
		Voucher: 139441					
139442	3/18/2025	sou08	SOUTHWEST SIGNAL SERVI 84070	2/28/2025	TRAFFIC SIGNAL MTC FEB	1,296.22	
		Voucher: 139442	84068	2/28/2025	PM SIGNAL INSP FEB	472.50	
			84069	2/28/2025	TRAFFIC SIGNAL MTC FEB	53.75	1,822.47
139443	3/18/2025	sta36	STANDARD PLUMBING SUP/ YFJD65	3/5/2025	WATER METER PARTS	26.49	26.49
		Voucher: 139443					
139444	3/18/2025	uni25	STAXUP - UNITS LLC 19135	3/5/2025	STORAGE CS MAR	289.85	289.85
		Voucher: 139444					
139445	3/18/2025	swe07	SWEEDLER, ALAN 03102025	3/10/2025	APPEAL REFUND	250.00	250.00
		Voucher: 139445					

Bank : qusbnk GENERAL ACCOUNT US BANK (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
139446	3/18/2025	ter11	TERMINIX COMMERCIAL	457272853	3/4/2025	PEST CONTROL SRVCS CH	159.00
	Voucher:	139446	457272970	3/4/2025	PEST CONTROL SRVCS CS	128.26	
			457272938	3/4/2025	PEST CONTROL SRVCS LIBRAR'	113.26	
			457272891	3/4/2025	PEST CONTROL SRVCS PHCC	109.18	509.70
139447	3/18/2025	t-mo01	T-MOBILE USA INC	980755647	2/21/2025	TELEPHONE FEB	11.90
	Voucher:	139447					11.90
139448	3/18/2025	tre07	TRENT DATA SYSTEMS IN	56010	3/10/2025	ANNUAL TDS MAINT	5,000.00
	Voucher:	139448					5,000.00
139449	3/18/2025	tre03	TRERISE, ELIZABETH	02262025	2/26/2025	EVENT CXL REFUND	252.50
	Voucher:	139449					252.50
139450	3/18/2025	und01	UNDERGROUND SERVICE A	220250229	3/1/2025	CONT SRVC FEB	121.00
	Voucher:	139450					121.00
139451	3/18/2025	usb03	US BANK CORP PYMT SYST	4246 0445 5565 0	1/22/2025	US BANK JAN CHARGES	21,500.69
	Voucher:	139451					21,500.69
139452	3/18/2025	ver03	VERIZON WIRELESS	570653198-00008	2/18/2025	TELEPHONE FEB	360.21
	Voucher:	139452					360.21
139453	3/18/2025	vic01	VICTOR, BARBARA B	02262025	2/26/2025	PHCC EVENT REFUND	800.00
	Voucher:	139453					800.00
139454	3/18/2025	vis07	VISTA PAINT CORPORATION	2025-758962-00	12/31/2024	PAINT SUPPLIES SVC CHG	15.82
	Voucher:	139454					15.82
139455	3/18/2025	wol05	WOLFF, STEPHEN	03102025	3/10/2025	PERMIT FEE REFUND	1,289.84
	Voucher:	139455					1,289.84
<b>Sub total for GENERAL ACCOUNT US BANK:</b>							<b>63,518.21</b>

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65 checks in this report.

Grand Total All Checks: 261,405.34



Bank : gusbnk GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
4097	3/21/2025	irs01	IRS, UNITED STATES TRE	Ben179475	3/21/2025	FEDERAL TAX: PAYMENT	42,884.91	42,884.91
		Voucher: 4097						
4098	3/21/2025	per01	PERS	Ben179477	3/21/2025	PERS CONTRIBUTIONS: PAYI	54,960.92	54,960.92
		Voucher: 4098						
4099	3/21/2025	edd01	EMPLOYMENT DEVELOPI	Ben179479	3/21/2025	STATE TAX: PAYMENT	12,261.49	12,261.49
		Voucher: 4099						
4100	3/21/2025	per02	PERS 457	Ben179481	3/21/2025	CALPERS 457 DEFERRED CC	2,580.13	2,580.13
		Voucher: 4100						
4101	3/21/2025	ida01	IDAHO STATE TAX COMM	Ben179483	3/21/2025	IDAHO STATE TAX COMMISSI	219.34	219.34
		Voucher: 4101						
<b>Sub total for GENERAL ACCOUNT US BANK:</b>							<b>112,906.79</b>	

Bank : eusbnk EFT GENERAL ACCOUNT US E

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6700	3/21/2025	mis07	107413 STATE ST BANK & Ben179471	3/21/2025	401A PLAN: PAYMENT	539.00	539.00
		Voucher: 6700					
6701	3/21/2025	mis08	303845 STATE ST BANK & Ben179463	3/21/2025	MISSION SQUARE 457B: PAYI	15,378.99	15,378.99
		Voucher: 6701					
6702	3/21/2025	mis09	803808 STATE ST BANK & Ben179473	3/21/2025	RETIREMENT HEALTH SAVIN	719.97	719.97
		Voucher: 6702					
6703	3/21/2025	uni21	DEL MAR CITY EMPLOYE Ben179465	3/21/2025	DMCEA DUES: PAYMENT	299.00	299.00
		Voucher: 6703					
6704	3/21/2025	nat15	NATIONAL BENEFIT SERV Ben179469	3/21/2025	SEC. 125 FLEXIBLE SAVINGS	1,339.10	1,339.10
		Voucher: 6704					
6705	3/21/2025	par21	U.S. BANK PARS FFC 674 Ben179467	3/21/2025	PUBLIC AGENCY RETIREMEN	1,672.54	1,672.54
		Voucher: 6705					
<b>Sub total for EFT GENERAL ACCOUNT US BANK:</b>							<b>19,948.60</b>

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11 checks in this report.

Grand Total All Checks: 132,855.39

*mg 3/20/25*

Bank : eusbnk EFT GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
6706	3/25/2025	avi03	AVI SYSTEMS INC	89037649	2/7/2025	MICROPHONE RPLCMT CH	10,431.37	10,431.37
	Voucher:	6706						
6707	3/25/2025	cor23	CORODATA SHREDDING INC DN 1511733		2/28/2025	SHREDDING SRVCS FEB	41.95	41.95
	Voucher:	6707						
6708	3/25/2025	dev02	DEVANEY PATE MORRIS & C	10230	3/17/2025	CITY ATTORNEY FEB	51,274.80	
	Voucher:	6708		10231	3/17/2025	LEGAL FEES FEB	2,835.75	
				10227	3/17/2025	LEGAL FEES FEB	2,732.80	
				10229	3/17/2025	LEGAL FEES FEB	2,261.80	
				10234	3/17/2025	LEGAL FEES FEB	2,028.00	
				10232	3/17/2025	LEGAL FEES FEB	1,693.50	
				10233	3/17/2025	LEGAL FEES FEB	686.00	
				10228	3/17/2025	LEGAL FEES FEB	170.80	63,683.45
6709	3/25/2025	fer07	FERGUSON ENTERPRISES I	0876351	3/5/2025	WATER METER PARTS	432.65	432.65
	Voucher:	6709						
6710	3/25/2025	pru01	PRUDENTIAL OVERALL SUP	132303467	3/7/2025	UNIFORMS PW - 3/7	113.03	
	Voucher:	6710		132303465	3/7/2025	MATS PW - 3/7	15.47	
				132303466	3/7/2025	SHOP TOWELS PW - 3/7	4.93	133.43
6711	3/25/2025	san56	SAN ELIJO JOINT POWERS,	03112025	3/11/2025	OPERATION/MAINT 4Q	319,757.00	
	Voucher:	6711		03062025	3/6/2025	RECLAIMED WATER JAN/FEB	10,467.08	330,224.08
6712	3/25/2025	tru09	TRUE NORTH COMPLIANCE	DM24-07/08/09	10/2/2024	BLDG CODE PC INSP Q1	220,330.03	220,330.03
	Voucher:	6712						
6713	3/25/2025	uti01	UTILITY SPECIALISTS INC	28838	2/28/2025	UP - 1A STRATFORD S JAN	46,876.75	
	Voucher:	6713		28836	2/28/2025	UP - X1A CREST CNYN JAN	7,333.75	
				28837	2/28/2025	UP - 1B STRATFORD N. JAN	3,249.00	
				28839	2/28/2025	UP - 1A STRATFORD JAN	518.81	57,978.31
6714	3/25/2025	wex01	WEX BANK	0496-00-496530-7	3/6/2025	GAS & OIL PW FEB	3,395.96	3,395.96
	Voucher:	6714						
<b>Sub total for EFT GENERAL ACCOUNT US BANK:</b>								<b>686,651.23</b>

Bank : qusbnk GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
139456	3/25/2025	atk02	ATKINSON, ANDELSON, LOY 743141	2/28/2025	LEGAL FEES FEB	425.25	425.25
		Voucher: 139456					
139457	3/25/2025	ber21	BERT W. SALAS, INC 03112025	3/11/2025	OCEAN VIEW IMP PROJ	2,261.15	2,261.15
		Voucher: 139457					
139458	3/25/2025	cin02	CINTAS 5259042303	3/13/2025	FIRST AID KIT SUPPLIES CH	38.50	
		Voucher: 139458	5259042301	3/13/2025	FIRST AID KIT SUPPLIES PW	228.35	266.85
139459	3/25/2025	cli04	CLIFTONLARSONALLEN LLP L251135276	3/16/2025	AUDIT SRVCS FEB	4,000.00	4,000.00
		Voucher: 139459					
139460	3/25/2025	coa10	COASTAL LIVESCAN SERVIC 43424	2/28/2025	LIVESCAN SRVCS FEB	372.00	372.00
		Voucher: 139460					
139461	3/25/2025	cou16	COUNTY OF SAN DIEGO - RI 25CTOFDMC08	3/1/2025	RCS PAGING SRVCS - FEB	70.00	70.00
		Voucher: 139461					
139462	3/25/2025	cou11	COUNTY OF SAN DIEGO AP( APCD2017-SITE-C	3/5/2025	DISTRICT FEES	687.00	687.00
		Voucher: 139462					
139463	3/25/2025	fas03	FASTENAL COMPANY CASAD80644	2/11/2025	FACILITY MAINT SUPP PW	758.59	
		Voucher: 139463	CASAD62145	4/24/2020	FACILITY MAINT SUPP RFND	-19.62	
			CASAD59816	10/7/2019	FACILITY MAINT SUPP RFND	-83.07	655.90
139464	3/25/2025	gol16	GOLDFARB & LIPMAN LLP 481646	3/17/2025	LEGAL FEES FEB	340.00	340.00
		Voucher: 139464					
139465	3/25/2025	hom01	HOME DEPOT CREDIT SRVC 6035 3225 0103 7	2/28/2025	MAINT/RPR SUPP PW FEB	1,866.30	1,866.30
		Voucher: 139465					
139466	3/25/2025	nce01	NORTH COUNTY EVS INC 8868	2/18/2025	FIRE ENGINE MAINT	10,927.49	10,927.49
		Voucher: 139466					
139467	3/25/2025	con17	OCCUPATIONAL HEALTH CT 86029069	2/19/2025	EMPLOYEE TESTING FEB	173.00	173.00
		Voucher: 139467					
139468	3/25/2025	one13	ONE TRIPP TREE SERVICE 03202025	3/20/2025	TREE RMVL REIMB	37,925.00	37,925.00
		Voucher: 139468					
139469	3/25/2025	pac05	PACIFIC PIPELINE SUPPLY S100472476-002	3/4/2025	WATER METER PARTS	232.55	232.55
		Voucher: 139469					
139470	3/25/2025	ram04	RAMP, WENDY 03142025	3/14/2025	CITATION REFUND	105.00	105.00
		Voucher: 139470					
139471	3/25/2025	rcp01	RCP BLOCK & BRICK INC. 33317133	3/6/2025	GROUND MATERIAL PW	819.01	819.01
		Voucher: 139471					
139472	3/25/2025	san136	SAN DIEGO COUNTY SHERII CALIDDEL02	3/3/2025	CAL-ID PROG JAN/JUN	459.00	459.00
		Voucher: 139472					

Bank : qusbnk GENERAL ACCOUNT US BANK (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
139473	3/25/2025	sdg02	SAN DIEGO GAS & ELECTRI	0092 4576 5583 8	3/14/2025	UTILITIES FEB	176.92	
	Voucher:	139473		0012 6209 1548 9	3/3/2025	UTILITIES FEB	108.08	
				0096 3381 7034 7	1/7/2025	UTILITIES DEC	38.31	
				0096 3381 7034 7	12/5/2024	UTILITIES NOV	37.92	
				0096 3381 7034 7	2/5/2025	UTILITIES JAN	31.27	
				0096 3381 7034 7	3/7/2025	UTILITIES FEB	29.94	
				0097 5436 8967 5	12/5/2024	UTILITIES NOV	21.98	
				0097 5436 8967 5	1/7/2025	UTILITIES DEC	21.95	
				0097 5436 8967 5	2/5/2025	UTILITIES JAN	20.28	
				0097 5436 8967 5	3/7/2025	UTILITIES FEB	18.88	
				0053 7739 5442 0	3/7/2025	UTILITIES FEB	18.49	
				0053 7739 5442 0	1/7/2025	UTILITIES DEC	18.12	
				0053 7739 5442 0	2/6/2025	UTILITIES JAN	17.79	
				0053 7739 5442 0	12/5/2024	UTILITIES NOV	17.36	
				0096 3381 7034 7	11/6/2024	UTILITIES OCT	-45.68	
				0097 5436 8967 5	11/5/2024	UTILITIES OCT	-55.23	
				0053 7739 5442 0	11/5/2024	UTILITIES OCT	-59.32	417.06
139474	3/25/2025	sig12	SIGNA DIGITAL SOLUTIONS	39108381	3/12/2025	COPIER CH MAR	812.64	812.64
	Voucher:	139474						
139475	3/25/2025	bra18	TERRENCE BRABSON	03192025	3/19/2025	VOLUNTEER RECEP ENTRTNMT	386.00	386.00
	Voucher:	139475						
139476	3/25/2025	uni31	UNITED SITE SRVCS OF, CA	114-14026484	3/6/2025	PORTABLE RESTROOM SRVCS	1,450.85	
	Voucher:	139476		114-14026487	3/6/2025	PORTABLE RESTROOM SRVCS	565.25	
				114-14026486	3/6/2025	PORTABLE RESTROOM SRVCS	265.25	2,281.35
139477	3/25/2025	wax02	WAXIE'S ENTERPRISES, LLC	83088981	3/10/2025	JANITORIAL SUPPLIES	823.25	
	Voucher:	139477		83092063	3/11/2025	JANITORIAL SUPPLIES	1,106.71	1,929.96
139478	3/25/2025	zon02	ZONE TRAFFIC ENGINEERIN	24001-02	2/27/2025	TRAFFIC ENGR SRVCS FEB	340.00	340.00
	Voucher:	139478						
<b>Sub total for GENERAL ACCOUNT US BANK:</b>								<b>67,752.51</b>

32 checks in this report.

Grand Total All Checks: 754,403.74





# City of Del Mar Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Kaitlyn Elliott-Norgrove, Special Projects & Programs Manager  
Via Ashley Jones, City Manager

DATE: April 7, 2025

SUBJECT: Authorization to Apply for Smart Growth Incentive Program Grant Funds from the San Diego Association of Governments

## REQUESTED ACTION/RECOMMENDATION:

Staff recommends the City Council: 1) Adopt a Resolution (Attachment A) authorizing the City Manager to submit Smart Growth Incentive Program (SGIP) Grant Funds applications to the San Diego Association of Governments (SANDAG) for three City projects; and 2) Authorize the City Manager to approve and execute all agreements and related documents necessary for the grants.

## BACKGROUND:

SANDAG is the region's primary public planning, transportation, and research agency, comprising the 18 cities and the County of San Diego. SANDAG serves as the public forum for regional policy decisions about growth, transportation, environmental management, housing, open space, energy, public safety, and binational collaboration. SANDAG receives local, state, and federal funds to implement regional policies, programs, and projects that advance its vision. SANDAG passes through a portion of its funding through several competitive grant programs.

SANDAG is currently soliciting applications for its SGIP. The goal of this program is to fund comprehensive planning activities, public infrastructure projects, and climate action plan projects that facilitate compact, mixed-use, transit-oriented development and increase housing and transportation choices. SGIP is funded through the TransNet Extension Ordinance.

## DISCUSSION/ANALYSIS:

The SGIP Call for Projects includes three distinct funding categories: Planning, Capital, and Climate Action Plan. The solicitation is competitive and applications are scored off distinct rubrics. While in-kind or cash matches are not required, applications will receive five (5) points by committing a match of 25% or more. City staff is preparing the following three grant applications, each of which includes an in-kind and/or cash match that is greater than 25% to make the project competitive:

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City Council Action:

**1. Climate Action Plan Update and Greenhouse Gas Emissions Inventory Project (Climate Action Plan)**

A City Council Work Plan Tier 2 project in Fiscal Year (FY) 2025-26 and FY 2026-27, this project will result in an update to the City’s 2016 Climate Action Plan, new greenhouse gas emissions inventories, and mitigation strategies that align with other plans in the region and industry best practices.

<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
IN-KIND MATCH*	\$75,000
REQUESTED SGIP FUNDS	\$164,000
<b>TOTAL PROJECT COST</b>	<b>\$239,000</b>

*\*Includes staff time for the City’s Special Projects & Programs Manager, who oversees the Climate Action Plan, throughout the three-year grant term.*

**2. 10<sup>th</sup> Street Affordable Housing Project (Capital)**

This project will facilitate the construction of affordable housing (4 to 8 units) for lower income households on a small City-owned vacant lot in an urbanized location on 10th Street in the City of Del Mar. A project schedule is included as Attachment B. This site is centrally located on the City’s commercial corridor at 10th Street and Camino del Mar. The site is located within the City’s Civic Center complex and is adjacent to a R-2 zone residential neighborhood that is predominately developed with single dwelling unit and duplex development.

The site is located within immediate walking distance of retail and commercial services, public transit (101 bus stop), Shores Park, and Del Mar Community Connections which is a local non-profit that provides support for local seniors and other special needs populations seeking assistance with housing and other services.

The City prepared feasibility studies in June 2022, including architectural concepts, zoning assessments, and economic/financial feasibility information that demonstrated the site is feasible for affordable housing development.

<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
IN-KIND MATCH*	\$804,600
LOCAL MATCH**	\$500,000
REQUESTED SGIP FUNDS	\$3,500,000
<b>TOTAL PROJECT COST</b>	<b>\$4,804,600</b>

*\*Includes staff time, additional consultant time beyond grant allocation, and waiver of fees for developer.*

*\*\*From existing City Housing Fund.*

**3. Camino del Mar Bridge Replacement Project (Capital)**

Funding for this project will close the remaining local match funding gap of \$2.7 million. The Camino Del Mar Bridge Replacement Project is one of the City’s current Capital Improvement Program projects that will replace the roadway bridge over the San Dieguito River adjacent to North Beach. The new bridge will accommodate one traffic lane in each direction and bike lanes and sidewalks on both sides. As of May 2024, the project had cleared state and federal environmental review as geotechnical surveys and engineering design work continued.

The City’s design consultant, Kleinfelder, initiated the final design in April 2023. Included in this phase are field investigations, coordination with external utilities for the temporary displacement and design of infrastructure in the new bridge, final bridge and roadway designs, and resource agency permitting. Design and coordination with permitting agencies will continue through the end of 2025. Upon completion of design, Caltrans will review the final bid package and provide authorization for construction. This is tentatively scheduled for January through June 2026. With Caltrans’ approval, a Request for Bids will be issued with the bid phase occurring approximately June through November 2026. The Notice to Proceed for the 36-month construction is forecasted for December 2026 – December 2029.

<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FEDERAL HIGHWAY ADMINISTRATION – HIGHWAY BRIDGE PROGRAM	\$64,850,000 (secured)
COUNTY OF SAN DIEGO BOARD OF SUPERVISORS	\$3,500,000 (secured)
STATE PRIORITY LEGISLATIVE BUDGET PROJECTS (AB 179)	\$2,200,000 (secured)
REQUESTED SGIP FUNDS	\$2,700,000
<b>TOTAL PROJECT COST</b>	<b>\$73,250,000</b>

A copy of the required SGIP grant application is included as Attachment C for reference.

**FISCAL IMPACT:**

There is no fiscal action to be taken by the City Council related to this agenda item. Pending grant award(s), staff will return to the City Council with any necessary budget adjustments.

**ENVIRONMENTAL IMPACT:**

The action being considered is exempt from the California Environmental Quality Act (CEQA) because it is not a “project” per Section 15378(b)(5) of CEQA Guidelines. The

action involves an organizational or administrative activity of government that will not result in direct or indirect physical change in the environment.

NEXUS TO CITY COUNCIL GOALS AND PRIORITIES:

The three projects for which the City is seeking funding through the current SGIP competition are City Council priorities in FY 2024-25, FY 2025-26, and FY 2026-27.

ATTACHMENTS:

Attachment A – Resolution Authorizing Submittal of Applications

Attachment B – 10<sup>th</sup> Street Project Schedule

Attachment C – SGIP Program Application

## RESOLUTION NO. 2025-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA AUTHORIZING THE CITY MANAGER TO APPLY FOR SMART GROWTH INCENTIVE PROGRAM GRANT FUNDS FROM THE SAN DIEGO ASSOCIATION OF GOVERNMENTS

WHEREAS, the San Diego Association of Governments (SANDAG) is soliciting applications for its Smart Growth Incentive Program (SGIP) Cycle 6; and

WHEREAS, the goal of this program is to fund planning, capital and climate action planning activities that facilitate compact, mixed-use, transit-oriented development and increase housing and transportation choices; and

WHEREAS, up to \$45 million of *TransNet* funding for Smart Growth Incentive Program (SGIP) projects is available to local jurisdictions and the County of San Diego through the SGIP Program; and

WHEREAS, the City of Del Mar wishes to receive grant funding from SANDAG; and

WHEREAS, the City of Del Mar certifies that it has an adopted Climate Action Plan (CAP) or Greenhouse Gas (GHG) reduction plan that includes the following items:

- Establishes a locally appropriate 2030 GHG reduction target for communitywide GHG emissions derived from the State's legislative target for 2030 (as established by SB 32 or as amended by future legislation) and establishes long-term targets;
- Quantifies, using substantial evidence, how local GHG reduction strategies, programs, and measures would meet or exceed the local GHG reduction target; and
- Establishes a mechanism to monitor the plan's progress toward achieving the target, including reporting data to SANDAG and a requirement to amend the plan if it is not achieving adopted goals.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Del Mar, California, that the City is authorized to submit a grant application for the following Projects to SANDAG, which are referred to as:

- The Climate Action Plan Update and Greenhouse Gas Emission Inventory Project;
- The 10<sup>th</sup> Street Affordable Housing Project; and
- The Camino del Mar Bridge Replacement Project.

BE IT FURTHER RESOLVED that the City Council authorizes the City Manager, or the City Manager's designee, to submit applications and all related materials for Smart Growth Incentive Program Grant Funds from the San Diego Association of Governments, and to approve and execute, on behalf of the City of Del Mar, all agreements and related documents necessary and proper for the grant(s).

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Del Mar, California, at the Regular Meeting held this 7<sup>th</sup> day of April, 2025.

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Terry Gaasterland, Mayor  
City of Del Mar

APPROVED AS TO FORM:

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Leslie E. Devaney, City Attorney  
City of Del Mar

ATTEST AND CERTIFICATION:

STATE OF CALIFORNIA  
COUNTY OF SAN DIEGO  
CITY OF DEL MAR

I, SARAH KRIETOR, Administrative Services Manager/City Clerk of the City of Del Mar, California, DO HEREBY CERTIFY, that the foregoing is a true and correct copy of Resolution No. 2025-XX, adopted by the City Council of the City of Del Mar, California, at a Regular Meeting held the 7<sup>th</sup> day of April, 2025, by the following vote:

AYES:

NOES:

RECUSE:

ABSENT:

ABSTAIN:

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Sarah Krietor, Administrative Services  
Manager/City Clerk  
City of Del Mar

**Project Schedule – Cycle 6 SGIP Grant City of Del Mar 10<sup>th</sup> Street Affordable Housing Project**

Schedule covers pre-development studies through construction (4 to 8 lower income units on City's 10<sup>th</sup> Street vacant lot).

<b>Project Task Description</b>	<b>Outcome/Output</b>	<b>Deliverables</b>
<i>Task 1: Execute Task Order(s) for Consultant Services for Pre-Development/Due Diligence Studies</i>	<i>Secure signed agreement(s) between the City and consultant(s)</i>	<i>Consultant task orders by December 2025</i>
<i>Task 2: Conduct Economic Studies/ Due Diligence</i>	<i>Supplemental economic studies, financial feasibility analysis, and identification of property encumbrances</i>	<i>Consultant studies and reports by July 2026</i>
<i>Task 3: Conduct Transportation Studies/ Due Diligence</i>	<i>Transportation due diligence analysis to assess mobility, access, traffic, and parking</i>	<i>Consultant studies and reports by July 2026</i>
<i>Task 4: Conduct Environmental Studies/ Due Diligence</i>	<i>Environmental assessments (i.e., geotechnical/soils analysis, biology report)</i>	<i>Consultant studies and reports by July 2026</i>
<i>Task 5: Conduct Site Design Studies/ Due Diligence</i>	<i>Site design feasibility analysis, including view corridor analysis related to public scenic views</i>	<i>Consultant studies and reports by July 2026</i>
<i>Task 6: Conduct Infrastructure Studies/ Due Diligence</i>	<i>Utilities/Infrastructure conditions assessment (i.e., water, sewer, stormwater, street, sidewalk, access)</i>	<i>Consultant studies and reports by July 2026</i>
<i>Task 7: Surplus Land Act</i>	<i>Seek HCD approval to obtain exemption under SLA for 100% affordable housing development Complete analysis and submit exemption to HCD for approval which takes between 30 to 60 days subject to HCD workload and application completeness.</i>	<i>Submit application by January 2026  HCD approval by April 2026</i>
<i>Task 8: Solicit and Select Developer</i>	<i>City to follow local process for RFP/RFQ and solicitation of proposals for competitive selection process. The highest ranked firm will be selected considering teams relevant experience in affordable housing development, coastal development, familiarity with City of Del Mar, approach to the work, and cost. City Council action will be processed for developer selection.</i>	<i>City Council Selection of Developer by August 2026</i>

<i>Task 9: Prepare Project Design Plans</i>	<i>Execute Task Order(s) for Consultant to Prepare Project Design Plans (30%, 60%, and 100% design)</i>	<i>Prepare 30% Design Plans by Oct 2026</i>  <i>Prepare 60% Design Plans by February 2027</i>  <i>Prepare 100% Design Plans by April 2027</i>
<i>Task 10: Complete CEQA Document</i>	<i>City to process CEQA document.</i>	<i>Final CEQA Document by February 2027</i>
<i>Task 11: Complete Project Entitlements</i>	<i>City to process discretionary permits (i.e., DRB and CDP permits) for project approval.</i>	<i>Final Discretionary Permits by February 2027</i>
<i>Task 12: Issue Building Permit</i>	<i>City to concurrently process discretionary permits and building permit</i>	<i>Building Permit by Oct 2027</i> <b>2027 Deadline in HE Program 3B</b>
<i>Task 13: Execute Disposition and Development Agreement with Developer</i>	<i>Developer due diligence, negotiation of business terms and execution of agreement. Planning Commission review and recommendation and City Council approval of DDA required.</i>	<i>DDA Agreement by March 2027</i>
<i>Task 14: Secure Additional Project Financing (i.e., State, County)</i>	<i>City/Developer to submit applications for State and County funding awards. (State and County NOFA processes may require multiple rounds of applications.)</i>	<i>Award of Funding by August 2027</i>
<i>Task 15: Real Estate Closing</i>	<i>Conditions Precedent to Close which includes financing, building permits, insurance, and other conditions are complete.</i>	<i>Real Estate Closing by November 2027</i>
<i>Task 16a: Select Contractor</i>	<i>Complete Construction Bid Process</i>	<i>Select Contractor by Nov 2027</i>
<i>Task 16b: Project Construction</i>	<i>Commence construction of affordable housing project. (Target to initiate construction within 30 to 60 days of closing depending on funder requirements.)</i>	<i>Initiate Construction by Dec 2027</i> <i>Complete Construction by June 2029</i> <b>June 2029 Deadline in Grant</b>
<i>Task 16c: Project Closeout</i>	<i>Closeout per SANDAG Board Policy No. 35</i>	<i>Project Closeout by June 2029</i>



## Smart Growth Incentive Program (SGIP) Cycle 6 – Climate Action Plan Project

### GRANT APPLICATION INSTRUCTIONS

The following materials must be submitted electronically through [BidNet](#) before the Application Deadline. Applications cannot be emailed. If any of the required components are not completed and included with the application by the Application Deadline so that it can be fully evaluated without negatively impacting the fairness of the competitive process, the application will be deemed ineligible.

#### Required Components

- Completed Grant Application
- Signed Applicant Statement Form(s)
- Signed Required Forms
  - Equal Employment Opportunity Certificate
  - Public Contract Code Questionnaires and Statements
  - Non-Collusion Affidavit/Declaration
- Project Scope of Work, Schedule, and Budget workbook (Excel file)
  - The template is available in [BidNet](#).
  - If a project is selected to receive funding, the Scope of Work, Schedule, and Budget will be added to the Grant Agreement, with any adjustments required by SANDAG, and the Applicant will be held responsible for implementing the project in accordance with the Scope of Work, Schedule, and Budget. Applicants should follow the directions in the Scope of Work, Schedule, and Budget template.

#### Recommended Components

- Documentation of support for the project from community groups or individuals
- Resolution including all statements provided in the Sample Resolution
  - The template is available in [BidNet](#).

# Grant Application

## General Information

### Applicant Information

Applicant Name	
Applicant Address	
Contact Name	
Title	
Phone	
Email	

### Climate Action Plan (CAP)

The Applicant does not have a locally-adopted CAP.

The Applicant has a locally adopted CAP. The document is available here (provide link):

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### Project Information

Project Title	
Project Area Limits	
Brief Project Summary	

### Project Manager

List the day-to-day project manager/person who will manage the project.

Name	
Title	
Phone	
Email	

### Additional Contacts for Grant-Related Correspondence

Include the individual(s) who will prepare the quarterly reports, submit invoices, or otherwise be involved in the project.

Role	
Name	
Title	
Phone	
Email	

Role	
Name	
Title	
Phone	
Email	

Role	
Name	
Title	
Phone	
Email	

Role	
Name	
Title	
Phone	
Email	

**Project Partners**

List the name(s) and contact information for any project partners.

Entity Name	
Contact Name	
Title	
Phone	
Email	

Entity Name	
Contact Name	
Title	
Phone	
Email	

Entity Name	
Contact Name	
Title	
Phone	
Email	

## Project Budget

### SGIP Funding Request

Total SGIP Grant Request Amount	\$
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### Matching Funds

List the source(s) and associated dollar amounts of proposed matching funds. Matching funds can consist of in-kind services or cash match from the Applicant, funds from outside sources such as developer contributions, non-profit contributions, other state or federal funds, or other quantifiable sources. Other TransNet funds, including Local Street and Road Program funding, cannot be used as a match.

Source of Funding	
Amount of Funding	\$

Source of Funding	
Amount of Funding	\$

Source of Funding	
Amount of Funding	\$

Total Matching Funds Provided	\$
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## INDIRECT COSTS

The Applicant intends to apply indirect costs to the project:

Yes\*  No

\*If the Applicant intends to apply indirect costs, the following method will be used:

- The Applicant has a Federally Negotiated Indirect Cost Rate (FNICR) recognized by the federal government, and that rate will be used.
- The Applicant has never received a FNICR and will elect the de minimis rate. The current de minimis rate is 15%.

*\*Applicants who intend to apply indirect costs to their proposed project should ensure that the indirect costs are incorporated into the Scope of Work, Schedule, and Budget worksheet.*

## Performance Measures

Using the SGIP Performance Metrics, which are available with the other SGIP application materials in [BidNet](#), select five metrics that can be used to measure the project's success in meeting the SGIP goals and objectives. **Please be aware that at the end of the grant term the Applicant must be able to meet all five metrics that it lists below or the Applicant may be required to repay the grant.** The Applicant will report on the progress toward meeting these performance metrics in its quarterly report.

In the table below, list each performance metric selected, and include the baseline measure (what the number is today, before the SGIP program begins).

Metric No.	Performance Metric (from the SGIP Performance Metrics list)	Baseline Measure
1.		
2.		
3.		
4.		
5.		

In the space below, include any additional information regarding the Applicant's selected performance metrics or baseline data.

## Evaluation Criteria Responses

### 1. New Climate Action Plan Or CAP Update Contents

#### A. New CAP Or CAP Update Timeline

This project will (select one):

- Develop a new CAP
- Update an existing CAP. The existing CAP was adopted:
  - Three or more years ago (2/28/2022 or earlier)
  - Less than three years but more than one year ago (between 3/1/2022 and 2/28/2024)
  - Within the last year (between 3/1/2024 and 2/28/2025)
- Neither develop a new CAP nor update an existing CAP(skip to Criteria #2 below)

#### B. GHG Emissions Inventory And Near- And Long-Term GHG Emissions Forecasts And Reduction Targets

Describe in the space below the approach to the new CAP or CAP Update, including the greenhouse gas (GHG) emissions inventory and the baseline year that will be used, in accordance with adopted protocols. Describe how the CAP or CAP Update will include near- and long-term GHG emissions forecasts (e.g., 2035 and 2050) and GHG reduction targets.

If the project is neither a new CAP nor CAP Update, this question can be skipped.

## C. GHG Reduction Measures

Describe in the space below how the Applicant will ensure that the new CAP or CAP Update will include specific, quantifiable GHG reduction measures to achieve the GHG reduction targets.

If the project is neither a new CAP nor CAP Update, this question can be skipped.

## 2. Implementation and Monitoring

### A. CAP Implementation

For a new CAP or CAP Update, describe in the space below the plan for implementing each GHG emissions reduction measure identified in the CAP, including, but not limited to, the identification of responsible parties, key actions, timeline, costs, and funding sources.

For an Implementation Plan for an existing CAP, describe in the space below how the project will develop an implementation plan for an existing CAP, including but not limited to the identification of responsible parties, key actions, timeline, costs, and funding sources.

## B. CAP Monitoring

For a new CAP or CAP Update, describe in the space below how progress toward achievement of the GHG emissions reduction target(s) will be monitored, including but not limited to metrics for tracking progress, periodic updates to the GHG emissions inventory, regular reporting of progress, and timing of future CAP updates.

For an Implementation Plan for an existing CAP, describe in the space below how the project will establish monitoring measures for an existing CAP including but not limited to metrics for tracking progress, periodic updates to the GHG emissions inventory, regular reporting of progress, and timing of future CAP updates.

## 3. Project Feasibility

### A. Efficient Use Of Project Funds

The Applicant's Scope of Work, Schedule, and Budget workbook will be reviewed to determine the degree to which the project will efficiently use program funds in the following three areas.

#### Project Scope of Work

Please indicate which of the following factors was considered when developing the Scope of Work. Check all that apply.

- All major tasks and subtasks were included that are necessary to complete the project, including any tasks or subtasks that may be deemed unnecessary during project implementation
- The Applicant considered the steps it would take to complete the planning work, including robust stakeholder engagement.

- The Applicant considered the effort necessary to prepare any necessary consultant work for competitive bidding and ensured that it's agency's procurement requirements will be met before advertising the solicitation.
- The Scope of Work considers the approvals needed to enter into a contract with the selected consultant.

#### Project Schedule

Please indicate which of the following factors was considered when developing the Project Schedule. Check all that apply.

- The Project Schedule includes reasonable start dates, taking into account any work that has already been completed before the NTP has been issued and any other tasks or subtasks that might impact the start date for each task and subtask.
- Project durations and completion dates are reasonable and include timeframes that the Applicant can actually achieve.
- The Applicant is aware that it will be required to adhere to the Project Schedule and that all schedules must meet the Project Milestone and Completion Deadlines that are listed in SANDAG Board Policy No. 035.

#### Project Budget

Please indicate which of the following factors was considered when developing the Project Schedule. Check all that apply.

- The Project Budget considered all of the tasks and subtasks listed in the Scope of Work.
- Each task and subtask identifies reasonable costs to complete the task or subtask, and any matching funds are included.
- If the Applicant intends to request reimbursement for indirect costs, those costs are included in the Project Budget and the Applicant indicated in this Application whether it will elect the de minimis rate or it has a FNICR.

## B. Community Engagement

Please describe how the project has and will continue to have strong community support, opportunities for community input, and how community members can have a meaningful role in the project, including underserved and limited English proficiency populations.

## 4. Board Policy No. 033

### A. Prohousing Policies

Applicant currently has HCD Prohousing Designation

OR

Select all policies currently in place in the following categories:

#### Category 1: Favorable Zoning And Land Use

- Housing element plan for zoned capacity of >150% of RHNA
- Permitting missing middle uses (e.g., duplexes, triplexes, fourplexes, townhomes) in existing low-density single-family zones
- Eliminating minimum parking requirements
- Allowing residential in commercial zones
- Allowing more/larger accessory dwelling units (ADUs) than state law requires
- Density bonus that is >10% more than state requirements
- Established Workforce Housing Opportunity Zone (WHOZ) or housing sustainability district
- Standards to promote more density
- Housing element plan for zoned capacity of >125% of RHNA
- Reduced parking requirements

#### Category 2: Acceleration Of Housing Production Timeframes

- Ministerial approval of housing
- Streamlined/program level California Environmental Quality Act (CEQA) Environmental Impact Report (EIR) for general plans/specific plans etc.
- Permit process that is less than two months
- Elimination of public hearings for projects consistent with zoning/general plan
- One-stop shop permitting processes or single point of contact
- Priority permit processing or reduced plan check times for ADUs/junior ADUs, multifamily, or affordable housing
- Streamlined housing development at the project level
- Permit process that is less than four months
- Three public hearings limit for projects consistent with zoning/general plan
- Eliminated or replaced subjective design standards with objective standards that simplify zoning
- Standard entitlement application
- Publicly posting online status updates on permit approvals

#### Category 3: Reduction Of Construction And Development Costs

- Waived development impact fees for housing
- Adopted universal design ordinances
- Preapproved prototype plans for missing middle housing (e.g., duplexes, triplexes, fourplexes, townhomes)
- Measures that reduce costs for transportation-related infrastructure or that encourage active transit or other alternatives to cars
- Reduced development impact fees for housing
- Less restrictive ADU standards than state requirements
- Fee reduction, including deferrals or reduced fees for housing with people with special needs
- Promoting innovative housing types that reduced development costs

Category 4: Providing Financial Subsidies

- Local housing trust fund or collaboration on regional fund
- Program to comply with Surplus Lands Act and make publicly owned land available for affordable housing
- Enhanced Infrastructure Financing District (EIFD)
- Prioritization of local general funds for affordable housing
- Grants/low-interest loans for affordable ADUs
- Direct residual redevelopment funds to affordable housing
- Development and regular use of housing subsidy pool, local/regional trust, or similar funding source

Please provide more information on each of the policies selected (or links to documentation)

## B. Housing Equity

The Applicant has the following policies or practices that advance housing equity (mark all that apply).

- An adopted inclusionary housing ordinance
- Establishment of rent stabilization
- Establishment of anti-displacement policies in conjunction with transit improvements
- Creation of a strategy or fund to preserve naturally occurring affordable housing
- Creation of tenant protection policies such as access to legal counsel, just cause eviction policy, etc.
- Rezoning and other policies that result in a net gain of housing capacity while concurrently mitigating development impacts on or from environmentally sensitive or hazardous areas.
- Programs, land use plans, and new policies (other than those indicated in the Prohousing Policy Implementation section above) that are intended to result in increased investment (such as infrastructure, housing, open space, etc.) in lower opportunity areas. Such areas include but are not

limited to, Low Resource and High Segregation & Poverty areas designated in the 2021 California Tax Credit Allocation Committee (TCAC)/HCD Opportunity Map, and disadvantaged communities under California Senate Bill 535 (2012).

- Zone changes or other policies (other than those listed in the Prohousing Policy Implementation section 3 above) that increase housing choices and affordability in High Resource and Highest Resource areas, as designated in the 2021 CTCAC/HCD Opportunity Maps.
- Displacement risk studies
- Creating a publicly available database of affordable housing properties at risk of losing affordability restrictions through the expiration of rent restrictions or tenant voucher programs
- Proactive monitoring of housing at risk of losing affordability restrictions and proactive enforcement of state-mandated tenant notification provision

Please provide more information on each of the policies selected (or links to documentation)

## APPLICANT STATEMENT FORM

This form must be signed by an authorized representative of the Applicant, such as the city manager or other authorized individual under the Applicant's policies and procedures, and demonstrate the Applicant's willingness to participate and fulfill the program requirements. If applying in a partnership, each jurisdiction under the partnership must have an authorized representative sign this form.

Please indicate application completeness by checking the following boxes, then sign and date below.

As an authorized delegate, I certify that my agency:

- Has not submitted a project that is already underway and is fully funded unless the application requests funds for additional work beyond the scope of the current project. I understand that TransNet funds cannot replace existing project funding.
- Has read the Grant Agreement Template and accepts and can meet the terms and conditions.
- Understands that SANDAG will not reimburse the applicant for expenses incurred before the Notice to Proceed issuance or after the grant term expiration.
- Understand that Projects already underway are eligible to apply ONLY if the Application requests funds for additional work beyond the scope of the current project. TransNet funds cannot be used to supplant or replace existing project funding.

If this application is approved for funding, I certify that my agency:

- Understands that the responses in this application will become requirements reflected in the Grant Agreement with SANDAG.
- Agrees to sign and return the Grant Agreement to SANDAG, without exceptions, within 45 days of receipt.
- Will submit progress reports and invoices documenting the use of grant and matching funds to SANDAG no less frequently than quarterly using the method required by SANDAG.
- Understand that my project must meet the performance measures in the grant agreement between SANDAG and the grantee.
- Will set up a separate project account for quarterly reporting and invoicing.
- Will not use project funding for alcohol, political, religious, or discriminatory themes or affiliations.

I certify that I agree with the above statements and that the information submitted in this application is complete and accurate. I have the authorization to submit this Grant Application on behalf of my agency.

---

Print Name	Title
Signature	Date

# REQUIRED FORMS

## Equal Employment Opportunity Certificate

### Certificate of Compliance with Equal Employment Opportunity Requirements

The Equal Employment Opportunity (EEO) provisions of the Agreement SANDAG will award to the Applicant requires the Applicant to provide equal employment to all people, regardless of race, color, religion, sex, or national origin.

Applicant certifies that it will comply with the provisions of the SANDAG Equal Employment Opportunity Program ([SANDAG Board Policy No. 007](#)) and rules and regulations adopted pursuant thereto, Title VI of the Civil Rights Act of 1964, the California Fair Employment Practices Act, and any other applicable federal and state laws and regulations relating to equal employment opportunity, including laws and regulations hereinafter enacted.

Furthermore, the Applicant certifies that it

has  has not

been found, adjudicated, or determined to have violated any laws of Executive Orders relating to employment discrimination or affirmative action including, but not limited to, Title VII of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000[e] et seq.); the Equal Pay Act (29 U.S.C. 206[d]); Executive Order (EO) 10925 (Kennedy, 1961), EO 11114 (Kennedy, 1963), or EO 11246 (Johnson, 1965); or the California Fair Employment and Housing Act (Government Code 12460 et seq.); by any federal or California court or agency, including but not limited to the Equal Employment Opportunity Commission, the Office of Federal Contract Compliance Programs, and the California Fair Employment and Housing Commission.

If yes, please explain the circumstance in the space below:

---

Print Name

Title

---

Signature

Date

## Public Contract Code Questionnaires and Statements

### Public Contract Code Section 10162 Questionnaire

The Applicant shall complete, under penalty of perjury, the following questionnaire:

Has the Applicant, any officer of the Applicant, or any employee of the Applicant who has a proprietary interest in the Applicant, ever been disqualified, removed, or otherwise prevented from bidding or proposing on, or completing a federal, state, or local government project because of a violation of law or a safety regulation?

Yes\*  No

\*If Yes, explain the circumstances in the space below.

### Public Contract Code Section 10232 Statement

In conformance with Public Contract Code Section 10232, the Applicant states under penalty of perjury, that no more than one final unappealable finding of contempt of court by a federal court has been issued against the Applicant within the immediately preceding two-year period because the Applicant failed to comply with an order of a federal court which ordered the Applicant to comply with an order of the National Labor Relations Board.

### Public Contract Code Section 10285.1 Statement

In conformance with Public Contract Code Section 10285.1 (Chapter 376, Stats. 1985), the Applicant declares under penalty of perjury under the laws of the State of California that the Applicant (must check one)

has  has not

been convicted within the preceding three years of any offenses referred to in that section, including any charge of fraud, bribery, collusion, conspiracy, or any other act in violation of any state or federal antitrust law in connection with the bidding upon, award of, or performance of, any public works contract, as defined in Public Contract Code Section 1101, with any public entity, as defined in Public Contract Code Section 1100, including the Regents of the University of California or the Trustees of the California State University. The term "Applicant" is understood to include any partner, member, officer, director, responsible managing officer, or responsible managing employee thereof, as well as any subapplicant of the Applicant, as referred to in Section 10285.1 (reference to "bidder/proposer"). Applicants are cautioned that false certification may subject the certifier to criminal prosecution.

---

Authorized Delegate Name

Title

---

Signature

Date

### Non-Collusion Affidavit/Declaration

In accordance with Title 23, United States Code Section 112, and Public Contract Code 7106, the Applicant declares that the application is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The application is genuine and not collusive or sham. The Applicant has not directly or indirectly induced or solicited any other Applicant to put in a false or sham application. The Applicant has not directly or indirectly colluded, conspired, connived, or agreed with any Applicant or anyone else to put in a sham application, or to refrain from applying. The Applicant has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the grant amount requested, or that any other Applicant, or to fix any overhead or cost element of the grant amount requested, or of that of any other Applicant. All statements contained in the application are true. The Applicant has not, directly or indirectly, submitted its grant amount requested or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company association, organization, application depository, or to any member or agent thereof to effectuate a collusive or sham application, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of the Applicant that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the Applicant.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Applicant is cautioned that making a false certification may subject the certifier to criminal prosecution.

---

Print Name	Title
Signature	Date

---

## GRANT APPLICATION INSTRUCTIONS

The following materials must be submitted electronically through [BidNet](#) before the Application Deadline. Applications cannot be emailed. If any of the required components are not completed and included with the application by the Application Deadline so that it can be fully evaluated without negatively impacting the fairness of the competitive process, the application will be deemed ineligible.

### Required Components

- Completed Grant Application
- Signed Applicant Statement Form(s)
- Signed Required Forms
  - Equal Employment Opportunity Certificate
  - Public Contract Code Questionnaires and Statements
  - Non-Collusion Affidavit/Declaration
- GIS shapefile of the project area/limit, or PDF maps of the project area/limit using the SANDAG [SGIP Cycle 6 Interactive Mapping Tool](#) that corresponds to the following evaluation criteria:
  - Criteria #1 – Relationship To Regional Transit
  - Criteria #2.A.i. – Proximity To A Mobility Hub
  - Criteria #2.B.i. – Proximity To The Safety Focus Network Or Systemic Safety Network
  - Criteria #2.C.i. – Project Location
- Project Scope of Work, Schedule, and Budget workbook (Excel file)
  - The template is available in [BidNet](#).
  - If a project is selected to receive funding, the Scope of Work, Schedule, and Budget will be added to the Grant Agreement, with any adjustments required by SANDAG, and the Applicant will be held responsible for implementing the project in accordance with the Scope of Work, Schedule, and Budget. Applicants should follow the directions in the Scope of Work, Schedule, and Budget template.

### Recommended Components

- If the proposed project abuts other jurisdiction(s), include documentation showing the project is in the adopted plans of the adjacent jurisdiction(s), OR a letter from the abutting jurisdiction(s) demonstrating that cooperative efforts are underway
- A site plan and typical cross-sections depicting project-level detail, if applicable
- Photographs depicting existing conditions
- Documentation of support for the project from community groups or individuals
- Resolution including all statements provided in the Sample Resolution
  - The template is available in [BidNet](#).

# GRANT APPLICATION

## General Information

### Applicant Information

Applicant Name	
Applicant Address	
Contact Name	
Title	
Phone	
Email	

### Climate Action Plan (CAP)

- The Applicant does not have a locally-adopted CAP.
- The Applicant has a locally adopted CAP. The document is available here (provide link):

--

### Project Feasibility Evaluation

- The Project was not derived through a feasibility study.
- The Applicant completed a feasibility study that identified the need for the Project. The document is available here (provide a link in the space below or upload the file to BidNet):

--

### Project Information

Project Title	
Project Location or Area Limits	
Brief Project Summary	

### Project Manager

List the day-to-day project manager who will manage the project.

Name	
Title	
Phone	
Email	

Additional Contacts for Grant-Related Correspondence

Include the individual(s) who will prepare the quarterly reports, submit invoices, or otherwise be involved in the project.

Role	
Name	
Title	
Phone	
Email	

Role	
Name	
Title	
Phone	
Email	

Role	
Name	
Title	
Phone	
Email	

Project Partners

List the name(s) and contact information for any project partners.  
(Applicants forming partnerships must provide a letter of support from each jurisdiction, CBO, or nonprofit.)

Entity Name	
Contact Name	
Title	
Phone	
Email	

Entity Name	
Contact Name	
Title	
Phone	
Email	

Entity Name	
Contact Name	
Title	
Phone	
Email	

## Project Budget

### SGIP Funding Request

Total SGIP Grant Request Amount	\$
---------------------------------	----

### Matching Funds

List the source(s) and associated dollar amounts of proposed matching funds. Matching funds can consist of in-kind services or cash match from the Applicant, funds from outside sources such as developer contributions, non-profit contributions, other state or federal funds, or other quantifiable sources. Other TransNet funds, including Local Street and Road Program funding, cannot be used as a match.

Source of Funding	
Amount of Funding	\$

Source of Funding	
Amount of Funding	\$

Source of Funding	
Amount of Funding	\$

Total Matching Funds Provided	\$
-------------------------------	----

## Indirect Costs

The Applicant intends to apply indirect costs to the project:

Yes\*  No

\*If the Applicant intends to apply indirect costs, the following method will be used:

- The Applicant has a Federally Negotiated Indirect Cost Rate (FNICR) recognized by the federal government, and that rate will be used.
- The Applicant has never received a FNICR and will elect the de minimis rate. The current de minimis rate is 15%.

*\*Applicants who intend to apply indirect costs to their proposed project should ensure that the indirect costs are incorporated into the Scope of Work, Schedule, and Budget worksheet.*

## Performance Measures

Using the SGIP Performance Metrics, which are available with the other SGIP application materials in [BidNet](#), select five metrics that can be used to measure the project's success in meeting the SGIP goals and objectives. **Please be aware that at the end of the grant term the Applicant must be able to meet all five metrics that it lists below or the Applicant may be required to repay the grant.** The Applicant will report on the progress toward meeting these performance metrics in its quarterly report.

In the table below, list each performance metric selected, and include the baseline measure (what the number is today, before the SGIP program begins).

Metric No.	Performance Metric (from the SGIP Performance Metrics list)	Baseline Measure
1.		
2.		
3.		
4.		
5.		

In the space below, include any additional information regarding the Applicant's selected performance metrics or baseline data.

## Evaluation Criteria Responses

### 1. Relationship To Regional Transit

**Option 1:** Submit a GIS shapefile with your application that includes the project area or limits.

**Option 2:** Use the SANDAG SGIP Cycle 6 Interactive Mapping Tool to create a map of the project area/limits related to regional transit and submit it with your application.

- Navigate to the SANDAG [SGIP Cycle 6 Interactive Mapping Tool](#).
- Zoom to the proposed project location.
- Use the Draw tool (Figure 1) to map the proposed project area/limit.
- Click the Layer List (Figure 2) to display the available layers.
- Click the box next to the “Transit Stops Buffer (0.5 miles)” and “Transit Priority Areas (TPA) 2035” layers to display these layers in proximity to the mapped project area/limit. See Figure 3. Do not turn on any other layers.
- Close the Layer List.
- Use the Print tool (Figure 4) to print a PDF copy of your mapped project area related to regional transit.
- Provide the map with your application.

Figure 1: Draw Tool



Figure 2: Layer List



Figure 4: Print Tool



Figure 3: Layer List Expanded

**Layer List** ⌵ ✕

Layers 🔍 ☰

- ▶  Transit Stops ⋮
- ▶  Major Transit Stops 2035 ⋮
- ▶  Systemic Safety Network - Intersections Urban Rural Combined ⋮
- ▶  Systemic Safety Network - Segments Urban Rural Combined ⋮
- ▶  Safety Focus Network ⋮
- ▶  Transit Stops Buffer (0.5 miles) ⋮
- ▶  Transit Priority Areas (TPA) 2035 ⋮
- ▶  Systemic Safety Network - Intersections Buffer (0.25 miles) ⋮
- ▶  Systemic Safety Network - Segments Buffer (0.25 miles) ⋮
- ▶  Safety Focus Network Buffer (0.25 miles) ⋮
- ▶  Mobility Hubs ⋮
- ▶  Disadvantaged Community ⋮
- ▶  Jurisdictions ⋮

## 2. Furthers The Regional Plan and Sustainable Communities Implementation Strategies

### A. Sustainable Communities Strategy

#### i. Proximity To A Mobility Hub

**Option 1:** Submit a GIS shapefile with your application that includes the project area or limits.

**Option 2:** Use the SANDAG SGIP Cycle 6 Interactive Mapping Tool to create a map of the project area/ limits related to mobility hubs and submit it with your application.

- Navigate to the SANDAG [SGIP Cycle 6 Interactive Mapping Tool](#).
- Zoom to the proposed project location.
- Use the Draw tool (Figure 5) to map the proposed project area/limit.
- Click the Layer List (Figure 6) to display the available layers.
- Click the box next to the “Mobility Hubs” layer to display this layer in proximity to the mapped project area/limit. See Figure 7. Do not turn on any other layers.
- Close the Layer List.
- Use the Print tool (Figure 8) to print a PDF copy of your mapped project area in proximity to a Mobility Hub.
- Provide the map with your application.

Figure 5: Draw Tool



Figure 6: Layer List



Figure 8: Print Tool



Figure 7: Layer List Expanded

**Layer List** ⤴ ✕

Layers 🔍 ☰

- ▶  Transit Stops ⋮
- ▶  Major Transit Stops 2035 ⋮
- ▶  Systemic Safety Network - Intersections Urban Rural Combined ⋮
- ▶  Systemic Safety Network - Segments Urban Rural Combined ⋮
- ▶  Safety Focus Network ⋮
- ▶  Transit Stops Buffer (0.5 miles) ⋮
- ▶  Transit Priority Areas (TPA) 2035 ⋮
- ▶  Systemic Safety Network - Intersections Buffer (0.25 miles) ⋮
- ▶  Systemic Safety Network - Segments Buffer (0.25 miles) ⋮
- ▶  Safety Focus Network Buffer (0.25 miles) ⋮
- ▶  Mobility Hubs ⋮
- ▶  Disadvantaged Community ⋮
- ▶  Jurisdictions ⋮

## ii. Furthers The Sustainability Communities Strategy

The Sustainable Communities Strategy (SCS) shows how development patterns and our transportation system will work together to reduce greenhouse gas (GHG) emissions for cars and light trucks, providing a more sustainable future for our region.

How does your project further the Region's SCS? Examples include:

- Implementing a land use strategy that facilitates VMT reduction
- Zoning for a higher density of housing than is currently allowed
- Improving jobs-housing balance
- Planning for transportation/mobility improvements to better connect housing to the existing/planned regional transportation network
- Reducing or eliminating parking minimums or other innovative parking management strategies such as shared parking or dedicated parking for carshare in lieu of dedicated parking for personal vehicles

Describe in the space below how the project furthers the SCS. Provide documentation or evidence to support your description.

## B. Furthers Safety And The Regional Vision Zero Resolution

### i. Proximity To The Safety Focus Network Or Systemic Safety Network

**Option 1:** Submit a GIS shapefile with your application that includes the project area or limits.

**Option 2:** Use the SANDAG SGIP Cycle 6 Interactive Mapping Tool to create a map of the project area/ limits related to the SFN and SSN and submit it with your application.

- Navigate to the SANDAG [SGIP Cycle 6 Interactive Mapping Tool](#).
- Zoom to the proposed project location.
- Use the Draw tool (Figure 9) to map the proposed project area/limit.
- Click the Layer List (Figure 10) to display the available layers.
- Click the box next to the “Systemic Safety Network – Intersections Buffer (0.25 miles)”, “Systemic Safety Network – Segments Buffer (0.25 miles)”, and “Safety Focus Network Buffer (0.25 miles)” layers to display these layers in proximity to the mapped project area/limit. See Figure 11. Do not turn on any other layers.
- Close the Layer List.
- Use the Print tool (Figure 12) to print a PDF copy of your mapped project area in proximity to the SFN and SSN.
- Provide the map with your application.

- Figure 9: Draw Tool



- Figure 10: Layer List



- Figure 12: Print Tool



Figure 11: Layer List Expanded

Layer List

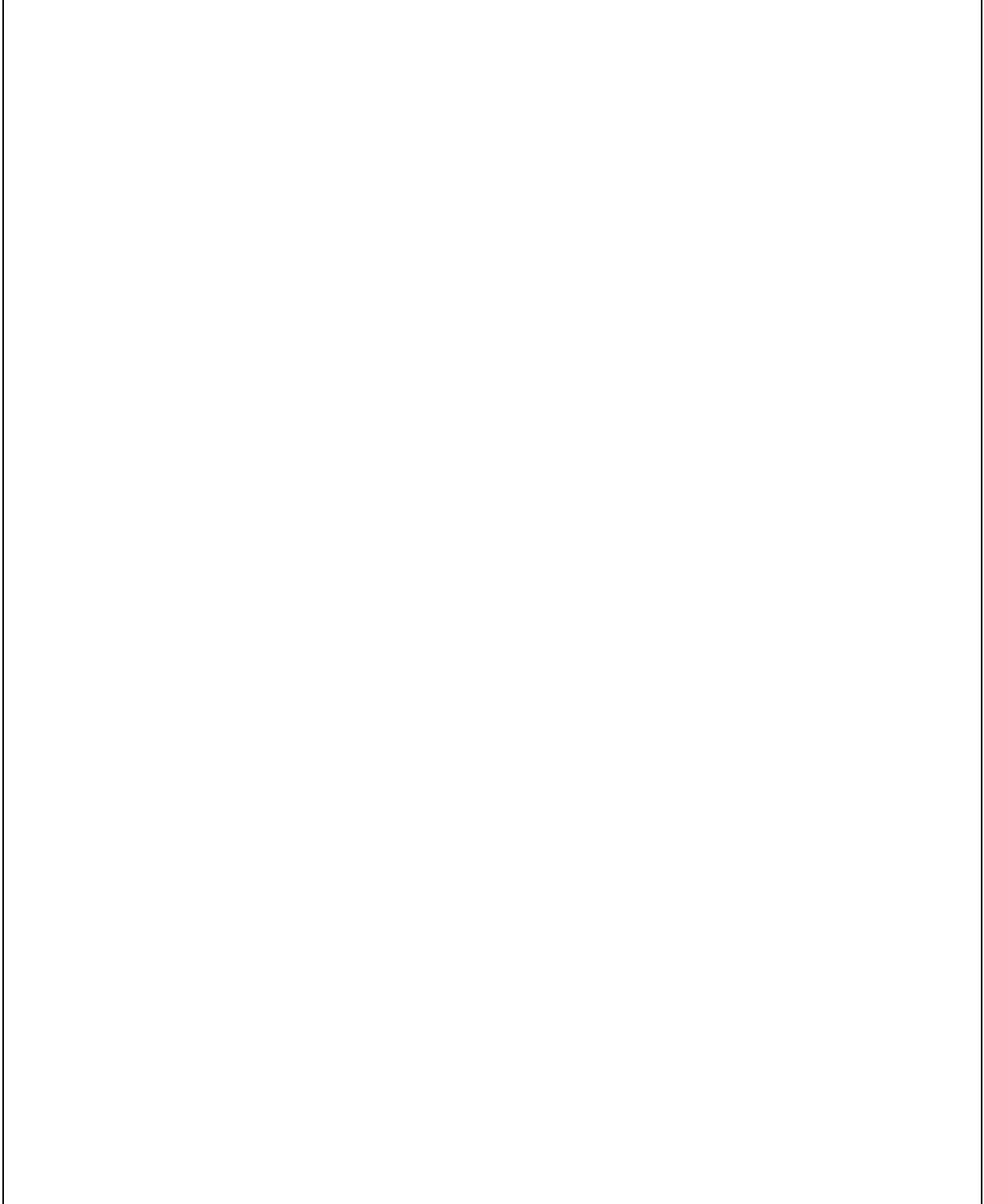
⤴
✕

**Layers** 🔍 📄

- Transit Stops
⋮
- Major Transit Stops 2035
⋮
- Systemic Safety Network - Intersections Urban Rural Combined
⋮
- Systemic Safety Network - Segments Urban Rural Combined
⋮
- Safety Focus Network
⋮
- Transit Stops Buffer (0.5 miles)
⋮
- Transit Priority Areas (TPA) 2035
⋮
- Systemic Safety Network - Intersections Buffer (0.25 miles)
⋮
- Systemic Safety Network - Segments Buffer (0.25 miles)
⋮
- Safety Focus Network Buffer (0.25 miles)
⋮
- Mobility Hubs
⋮
- Disadvantaged Community
⋮
- Jurisdictions
⋮

## ii. Proposed Safety Improvements

Describe the proven bicycle, pedestrian, and traffic calming safety improvements that are included in your project.

A large, empty rectangular box with a thin black border, intended for the applicant to describe proposed safety improvements for bicycle, pedestrian, and traffic calming.

## C. Furthers Equity And Benefits Disadvantaged Communities

### i. Project Location

**Option 1:** Submit a GIS shapefile with your application that includes the project area or limits.

**Option 2:** Use the SANDAG SGIP Cycle 6 Interactive Mapping Tool to create a map of the project area/ limits related to the location of disadvantaged communities identified in the 2021 Regional Plan and submit it with your application.

- Navigate to the SANDAG [SGIP Cycle 6 Interactive Mapping Tool](#).
- Zoom to the proposed project location.
- Use the Draw tool (Figure 13) to map the proposed project area/limit.
- Click the Layer List (Figure 14) to display the available layers.
- Click the box next to the “Disadvantaged Community” layer to display the layer in proximity to the mapped project area/limit. See Figure 15. Do not turn on any other layers.
- Close the Layer List.
- Use the Print tool (Figure 16) to print a PDF copy of your mapped project area in proximity to a disadvantaged community.
- Provide the map with your application.

- Figure 13: Draw Tool



- Figure 14: Layer List



- Figure 16: Print Tool



Figure 15: Layer List Expanded

Layer List
⤴ ×

**Layers** 🔍 ☰

- ▶  Transit Stops ⋮
- ▶  Major Transit Stops 2035 ⋮
- ▶  Systemic Safety Network - Intersections Urban Rural Combined ⋮
- ▶  Systemic Safety Network - Segments Urban Rural Combined ⋮
- ▶  Safety Focus Network ⋮
- ▶  Transit Stops Buffer (0.5 miles) ⋮
- ▶  Transit Priority Areas (TPA) 2035 ⋮
- ▶  Systemic Safety Network - Intersections Buffer (0.25 miles) ⋮
- ▶  Systemic Safety Network - Segments Buffer (0.25 miles) ⋮
- ▶  Safety Focus Network Buffer (0.25 miles) ⋮
- ▶  Disadvantaged Community ⋮
- ▶  Jurisdictions ⋮

ii. **Benefit To A Disadvantaged Community**

Describe how your project furthers equity and benefits disadvantaged communities.

### 3. Smart Growth Implementation

Smart growth is a compact, efficient, and environmentally sensitive urban development pattern. It focuses future growth and infill development close to jobs, services, and public facilities to maximize the use of existing infrastructure and preserve open space and natural resources. Smart growth is characterized by more compact, higher-density development in urbanized areas throughout the region. These areas are walkable, bike-friendly, near public transit, and promote good community design, resulting in housing and transportation choices for those who live and work. SANDAG seeks to promote a pattern of development with whole communities that feature a convenient mix of travel choices, safer streets, and support amenities.

Describe how this project furthers the implementation of smart growth principles and strategies.

## 4. Project Feasibility

### A. Completion Of Major Milestones

Please submit supporting materials demonstrating progress toward completing the major milestones listed below.

- Has a neighborhood-level plan, corridor study, or community active transportation strategy been completed that identifies this project?

No

Yes – please include a copy of the document with your application, or include a hyperlink to the materials in the space below.

- Has environmental review under the California Environmental Quality Act been completed?

No

Yes – please include a copy of the CEQA clearance document or completed environmental checklist with your application.

- Have right-of-way acquisition and all necessary entitlements been completed?

No

Yes – please describe in the space below what right of way or other entitlements were acquired for the project.

- When will the project be ready to bid for construction?

Please be sure that the timeframe selected below matches the timeline included in the Scope of Work, Schedule, and Budget workbook.

- within six months or less (8/28/2025 or earlier)
- within 12 months or less (between 9/1/2025 and 2/28/2026)
- within 18 months or less (between 3/1/2026 and 8/28/2026)
- within 24 months or less (between 9/1/2026 and 2/28/2027)
- 24 months or more (3/1/2027 or later)

## B. Efficient Use Of Project Funds

The Applicant's Scope of Work, Schedule, and Budget workbook will be reviewed to determine the degree to which the project will efficiently use program funds in the following three areas.

### Project Scope of Work

Please indicate which of the following factors was considered when developing the Scope of Work. Check all that apply.

- All major tasks and subtasks were included that are necessary to complete the project, including any tasks or subtasks that may be deemed unnecessary during project implementation
- The Applicant considered the steps it would take to complete the planning work, including robust stakeholder engagement.
- The Applicant considered the work necessary to achieve CEQA compliance.
- The Applicant considered all right-of-way acquisition and entitlement requirements and the effort required to complete those steps, including subtasks when appropriate.
- The Applicant considered any regulatory influence on the project (e.g. the Public Utilities Commission, California Coastal Commission, etc.).
- The Applicant considered any tasks that require approval or input from another public agency and included those tasks in the Scope of Work.
- The Applicant considered the effort necessary to prepare a public works project for competitive bid and ensured that it's agency's procurement requirements will be met before putting the project out to bid.
- The Scope of Work considers the approvals needed to enter into a contract with the construction contractor and any other consultant or support services (e.g., design support, construction management, and labor compliance) needed during project construction.

Project Schedule

Please indicate which of the following factors was considered when developing the Project Schedule. Check all that apply.

- The Project Schedule includes reasonable start dates, taking into account any work that has already been completed before the NTP has been issued and any other tasks or subtasks that might impact the start date for each task and subtask.
- Project durations and completion dates are reasonable and include timeframes that the Applicant can actually achieve.
- The Applicant is aware that it will be required to adhere to the Project Schedule and that all schedules must meet the Project Milestone and Completion Deadlines that are listed in SANDAG Board Policy No. 035.

Project Budget

Please indicate which of the following factors was considered when developing the Project Schedule. Check all that apply.

- The Project Budget considered all of the tasks and subtasks listed in the Scope of Work.
- Each task and subtask identifies reasonable costs to complete the task or subtask, and any matching funds are included.
- If the Applicant intends to request reimbursement for indirect costs, those costs are included in the Project Budget and the Applicant indicated in this Application whether it will elect the de minimis rate or it has a FNICR.

### C. Community Engagement

Please describe how the project has and will continue to have strong community support, opportunities for community input, and how community members can have a meaningful role in the project, including underserved and limited English proficiency populations.

## 5. Board Policy No. 033

### A. Prohousing Policies

- Applicant currently has HCD Prohousing Designation

OR

Select all policies currently in place in the following categories:

#### Category 1: Favorable Zoning And Land Use

- Housing element plan for zoned capacity of >150% of RHNA
- Permitting missing middle uses (e.g., duplexes, triplexes, fourplexes, townhomes) in existing low-density single-family zones
- Eliminating minimum parking requirements
- Allowing residential in commercial zones
- Allowing more/larger accessory dwelling units (ADUs) than state law requires
- Density bonus that is >10% more than state requirements
- Established Workforce Housing Opportunity Zone (WHOZ) or housing sustainability district
- Standards to promote more density
- Housing element plan for zoned capacity of >125% of RHNA
- Reduced parking requirements

#### Category 2: Acceleration Of Housing Production Timeframes

- Ministerial approval of housing
- Streamlined/program level California Environmental Quality Act (CEQA) Environmental Impact Report (EIR) for general plans/specific plans etc.
- Permit process that is less than two months
- Elimination of public hearings for projects consistent with zoning/general plan
- One-stop shop permitting processes or single point of contact
- Priority permit processing or reduced plan check times for ADUs/junior ADUs, multifamily, or affordable housing
- Streamlined housing development at the project level
- Permit process that is less than four months
- Three public hearings limit for projects consistent with zoning/general plan
- Eliminated or replaced subjective design standards with objective standards that simplify zoning
- Standard entitlement application
- Publicly posting online status updates on permit approvals

#### Category 3: Reduction Of Construction And Development Costs

- Waived development impact fees for housing
- Adopted universal design ordinances
- Preapproved prototype plans for missing middle housing (e.g., duplexes, triplexes, fourplexes, townhomes)
- Measures that reduce costs for transportation-related infrastructure or that encourage active transit or other alternatives to cars
- Reduced development impact fees for housing
- Less restrictive ADU standards than state requirements
- Fee reduction, including deferrals or reduced fees for housing with people with special needs
- Promoting innovative housing types that reduced development costs

Category 4: Providing Financial Subsidies

- Local housing trust fund or collaboration on regional fund
- Program to comply with Surplus Lands Act and make publicly owned land available for affordable housing
- Enhanced Infrastructure Financing District (EIFD)
- Prioritization of local general funds for affordable housing
- Grants/low-interest loans for affordable ADUs
- Direct residual redevelopment funds to affordable housing
- Development and regular use of housing subsidy pool, local/regional trust, or similar funding source

Please provide more information on each of the policies selected (or links to documentation)

## B. Housing Equity

The Applicant has the following policies or practices that advance housing equity (mark all that apply).

- An adopted inclusionary housing ordinance
- Establishment of rent stabilization
- Establishment of anti-displacement policies in conjunction with transit improvements
- Creation of a strategy or fund to preserve naturally occurring affordable housing
- Creation of tenant protection policies such as access to legal counsel, just cause eviction policy, etc.
- Rezoning and other policies that result in a net gain of housing capacity while concurrently mitigating development impacts on or from environmentally sensitive or hazardous areas.
- Programs, land use plans, and new policies (other than those indicated in the Prohousing Policy Implementation section above) that are intended to result in increased investment (such as infrastructure, housing, open space, etc.) in lower opportunity areas. Such areas include but are not limited to, Low Resource and High Segregation & Poverty areas designated in the 2021 California

Tax Credit Allocation Committee (TCAC)/HCD Opportunity Map, and disadvantaged communities under California Senate Bill 535 (2012).

- Zone changes or other policies (other than those listed in the Prohousing Policy Implementation section 3 above) that increase housing choices and affordability in High Resource and Highest Resource areas, as designated in the 2021 CTCAC/HCD Opportunity Maps.
- Displacement risk studies
- Creating a publicly available database of affordable housing properties at risk of losing affordability restrictions through the expiration of rent restrictions or tenant voucher programs
- Proactive monitoring of housing at risk of losing affordability restrictions and proactive enforcement of state-mandated tenant notification provision

Please provide more information on each of the policies selected (or links to documentation)

## APPLICANT STATEMENT FORM

This form must be signed by an authorized representative of the Applicant, such as the city manager or other authorized individual under the Applicant's policies and procedures, and demonstrate the Applicant's willingness to participate and fulfill the program requirements. If applying in a partnership, each jurisdiction under the partnership must have an authorized representative sign this form.

Please indicate application completeness by checking the following boxes, then sign and date below.

As an authorized delegate, I certify that my agency:

- Has not submitted a project that is already underway and is fully funded unless the application requests funds for additional work beyond the scope of the current project. I understand that TransNet funds cannot replace existing project funding.
- Has read the Grant Agreement Template and accepts and can meet the terms and conditions.
- Understands that SANDAG will not reimburse the applicant for expenses incurred before the Notice to Proceed issuance or after the grant term expiration.
- Understand that Projects already underway are eligible to apply ONLY if the Application requests funds for additional work beyond the scope of the current project. TransNet funds cannot be used to supplant or replace existing project funding.

If this application is approved for funding, I certify that my agency:

- Understands that the responses in this application will become requirements reflected in the Grant Agreement with SANDAG.
- Agrees to sign and return the Grant Agreement to SANDAG, without exceptions, within 45 days of receipt.
- Will submit progress reports and invoices documenting the use of grant and matching funds to SANDAG no less frequently than quarterly using the method required by SANDAG.
- Understand that my project must meet the performance measures in the grant agreement between SANDAG and the grantee.
- Will set up a separate project account for quarterly reporting and invoicing.
- Will not use project funding for alcohol, political, religious, or discriminatory themes or affiliations.

I certify that I agree with the above statements and that the information submitted in this application is complete and accurate. I have the authorization to submit this Grant Application on behalf of my agency.

---

Print Name	Title
Signature	Date

# REQUIRED FORMS

## Equal Employment Opportunity Certificate

### Certificate of Compliance with Equal Employment Opportunity Requirements

The Equal Employment Opportunity (EEO) provisions of the Agreement SANDAG will award to the Applicant requires the Applicant to provide equal employment to all people, regardless of race, color, religion, sex, or national origin.

Applicant certifies that it will comply with the provisions of the SANDAG Equal Employment Opportunity Program ([SANDAG Board Policy No. 007](#)) and rules and regulations adopted pursuant thereto, Title VI of the Civil Rights Act of 1964, the California Fair Employment Practices Act, and any other applicable federal and state laws and regulations relating to equal employment opportunity, including laws and regulations hereinafter enacted.

Furthermore, the Applicant certifies that it

has  has not

been found, adjudicated, or determined to have violated any laws of Executive Orders relating to employment discrimination or affirmative action including, but not limited to, Title VII of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000[e] et seq.); the Equal Pay Act (29 U.S.C. 206[d]); Executive Order (EO) 10925 (Kennedy, 1961), EO 11114 (Kennedy, 1963), or EO 11246 (Johnson, 1965); or the California Fair Employment and Housing Act (Government Code 12460 et seq.); by any federal or California court or agency, including but not limited to the Equal Employment Opportunity Commission, the Office of Federal Contract Compliance Programs, and the California Fair Employment and Housing Commission.

If yes, please explain the circumstance in the space below:

---

Print Name

Title

---

Signature

Date

**Public Contract Code Questionnaires and Statements**

**Public Contract Code Section 10162 Questionnaire**

The Applicant shall complete, under penalty of perjury, the following questionnaire:

Has the Applicant, any officer of the Applicant, or any employee of the Applicant who has a proprietary interest in the Applicant, ever been disqualified, removed, or otherwise prevented from bidding or proposing on, or completing a federal, state, or local government project because of a violation of law or a safety regulation?

Yes\*       No

\*If Yes, explain the circumstances in the space below.

**Public Contract Code Section 10232 Statement**

In conformance with Public Contract Code Section 10232, the Applicant states under penalty of perjury, that no more than one final unappealable finding of contempt of court by a federal court has been issued against the Applicant within the immediately preceding two-year period because the Applicant failed to comply with an order of a federal court which ordered the Applicant to comply with an order of the National Labor Relations Board.

**Public Contract Code Section 10285.1 Statement**

In conformance with Public Contract Code Section 10285.1 (Chapter 376, Stats. 1985), the Applicant declares under penalty of perjury under the laws of the State of California that the Applicant(must check one)

has       has not

been convicted within the preceding three years of any offenses referred to in that section, including any charge of fraud, bribery, collusion, conspiracy, or any other act in violation of any state or federal antitrust law in connection with the bidding upon, award of, or performance of, any public works contract, as defined in Public Contract Code Section 1101, with any public entity, as defined in Public Contract Code Section 1100, including the Regents of the University of California or the Trustees of the California State University. The term "Applicant" is understood to include any partner, member, officer, director, responsible managing officer, or responsible managing employee thereof, as well as any subapplicant of the Applicant, as referred to in Section 10285.1 (reference to "bidder/proposer"). Applicants are cautioned that false certification may subject the certifier to criminal prosecution.

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Print Name

Title

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Signature

Date

### Non-Collusion Affidavit/Declaration

In accordance with Title 23, United States Code Section 112, and Public Contract Code 7106, the Applicant declares that the application is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The application is genuine and not collusive or sham. The Applicant has not directly or indirectly induced or solicited any other Applicant to put in a false or sham application. The Applicant has not directly or indirectly colluded, conspired, connived, or agreed with any Applicant or anyone else to put in a sham application, or to refrain from applying. The Applicant has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the grant amount requested, or that any other Applicant, or to fix any overhead or cost element of the grant amount requested, or of that of any other Applicant. All statements contained in the application are true. The Applicant has not, directly or indirectly, submitted its grant amount requested or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company association, organization, application depository, or to any member or agent thereof to effectuate a collusive or sham application, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of the Applicant that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the Applicant.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Applicant is cautioned that making a false certification may subject the certifier to criminal prosecution.

---

Print Name	Title
Signature	Date

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# City of Del Mar Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Kseniia Izgarskaia, Senior Management Analyst  
Sarah Krietor, Administrative Services Manager  
Via Ashley Jones, City Manager

DATE: April 7, 2025

SUBJECT: Proposed Compensation Plan Amendments for Specific Public Works and Community Services Lifeguard Positions

## REQUESTED ACTION/RECOMMENDATION:

Staff recommends the City Council adopt a Resolution (Attachment A) amending the Compensation Plans for Management and Professional Employees (Exhibit A to Attachment A), General Employees (Exhibit B to Attachment A), and Seasonal Employees (Exhibit C to Attachment A) to reflect the proposed changes to specific Public Works and Community Services Lifeguard positions as outlined in this agenda report.

## BACKGROUND:

In recent years, the City has taken an organization-wide approach to strategically adjusting salaries for specific positions in response to changes in the labor market, the City's operational needs, and staffing changes. These adjustments help the City remain competitive when recruiting and retaining qualified employees, contribute to succession planning, and help ensure internal equity and fairness among City job classifications and with the San Diego County municipal labor market.

Recent examples of these types of adjustments include reclassification of the Parking Sergeant to a Parking Lieutenant in March 2024; adjustment of the Landscape Specialist compensation and certification requirements in August 2024; adjustments to the Principal Engineer and Public Works Director compensation in June 2024; and consolidation of the Seasonal Beach Maintenance Worker and Seasonal Parking Enforcement Officer I-III series and related compensation adjustments in June 2019. In each of these circumstances, the City has realized benefits to these changes such as increased employee retention, and faster and more successful recruitments.

Due to a recent retirement in the Public Works Department and significant changes in the regional labor market for lifeguard positions, staff is proposing amendments to the City's Compensation Plans to ensure continuity of critical Public Works operational areas and that beach and ocean safety are adequately staffed for the upcoming summer season and beyond.

The California Public Employees Retirement System (CalPERS) regulations require all City employee compensation to be reflected on a publicly available, City Council approved compensation plan. If the proposed changes described below are approved, the compensation plan amendments will become effective on the first day of the pay period following City Council approval.

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## City Council Action:

DISCUSSION/ANALYSIS:

**Public Works Department**

The Public Works Department (Department) is responsible for maintaining the City's essential infrastructure including City facilities, storm drain, water and wastewater systems, streets, and open space landscaping. Overseen by the Public Works Director, the Department has a lean team comprised of an Operations Manager, two Principal Engineers, one Maintenance and Construction Superintendent (currently vacant due to a recent retirement), one Management Analyst, one Administrative Assistant, four entry-level Utility Workers, four journey-level Utility Specialists, two full-time Maintenance Workers (one of which is at the Senior level), and a crew of part-time seasonal maintenance staff.

The former Maintenance and Construction Superintendent was responsible for multiple job areas, including but not limited to facilities maintenance; inspection of private development connections to City utilities; City Capital Improvement Program design and construction work plan review; providing technical expertise and knowledge of the City's roads and infrastructure; and serving as the water distribution system operator and submitting required state reporting.

After evaluating the Department's current workload and existing organizational structure, it is recommended the City Council adopt the Resolution (Attachment A) amending the Management and Professional (Exhibit A to Attachment A) and General Employee (Exhibit B to Attachment A) Compensation Plans to reflect the reclassification of the Maintenance and Construction Superintendent I/II position to a Facilities Supervisor and to reclassify the Senior Maintenance Worker position to the Maintenance Supervisor as described below.

**Facilities Supervisor**

The reclassified Facilities Supervisor position will be responsible for developing and implementing a maintenance program for City facilities including preventative/cyclical maintenance schedules and emergency repairs; managing citywide facilities, maintenance, special projects and service contracts and equipment warranties; and performing other related facilities maintenance duties.

The reclassification would result in a more efficient operational workload for the Department, as the new Facilities Supervisor position will solely be focused on maintenance of the City's facilities including the Civic Center, Powerhouse Community Center, Beach Safety Center, Public Works administrative office and modular buildings, and public restrooms and ensuring the City is fulfilling its lease maintenance obligations related to the Fire Station, Del Mar Library, Del Mar Community Building, and maintenance of other City facilities. Duties of the former Maintenance and Construction Superintendent related to water/wastewater and inspection of City and private development projects will be reallocated internally or to an outside third party as appropriate.

The Facilities Supervisor position will be placed on Grade P249 (\$77,206.22 - \$93,845.03) of the Management and Professional Compensation Plan, which aligns with the City's former Facilities Supervisor position's grade that was active until 2022, and is in line with a current regional salary comparison conducted by staff. For reference, the Maintenance and Construction Superintendent I/II position was on Grade P269 for Level I (\$94,206.65 - \$114,508.78) and Grade P276 for Level II (\$101,002.29- \$122,768.91).

The recruitment process for the Facilities Supervisor position is currently underway, with an anticipated start date in May 2025. The Facilities Supervisor job description was approved by the

City Manager, as is the case with all City position job descriptions, and is included in this agenda report for the Council's reference (Attachment B).

*Maintenance Supervisor I/II*

As mentioned above, certain duties of the Maintenance and Construction Superintendent will be reallocated internally to other positions in the department including the Public Works Operations Manager who is currently responsible for overseeing the City's utility and maintenance crews in addition to administrative functions, such as assisting with department budgeting, procurement, safety compliance, policy/procedure development, inventory and equipment maintenance, and other related tasks.

To free up the Public Works Operations Manager to focus on supervision of the utility crew and department administration, it is recommended to reclassify the current Senior Maintenance Worker to a Maintenance Supervisor I/II and transition the supervision of the maintenance crew (including seasonal part-time maintenance workers and one full-time Maintenance Worker) from the Public Works Operations Manager to the reclassified Maintenance Supervisor I/II position.

Based on a regional and internal salary comparison, it is recommended that the General Employee Compensation Plan be amended to reclassify the Senior Maintenance Worker (current salary Grade G112, \$50,020.39 - \$60,800.10) to a Maintenance Supervisor I/II, with Level I placed at grade G133 (\$61,644.73 - \$74,929.55) and Level II at Grade G145 (\$69,462.82 - \$84,432.49.) The Maintenance Supervisor I/II job description was approved by the City Manager and is included in this agenda report for the Council's reference (Attachment C).

*Community Services Department - Lifeguard Division*

The Community Services Department is responsible for the Lifeguard and Parking/Community Patrol divisions as well as permitting and oversight of special events at the Powerhouse Community Center, Civic Center, and City parks and beaches. The Lifeguard division is comprised of the following full-time positions: Community Services Director/Lifeguard Chief, Deputy Community Services Director/Lifeguard Chief, two Lifeguard Sergeants, and two Senior Lifeguards. Full-time lifeguard staff is supplemented by part-time/seasonal lifeguards who play a critical role in City operations, especially during the summer months, weekends, and holidays.

The Lifeguard division handles safety, enforcement and other customer serving activities for over two miles of public beach, coastal bluffs, and parks, and serves over 3.3 million open space visitors annually, which is disproportionately higher than the larger neighboring communities with smaller beaches serving fewer visitors. The Lifeguard division operates daily, year-round, with staffing hours from 8:00 am to 30 minutes after sunset, while also responding to several after-hours emergency callbacks weekly. Maintaining high-quality service and balanced leadership during all operating hours is critical to providing a safe beach environment and having continuity of service for the community and visitors. Additionally, the Lifeguard division often serves as the main point of contact for City business outside of normal business hours, especially in the evenings, holidays, and weekends.

The regional labor market for ocean lifeguards has seen significant changes recently, with multiple North County agencies of similar size and demand adding positions, increasing salary ranges, and in-housing lifeguard staff, while the labor supply of qualified ocean lifeguards, especially at the higher levels, has decreased. These changes have resulted in increased competition and higher salaries for lifeguard positions in the region. For example, Del Mar's Senior Lifeguard compensation is now 11% below the Countywide median and 22% below the North County

median (Oceanside to Del Mar). For historical context, regional Senior Lifeguard compensation was last analyzed by the City in 2022, and Del Mar's compensation was at median at that time. As a result of the labor market changes and need to be competitive in order to retain existing high quality lifeguard staff and additionally hire staff for the upcoming summer season, staff is recommending compensation plan adjustments as described below.

Seasonal Lifeguard I/II/III Adjustments

The region is seeing increased competition among coastal agencies to hire and retain qualified seasonal part-time lifeguard staff. In a recent regional comparison conducted by staff, the top step of the City's Seasonal Lifeguard I/II/III classifications was approximately 6-7% below the regional median.

Similar to the City's approach to adjusting the compensation for Seasonal Parking Enforcement Officer and Beach Maintenance Worker positions in 2019, staff is proposing to amend the Seasonal and Part-Time Compensation Plan to consolidate the Seasonal Lifeguard I/II/III classifications into a two-level Lifeguard I/II series. This will be achieved by eliminating the existing Seasonal Lifeguard I grade (Grade 702), moving current Lifeguard I employees to the next higher grade (Grade 709) which will be renamed from Seasonal Lifeguard II to Seasonal Lifeguard I. The current Seasonal Lifeguard III position (Grade 710) will be renamed Seasonal Lifeguard II.

Additionally, to provide an equitable pay increase to the remaining seasonal lifeguards and make their compensation more in line with the regional market, staff recommends to increase the salary range for Grade 710 (current Seasonal Lifeguard III which will be renamed Seasonal Lifeguard II) by 7% (\$25.37/hr. – \$30.84/hr.), and give a 1-step increase (5% raise) to all existing Seasonal Lifeguards II (Grade 709) without an increase to the entire salary range.

Senior Lifeguard & Lifeguard Sergeant Adjustments

The Lifeguard Chief and Deputy Chief have roles and responsibilities beyond the Lifeguard division, including management of public events, enforcement, and oversight of the Powerhouse Community Center, while the Lifeguard Sergeant and Senior Lifeguard positions focus primarily on day-to-day operations of the Lifeguard division, including supervision of many part-time seasonal staff.

Because of these additional areas of responsibility, the City's Lifeguard division has a broader scope than some neighboring agencies. For example, Del Mar's Lifeguard division has fewer full-time staff responsible for supervising more part-time lifeguards; expanded enforcement role due to dog-friendly beach areas and several Del Mar-specific open space municipal codes; and staffing and oversight of hundreds of open space events annually.

In a recent regional comparison conducted by staff, the top step of the City's Senior Lifeguard classification was approximately 11% below the Countywide median and 22% below the North County median (Oceanside to Del Mar). To make the Senior Lifeguard classification's competitive and more in line with the market, it is recommended to move this position to Grade 145, thus increasing the pay range from \$50,020.39 - \$60,800.10 to \$69,462.82 - \$84,432.49.

Staff also determined through a regional comparison that the City's Lifeguard Sergeant's classification top step is approximately 8.5% below the Countywide median and 11% below the North County median. As a result, it is recommended to increase the Lifeguard Sergeant compensation grade to \$76,408.66 - 92,875.20 and place the classification on a new grade P237.

This adjustment will help maintain internal alignment between the Lifeguard Sergeant supervisors and the subordinate Senior Lifeguards.

FISCAL IMPACT:

There is no fiscal action to be taken by the City Council related to this agenda item because the newly added costs will be covered by the savings from the Maintenance and Construction Superintendent reclassification. However, the fiscal impact of the proposed changes is described below.

The estimated fully-loaded cost for the newly hired Facilities Supervisor position, including salary and benefits, is approximately \$122,000 annually. The reclassification will result in an estimated annual savings of approximately \$100,000, including salary and benefits. This is because the recently retired prior incumbent for the position was at the top salary and pension benefit tiers, which will be lower for the new Facilities Supervisor. The savings will be distributed among enterprise water and wastewater funds. The Facilities Supervisor position costs will be allocated entirely to the General Fund.

The estimated increase due to the reclassification of Senior Maintenance Worker to Maintenance Supervisor I/II will result in a cost increase of approximately \$14,000 per year, due to an increase to the base salary for the incumbent.

The estimated fiscal impact of the adjustments to the lifeguard staff compensation as described above is approximately \$74,800 per year, including \$26,900 increase to the seasonal lifeguard salaries, \$36,900 fully-loaded increase to the Senior Lifeguards' compensation, and \$11,000 fully-loaded increase to the Lifeguard Sergeants' compensation per year.

If approved, the recommended compensation adjustments described above will take effect on the first day of the pay period following City Council approval. This will result in an overall budget savings to the remainder of FY 2024-2025 Operating and Capital Budget of approximately \$15,300. As such, there will be no budget adjustments required to the FY 2024-2025 Operating and Capital Budget at this time.

Overall, all of the proposed compensation adjustments, including savings from the reclassification and added costs due to the salary increases, will result in annual cost savings of \$11,200 moving forward, which will be included in the proposed Fiscal Year 2025-2026 and 2026-2027 Operating and Capital Budget for Council's consideration at the Budget Workshop in May of 2025.

ENVIRONMENTAL IMPACT:

The proposed City Council action does not constitute a "project" under the definition set forth in California Environmental Quality Act (CEQA) Guidelines Section 15378 because it will not have a potential to result in a direct or indirect physical change in the environment and is, therefore, not subject to CEQA. No further action under CEQA is required.

ATTACHMENTS:

Attachment A - Resolution Amending FY24-25 Compensation Plans

Exhibit A to Attachment A - FY 2024-2025 MPC Employee Compensation Plan

Exhibit B to Attachment A - FY 2024-2025 General Employee Compensation Plan

Exhibit C to Attachment A - FY 2024-2025 Seasonal Employee Compensation Plan

Attachment B – Facilities Supervisor Job Description

Attachment C – Maintenance Supervisor Job Description

RESOLUTION NO. 2025-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, AMENDING THE MANAGEMENT, PROFESSIONAL, AND CONFIDENTIAL COMPENSATION PLAN, THE GENERAL EMPLOYEE COMPENSATION PLAN, AND THE MISCELLANEOUS, PART-TIME, TEMPORARY AND HOURLY EMPLOYEES COMPENSATION PLAN

WHEREAS, from time to time the City's staffing needs and each position's qualifications requirements are reassessed and adjusted to maximize efficiencies and ensure effective operations; and

WHEREAS, the Public Works Department currently has one vacant Maintenance and Construction Superintendent I/II position included in Management and Professional Employees group; and

WHEREAS, based on an evaluation of the City's and the Public Works Department's operational needs, it is determined that it would be beneficial for the City and the Public Works Department's operational activities to restructure the duties of the recently vacated Maintenance and Construction Superintendent position's duties; and

WHEREAS, to provide the necessary level of support to the Public Works Department and increase operational efficiency, the Maintenance and Construction Superintendent I/II position is being reclassified to a Facilities Supervisor, and the Senior Maintenance Worker position is being reclassified to a Maintenance Supervisor I/II position; and

WHEREAS, to ensure competitive and equitable pay and equitable for the critical lifeguard positions, the compensation for Senior Lifeguard, Lifeguard Sergeant, and par-time Seasonal Lifeguard classification I/II is being amended; and

WHEREAS, the California Public Employees Retirement System (CalPERS) regulations require all City employee compensation to be reflected on a publicly available, City Council approved compensation plan; and

WHEREAS, the Council desires to amend the compensation plan for the Management and Professional Employees, General Employees, and the Part-Time Seasonal Employees to reflect the changes in classifications and pay.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Del Mar, California, that:

- 1) The above recitals are true and correct.
- 2) One Maintenance and Construction Superintendent I/II position is hereby unfunded, and one Facilities Supervisor position is funded.
- 3) One Senior Maintenance Worker position is hereby unfunded, and one Maintenance Supervisor I/II position is funded.
- 4) The City Council does hereby approve and adopt the amended compensation plan for Management, Professional, and Confidential Employees as shown in Exhibit "A" to the Resolution.

- 5) The City Council does hereby approve and adopt the amended compensation plan for General Employees as shown in Exhibit "B" to the Resolution.
- 6) The City Council does hereby approve and adopt the amended compensation plan for Miscellaneous, Part-Time, Temporary And Hourly Employees as shown in Exhibit "C" to the Resolution.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Del Mar, California, at the Regular Meeting held this 7<sup>th</sup> day of April 2025.

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Terry Gaasterland, Mayor  
City of Del Mar

APPROVED AS TO FORM:

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Leslie E. Devaney, City Attorney  
City of Del Mar

ATTEST AND CERTIFICATION:  
STATE OF CALIFORNIA  
COUNTY OF SAN DIEGO  
CITY OF DEL MAR

I, Sarah Krietor, Administrative Services Manager/City Clerk of the City of Del Mar, California, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 2025-XX, adopted by the City Council of the City of Del Mar, California, at a Regular Meeting held the 7<sup>th</sup> day of April 2025, by the following vote:

AYES:

NOES:

RECUSE:

ABSENT:

ABSTAIN:

---

Sarah Krietor, Administrative Services  
Manager/City Clerk  
City of Del Mar

**CITY OF DEL MAR  
MANAGEMENT AND PROFESSIONAL COMPENSATION PLAN  
SALARY INCREASE 3.0%**

**EFFECTIVE JULY 1, 2024**

<b>POSITION TITLE</b>	<b>RANGE</b>	<b>ANNUAL SALARY</b>	
<b>City Manager*</b>	<b>M500</b>	Contract	267,372.00
<b>Assistant City Manager</b>	<b>M900</b>	179,864.02 -	218,625.84
<b>Department Directors</b>	<b>M850</b>	160,592.88 -	195,201.64
<b>Principal Engineer</b>	<b>M810</b>	133,464.66 -	162,227.13
<b>Deputy Directors/Managers</b>	<b>M800</b>	125,910.06 -	153,044.47
<b>Finance Officer</b>	<b>M780</b>	115,181.86 -	140,004.27
<b>Information Technology Manager II</b>	<b>P287</b>	112,685.05 -	136,969.38
<b>Public Works Operations Manager II</b>	<b>P287</b>	112,685.05 -	136,969.38
<b>Information Technology Manager I</b>	<b>P274</b>	99,012.14 -	120,349.88
<b>Senior Management Analyst</b>	<b>P274</b>	99,012.14 -	120,349.88
<b>Senior Planner</b>	<b>P274</b>	99,012.14 -	120,349.88
<b>Public Works Operations Manager I</b>	<b>P274</b>	99,012.14 -	120,349.88
<b>Associate Management Analyst</b>	<b>P259</b>	85,284.05 -	103,663.30
<b>Associate Planner</b>	<b>P259</b>	85,284.05 -	103,663.30
<b>Parking and Community Enforcement Lieutenant</b>	<b>P259</b>	85,284.05 -	103,663.30
<b>Facilities Supervisor**</b>	<b>P249</b>	77,206.55 -	93,845.04
<b>Management Analyst</b>	<b>P244</b>	73,459.38 -	89,290.34
<b>Assistant Planner II</b>	<b>P244</b>	73,459.38 -	89,290.34
<b>Lifeguard Sergeant</b>	<b>P237</b>	76,408.66 -	92,875.20
<b>Assistant Management Analyst</b>	<b>P233</b>	65,843.39 -	80,033.05
<b>Assistant Planner I</b>	<b>P229</b>	63,274.19 -	76,910.17

\* Amended on 12/2/2024 by Resolution 2024-55

\*\* Approved on 4/7/2025 by Resolution 2025-xx

CITY OF DEL MAR  
 MANAGEMENT AND PROFESSIONAL COMPENSATION PLAN  
 SALARY INCREASE 3.0%

EFFECTIVE JULY 1, 2024

POSITION TITLE	Grade	A	B	C	D	E
<b>Assistant City Manager</b>	<b>M900</b>					
-Hourly		86,473.1	90,796.7	95,336.6	100,103.4	105,108.6
-Bi-Weekly		6,917.85	7,263.74	7,626.93	8,008.27	8,408.69
-Monthly		14,988.67	15,738.10	16,525.01	17,351.26	18,218.82
-Annual		179,864.02	188,857.22	198,300.08	208,215.09	218,625.84
<b>Department Directors*</b>	<b>M850</b>					
-Hourly		77,208.1	81,068.5	85,121.9	89,378.0	93,846.9
-Bi-Weekly		6,176.65	6,485.48	6,809.76	7,150.24	7,507.76
-Monthly		13,382.74	14,051.88	14,754.47	15,492.19	16,266.80
-Annual		160,592.88	168,622.52	177,053.65	185,906.33	195,201.64
<b>Principal Engineer *</b>	<b>M810</b>					
-Hourly		64,165.7	67,374.0	70,742.7	74,279.8	77,993.8
-Bi-Weekly		5,133.26	5,389.92	5,659.42	5,942.39	6,239.51
-Monthly		11,122.06	11,678.16	12,262.07	12,875.17	13,518.93
-Annual		133,464.66	140,137.90	147,144.79	154,502.03	162,227.13
<b>Deputy Directors/Managers**</b>	<b>M800</b>					
-Hourly		60,533.7	63,560.4	66,738.4	70,075.3	73,579.1
-Bi-Weekly		4,842.69	5,084.83	5,339.07	5,606.02	5,886.33
-Monthly		10,492.51	11,017.13	11,567.99	12,146.39	12,753.71
-Annual		125,910.06	132,205.56	138,815.84	145,756.63	153,044.47
<b>Finance Officer</b>	<b>M780</b>					
-Hourly		55,375.9	58,144.7	61,051.9	64,104.5	67,309.7
-Bi-Weekly		4,430.07	4,651.58	4,884.15	5,128.36	5,384.78
-Monthly		9,598.49	10,078.41	10,582.33	11,111.45	11,667.02
-Annual		115,181.86	120,940.96	126,988.00	133,337.40	140,004.27
<b>Information Technology Manager II</b> <b>Public Works Operations Manager II</b>	<b>P287</b>					
-Hourly		54,175.5	56,884.3	59,728.5	62,714.9	65,850.7
-Bi-Weekly		4,334.04	4,550.74	4,778.28	5,017.19	5,268.05
-Monthly		9,390.42	9,859.94	10,352.94	10,870.59	11,414.11
-Annual		112,685.05	118,319.30	124,235.26	130,447.03	136,969.38
<b>Information Technology Manager I</b> <b>Senior Management Analyst</b> <b>Senior Planner</b> <b>Public Works Operations Manager I</b>	<b>P274</b>					
-Hourly		47,602.0	49,982.1	52,481.2	55,105.3	57,860.5
-Bi-Weekly		3,808.16	3,998.57	4,198.50	4,408.42	4,628.84
-Monthly		8,251.01	8,663.56	9,096.74	9,551.58	10,029.16
-Annual		99,012.14	103,962.75	109,160.89	114,618.93	120,349.88

\* An additional 10% Special Compensation is paid to the Principal Engineer and Public Works Director who maintain an Engineer's License.

\*\* **Deputy Directors/Managers**

- Administrative Services Manager/City Clerk
- Deputy Chief Lifeguard/Community Services Director
- Finance Manager/City Treasurer
- Principal Planner/Planning Manager
- Special Projects and Programs Manager

CITY OF DEL MAR  
 MANAGEMENT AND PROFESSIONAL COMPENSATION PLAN  
 SALARY INCREASE 3.0%

EFFECTIVE JULY 1, 2024

POSITION TITLE	Grade	A	B	C	D	E
<b>Associate Management Analyst</b>	<b>P259</b>					
<b>Associate Planner</b>						
<b>Parking and Community Enforcement Lieutenant</b>						
-Hourly		41,001.9	43,052.0	45,204.6	47,464.9	49,838.1
-Bi-Weekly		3,280.16	3,444.16	3,616.37	3,797.19	3,987.05
-Monthly		7,107.00	7,462.35	7,835.47	8,227.25	8,638.61
-Annual		85,284.05	89,548.26	94,025.67	98,726.95	103,663.30
<b>Facilities Supervisor</b>	<b>P249</b>					
-Hourly		37,118.5	38,974.5	40,923.2	42,969.3	45,117.8
-Bi-Weekly		2,969.48	3,117.96	3,273.85	3,437.55	3,609.42
-Monthly		6,433.88	6,755.57	7,093.35	7,448.02	7,820.42
-Annual		77,206.55	81,066.87	85,120.22	89,376.23	93,845.04
<b>Management Analyst</b>	<b>P244</b>					
<b>Assistant Planner II</b>						
-Hourly		35,317.0	37,082.9	38,937.0	40,883.9	42,928.0
-Bi-Weekly		2,825.36	2,966.63	3,114.96	3,270.71	3,434.24
-Monthly		6,121.62	6,427.70	6,749.08	7,086.53	7,440.86
-Annual		73,459.38	77,132.35	80,988.97	85,038.42	89,290.34
<b>Lifeguard Sergeant</b>	<b>P237</b>					
-Hourly		36,734.9	38,571.7	40,500.3	42,525.3	44,651.5
-Bi-Weekly		2,938.79	3,085.73	3,240.02	3,402.02	3,572.12
-Monthly		6,367.39	6,685.76	7,020.05	7,371.05	7,739.60
-Annual		76,408.66	80,229.09	84,240.54	88,452.57	92,875.20
<b>Assistant Management Analyst</b>	<b>P233</b>					
-Hourly		31,655.5	33,238.2	34,900.2	36,645.2	38,477.4
-Bi-Weekly		2,532.44	2,659.06	2,792.01	2,931.61	3,078.19
-Monthly		5,486.95	5,761.30	6,049.36	6,351.83	6,669.42
-Annual		65,843.39	69,135.56	72,592.34	76,221.95	80,033.05
<b>Assistant Planner I</b>	<b>P229</b>					
-Hourly		30,420.3	31,941.3	33,538.4	35,215.3	36,976.0
-Bi-Weekly		2,433.62	2,555.30	2,683.07	2,817.22	2,958.08
-Monthly		5,272.85	5,536.49	5,813.32	6,103.98	6,409.18
-Annual		63,274.19	66,437.90	69,759.79	73,247.78	76,910.17

**CITY OF DEL MAR  
GENERAL EMPLOYEE COMPENSATION PLAN  
SALARY INCREASE**

3.0%

**EFFECTIVE JULY 1, 2024**

<b>POSITION TITLE</b>	<b>RANGE</b>	<b>ANNUAL SALARY</b>	
<b>Water Utility Specialist II</b>	<b>G145</b>	69,462.82 -	84,432.49
<b>Wastewater Utility Specialist II</b>	<b>G145</b>	69,462.82 -	84,432.49
<b>Utility Specialist II</b>	<b>G145</b>	69,462.82 -	84,432.49
<b>Utility/Landscape Specialist II</b>	<b>G145</b>	69,462.82 -	84,432.49
<b>Code Enforcement Officer II</b>	<b>G145</b>	69,462.82 -	84,432.49
<b>Senior Lifeguard</b>	<b>G145</b>	69,462.82 -	84,432.49
<b>Maintenance Supervisor II*</b>	<b>G145</b>	69,462.82 -	84,432.49
<b>Network Systems Technician II</b>	<b>G138</b>	64,789.21 -	78,751.69
<b>Water Utility Specialist I</b>	<b>G133</b>	61,644.73 -	74,929.55
<b>Wastewater Utility Specialist I</b>	<b>G133</b>	61,644.73 -	74,929.55
<b>Utility Specialist I</b>	<b>G133</b>	61,644.73 -	74,929.55
<b>Utility/Landscape Specialist I</b>	<b>G133</b>	61,644.73 -	74,929.55
<b>Code Enforcement Officer I</b>	<b>G133</b>	61,644.73 -	74,929.55
<b>Maintenance Supervisor I*</b>	<b>G133</b>	61,644.73 -	74,929.55
<b>Accounting Technician II</b>	<b>G128</b>	58,652.85 -	71,292.90
<b>Parking Enforcement Officer II</b>	<b>G128</b>	58,652.85 -	71,292.90
<b>Administrative Assistant II</b>	<b>G128</b>	58,652.85 -	71,292.90
<b>Beach and Community Patrol Officer II</b>	<b>G128</b>	58,652.85 -	71,292.90
<b>Network Systems Technician I</b>	<b>G123</b>	55,806.15 -	67,832.72
<b>Administrative Assistant I</b>	<b>G123</b>	55,806.15 -	67,832.72
<b>Accounting Technician I</b>	<b>G123</b>	55,806.15 -	67,832.72
<b>Utility Worker II</b>	<b>G123</b>	55,806.15 -	67,832.72
<b>Facilities Coordinator</b>	<b>G117</b>	52,571.93 -	63,901.51
<b>Senior Maintenance Worker</b>	<b>G112</b>	50,020.39 -	60,800.10
<b>Utility Worker I</b>	<b>G112</b>	50,020.39 -	60,800.10
<b>Maintenance Worker</b>	<b>G107</b>	46,654.90 -	56,709.33
<b>Parking Enforcement Officer I</b>	<b>G107</b>	46,654.90 -	56,709.33
<b>Beach and Community Patrol Officer I</b>	<b>G107</b>	46,654.90 -	56,709.33

\* Approved on 4/7/2025 by Resolution 2025-xx

CITY OF DEL MAR  
GENERAL EMPLOYEE COMPENSATION PLAN  
SALARY INCREASE

3.0%

EFFECTIVE JULY 1, 2024

POSITION TITLE	Grade	A	B	C	D	E
<b>Water Utility Specialist II</b>	<b>G145</b>					
<b>Wastewater Utility Specialist II</b>						
<b>Utility Specialist II</b>						
<b>Utility/Landscape Specialist II</b>						
<b>Code Enforcement Officer II</b>						
<b>Senior Lifeguard</b>						
<b>Maintenance Supervisor II</b>						
-Hourly		33.3956	35.0654	36.8186	38.6596	40.5925
-Bi-Weekly		2,671.65	2,805.23	2,945.49	3,092.77	3,247.40
-Monthly		5,788.57	6,078.00	6,381.90	6,700.99	7,036.04
-Annual		69,462.82	72,935.96	76,582.76	80,411.89	84,432.49
<b>Network Systems Technician II</b>	<b>G138</b>					
-Hourly		31.1487	32.7061	34.3414	36.0585	37.8614
-Bi-Weekly		2,491.89	2,616.49	2,747.31	2,884.68	3,028.91
-Monthly		5,399.10	5,669.06	5,952.51	6,250.13	6,562.64
-Annual		64,789.21	68,028.67	71,430.10	75,001.61	78,751.69
<b>Water Utility Specialist I</b>	<b>G133</b>					
<b>Wastewater Utility Specialist I</b>						
<b>Utility Specialist I</b>						
<b>Utility/Landscape Specialist I</b>						
<b>Code Enforcement Officer I</b>						
<b>Maintenance Supervisor I</b>						
-Hourly		29.6369	31.1187	32.6747	34.3084	36.0238
-Bi-Weekly		2,370.95	2,489.50	2,613.97	2,744.67	2,881.91
-Monthly		5,137.06	5,393.91	5,663.61	5,946.79	6,244.13
-Annual		61,644.73	64,726.97	67,963.31	71,361.48	74,929.55
<b>Accounting Technician II</b>	<b>G128</b>					
<b>Parking Enforcement Officer II</b>						
<b>Administrative Assistant II</b>						
<b>Beach and Community Patrol Officer II</b>						
-Hourly		28.1985	29.6084	31.0888	32.6433	34.2754
-Bi-Weekly		2,255.88	2,368.67	2,487.11	2,611.46	2,742.03
-Monthly		4,887.74	5,132.12	5,388.73	5,658.17	5,941.08
-Annual		58,652.85	61,585.49	64,664.76	67,898.00	71,292.90
<b>Network Technician I</b>	<b>G123</b>					
<b>Accounting Technician I</b>						
<b>Administrative Assistant I</b>						
<b>Utility Worker II</b>						
-Hourly		26.8299	28.1714	29.5799	31.0589	32.6119
-Bi-Weekly		2,146.39	2,253.71	2,366.40	2,484.72	2,608.95
-Monthly		4,650.51	4,883.04	5,127.19	5,383.55	5,652.73
-Annual		55,806.15	58,596.45	61,526.28	64,602.59	67,832.72
<b>Facilities Coordinator</b>	<b>G117</b>					
-Hourly		25.2750	26.5387	27.8657	29.2589	30.7219
-Bi-Weekly		2,022.00	2,123.10	2,229.25	2,340.71	2,457.75
-Monthly		4,380.99	4,600.04	4,830.05	5,071.55	5,325.13
-Annual		52,571.93	55,200.53	57,960.55	60,858.58	63,901.51
<b>Utility Worker I</b>	<b>G112</b>					
-Hourly		24.0483	25.2507	26.5132	27.8389	29.2308
-Bi-Weekly		1,923.86	2,020.05	2,121.06	2,227.11	2,338.47
-Monthly		4,168.37	4,376.78	4,595.62	4,825.40	5,066.67
-Annual		50,020.39	52,521.41	55,147.48	57,904.85	60,800.10
<b>Maintenance Worker</b>	<b>G107</b>					
<b>Parking Enforcement Officer I</b>						
<b>Beach and Community Patrol Officer I</b>						
-Hourly		22.4302	23.5518	24.7293	25.9658	27.2641
-Bi-Weekly		1,794.42	1,884.14	1,978.35	2,077.26	2,181.13
-Monthly		3,887.91	4,082.30	4,286.42	4,500.74	4,725.78
-Annual		46,654.90	48,987.65	51,437.03	54,008.88	56,709.33

**CITY OF DEL MAR**  
**MISCELLANEOUS, PART-TIME, TEMPORARY AND HOURLY EMPLOYEES**  
**SALARY INCREASE** 3.0%

**EFFECTIVE JULY 1, 2024**

<b>POSITION TITLE</b>	<b>Grade</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>
Student Lifeguard *	700			\$16.89 (no steps)		
Seasonal Lifeguard I*	709	20.18	21.19	22.25	23.36	24.53
Seasonal Lifeguard II *	710	25.37	26.64	27.97	29.37	30.84
Seasonal Worker I *	704	17.66	18.55	19.48	20.45	21.47
Seasonal Worker II *	713	20.26	21.27	22.34	23.45	24.63
Minutes Clerk I/Clerical Asst/Planning	700	17.66	18.55	19.48	20.45	21.47
Minutes Clerk II	712	19.61	20.59	21.62	22.70	23.84
On-Call Clerical/Secretarial Aide	700	17.66	18.55	19.48	20.45	21.47
Code Enforcement Clerk	712	19.61	20.59	21.62	22.70	23.84
Intern I	700			\$16.89 (no steps)		
Intern II	701	18.44	19.36	20.33	21.34	22.41
<i><u>The positions listed below are currently inactive, but remain on the salary schedule in the event that the City wish</u></i>						
Student Firefighters	600	16.89				
Student Paramedics	600	16.89				
Call Firefighters	601	16.89				

\*Employees in these positions will receive one and a half times (1.5x) their normal hourly rate for all hours worked on the following holidays: Memorial Day (last Monday in May), Independence Day (July 4), and Labor Day (1st Monday in September).

**JOB DESCRIPTION**  
**Facilities Supervisor**  
**Public Works Department**

**GENERAL PURPOSE**

Under general direction, provides oversight and expert technical guidance and recommendations, and is responsible for maintaining City buildings and facilities and managing and administering contractual work.

**DISTINGUISHING CHARACTERISTICS**

This is a single-incumbent class responsible for planning, administering, performing, and directing facility and maintenance activities within the Public Works Department. The division's functions and responsibilities include facilities management of City Hall/Civic Center, Powerhouse Community Center, Del Mar Branch Library, Beach Safety Center, Public Works Buildings, and Del Mar Community Building. Responsibilities and assignments are broad in scope and require independent judgment on issues that are complex, interpretive and evaluative in nature. The work of this class involves significant leadership, accountability, and decision-making responsibilities. The position reports to the Public Works Operations Manager and exercises no direct supervision over staff.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the class.

**Facilities Maintenance**

- Evaluates facility needs and priorities, develops and implements short-term and long-term maintenance programs for City facilities including establishing and updating preventative maintenance schedules, planning repair work, projecting asset conditions and life cycles, and assisting in projecting maintenance costs.
- Ensures the timely completion of planned preventive maintenance programs in coordination with Public Works management.
- Manages Citywide and City Hall facility, maintenance, special projects and service contracts and equipment warranties, including carpentry, heating and air conditioning HVAC, fire alarm, security systems, plumbing, electrical, painting, and other related facilities maintenance contracts and oversees associated facilities maintenance and improvement programs.
- Monitors building and facility systems to ensure proper settings and working order.
- Implements procurement processes including preparing scopes of work for facilities maintenance and contract awards in coordination with Public Works management.
- Supervises the day-to-day maintenance activities of City facilities including monitoring contractors and City staff performing maintenance and repair work in and around buildings and facilities to ensure the work is appropriately performed to City standards and contracts.
- As assigned, may train, supervise, and provide technical assistance and functional oversight to assigned staff, interns, and/or consultants performing facilities maintenance and repair work.
- Performs minor and some major facility repair and maintenance work. Performs diagnosis and repairs to small and large equipment.
- Reviews facilities-related work requests; determines methods of performing work, scheduling, and necessary supplies and materials.
- Operates, maintains, and repairs a variety of mechanical and power tools, equipment, and testing instruments.
- Maintains accurate records; orders supplies, parts, and materials; picks up parts as necessary; processes related invoices.
- Creates and maintains database inventories for the facilities management system.
- Assists in the development of cost estimates for facilities maintenance and repair activities.
- Assists in the preparation and monitoring of the facilities maintenance section budget and facilities maintenance related policies and procedures.
- Investigates and resolves facilities and buildings related complaints and citizen inquiries.
- Responds to facility and public works emergencies, including during off-hours, as needed.

## **DESIRED MINIMUM QUALIFICATIONS**

### **Knowledge of:**

- Basic principles, practices, tools, and materials relating to the maintenance and repair of City buildings, facilities, and fixtures.
- Principles, theories and standard practices of maintenance trades as they apply to maintenance and repair of facilities, structures, machinery, and equipment.
- Basic electrical, carpentry, plumbing, building maintenance practices, heating, ventilation, and air conditioning systems (HVAC).
- Methods, practices, techniques and equipment used in the construction, maintenance and repair of electrical systems, carpentry, plumbing system, security systems, painting techniques.
- Administrative principles and methods including goal setting, program development and implementation.
- Principles and practices of budget preparation and administration.
- Occupational hazards, safety regulations, safe work practices and safety equipment related to the work.
- Software applications related to the work.
- Codes, regulations and guidelines pertaining to the work.
- Provisions of various City contracts as designated.
- Principles and practices of record keeping.
- Current methods, terminology, equipment, tools and materials used in the maintenance and operation of facilities.

### **Ability to:**

- Plan, assign, direct and coordinate a variety of functional specialties with overlapping work areas.
- Identify building maintenance needs and take corrective actions.
- Perform duties in a manner to maximize public safety in the area of building maintenance and construction.
- Assist in the preparation, administration and monitoring of a division budget.
- Read, interpret, and apply a wide variety of technical information from manuals, drawings, specifications, layouts, blueprints, and schematics.
- Analyze complex operational and administrative problems, evaluate alternatives and recommend or implement effective courses of action.
- Develop and implement goals, objectives, policies, procedures, work standards and management controls.
- Prepare clear and concise records, reports, correspondence and other written materials.
- Apply good judgment and practical knowledge to resolve unusual or irregular problems in the area of facilities maintenance
- Exercise independent judgment and initiative within general policy guidelines.
- Establish and maintain effective working relationships with those encountered in the course of the work.
- Plan and schedule various repair, and maintenance projects, and estimate tools, materials, and equipment needed for projects.
- Coordinate and monitor the work of external contractors
- Monitor and make minor repairs to electrical, plumbing, security, and other related facility systems.

### **Training and Experience:**

A typical way of obtaining the knowledge, skills and abilities outlined above is graduation from high school or G.E.D., and four years of increasingly responsible experience in the construction, maintenance and repair of public buildings and facilities; or an equivalent combination of training and experience.

### **Licenses; Certificates; Special Requirements:**

- A valid California driver's license with satisfactory driving record.

## **PHYSICAL AND MENTAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### **Physical Demands:**

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools or controls and reach with hands and arms. The employee is frequently required to stand and talk or hear; walk or sit. Employee may also climb stairs and ladders to access inspection areas. This position lifts or moves objects weighing up to 50 pounds and occasionally up to 100 pounds. This position conducts field inspections outdoors under variable weather conditions.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

### **Mental Demands:**

While performing the duties of this class, the incumbent is regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve complex problems; observe and interpret situations; use math and mathematical reasoning; deal with changing, intensive deadlines, and interact with officials and the public.

## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee is regularly exposed to outside weather conditions and wet or humid conditions. The employee regularly works near moving mechanical parts and is exposed to toxic or caustic chemicals, fumes or airborne particles, risk of electrical shock, and vibration. The noise level is occasionally moderately loud.

CITY OF DEL MAR

Date Approved: April 1, 2025

**JOB DESCRIPTION  
MAINTENANCE SUPERVISOR I/II****GENERAL PURPOSE**

Under general supervision of Public Works Operations Manager, the Maintenance Supervisor I/II directs and oversees assigned department and third-party contractual staff performing semi-skilled and skilled work in the maintenance, construction and repair of City parks, beaches, open spaces, streets, buildings, and facilities and performs related duties as assigned. Provides assistance in the set-up, break down and removal of equipment for special events; uses and operates a variety of manual and driven power tools and equipment. The Maintenance Supervisor class is assigned to the Public Works Department.

**DISTINGUISHING CHARACTERISTICS**

This is the supervisory-level class in the full-time, regular Maintenance Worker series. Positions in this class are characterized by the responsibility for performing the most skilled and complex maintenance, construction, and repair tasks. Assignments are performed without detailed instructions as to specific procedures to be followed. The Maintenance Supervisor classification is also responsible for supervising and training full-time and seasonal maintenance employees.

This class is distinguished from the Senior Maintenance Worker class in that the latter exercises no direct supervision over staff and does not oversee third-party maintenance contractors.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the class.

1. Perform semi-skilled and skilled maintenance, construction, custodial, and repair duties on City parks, beaches, open spaces, streets and facilities.
2. Schedule, supervise, and provide technical and/or functional direction to lower-level maintenance staff, including assigned full-time and part-time seasonal staff.
3. Manage third-party janitorial/custodial or other related contracts and oversee contractual performance to ensure the work is appropriately performed to City standards and contracts.
4. Operate a variety of heavy and light equipment, and hand and small power tools including but not limited to, beach cleaner, loader, power tools, floor buffer, saws and sanders.
5. Perform complex ground maintenance and repair activities for City parks, beaches, open space, and pathways; pick up trash and debris; clean public restrooms including floors, windows and fixtures; empty refuse containers.
6. Perform maintenance and repairs on various City facilities including buildings and grounds, playground, picnic tables, gates, benches, restrooms, fences, and shade structures.
7. Perform maintenance and improvement projects at the beach; assess tidal action, operate beach loader to rake and remove kelp; open storm drains; build and maintain sand berms and dunes; maintain exits and walkways. Trains new hires on safe beach cleaner operations.
8. Operate, maintain, and perform minor repairs of the beach cleaner to remove debris.
9. Maintain various beach facilities, restrooms, walkways, stairs and ramps; clean and restock restroom supplies; remove graffiti from beach facilities and lifeguard towers, benches and rocks.

10. Perform general and more complex maintenance and repair duties inside and outside of City facilities including painting, patching drywall, woodworking, concrete work and similar tasks.
11. Perform general custodial duties inside and outside of City facilities including sweeping, mopping, buffing floors, cleaning and sanitizing restrooms.
12. Assist with the set-up, break down, and removal of equipment for special events, including portable stage, audio-visual equipment, tables and chairs.
13. May be required to work on-call and to work various shifts or emergencies on evenings, weekends, and holidays.
14. Identify and via radio, notifies management of problems on the beach, parks, streets, open spaces, before, during and after hours.
15. Responsible for training lower-level maintenance staff in safety practices and standard operating procedures.
16. Prepare and submits records and reports concerning materials and equipment used.
17. Maintain accurate records; order inventory supplies, parts, and materials; picks up parts as necessary; processes related invoices.
18. Review and prioritize maintenance-related work orders.
19. Perform related duties and responsibilities as required.
20. Paint traffic control markings and stencils on pavements and curbs including cross walks and stop sign markings; install and maintain street signs; install raised traffic bars, guardrails and reflectors.
21. Plant, prune and maintain trees and greenery; clean limbs and brush from the City right-of-way, signs, lights and overhead lines.
22. May participate in selecting, training, motivating, and evaluating assigned personnel; provides or coordinates staff training; works with employees to correct deficiencies; participates in the conduct of performance evaluations; implements discipline in coordination with Human Resources; provides supervision and technical assistance to professional and technical staff, as assigned; instructs and checks the work of less-experienced staff.

## **DESIRED MINIMUM QUALIFICATIONS**

### **Knowledge of:**

- Basic principles, practices, tools and materials as they relate to the maintenance and repair of infrastructure, facilities, and systems.
- Operational characteristics of various maintenance equipment and tools including light and heavy power-driven equipment, and power hand tools.
- Principles and practices of record keeping.
- Occupational hazards, safety equipment and practices related to the work, including handling of hazardous chemicals.
- Principles and practices of effective supervision.

### **Ability to:**

- Perform basic general construction, modification, maintenance, and repair work.
- Safely and effectively use and operate hand tools, mechanical equipment, power tools, and light to heavy equipment required for the work.
- Troubleshoot maintenance problems and determine materials and supplies required for repair.
- Perform heavy physical labor and regularly lift and/or move up to 50 pounds and occasionally up to 100 pounds.
- Establish and maintain cooperative working relationships with the public, City staff, and others.
- Understand and follow verbal and written directions; work safely and efficiently.
- Coordinate and monitor the work of external contractors

**Training and Experience:**

- Education or training which ensures the ability to read and write at a level necessary for successful job performance.
- For Level I - Four years of skilled maintenance and repair experience, including one year in a lead or supervisory capacity. For Level II - Five years of skilled maintenance and repair experience, including two years in a lead or supervisory capacity.
- High School diploma or G.E.D.

**Licenses; Certificates; Special Requirements:**

A valid Class C California driver's license with a safe driving record.

**PHYSICAL AND MENTAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Physical Demands:**

The ability to perform the duties and responsibilities listed above in a timely and efficient manner. Employees in this class require mobility to perform heavy, moderate, or light lifting; to walk, stand or sit for prolonged periods of time; to bend, stoop, climb, kneel and crawl; operate motorized equipment and vehicles; and climb and descend ladders. Regularly lifts and/or moves up to 50 pounds and occasionally up to 100 pounds. Vision must be sufficient to read written materials and operate assigned equipment; may require the ability to distinguish color.

**Mental Demands:**

Ability to understand and complete work tasks with minimal direction.

**WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Employees work in the field and are exposed to moderate to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, chemicals, mechanical or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives, and contractors in interpreting and enforcing departmental policies and procedures. Travel from site to site is required. Employees may be required to work on-call and to work various shifts or emergencies on evenings, weekends, and holidays. In case of a City-wide emergency, employees in this class may be required to serve as an Emergency Response Technician. Employees in this class may be required to travel outside City boundaries to attend trainings or meetings.



# City of Del Mar Agenda Report

TO: Honorable Mayor and City Council Members

FROM: Jon Edelbrock, Director of Community Services/Lifeguard Chief  
Via Ashley Jones, City Manager

DATE: April 7, 2025

SUBJECT: Acceptance of a Donation from the Patrick O’Harra Memorial Fund to Purchase New Inflatable Rescue Boat (IRB)

## REQUESTED ACTIONS/RECOMMENDATION:

Staff recommend that the City Council: 1) Accept a donation of \$10,000 from the Patrick O’Harra Memorial Fund to purchase a new Inflatable Rescue Boat; and 2) Amend the Fiscal Year 2024-2025 Operating and Capital Budget to reflect the donation.

## DISCUSSION/ANALYSIS:

On February 21, 2025, the City of Del Mar received a funding commitment letter (Attachment A) from retired Del Mar Parking Lieutenant Eric Sandy in remembrance of his son, former Del Mar Lifeguard Patrick O’Harra, to assist with the purchase of a new Inflatable Rescue Boat (IRB) for the Lifeguard Division in Fiscal Year (FY) 2024-25.

Inflatable Rescue Boats are important vehicles used by ocean lifeguard agencies around the world. The City’s Lifeguard Division has two IRBs and four engines, which are regularly replaced to enable safe and effective operation. IRBs are nimble, lightweight, and easy to deploy in both shallow and deep waters, making them an effective tool to patrol the City’s public beach, perform ocean rescues, and transport medical aid patients and staff, especially during high tides and a busy beach limiting use of lifeguard vehicles on the sand.

The City’s oldest IRB, which needs replacement due to age and disrepair, will be replaced with this donation. As part of the acceptance of this donation, Patrick O’Harra’s name will be painted on the stern of the vessel’s starboard pontoon commemorating the donation and his legacy. The size will be roughly 12” x 12” and not limit the official identification of the vessel.

## FISCAL IMPACT:

The total cost of a new IRB is estimated at \$24,000. Acceptance of the donation from the Patrick O’Harra Memorial Fund will provide a total of \$10,000 in funding toward the purchase of an IRB in FY 2024-2025. The remaining cost of the IRB will be covered with funds from the FY 2024-25 Equipment Replacement budget which is included for approval in the FY 2024-25 Mid-Year Financial Report.

ENVIRONMENTAL IMPACT:

The proposed City Council action does not constitute a “project” under the definition set forth in California Environmental Quality Act (CEQA) Guidelines Section 15378 because it will not have a potential to result in a direct or indirect physical change in the environment and is, therefore, not subject to CEQA. No further action under CEQA is required.

NEXUS TO CITY COUNCIL GOALS AND PRIORITIES:

This is an operational item and is not included in the City Council’s list of Goals & Priorities.

ATTACHMENTS:

Attachment A – Eric Sandy Donation Funding Commitment Letter



**PATRICK MICHAEL OHARRA MEMORIAL FUND**

Directors; Lynn M. OHarra, Eric W. Sandy  
944 Sandcastle Drive, Cardiff, California 92007  
surfsandy@aol.com 858-922-6373

February 21, 2025

Dear Chief Edelbrock;

Please accept this letter as confirmation of our offer to help finance the purchase of the Arancia Inflatable Rescue Boat (IRB) for the City of Del Mar Lifeguard Department.

We are pledging \$10,000 towards this purchase, payable to the City before the end of the current fiscal year or sooner if required to complete the purchase arrangement. These funds will be submitted via personal check, bank check, or suitable electronic transfer to the City.

This donation honors the memory of our son Patrick Michael OHarra and his service as a Student Lifeguard and Seasonal Lifeguard with the City.

We understand that Patrick's name will be respectfully displayed on the pontoon of the IRB with verbiage to be agreed upon by your office with our input.

We will always remember Patrick's service to the community of Del Mar within the Lifeguard Department and trust that this IRB will continue to maintain a safe water experience for all who visit the beach.

Patrick would be very proud to know that this contribution is made in his name.

Thanks to you and your outstanding crew for all your work.

Gratefully,

Eric Sandy, City of Del Mar 1972-2019  
Lynn O'Harra  
Benny



# City of Del Mar Agenda Report

TO: Honorable Mayor and City Council Members

FROM: Jon Edelbrock, Director of Community Services/Lifeguard Chief  
Via Ashley Jones, City Manager

DATE: April 7, 2025

SUBJECT: Acceptance of a Donation from the Rotary Club of Del Mar to Purchase New Rope Rescue Equipment

**REQUESTED ACTIONS/RECOMMENDATION:**

Staff recommend that the City Council: 1) Accept a donation of \$1,997.30 from the Rotary Club of Del Mar to purchase rope rescue equipment; and 2) Amend the Fiscal Year 2024-2025 Operating and Capital Budget to reflect the donation.

**DISCUSSION/ANALYSIS:**

On February 28, 2025, the City of Del Mar received a funding commitment letter (Attachment A) from the Rotary Club of Del Mar (RCDM) to purchase new rope rescue equipment in Fiscal Year (FY) 2024-2025. The equipment is comprised of harnesses, swivels, clutches, and carabineers required to perform cliff rescues.

This equipment is used by the City of Del Mar Lifeguard Division for training and rescue situations. Due to the topography and high angle of Del Mar's coastal bluffs, lifeguard staff frequently train on high angle techniques to maintain their technical skills and stay familiar with both the equipment and the environment. The Lifeguard Division requires reliable equipment to complete these types of rescues. Incorporating new equipment will allow for the phasing out of older, heavily used gear, in need of routine replacement. Purchasing the newest equipment will provide advanced mechanisms for raising and lowering victims.

**FISCAL IMPACT:**

Acceptance of the donation from RCDM will provide a total of \$1,997.30 in funding to purchase rope rescue equipment in FY 2024-25 (Attachment B). Council approval of the recommended action for this agenda item will amend the FY 2024-2025 Operating and Capital Budget as reflected in the table below and will have no impact to the General Fund Contingency.

DESCRIPTION	ACCOUNT	AMOUNT
<b>Revenue</b>		
Contributions	01.4800.4831	\$1,997.30

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City Council Action:

		<b>Subtotal:</b>	<b>\$1,997.30</b>
<b>Expenditures</b>			
Small Tools & Equipment	01.5631.2600		\$1,997.30
		<b>Subtotal:</b>	<b>\$1,997.30</b>
<b>TOTAL GENERAL FUND CONTINGENCY IMPACT:</b>			<b>\$0</b>

ENVIRONMENTAL IMPACT:

The proposed City Council action does not constitute a “project” under the definition set forth in California Environmental Quality Act (CEQA) Guidelines Section 15378 because it will not have a potential to result in a direct or indirect physical change in the environment and is, therefore, not subject to CEQA. No further action under CEQA is required.

ATTACHMENTS:

Attachment A - RCDM Donation Funding Commitment Letter



ATTACHMENT A

Steven McDowell  
Chair, Community Services  
Rotary Club of Del Mar  
E: [smcdowell4delmar@gmail.com](mailto:smcdowell4delmar@gmail.com)  
P: 858-350-3766

February 28, 2025

Del Mar City Council  
City of Del Mar  
1050 Camino Del Mar  
Del Mar, CA 92014

Purpose: Grant from the Rotary Club of Del Mar

Honorable Mayor, City Council Members, and Director of Community Services:

It is my pleasure to inform you the Rotary Club of Del Mar has approved a grant of \$1997.03 to the City of Del Mar Lifeguards for the procurement of new rope rescue equipment. Acceptance of this donation will help their team on its mission to maintain the highest quality public safety services for the citizens and visitors of Del Mar.

We are delighted in offering this grant and finding ways we can continue to help our beautiful city.

Sincerely,

Steven McDowell  
Chair, Community Services

Rotary Club of Del Mar PO Box 552, Del Mar, CA 92014 [www.delmarrotary.org](http://www.delmarrotary.org)



# City of Del Mar Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Nestor Machado, Management Analyst  
Karen Brindley, Planning and Community Development Director  
Via Ashley Jones, City Manager

DATE: April 7, 2025

SUBJECT: Encroachment Permit (EP) 25-019 Related to the Construction of the San Dieguito Double Track Project Pedestrian Undercrossing and Associated Improvements

Applicant: San Diego Association of Governments (SANDAG)

## REQUESTED ACTION/RECOMMENDATION:

Staff recommends the City Council: 1) Adopt the Resolution (Attachment A) conditionally approving Encroachment Permit EP25-019 allowing for water and sewer utility line relocation and improvements, grading improvements to Coast to Crest Trail in order to allow a pedestrian undercrossing that impacts City of Del Mar property (APN 299-030-02-00) and also concerns a private property interest (APN 299-030-11-00); 2) Authorize the City Manager to execute Utility Agreement (Attachment B); and 3) Authorize the City Manager to waive associated planning application fees in the amount of \$2,085, which is a standard practice among government agencies.

## BACKGROUND:

The San Dieguito Double Track Project (Project) has been in the planning stages since 2010. In June 2017, the California Coastal Commission issued a federal consistency certification for the Project. The purpose of the Project is to construct 2.1 miles of railroad track between the railroad undercrossing at Lomas Santa Fe Drive in Solana Beach (Mile Post 242) and then continue into Del Mar, just north of Coast Boulevard (Mile Post 244). The project will replace existing single-track railroad bridge with a new 1,600-foot-long double-track bridge over the San Dieguito River (River), and includes improvements to construct signal, utility, and drainage systems.

The height of the new bridge will be raised up to eight (8) feet to allow for an unobstructed passage of 100-year flood flows and a pedestrian undercrossing to connect the Coast to Crest Trail (Trail) from east to west along the south bank of the river. Other elements of the project include:

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## City Council Action:

- The permanent relocation and replacement of water and sewer lines from the North County Transit District (NCTD) right-of-way on to City of Del Mar property to provide for easier maintenance access. This includes encasing the main water line along the trail in steel to protect it from the elements and construction of the undercrossing itself.
- Installation of two new permanent manholes within City of Del Mar property to access the water and sewer lines.
- Construction of storm drain outlet that flows into the San Dieguito River.
- Removal of rip rap placed on the bottom of the river to protect the existing bridge from river scour.
- Earthwork to establish final project grades and elevations.
- Temporary wooden trestle to construct a new double-track bridge.
- Temporary construction access and staging areas located at:
  - Via de la Valle at the Solana Gate, Jimmy Durante Blvd. roundabout adjacent to the Public Works Yard, and on the Del Mar Fire Station on State Fairgrounds property.
  - Temporary construction staging adjacent to the Del Mar Fire Station and on the San Dieguito River, within City of Del Mar property, at the south bank just north of the Public Works Yard.
- Replacement of an existing asphalt driveway apron and a concrete driveway on Jimmy Durante Blvd., south of the River.
- Implementation of traffic control plans.

On February 18, 2025, SANDAG staff provided a presentation that updated to the Council on the progress being made related to the project. SANDAG is now requesting an Encroachment Permit for the portions of the Project that are fully within the City of Del Mar right-of-way or other City owned property. The Project construction is anticipated to take approximately four and a half years. Currently, and is scheduled to commence in early 2026 and end by mid-2030. Work is anticipated to occur between the hours of 6am – 5pm, including night work.

**DISCUSSION/ANALYSIS:**

An Encroachment Permit application was submitted to secure permanent encroachments. This includes utility improvements, placement of rock slope protection to complete the connection between the existing Coast to Crest Trail which is part of the construction of the pedestrian undercrossing. This also includes earthwork to establish

final grades and elevations, and the replacement of an existing driveway adjacent to Jimmy Durante Blvd.

The pedestrian undercrossing on the south side of the river would provide a legal, grade-separated pedestrian crossing that currently does not exist at this location to connect the Coast to Crest Trail. The Trail will range in width from 8' along the south bank of the River and north of the City's Public Works Yard and will be widened to 12' under the double-track bridge that is within the City's right-of-way.

To build the pedestrian undercrossing and a portion of the drainage improvements south of the river, a small City encroachment of 0.05 acres is needed. It should be noted that the actual railroad tracks and pedestrian undercrossing structure are within the North County Transit District (NCTD) right-of-way and not the City's. Accordingly, this EP seeks to grant permanent encroachments to SANDAG for use of the City's property and right-of-way which also allows for construction staging and access. A vicinity schematic to show the location of this proposed grading and public improvements is included as Attachment C.

The utility lines will be relocated to provide easier maintenance access for Del Mar and as mentioned above, this includes fully encasing the water main line in steel that runs adjacent to the trail. The line west of the tracks will be relocated into 28<sup>th</sup> Street. A schematic depicting the relocation of the water and sewer lines to access within City of Del Mar right-of-way is included as Attachment D.

As these utility lines will be relocated from NCTD right-of-way to Del Mar property, the City will need to execute a utility agreement with SANDAG that alleviates any financial responsibility from the City for the water and sewer improvements (Attachment B) and solely places financial responsibility on SANDAG. Execution of this agreement, clearly demonstrating who is responsible to pay for this work, is also a requirement for Caltrans based on the types of funding being used for the Project.

As stated, SANDAG will need access within Del Mar right-of-way for the construction staging. This includes a lay down area along the San Dieguito River and within City of Del Mar property (APN: 299-030-02-00). This area will also be used to build the slope embankment. In addition, a temporary platform will be constructed to support the construction of the double track.

SANDAG will also install a new firewater main near the fairgrounds adjacent to Jimmy Durante Blvd. The Del Mar fire station will continue to provide fire water service to the fairgrounds. A schematic depicting the temporary laydown and construction areas including access points is included as Attachment E.

SANDAG is proposing to replace the existing deteriorated asphalt driveway on Jimmy Durante Blvd., south of the river, east of the railroad tracks at 21<sup>st</sup> Street with a concrete

driveway apron (APN: 299-171-01-00). This driveway replacement is provided to improve access for NCTD to conduct routine maintenance and access its utility shed.

Del Mar Municipal Code (DMMC) Chapter 23.28 requires an EP for any work or improvements within the City's right-of-way. Requests for construction access are typically approved at the staff level, however, improvements that extend above the level of the sidewalk, roadway, or to the adjacent grade require City Council approval. Therefore, the request was consolidated into one permit application for City Council consideration and proposed approval.

### **Required Findings**

Pursuant to DMMC §23.28.070, there are six (6) required findings to approve a Long-term Major EP that generally relate to public safety, intended use of the right-of-way, community character, aesthetics, and conversion of public land for private use. An EP shall only be approved if the City Council can make all six findings:

*Finding 1: That the issuance of the EP will not endanger public health, safety or welfare, or the surrounding property.*

The proposed improvements including grading, placement of rock slope protection, relocation of water and sewer lines, and temporary encroachments consisting of access and staging will not endanger public health, safety, or welfare, or the surrounding property because the construction practices and means and methods will not adversely affect costal resources or nearby residents. The grading to accommodate the pedestrian undercrossing is necessary due to the height of the double-track bridge structure and ensures that it is not impacted by flood conditions. To achieve these design conditions the applicant will need to begin grading in the City's right-of-way to ensure safe train operations. The utility lines require relocation and to ensure public safety they will be fully encased in steel to prevent damage from the tracks. The new manholes will be installed on City property to provide for easier maintenance access.

*Finding 2: That the issuance of the EP will not unreasonably interfere with the intended use of a City Right-of-Way or Easement.*

The proposed improvements will not unreasonably interfere with the use of the public right-of-way because the Coast to Crest Trail and the grading for the undercrossing is designed to connect the Trail from east to west in order to provide safe passage for pedestrians, in an area where an accessible crossing does not currently exist. Furthermore, the relocation of water and sewer lines will be an added benefit because they will be accessible within City right-of-way as opposed to NCTD right-of-way which provides greater operational efficiencies. Moreover, the proposed access points within City right-of-way at Via de la Valle and Jimmy Durante Blvd., will not unreasonably interfere with City traffic flows because the traffic control plans will ensure a smooth flow

of traffic during the construction period. Traffic management will also be in coordination with Public Works.

*Finding 3: That the issuance of the EP will not have an adverse impact on the welfare of the community or on the community's appearance or aesthetics.*

The Coastal Commission has determined that the project will not have an adverse impact on coastal resources and the Project scope has not changed since they issued a federal consistency certification. Moreover, the proposed encroachments are generally consistent with the character of the surrounding area and will improve the aesthetics of the community and improve public access to coastal resources by providing a safe and legally compliant pedestrian crossing.

*Finding 4: That the issuance of the EP will not cause an unnecessary change in the character of the community.*

The proposed improvements will not remove the Coast to Crest Trail or permanently impact it, nor will the character of the surrounding area be permanently impacted.

*Finding 5: That the issuance of the EP will not be to the detriment of the interests of the general public.*

The proposed permanent improvements will not interfere with existing public use of the surrounding right-of-way. While there will be temporary impacts to the existing public trail during the construction period, the proposed permanent trail improvements will create a legally compliant access that provides a continuous east-west connection between Coast Boulevard and the existing Coast to Crest Trail. Furthermore, the relocation of the water and sewer lines from NCTD right-of-way to City property will provide the City ability to access the utility from City right-of-way and eliminate additional coordination required with NCTD. Due to the construction practices and the means and methods of the construction activities, the proposed encroachments to be authorized will not interfere with City operations/infrastructure and not be to the detriment of the interests of the general public.

*Finding 6: The proposed Encroachment will not convert significant area of public property to private use.*

Given the small area of impact, the proposed encroachments will not convert any existing public use areas into private use. All proposed improvements will enhance existing public use of these areas as described above.

This Project has been in progress for many years including continuous discussions between City staff and SANDAG related to updates and revised plans for improvements. Planning and Community Development Department staff have consulted with the Public Works Department, Community Services Department, and City Manager's Office and

determined that the proposed improvements will provide a benefit to the City related to providing a safe and legally compliant public passage with connections to the Coast to Crest Trail underneath the train tracks. The proposed improvements would not endanger the public's health, safety, or welfare, nor would it endanger the surrounding properties because of the design of the encroachment improvements and the means and methods of the construction activities.

As shown in the photographs in Attachment F, the existing trail does not provide safe or legal access for members of the public to cross the railroad tracks. Individuals who cross the tracks are considered trespassers; however, this has been a widespread practice for many years. The artist renderings in Attachment G depict how the new pedestrian undercrossing will provide a safe and legal point of access to cross the tracks.

Based on the facts above, all required findings are found to be satisfied. Therefore, staff recommends that the City Council adopt the Resolution approving EP25-019 (Attachment A).

**FISCAL IMPACT:**

There is no cost to the City related to this Project. As is common practice among government agencies, staff is recommending that the \$2,085 in fees related to the processing of this EP application be waived. According to SANDAG, funding sources for the project include resources from the Federal Railroad Administration (FRA), Federal Transit Administration, State of California, and TransNet.

**ENVIRONMENTAL IMPACT:**

A Categorical Exclusion determination was prepared for the Project by SANDAG in accordance with the National Environmental Policy Act (NEPA) since the Federal Railroad Administration (FRA) has been acting as the federal lead agency. The project is categorically excluded from NEPA pursuant to Title 23 CFR 771.118(c)(9) which covers "Assembly or construction of facilities that is consistent with existing land use and zoning requirements (including floodplain regulations) and uses primarily land disturbed for transportation use, such as: Buildings and associated structures; bus transfer stations or intermodal centers; busways and streetcar lines or other transit investments within areas of the right-of-way occupied by the physical footprint of the existing facility or otherwise maintained or used for transportation operations; and parking facilities". Staff has independently reviewed these determinations and found that these Exclusions are appropriate.

The project was analyzed by Caltrans in the LOSSAN EIR, certified by Caltrans in 2007. The California Coastal Commission then conducted an environmental review of the project improvements as part of the North Coast Corridor Public Works Plan & Transportation and Resource Enhancement Program, which was approved in 2014, finding that all feasible California Environmental Quality Act (CEQA) mitigation measures and alternatives had been incorporated into the NCC PWP/TREP. In 2021, the CPUC

adopted the Coastal Commission’s CEQA findings as part of an approval to construct new crossings as part of the project. The City of Del Mar, as a responsible agency, have independently reviewed these documents and the findings and have found that these prior CEQA documents and actions by the other agencies are consistent with the limited project scope involving this encroachment permit. Moreover, the City’s action is exempt under CEQA Cal. Code Regs. Tit. 14, Section as a “Minor Alterations to Land” because the minor excavation will be compatible with existing conditions and will not create any new significant environmental impacts to coastal resources or the surrounding environment.

NEXUS TO CITY COUNCIL GOALS AND PRIORITIES:

This is an operational item and is not included in the City Council’s list of Goals & Priorities.

ATTACHMENTS:

- Attachment A – Resolution Approving EP25-019
- Attachment B – SANDAG Utility Agreement
- Attachment C - Vicinity Schematic for Pedestrian Undercrossing
- Attachment D – Schematic for Water and Sewer Lines
- Attachment E – Site Map of Construction and Staging Areas
- Attachment F – Photographs of Current Trail and Track Conditions
- Attachment G – Artist Renderings of Pedestrian Undercrossing

## RESOLUTION NO. 2025-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, APPROVING ENCROACHMENT PERMIT 25-019 AND WAIVING THE PLANNING LAND USE APPLICATION FEE FOR AN ENCROACHMENT PERMIT FOR IMPROVEMENTS RELATED TO THE SANDAG SAN DIEGUITO DOUBLETRACK PROJECT (APNs: 299-030-02-00, 299-030-11-00, 299-171-01-00) IN DEL MAR, CALIFORNIA

WHEREAS, the City of Del Mar (City) is the owner of the public right-of-way and property within the Project limits; and

WHEREAS, San Diego Association of Governments (SANDAG) (Applicant) has filed an application for an Encroachment Permit (EP25-019) seeking approval for various improvements, more specifically described in the Agenda Report and attached Encroachment Permit plans, in the public right-of-way adjacent to APNs: 299-030-02-00, 299-030-11-00, and 299-171-01-00 (Project); and

WHEREAS, Del Mar Municipal Code (DMMC) Chapter 23.28 requires an Encroachment Permit (EP) for any non-City improvements within the public right-of-way; specifically, any improvements that extend at least 12 inches above the level of the sidewalk, roadway, or adjacent grade require City Council approval; and

WHEREAS, Section 23.28.070 of the DMMC provides that an Encroachment Permit may be approved or conditionally approved only if the Council makes all of the required findings set forth in Section 23.28.070(C) as noted in the below; and

WHEREAS, the project will include double-tracking, a bridge replacement, a special events platform at the Del Mar Fairgrounds, utility line relocation, pedestrian trail and other improvements; and

WHEREAS, in accordance with the National Environmental Policy Act (NEPA), the project is categorically excluded from NEPA pursuant to Title 23 CFR part 771.118(c)(9) which covers "Assembly or construction of facilities that is consistent with existing land use and zoning requirements (including floodplain regulations) and uses primarily land disturbed for transportation use, such as: Buildings and associated structures; bus transfer stations or intermodal centers; busways and streetcar lines or other transit investments within areas of the right-of-way occupied by the physical footprint of the existing facility or otherwise maintained or used for transportation operations; and parking facilities,"; and

WHEREAS, the Proposed Encroachment Permit is exempt under the California Environmental Quality Act under Section 15304, Minor Alterations To Land, and would not otherwise cause significant unavoidable impacts to the environment; and

WHEREAS, on June 7, 2017, the California Coastal Commission (“Coastal Commission”) issued a federal consistency certification for the SANDAG San Dieguito Double Track project to improve the operation and safety of the rail line in the LOSSAN Corridor between Solana Beach and Del Mar by finding that the project as proposed would not result in impacts to coastal resources as defined in the California Coastal Act.

WHEREAS, on April 7, 2025, the City Council of the City of Del Mar held a duly noticed public hearing to review the referenced entitlements, and at which time all persons desiring to be heard were heard; and

WHEREAS, such oral and written evidence that was submitted and considered included without limitation:

- a. Plans submitted by the applicant;
- b. Written information submitted with the application;
- c. Agenda Report, dated April 7, 2025, incorporated by reference as though fully set forth herein;
- d. The Coastal Commission Federal Consistency Certification dated June 7, 2017, incorporated by reference as though fully set forth herein; and
- e. Additional information submitted and testimony provided during the hearing.
- f. Staff’s independent review of relevant NEPA and CEQA documentation.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Del Mar that Encroachment Permit EP24-115 is hereby approved based on the following findings in accordance with DMMC Section 23.28.070(C):

**Findings:**

1. The proposed improvements including grading, placement of rock slope protection, relocation of water and sewer lines, and temporary encroachments consisting of access and staging will not endanger public health, safety, or welfare, or the surrounding property because the construction practices and means and methods will not adversely affect coastal resources or nearby residents. The grading to accommodate the pedestrian undercrossing is necessary due to the height of the double-track bridge structure and ensures that it is not impacted by flood conditions. To achieve these design conditions the applicant will need to begin grading in the City’s right-of-way to ensure safe train operations. The utility lines require relocation and to ensure public safety they will be fully encased in steel to prevent damage from the tracks. The new manholes will be installed on City property to provide for easier maintenance access.
2. The proposed improvements will not unreasonably interfere with the use of the public right-of-way because the Coast to Crest Trail and the grading for the undercrossing is designed to connect the Trail from east to west in order to provide safe passage for pedestrians, in an area where an accessible crossing does not currently exist. Furthermore, the relocation of water and sewer lines will be an added benefit because they will be accessible within City right-of-way as opposed

to NCTD right-of-way which provides greater operational efficiencies. Moreover, the proposed access points within City right-of-way at Via de la Valle and Jimmy Durante Blvd., will not unreasonably interfere with City traffic flows because the traffic control plans will ensure a smooth flow of traffic during the construction period. Traffic management will also be in coordination with Public Works.

3. The Coastal Commission has determined that the project will not have an adverse impact on coastal resources and the Project scope has not changed since they issued a federal consistency certification. Moreover, the proposed encroachments are generally consistent with the character of the surrounding area and will improve the aesthetics of the community and improve public access to coastal resources by providing a safe and legally compliant pedestrian crossing.
4. The proposed improvements will not remove the Coast to Crest Trail or permanently impact it, nor will the character of the surrounding area be permanently impacted.
5. The proposed permanent improvements will not interfere with existing public use of the surrounding right-of-way. While there will be temporary impacts to the existing public trail during the construction period, the proposed permanent trail improvements will create a legally compliant access that provides a continuous east-west connection between Coast Boulevard and the existing Coast to Crest Trail. Furthermore, the relocation of the water and sewer lines from NCTD right-of-way to City property will provide the City ability to access the utility from City right-of-way and eliminate additional coordination required with NCTD. Due to the construction practices and the means and methods of the construction activities, the proposed encroachments to be authorized will not interfere with City operations/infrastructure and not be to the detriment of the interests of the general public.
6. Given the small area of impact, the proposed encroachments will not convert any existing public use areas into private use. All proposed improvements will enhance existing public use of these areas as described above.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Council that approval of EP25-019 shall be subject to the following conditions:

**General Conditions:**

**GEP-1** [*EP – Excavation Scheduling*]

No excavation or trenching shall occur within a City right-of-way on days when City of Del Mar City offices are closed. Those days include all Saturdays and Sundays and all days on which City Holidays are observed.

**GEP-2** [*EP – Indemnification*]

By accepting this permit and implementing the development authorized herein, the applicant agrees to indemnify, defend and save the City of Del Mar, its authorized agents, officers, representatives and employees harmless from and against any and all penalties, liabilities, annoyances, or loss resulting from claims or court action and arising out of any accident, loss or damage to persons or property happening or occurring as a proximate result of any work undertaken under the permit granted pursuant to the application or by reason of the permittee's installation, operation, maintenance or removal of the encroachment.

**GEP-3***[EP - Removal of improvements]*

The applicant agrees that if any structure, tank, pipe, conduit, duct, tunnel, or other development for which this permit is issued is, at any point in the future, determined by the City to interfere with the use, repair or improvement of the subject right-of-way, the applicant or his or her successors or assigns, shall remove the development within ten (10) days after the receipt of a written notice from Public Works to do so. The removal shall be accomplished at the expense of the applicant or his or her successors or assigns and shall be removed or relocated to the satisfaction of the Public Works Department.

- A) If an unknown underground facility is encountered, work shall cease immediately, and both the City Engineer's office, Public Works and the utility believed to own the facility shall be notified. Work shall not proceed until permission is granted by the City Engineer's office and a solution to the underground obstruction is resolved by the Engineer of Work.

**GEP-4***[EP - Compliance with Conditions]*

The applicant hereby agrees to do all work and otherwise comply with the terms and conditions of this permit, and all applicable rules and regulations of the City of Del Mar and/or other public agency with overlapping jurisdiction.

**GEP-5***[EP - Revocation of permit due to noncompliance with conditions]*

This permit may be revoked by the City if noncompliance is noted to the applicant and satisfactory action is not taken by the applicant or his/her agents to achieve compliance within twenty-four (24) hours of notice.

**GEP-7***[EP - Permit Expiration/Potential for Permit Extension]*

This permit and the authorization for use/work within a City right-of-way herein granted shall be in effect for the duration of project construction and shall expire once the project is finalized.

**GEP-8***[EP - Work to be Performed by a Licensed Contractor]*

All work authorized by an Encroachment Permit shall be performed by a licensed contractor from one of the following classes: "A" General Engineering Contractor, "C34" Pipeline Contractor or a "C42" Sanitation System Contractor. A copy of such a license shall be provided to the City prior to the commencement of work and shall be retained at the project site. This requirement may be waived by the City Engineer's

office when the work to be performed is limited to minor improvements or maintenance for residential property adjacent to the City right-of-way or easement and when the work will be performed by the resident or owner of the benefited residential property. This information shall be provided prior to the commencement of any work in a public right-of-way.

**GEP-9***[EP - Compliance with CAL-OSHA]*

The permittee shall obey and enforce all safety orders, rules, regulations, and recommendations of the Department of Industrial Relations of the State of California, CAL-OSHA, applicable to the work and shall comply with all applicable laws, ordinances, codes, and regulations. Any omission on the part of the City Engineer's office to specify protective measures or devices in the Encroachment Permit shall not excuse the permittee from complying with all applicable requirements of law.

**GEP-10***[EP - Timely Performance of Work]*

If any part of the work performed under an Encroachment Permit is not completed within the period indicated in either the submitted application materials or the conditions of approval of the Encroachment Permit, the City may notify the person performing the work, in writing, to complete the work within forty-eight (48) hours thereafter, legal holidays excepted. If the work is not completed within this time period, the Public Works shall have full power to perform the work, including such measures as will restore the disturbed area to a safe and passable condition until the work can be completed. The cost thereof, including any inspection and administrative overhead costs incurred by City, shall be assessed against the permittee.

**GEP-11***[EP - Compliance with City Codes and Permit Conditions]*

Any person violating any provisions of or failing to comply with any of the requirements of this Permit or of DMMC Chapter 23.28 shall be subject to the enforcement provisions set forth in DMMC Chapters 1.08 and 30.98.

**GEP-12***[EP - Change of Permit Conditions at Direction of the City]*

The City retains the right to change conditions of this Permit granted and order the relocation or adjustment of lines, manholes, fixtures, and apparatus hereby allowed to be installed, whenever, in the opinion of the City, this becomes necessary; and desirable. In the event that such an order is made, all changes required pursuant thereto shall be made at the sole expense of the Permittee.

**GEP-13***[EP - Notification of Utility Owner]*

The applicant shall notify the appropriate Public Utility a minimum of seventy-two (72) hours prior to performing any work on or adjacent to any public utility. All such work shall be done only with authorization and with inspection by the appropriate utility owner.

**GEP-14***[EP - No authorization for street closure]*

The permit does not authorize closure of any road or street, unless specifically stated on the permit.

- A) If Street closure is required then at least one (1) lane of traffic must be kept open during construction periods. However, when individual streets are under construction, streets may be closed to traffic by the Contractor, subject to approval of traffic control plans. The Contractor shall furnish, install and maintain all necessary and appropriate signing and striping for the closure and for detours as determined by the Public Works Department.
- B) No street shall be closed to traffic until immediately prior to start of work, and any street that is closed by permission of the Engineer shall be re-opened before the end of the workday. Emergency vehicles shall be permitted to pass through the work area without delay at all times.
- C) The Contractor shall make every effort to keep driveways open during working hours. After hours all driveways shall be accessible with smooth and safe crossings through the construction.
- D) All traffic lanes shall have a minimum width of eleven feet (11') unless otherwise specified. In addition to the lane width specified herein, the Contractor shall maintain a clearance of two feet (2') feet to curbs, barricades, and other vertical obstructions.

**GEP-15[EP - No Transfer in Property Interest]**

The granting of an encroachment permit pursuant to this chapter shall not constitute the transfer or relinquishment of any ownership or interest held by the City over the public right-of-way, nor shall such permit confer any vested or proprietary rights upon the holder of the permit beyond the right to utilize the encroachment area in the manner authorized by the permit and subject to all of the conditions set forth herein.

**GEP-16[EP - Notification of Neighbors Prior to Commencement of Traffic Lane Disruption]**

Where the proposed work will involve a temporary traffic lane closure or detour, the applicant shall notify all neighbors along the street in the area in which work will take place a minimum of five (5) calendar days prior to the commencement of any work. The notification required herein shall be provided as follows:

- a. Copies of written notice shall be distributed at the properties with frontage along the street where the traffic lane disruption will occur and at properties with frontage along the affected street that are within 200 (linear) feet of the area of traffic lane disruption. A copy of the notice to be provided shall be submitted for City approval prior to distribution, and
- b. Temporary signs shall be placed along both sides of the street in the area where traffic lane disruption will occur and at the points 500 feet beyond the ends of the affected street area.

The notice required herein shall be provided / installed (as applicable) to the satisfaction of the Director of Planning and Community Development.

**GEP-17** *[EP - Improvements Subject to Compliance with ADA Accessibility Requirements]*

The applicant shall be responsible for ensuring that all improvements are implemented in compliance with the applicable provisions of the Americans with Disability Act (ADA). Information about requirements for complying with ADA requirements can be gained from the following website: <https://www.access-board.gov/>

**GEP-19** *[EP - Bonds]*

Before a permit is granted by the City, which authorizes excavation, trenching or removal of the surface of a street, a bond or other security acceptable to the City, shall be filed by the applicant, or by the contractor who will do the work. The bond shall be a surety bond and shall be issued by a corporation duly and legally licensed to transact business in the State of California and approved by the City. The bond or other security shall guarantee the performance of the work authorized by the permit in accordance with all of the provisions of the application, and shall indemnify the City against faulty or improper workmanship or materials that may be discovered during the performance of the work and for the term of one year after the completion of the work. If the applicant, or the contractor performing the work, intends to perform more than one project requiring a permit under this Chapter, the bond may be written so as to apply to more than one permit and it shall indemnify the city against faulty or improper workmanship or materials that may be discovered during the performance of the work, intends to perform more than one project requiring a permit, the bond may be written so as to apply to more than one permit and it shall indemnify the City against faulty or improper workmanship or materials that may be discovered during the period of one year after the completion of the work authorized by each permit.

**GEP-20** *[EP - Traffic Conditions]*

Traffic Control shall be as follows:

- A) Maintain Traffic – Vehicular and pedestrian traffic on all streets shall be permitted to pass through the work area with as little inconvenience as possible. At no time shall the roads be closed without specific authorization.
- B) Flagmen – Shall be used on all streets where the traffic is restricted to less than two (2) traffic lanes.
- C) Comply with Green Book Section 601 – Maintaining of vehicular traffic through the work area shall conform to Standard Specifications for Public Works Construction (Green Book Section 601) Temporary Traffic Control For Construction and Maintenance Work Zones.
- D) Replace Improvements – All improvements within the road right-of-way which include road signs, road striping, road symbols, etc., which were damaged, removed or obliterated as a result of the permittee's work shall be repaired

- and/or replaced. Repairs and replacements shall be equal to or better than the existing improvements and shall match them in finish and dimension.
- E) End of Workday – At the end of each workday, all roads shall be restored to two-way traffic. The road surface shall be brought to a smooth, even condition, free of humps and depressions, satisfactory for use by the motoring public.
  - F) Detours – Shall be in accordance with Caltrans Traffic Manual, Chapter 5, And shall be approved by the Public Works three weeks before the anticipated date of the detour.
  - G) The applicant shall be responsible for notifying the Del Mar Fire Department (858) 755-1522) and City Parking Enforcement (858) 755-1556 at least 48 hours prior to the road closure.
  - H) The Permittee shall follow Caltrans standards for bicycle and pedestrian traffic control. Where facilities exist, a minimum sidewalk and bike path width of four feet (4') shall be maintained at all times for safe passage through the work area. At no time shall pedestrians be diverted onto a portion of the street used for vehicular traffic. At locations where adjacent alternate walkways cannot be provided, appropriate signs and barricades shall be installed at the limits of construction and in advance of the closure at the nearest crosswalk or intersection to divert pedestrians across the street. Pedestrian detour plans shall be approved by the City prior to construction.

**GEP-21[EP – Cleanup, Backfilling and Compaction]**

Cleanup, backfilling, and Compaction shall be as follows:

- A) Cleanup After Completion - Immediately after completion of the work, the permittee shall cleanup and remove all materials, earth and debris of any kind. If the permittee fails to do so within 24 hours after having been notified to do so by the City, the work may be done by the city and the permittee charged the costs of such work. When a pole, guy-stub or similar timber is removed and not replaces, the entire length thereof shall be removed from the ground and the hole backfilled and compacted.
- B) Backfilling and compaction – Backfilling and compaction of an excavation of an evacuation shall be in accordance with the Standard Specifications for Public Works Construction (Sections 301 and 306), as well as any special standards established by the City. Backfilling shall be completed before the end of the workday. No open trenches shall be left after normal working hours.
- C) Restoration of right-of-way - upon completion of the encroachment work authorized by a permit, the permittee shall restore the right-of-way by replacing, repairing or rebuilding it in accordance with the specifications or any specific requirements, but not less than to its original condition before the

- encroachment work was commences. The permittee shall remove all obstructions, materials, and debris upon the right-of-way and shall do any other work necessary to restore the right-of-way to a safe and usable condition, as directed by the City. When the excavation occurs within an area already paved, the city may make the necessary restoration. The permittee can be notified or can respond to notification; the City may make the necessary restoration. The permittee shall reimburse the City in accordance with the costs of such work. All work shall be in accordance with City standards and Public Work Standard Specifications for Construction (Green Book Section 302 and 306.).
- D) The Contractor and all Subcontractors are required to clean up the site on a daily basis. This cleanup shall include, but not be limited to, the Contractor furnishing and operating a self-loading motorized street sweeper equipped with a functional water spray system or by hand (depending on the size of the daily job/cleanup), removal of all construction material that is no longer needed on the job site, daily removal of all construction rubbish/trash away from the job site, proper storage of all construction equipment including traffic control devices that are not in use. The sweeper shall clean all paved areas within the Work site and all paved routes at least once each working day for the purpose of keeping paved areas acceptably clean whenever construction, including restoration, is incomplete. It shall be the Contractor's responsibility to keep vehicle and pedestrian travel ways broom clean at all times. Failure to comply with these daily cleanup requirements may result in the City performing the cleanup work and billing the cost to the Contractor.
- E) For projects involving the public sewer system, Contractors Pollution Liability appropriate to cover such activities as cleanup, removal, storage, or otherwise handling of hazardous or toxic chemicals, materials, substances, or any other pollutants; in an amount sufficient to cover potential losses from an incident, but not less than One-Million Dollars (\$1,000,000) combined single limit per occurrence/aggregate for bodily injury and property damage.
- F) For projects involving the public sewer system, Transporters Pollution Liability to cover transportation of hazardous or toxic chemicals, materials, substances or any other pollutants, the Contractor shall provide an amount sufficient to cover potential losses from an incident, but not less than **One-Million Dollars (\$1,000,000)** combined single limit per occurrence/aggregate for bodily injury and property damage, and will not contain more than \$25,000 per claim deductible.

GEP-21[*EP – Street Cut Moratorium*]

The City places moratoriums on any street or alley that have been reconstructed or sealed. Moratoriums on streets and alleys are valid after construction is completed. The moratorium lasts for five years for a reconstruction and overlay project and three years for a surface treatment

project (slurry/surface seal). The moratorium list is updated as projects are completed. Applicants shall check City as to which streets have moratoriums.

**GEP-22[EP – Construction Staging Area]**

Proposed locations of construction staging areas shall be approved by the City. Any construction staging area proposed outside of the public right-of-way shall be disallowed unless the Permittee has secured the prior written approval of the owner.

- A) In the Event that the Contractor obtains an staging area on private property, it shall maintain, at his own cost, a construction staging area outside of the right of way or outside the boundaries of the City's property, unless a staging area is specifically shown on the Plans or described in the specifications. Any posted signs for or related to the staging area must be of professional quality and approved by the City prior to placement. The staging area must be established, maintained and removed in a manner acceptable to the City and the owner of the land where the staging area is situated. The Contractor shall be solely responsible for the security and liability of the staging area. The staging area maybe fenced, lighted and locked. Guard dogs are not allowed at the construction staging area. Such staging areas shall meet all requirements of applicable standards, codes, ordinances and laws, and shall be established at least five (5) Working Days prior to commencement of work.
- B) When any product, material or equipment is to be stored outside the street right-of-way or City property, the Contractor shall first obtain written permission from the property owner on whose property the storage is to be made. The Contractor shall file with the City an original permission letter, together with a written release from the property owner absolving the City or its employees from any and all responsibility in connection with storage of materials, products or equipment on said property.

**GEP-23[EP – Archaeological]**

The permittee shall cease work in the vicinity if any archaeological resources that are revealed. The City shall be notified immediately. A qualified archaeologist, retained by the permittee, will evaluate the situation, and make recommendations to the City concerning the continuation of the work.

**GEP-24[EP – Monument Preservation]**

Location of monuments shall be tied out prior to work. Any City monument damaged, displaced, or destroyed by Permittee's work shall be replaced by Permittee at Permittee's sole expense.

**GEP-25[Notice to Proceed]**

A Notice to Proceed shall be issued after the Pre-Construction Meeting, provided the Storm Water Pollution Prevention Plan (SWPPP) and the Construction Staging / Traffic Control Plan have been submitted by the

Contractor and accepted by the Public Works Department, and all other appropriate contract requirements are fulfilled. The Work shall start within ten (10) Working Days thereafter and shall be diligently prosecuted to completion within the time provided in the Project Specifications.

For projects of forty-five (45) Working Days or more, the Contractor shall submit to the Engineer an updated construction schedule each month, showing the actual progress of the Work.

**Public Works Conditions:**

**PW-1 [Notification prior to and after Completion of Work]**

The applicant agrees to notify the Public Works representative at least forty-eight (48) hours in advance of time when work authorized in this permit will be started. Applicant shall state the EP number, original date of approval and a short description of the work. Additionally, upon completion of the work, the applicant agrees to immediately notify the Public Works *representative* of such completion. Any improvement or modification of the right-of-way shall be subject to inspection and approval of work from the Public Works representative. The permittee shall be responsible for calling MBI for an inspection at (760) 603-6264.

**PW-2 [Bulk Pallet Storage]**

Unless prior written authorization has been received from the City Manager, no materials shall be stored in bulk pallet form in the City right-of-way. Additionally, City right-of-Way shall not be used for material storage, unless a material delivery is taking place.

**PW-3 [USA Markout]**

At least 72 hours prior to the excavation of any area within a right-of-way, the applicant shall contact Underground Services Alert (USA) at (800) 422-4133 for the purpose of identifying the location of buried utilities so as to avoid disturbance thereof. All proposed dig or trench areas shall be pre-marked with white paint prior to contacting for USA mark out. No work shall commence until USA mark out has occurred.

The permittee is advised that the locations of utility lines may vary from those shown on approved project plans and that coordination with the appropriate utility companies is, therefore, imperative. Any damage or repair thereof to utility lines caused as a result of project implementation shall be the permittee's responsibility. The applicant shall be responsible for removing or blocking out all pavement markings installed for the project immediately upon completion of the work authorized in the Encroachment Permit. Should a utility conflict be present, then the Contractor shall contact the Engineer of Work immediately, in order to provide sufficient time for a redesign and approval of construction change.

**PW-4 [Traffic Control Plan]**

Prior to the approval of the Encroachment Permit, the contractor shall submit a plan for traffic control prepared by a registered California Civil or Traffic Engineer. The plan shall be subject to the review and written approval of the City. The plan shall be prepared in accordance with the “Manual for Uniform Traffic Control Devices (MUCTD) in Construction and Maintenance Zones” and the “County of San Diego Standard Traffic Control plans.” The plan shall also be prepared and implemented to ensure that traffic control measures will be in place so as to protect pedestrian, cyclists and motorists from any construction, equipment, or other related activities, (including parked vehicles) due to construction. If a detour for traffic is needed, a Traffic Control plan should be submitted for review and approval by the City prior to the start of work.

PW-5 *[Trench Resurfacing, Contact with Public Works – Standards for Repair]*

All trench resurfacing shall be performed in accordance with the standards shown below and shall be subject to inspection by the City’s representative. The permittee shall be responsible for calling MBI for an inspection at (760) 603-6264.

Trenches and improvements in streets shall conform to regional standards as follows:

- A) Trenches wider than six (6) inches: Use Regional Standard G-24 type B. The base shall be compacted with twelve (12) inch maximum lifts to 95% modified proctor and test reports shall be furnished to the City prior to capping base with Asphalt.
- B) Trenches six (6) inches or less: Use regional standard G-24 Type C. Call for an inspection prior to the Asphalt repair, call MBI at (760) 603-6264.
- C) Traffic Control plans shall be followed per approved plans and adjusted by the contractor for changing conditions.
- D) Trench Plates cover placed over open trenches at the end of the work day shall be recessed into the existing paved roadway surface equal to the depth of the plate thickness and to a width and length equal to the dimension of the plate by cold-milling. All open trenches in roadway shall be plated and secured at the end of the workday. Open trenches in pedestrian areas shall be plated or covered in heavy plywood.
- E) Where a curb exists, the applicant shall bore under curb or saw cut a minimum of the width of the asphalt patch and replace with same construction. Should the proposed saw-cut fall within a couple of feet of a joint, then saw-cut shall be at the nearest joint.
- F) No trench shall be opened in any street for the purpose of laying pipes, conduits or ducts except when the prior written consent of the Public Works Department has been obtained.

Construction shall include restoration of all speed controls bumps and all striping and/or any signage that may be disturbed as the result of project implementation.

Restoration of disturbed speed bumps shall include thermoplastic paint of speed bump.

No open trench shall be allowed across any street or within ten (10) feet of any travel-way, except when work is in actual progress. Areas covered by acceptable steel plates are not to be construed as trenches.

PW-6 [Location of Walls & Fences]

No walls, wall footings or fences shall be constructed within the Public Right of Way.

PW-7 [*Marking of Curbs and Roadways*]

The applicant shall not apply paint or other permanent marking substance to any paved surface or curbs, except for: 1) refreshing of official traffic markings or marking approved on a plan set authorized by the City; 2) markings of underground facilities in connection with construction or maintenance work; or 3) numbers painted on curbs to identify an address. The applicant shall be responsible for the removal of any temporary markings immediately upon completion of the project. Chalk paint or feathers shall be used in grass and vegetation areas.

PW-8 [*No Removal of Street Signs or Monuments*]

No traffic or street signs of any kind are to be moved for any reason without first obtaining permission from the Public Works or as depicted on an approved plan set.

PW-9 [*Traffic Control*]

The applicant shall be responsible for informing the public of the traffic conditions existing within the construction area at all times by placement of appropriate warning and advisory signs. The applicant shall also provide and maintain all traffic control and safety items. Permittee assumes sole and complete responsibility for the job and site conditions during the course of construction, including safety of all persons and property. This requirement shall apply continuously twenty-four (24) hours per day and shall not be limited to normal work hours. All stationary items (e.g., dumpsters, heavy equipment, construction supplies) that will be in the public right-of-way for long periods of time, including, needs to have the proper reflective delineation.

In the event of the need for a full road closure, at a minimum of five (5) days prior to the road closure, signs measuring no less than 30"x36" shall be placed at each end of the block stating the dates, time and purpose of the road closure and a notice written notice containing the same information as the above-mentioned signs shall be distributed at the properties with frontage along the street where the traffic lane disruption will occur and at properties with frontage along the affected street that are within 200 (linear) feet of the area of traffic lane disruption. Additionally, the applicant shall be responsible for notifying the Del Mar

Fire Department (858) 755-1522) and City Parking Enforcement (858) 755-1556 at least 48 hours prior to the road closure.

**PW-10***[Pavement Interface]*

Where existing right-of-way pavement is to be removed, a clean, neat line shall be saw-cut at the edge of existing pavement where the new replacement pavement to be installed, a minimum of 3-inches deep. A minimum twelve (12) inch wide cut shall be provided between a new driveway, curb or other concrete work that meets with asphalt. This will give a clean, compactable area to transition from new concrete to existing road surface. All driveways or sidewalks shall be poured as soon as possible after disturbance of existing pavement to prevent erosion of pavement integrity. Any damaged pavement shall be repaired with like material to the satisfaction of the Public Works Inspector. All work shall be performed in a manner to ensure that following project completion, drainage flow in the right(s)-of-way will function in same manner as prior to construction. Existing street widths shall not be narrowed as a result of apron placement.

Private drainage lines less than four (4) inches in outside diameter installed through a curb shall be core drilled and the curb shall not be broken out unless prior approval is given by the City Inspector. All driveways shall be designed so that overflow water from the adjacent street does not run down the private driveway.

**PW-11***[Sewer Lateral Construction]*

All sewer laterals shall be installed per Regional Standards S-13 or S-14. Upon completion, the applicant shall contact the Public Works Department for an inspection of the tie to the Main by calling MBI at (760) 603-6264.

**PW-12** *[Removal of Trip Hazard]*

Along the public right-of-way, the applicant shall eliminate an existing tripping hazard caused by the condition of the existing private sidewalk. The remedial work required herein shall be performed to the satisfaction of the City Inspector.

**PW-13***[Driveway Construction and Stormwater Flow]*

The proposed driveway shall be constructed in a manner so as to:

- A) Maintain existing stormwater runoff flows;
- B) Avoid the flow of stormwater across the new driveway (or associated sidewalk);  
and
- C) Include the installation of an expansion joint between the paved surface on the private property and the paved surface of the public right-of-way.
- D) Should a bridge per required to cross over a cobble lined swale. The swale shall be reconstructed in the location of the driveway apron and any other location, along property frontage, that is determined to be deteriorated.

- E) The Contractor shall make every effort to keep driveways open during working hours. After hours all driveways shall be accessible with smooth and safe crossings through the construction.
- F) During grading operations, the Contractor shall provide temporary graded driveways and continuing maintenance thereof to provide safe, smooth, stable and continuous access to all residences and businesses within the Project area. All costs, if any, associated with such grading operations shall be borne by the Contractor and no additional payment shall be made to the Contractor.

PW14 [*Sidewalk Design in Public Right-of-Way*]

Unless specifically permitted by Public Works, no stair steps or portions of stair steps shall be located within the public right-of-way.

The design and construction of sidewalk shall comply with all of the following standards:

- A) Sidewalk cross-slopes shall not exceed a one and one-half 1.5 percent slope.
- B) Sidewalks width shall be a minimum of five (5) feet, unless located adjacent to a curb or in a commercial zone, in which case the minimum width shall be six (6) feet.
- C) Sidewalks that run parallel to and adjacent to a street may be designed such that the running slope is not greater than the slope of the corresponding section of the adjacent street.
- D) Sidewalks that are perpendicular to a street curb shall maintain a maximum two (2) percent slope in both directions.
- E) At the discretion of the City, sidewalks that are perpendicular to street curb may require a curb transition (not necessarily a ramp) to accommodate the two (2) percent mandatory cross slope of sidewalk.
- F) All intersections of private sidewalks and street sidewalks shall provide a maximum a two (2) percent slope in each direction at the sidewalk intersection landing area.
- G) Proposals for ramps located at a street intersection shall include engineered plans detailing the ramp using existing slopes of streets as guide for design. At the discretion of the City Inspector, said plan shall be subject to review by the City's Engineering Department and American with Disability Act (ADA) consultant with a deposit required from the applicant to cover the cost of review.
  - a. Information about requirements for complying with Americans with Disability Act requirements can be gained from the following website: <http://www.access-board.gov/adaag/html/adaag.html>
- H) In order to provide a safe path of travel for pedestrians using walkers or wheelchairs, sidewalks that cross a driveway shall include a minimum four (4) foot wide and two one and one-half 1.5 percent maximum cross slope path of travel.

PW-15[*Backflow Device*]

An approved backflow preventer shall be installed on the main feed line. Inspection of the device installation is required by the Public Works Inspector at MBI at (760) 603-6264.

*PW-16[Sewer Lateral Testing]*

All building sewers or sewer laterals shall be tested via an internal video inspection. When cleaning and testing of an existing building sewer or sewer lateral is required, the building sewer or sewer lateral shall first be cleaned, and then tested via an internal video inspection for the full length of the building sewer or sewer lateral. The internal video inspection shall be completed by a person and/or firm competent by experience to perform the work. Video recordings of the inspection shall be submitted to the Public Works Inspector for verification of the condition of the building sewer or sewer lateral. The owner or an agent of the owner of a house, building, property or other structure connected to the district's sewer system shall notify the district at least 24 hours prior to testing so the Public Works Inspector has the opportunity to witness the testing.

*PW-17 [Public Works Inspection]*

Permittee shall schedule inspections with the Public Works, through MBI at (760) 603-6264, at least 24 hours prior to need as follows:

- A) Sidewalk, Driveway, Curb and Gutter and other Concrete Work Pre-pour and Final
- B) Street Excavation T-Cut and Final
- C) Sewer Lateral Capping during Demolition and New Lateral Connection to Main
- D) Water- Cross Connection Inspection prior to final.
- E) All Other Encroachment Activity Final

*PW-18 [Haul Route]*

A separate Grading Plan shall be submitted and approved, and a separate Grading Permit issued for any off-site borrow or disposal site, if located within City limits. An Encroachment Permit will be required to identify the haul route proposed for this purpose. If the borrow or disposal site is located outside of the City, the applicant shall provide evidence of receipt of required permits/authorizations. A haul route shall be submitted and approved by the Engineering Department.

- A) A log documenting the dates of hauling and the number of trips (i.e. trucks) per day shall be available on the job site at all times.
- B) The applicant shall identify a construction manager and provide a telephone number for any inquiries or complaints from residents regarding construction activities. The telephone number shall be posted at the site readily visible to any interested party during site preparation, grading and construction.
- C) Trucks shall be spaced so as to discourage a convoy effect.
- D) There shall be no staging of hauling trucks on any streets adjacent to the project, unless specifically approved as a condition of an approved haul route.
- E) Care should be taken to prevent spillage on streets over which hauling is done, and any such spillage or debris deposited on streets due to the Contractor's operation shall be immediately cleaned up.

**PW-20***[Sewer Lateral Back-flow Check]*

A back-flow check is required to prevent wastewater from flowing in reverse and entering the structure. Applicant shall install a sewer lateral check valve device in accordance with the local building code. A waiver may be granted from the Public Works Department if the applicant can prove that the entirety of the private system is above the nearest up stream manhole rim elevation.

**PW-21***[Monument Preservation]*

Location of monuments shall be tied out prior to work. Any City monument damaged, displaced, or destroyed by Permittee's work shall be replaced by Permittee at Permittee's sole expense.

A) In accordance with the Professional Land Surveyors Act (State of California Business and Professions Code 8771(a), (b) and 8773.2 (as amended by California Senate Bill 1563), the Surveyor performing construction staking for the Project shall file in the Office of the County Surveyor a Corner Record form or Record of Survey prior to the completion of construction for the replacement of survey monuments. The Contractor shall not disturb survey monuments, lot stakes (tagged), or benchmarks without the consent of the City, and in the case of willful or careless destruction, shall be liable for and charged with the cost of their replacement and of any expenses resulting from their unnecessary loss. Replacement shall be done only under the direction of the City by a Register Land Surveyor or a Register Civil engineer authorized to practice land surveying within the State of California.

**PW-22***[Access to Water Meters]*

Location of monuments shall be tied out prior to work. Any City monument damaged, displaced, or destroyed by Permittee's work shall be replaced by Permittee at Permittee's sole expense.

**PW-23***[Public Improvement Plans]*

The public street improvements shall be depicted on a separate improvement plan set. A separate cost estimate is required for the work within the public right-of-way and submitted to the Engineering Department for approval. Additional review fees will be required based on the City's standard fee schedule for public improvements. The Public Works Department will require an 11x17 sheet of the proposed improvements as part of the Encroachment Permit application.

**PW-24***[Material Hauling]*

For material delivery vehicles equal to, or larger than two-axle, six-tire single unit truck (SU) size or larger as defined by FHWA Standards, the applicant shall submit a truck hauling route that conforms to City of Del Mar Municipal Code or to the approval of the City Engineer. A letter from the applicant confirming the intention to use this hauling route shall be submitted to the Department of Public Works and the City Engineering Department, and approved, prior to the issuance of any City permits. All material hauling activities including but not limited to, adherence to the

approved route, hours of operation, staging of materials, dust control and street maintenance shall be the responsibility of the applicant. All storage and office trailers will be kept off the public right-of-way. Tracking of dirt onto City streets and walks will not be allowed. The applicant must provide an approved method of cleaning tires and trimming loads on-site. Any job-related dirt and/or debris that impacts the public right-of-way shall be removed immediately. No wash down of dirt into storm drains will be allowed. All material hauling activities shall be done in accordance with applicable City ordinances and conditions of approval. Violation of such may be cause for suspension of work.

*PW-25[Construction Worker Parking]*

The applicant shall provide a construction-parking plan that minimizes the effect of construction worker parking in the neighborhood and shall include an estimate of the number of workers that will be present on the site during the various phases of construction and indicate where sufficient off-street parking will be utilized and identify any locations for off-site material deliveries. Said plan shall be approved by the City prior to issuance of City permits and shall be enforced during construction. Failure to enforce the parking plan may result in suspension of the City permits.

*PW-26[Work within Right-of-Way]*

The applicant shall restrict hours of work for the use of heavy equipment for right-of-way improvements between the hours of 7AM to 7PM Monday -Friday and 9 AM- 7PM Saturdays, this includes the warmup of equipment. Sunday and City holiday work is prohibited. Additionally, the contractor shall:

- A) Any relocation or under grounding of SDG&E facilities or other utilities shall be done at the applicant's expense.
- B) All construction activities undertaken shall comply with the City's General Plan and Municipal Code. In cases of conflict between the City's Municipal Code, these standard conditions of approval, the governing priority shall be, to the extent legally permitted, as follows: 1) City's Municipal Code regulations; 2) City's General Plan; 3) Standard Conditions.
- C) No storage of trash cans or recycling bins shall be permitted within the public right-of-way.
- D) Pedestrian access along the street, property frontage, shall be maintained at all times unless material is being deliver to the site.

*PW-27[Street Cut Moratorium]*

The City of Del Mar places moratoriums on any street or alley that have been reconstructed or sealed. Moratoriums on streets and alleys are valid after construction is completed. The moratorium lasts for five years for a reconstruction and overlay project and three years for a surface treatment project (slurry/surface

seal). The moratorium list is updated as projects are completed. Applicants shall check City as to which streets have moratoriums.

**PW-28 [Jacking and boring]**

Required boring and jacking pits or shafts shall be excavated and maintained to the minimum dimension necessary to perform the operation. Said excavations shall be adequately barricaded, sheeted, braced and dewatered, as required in OSHA requirements. Boring and jacking pits will normally be no closer than five feet from the edge of pavement, or traveled way, with the permitting City having final determination of the required setback distance.

Any modifications, damages or detrimental consequences to the existing ground conditions, structures, facilities, or utilities as a result of the Contractor's Work shall be repaired and restored to its original condition as directed by the City at no additional cost to the owner.

Casing pipes crossing under railroads shall be located at suitable approved alignments in order to eliminate possible conflicts with existing or future utilities. For casing pipe crossings under railroads, the Contractor shall comply with the regulations of said authority in regard to design, specifications, and construction.

**Parking Conditions:**

**PE-1 [Abide by all Signage, Markings, and Vehicle Codes]**

The applicant agrees to park legally at all times unless specifically authorized in advance by the City of Del Mar. Any activity specifically approved must be adequately signed and monitored to ensure compliance with the encroachment permit and public safety.

- A) All corners, sight lines, intersections and traffic lanes must be kept free from obstruction
- B) Loading and unloading must occur actively and with minimal impact to traffic or pedestrians
- C) All vehicles must stay well clear of all public and private driveways (minimum of 5 feet)
- D) No parking that will obstruct bikes lanes or endanger pedestrians
- E) All vehicles will be currently registered with the state of California and display current tabs or temporary plates
- F) All vehicles must be in compliance with vehicle code regulations regarding proper lights and relevant safety equipment
- G) City meters must be paid, and time limits followed with no exceptions

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**Document Conditions:**

DC-1 [Certificate of Insurance]

The applicant/owner shall provide a Certificate of Insurance naming the City as an additional insured and specifying the amount is \$2 million per occurrence general liability requirement.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Del Mar, California, at a Regular Meeting held on the 7<sup>th</sup> day of April 2025.

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Terry Gaasterland, Mayor  
City of Del Mar

**APPROVED AS TO FORM:**

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Leslie E. Devaney, City Attorney  
City of Del Mar

ATTEST AND CERTIFICATION:  
STATE OF CALIFORNIA  
COUNTY OF SAN DIEGO  
CITY OF DEL MAR

I, Sarah Krietor, Administrative Services Manager/City Clerk of the City of Del Mar, California, DO HEREBY CERTIFY, that the foregoing is a true and correct copy of Resolution No. 2025-XX, adopted by the City Council of the City of Del Mar, California, at a Regular Meeting held the 7<sup>th</sup> day of April 2025, by the following vote:

AYES:

NOES:

RECUSE:

ABSENT:

ABSTAIN:

---

Sarah Krietor, Administrative Services  
Manager/City Clerk  
City of Del Mar

**Exhibit 14-F Utility  
Agreements**

**UTILITY  
AGREEMENTS**

*SAN DIEGO ASSOCIATION OF GOVERNMENTS (SANDAG)*

**UTILITY AGREEMENT**

<b>County</b>	<b>Route</b>	<b>P.M.</b>	<b>Project #</b>
<b>San Diego</b>			
<b>Fed. Aid. No. FTACML-6066(220)</b>			
<b>Owner's File: SANDAG CIP No. 1239813 &amp; 1239822</b>			
<b>FEDERAL PARTICIPATION: On the Project: Yes</b>			
<b>On the Utilities: No</b>			

**UTILITY AGREEMENT NO. 243.26-972-PL-DM and 243.26-985-PL-DM**

The San Diego Association of Governments (SANDAG) hereinafter "LOCAL AGENCY" proposes to relocate a 15" sewer line and 10" water line to 28<sup>th</sup> Street, in City of Del Mar, San Diego County, California.

And: *City of Del Mar*

hereinafter called "OWNER," owns and maintains sewer and water facilities; within the limits of LOCAL AGENCY's project that requires relocation of said facilities to accommodate LOCAL AGENCY's project.

It is hereby mutually agreed that:

**I. WORK TO BE DONE:**

In accordance with Notice to Owner No. \_\_\_\_\_ dated \_\_\_\_\_, LOCAL AGENCY shall relocate OWNER's sewer and water as shown on LOCAL AGENCY's contract plans for the improvement of the San Dieguito Double Track & Special Events Platform Project, which Sewer & Water Relocation Plans are attached hereto as Exhibit "A" and by this reference are made a part hereof ("Plans"). OWNER hereby acknowledges review of LOCAL AGENCY's Plans for work and agrees to the construction in the manner proposed and by LOCAL AGENCY adhering to construction industry best practice standards.

Deviations from the Plans described above initiated by either the LOCAL AGENCY or the OWNER, shall be agreed upon by both parties hereto under a written Revised Notice to Owner. Such Revised Notices to OWNER, approved by the LOCAL AGENCY and agreed to and acknowledged by the OWNER, will constitute an approved revision of the Plans described above and are hereby made a part hereof. No work under said

deviation shall commence prior to written agreement and execution by the OWNER of the Revised Notice to OWNER. Changes in the scope of the work will require an amendment to this Agreement in addition to the revised Notice to OWNER. OWNER shall have the right to inspect the work during all phases of construction. Upon completion of the work by LOCAL AGENCY, OWNER agrees to accept ownership and maintenance of the constructed facilities that conform to the OWNER's requirements and relinquishes and abandons the replaced facilities.

## II. LIABILITY FOR WORK AND INDEMNIFICATION

LOCAL AGENCY shall, to the fullest extent permitted by law, hold harmless, protect, defend (with counsel approved by the OWNER) and indemnify the OWNER, the OWNERS' City Council, its members, Commissioners, Boards and each member thereof, its officers, agents, employees, representatives, and their successors and assigns, from and against any and all losses, liabilities, claims, suit damage, expenses and costs, including reasonable attorney's fees and costs, and expert costs and investigation expenses ("Claims"), which are directly caused by LOCAL AGENCY'S performance under this Agreement or any negligent or wrongful act or omission associated with the construction of the Project by LOCAL AGENCY, its officers, employees, representatives, subcontractors, or agents, regardless of whether or not such claim, loss or liability is caused in part by a party indemnified hereunder. The LOCAL AGENCY shall have no obligation, however, to defend or indemnify the OWNER if it is determined by a court of competent jurisdiction that such Claim was caused by the negligence or willful misconduct of OWNER.

Existing facilities are located in their present position pursuant to rights of the OWNER and will be relocated at LOCAL AGENCY's sole expense in accordance with the Plans. All existing licenses, encroachments, or other agreements between OWNER and North County Transit District ("NCTD") shall remain in effect unless otherwise agreed to between OWNER and NCTD.

## III. PERFORMANCE OF WORK

OWNER shall have access to all phases of the relocation work to be performed by LOCAL AGENCY, as described in Section I above, for the purpose of inspection to ensure that the work is in accordance with the specifications contained in the Plans; however, all questions regarding the work being performed will be directed to LOCAL AGENCY's Resident Engineer for their evaluation and to resolve any dispute in the interest of both parties.

## IV. PAYMENT FOR WORK

The LOCAL AGENCY shall perform the work under Section I above at no expense to OWNER except as agreed to by amendment to this agreement.

**V. GENERAL CONDITIONS**

Upon completion of the work to be done by LOCAL AGENCY in accordance with the above-mentioned Plans, the new facilities shall become the property of OWNER, and OWNER shall have the rights in accordance with the agreements with NCTD in the new location.

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

**SAN DIEGO ASSOCIATION OF GOVERNMENTS**

**CITY OF DEL MAR**

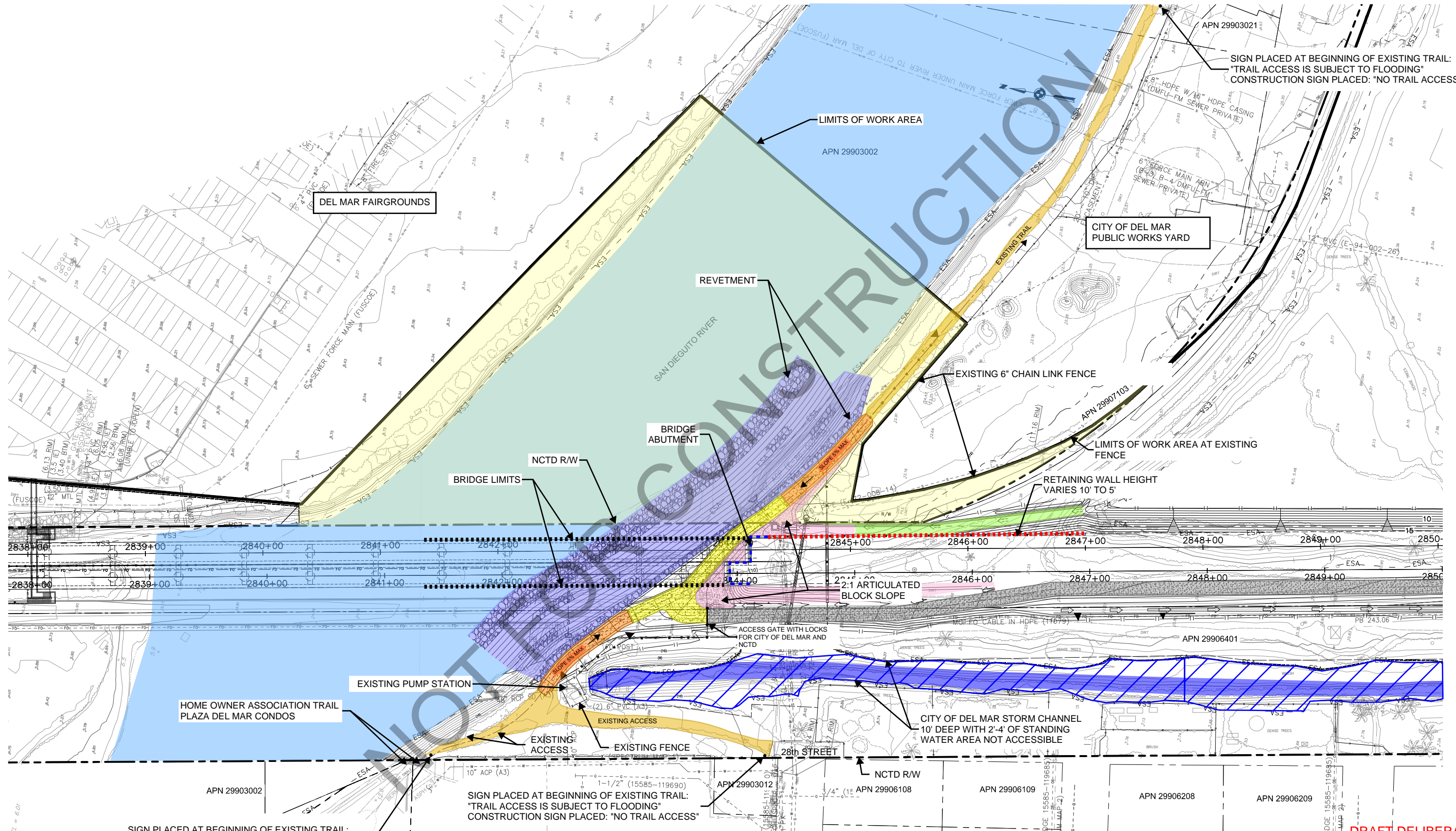
By: \_\_\_\_\_  
DAVID CORTEZ, PE  
DIRECTOR OF ENGINEERING & CONSTRUCTION

By: \_\_\_\_\_  
ASHLEY JONES  
CITY MANAGER

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Distribution:** 1) Owner, 2) Utility Coordinator, 3) DLAE –File, 4) District Utility Coordinator – File



SIGN PLACED AT BEGINNING OF EXISTING TRAIL:  
 "TRAIL ACCESS IS SUBJECT TO FLOODING"  
 CONSTRUCTION SIGN PLACED: "NO TRAIL ACCESS"

SIGN PLACED AT BEGINNING OF EXISTING TRAIL:  
 "TRAIL ACCESS IS SUBJECT TO FLOODING"  
 CONSTRUCTION SIGN PLACED: "NO TRAIL ACCESS"

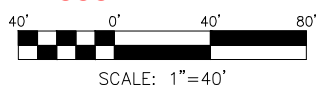
**LEGEND**

- 2:1 ARTICULATED BLOCK SLOPE
- DECOMPOSED GRANITE
- MARINE CONCRETE
- CITY OF DEL MAR WORK AREA
- DECOMPOSED GRANITE
- ARTICULATED BLOCK DRAINAGE DTICH

NOTE: AREA SUBJECT TO INUNDATION DURING 100-YEAR FLOOD.

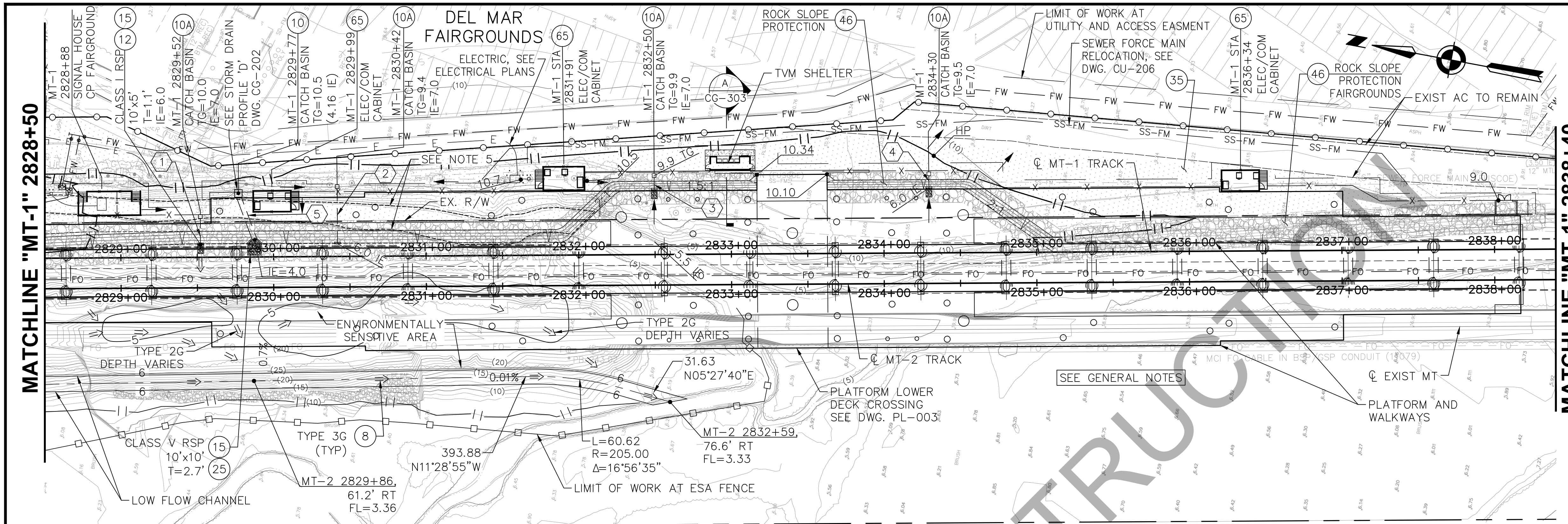
SCHMATIC LAYOUT AND WORK AREAS FOR PEDESTRIAN UNDERCROSSING

**DRAFT DELIBERATIVE  
 ISSUED 11-22-24**

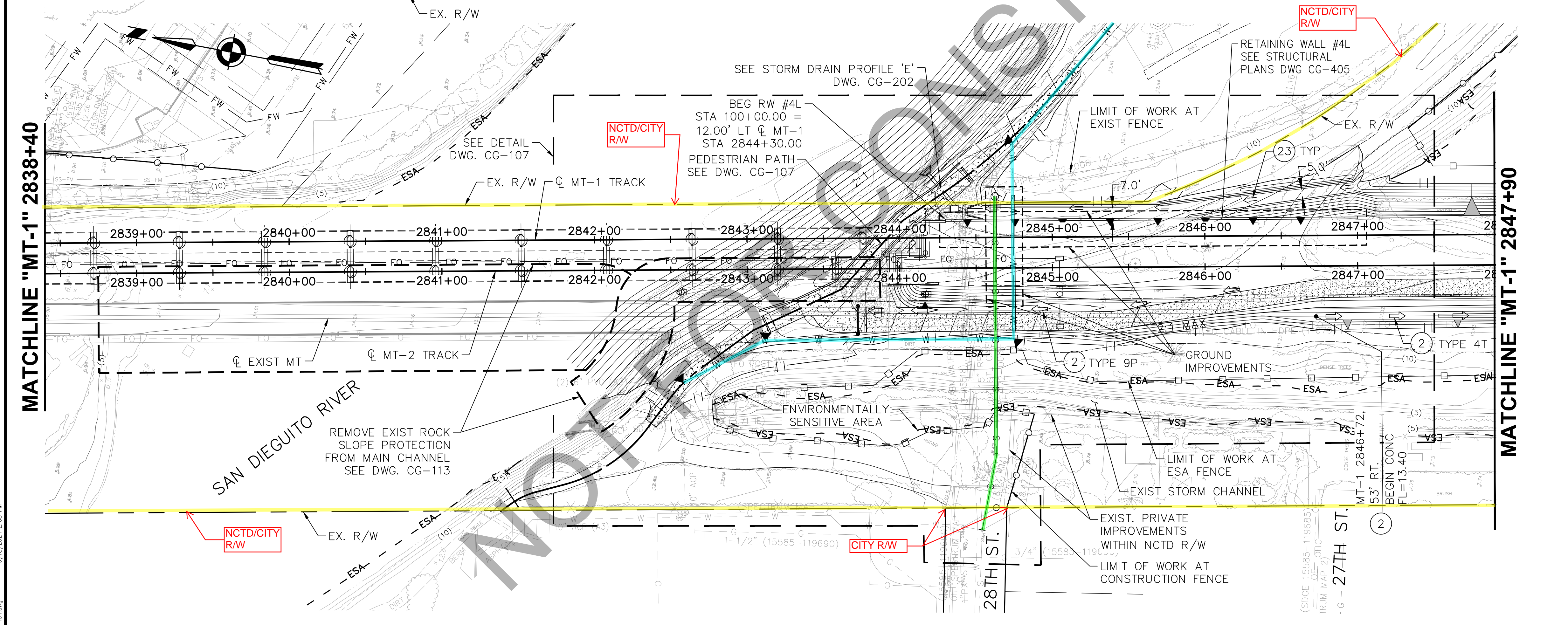


FOR REDUCED PLANS ORIGINAL SCALE IS IN INCHES

100% DESIGN - NOT FOR CONSTRUCTION



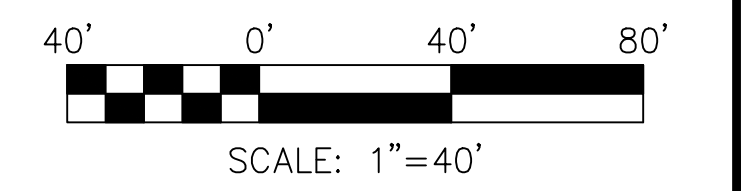
- NOTES**
- (2) FURNISH AND INSTALL DRAINAGE DITCH, SEE DETAIL 1, DWG CG-302, SEE TYPICAL SECTIONS FOR SIZE, TYPE AND LOCATIONS.
  - (8) CONSTRUCT GRADED EARTH DITCH, SEE DETAIL 1, DWG CG-302, TYPICAL SECTIONS FOR SIZE, TYPE AND LOCATIONS.
  - (10) FURNISH AND INSTALL CATCH BASIN TYPE G-2, RSD D-08.
  - (10A) FURNISH AND INSTALL PRECAST 24"x24" CATCH BASIN, SEE DETAIL 2, DWG CG-303.
  - (12) FURNISH AND INSTALL STRAIGHT HEADWALL - TYPE 'A', RSD D-30.
  - (15) FURNISH AND INSTALL RIP RAP ENERGY DISSIPATOR PER RSD D-40, WITH FILTER FABRIC.
  - (23) CONSTRUCT ARTICULATED BLOCK DITCH, SEE SECTION C, DWG CG-301.
  - (25) FURNISH AND INSTALL WING WALL TYPE HEADWALL, RSD D-34.
  - (35) CONSTRUCT 6" DECOMPOSED GRANITE SURFACE (DG)
  - (46) SLOPE PROTECTION, SEE DWG CG-301.
  - (65) UTILITY CABINET RISE, SEE PLATFORM PLANS, DWG PL-006, PL-007, AND PL-013 FOR DETAILS.



**STORM DRAIN DATA TABLE**

#	LENGTH	BEARING	DESCRIPTION
1	17.10'	N79°05'00"E	8" PVC
2	36.16'	N79°05'00"E	8" PVC
3	8.04'	N79°05'00"E	8" PVC
4	8.07'	N79°05'07"E	8" PVC
5	29.99'	N59°00'47"E	36" RCP CLASS III (D 2000)

- GENERAL NOTES**
1. SEE DWGS CU-101 THRU CU-114, CU-201 THRU CU-203 AND CU-208 FOR UTILITY PLAN AND CONSTRUCTION NOTES.
  2. SEE DWG CT-001 THRU CT-350 FOR TRACK GEOMETRY, PLANS, PROFILE, AND SECTIONS.
  3. SEE DWG CG-401 THRU CG-409 FOR RETAINING WALL STRUCTURAL PLAN, PROFILE AND DETAILS.
  4. LIMIT OF WORK DEFINED BY EXISTING FENCE, CONSTRUCTION FENCE AND ESA FENCE AS NOTED ON DWGS CS-003, CS-004, PIF-001 AND PIF-002.
  5. FOR WORK RESTRICTIONS IN THIS AREA SEE DWGS CS-001 TO CS-004, RW-001 AND RW-002.
  6. SEE DWG. PL-002 & PL-003 FOR PLATFORM GRADING.
  7. SEE DWG CT-330 THRU CT-333 FOR GRAVEL AND GEOGRID STABILIZATION MAT.
  8. RSP REVETMENT AND GRAVEL STABILIZATION MATS TO BE INSTALLED AFTER PILE INSTALLATION. REMOVE EXISTING RSP WHERE NEEDED TO INSTALL PILES.



NO.	DATE	REVISIONS	BY	CHK	APRV

**HNTB**  
 401 B Street  
 Suite 301  
 San Diego, CA 92101

DESIGNED BY  
G. SHAW  
 DRAWN BY  
M. COOPER  
 CHECKED BY  
P. MCCOLL  
 SANDAG  
A. ANDERSON

DATE  
09/24  
09/24  
09/24  
09/24

**SANDAG**

**NORTH COUNTY TRANSIT DISTRICT**

**SAN DIEGUITO RIVER BRIDGE REPLACEMENT,  
DOUBLE TRACK AND SPECIAL EVENTS PLATFORM**

GRADING AND DRAINAGE PLAN  
 MT-1 STA 2828+50 TO MT-1 STA 2847+90

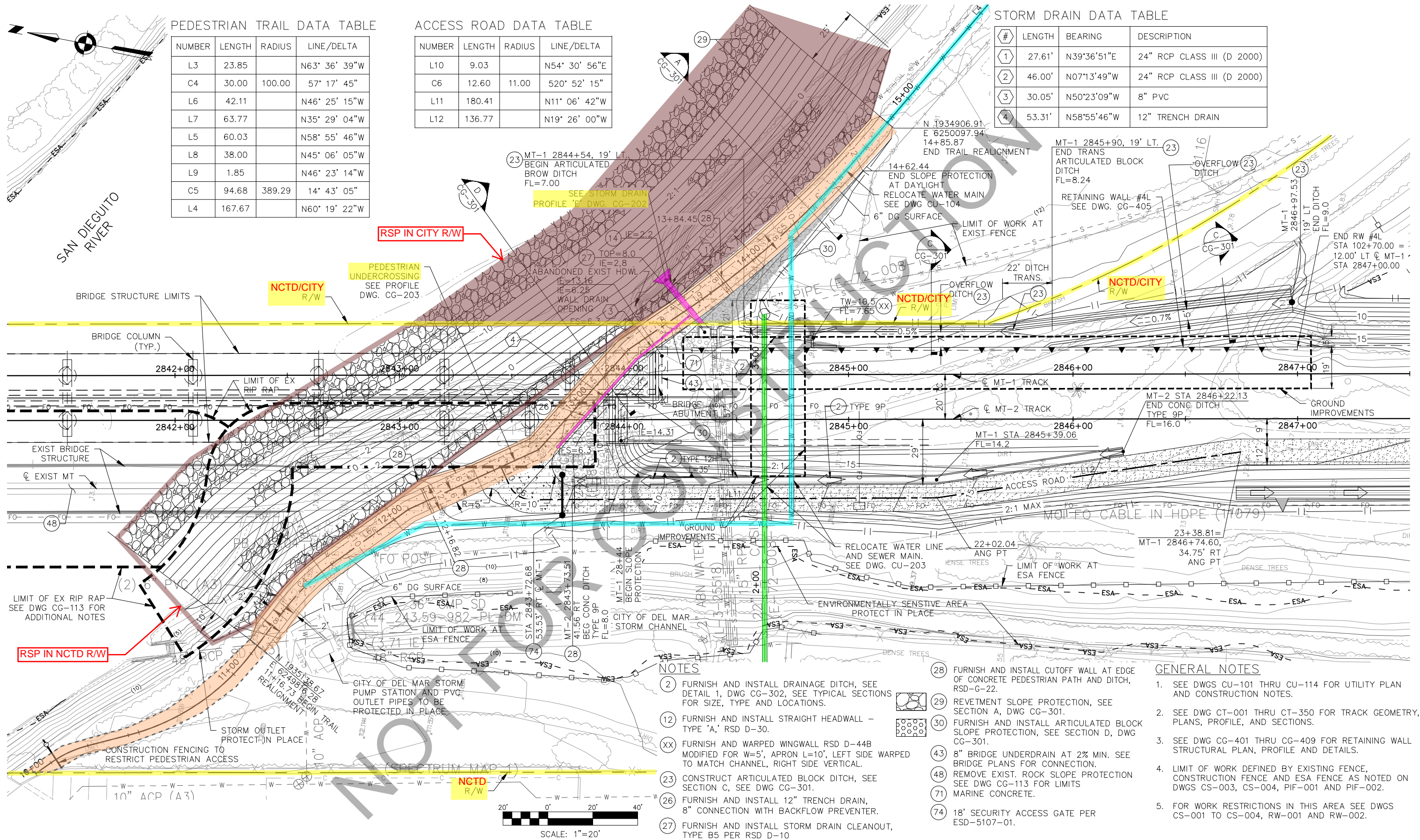
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SANDAG CONTRACT NO.	5007812
DRAWING NO.	CG-104
SHEET NO.	

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FOR REDUCED PLANS ORIGINAL SCALE IS IN INCHES

100% DESIGN - NOT FOR CONSTRUCTION

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PEDESTRIAN TRAIL DATA TABLE

NUMBER	LENGTH	RADIUS	LINE/Delta
L3	23.85		N63° 36' 39"W
C4	30.00	100.00	57° 17' 45"
L6	42.11		N46° 25' 15"W
L7	63.77		N35° 29' 04"W
L5	60.03		N58° 55' 46"W
L8	38.00		N45° 06' 05"W
L9	1.85		N46° 23' 14"W
C5	94.68	389.29	14° 43' 05"
L4	167.67		N60° 19' 22"W

ACCESS ROAD DATA TABLE

NUMBER	LENGTH	RADIUS	LINE/Delta
L10	9.03		N54° 30' 56"E
C6	12.60	11.00	520° 52' 15"
L11	180.41		N11° 06' 42"W
L12	136.77		N19° 26' 00"W

STORM DRAIN DATA TABLE

#	LENGTH	BEARING	DESCRIPTION
1	27.61'	N39°36'51"E	24" RCP CLASS III (D 2000)
2	46.00'	N07°13'49"W	24" RCP CLASS III (D 2000)
3	30.05'	N50°23'09"W	8" PVC
4	53.31'	N58°55'46"W	12" TRENCH DRAIN

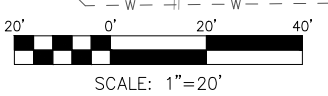
NOTES

- (2) FURNISH AND INSTALL DRAINAGE DITCH, SEE DETAIL 1, DWG CG-302, SEE TYPICAL SECTIONS FOR SIZE, TYPE AND LOCATIONS.
- (12) FURNISH AND INSTALL STRAIGHT HEADWALL - TYPE 'A,' RSD D-30.
- (XX) FURNISH AND WARPED WINGWALL RSD D-44B MODIFIED FOR W=5', APRON L=10', LEFT SIDE WARPED TO MATCH CHANNEL, RIGHT SIDE VERTICAL.
- (23) CONSTRUCT ARTICULATED BLOCK DITCH, SEE SECTION C, SEE DWG CG-301.
- (26) FURNISH AND INSTALL 12" TRENCH DRAIN, 8" CONNECTION WITH BACKFLOW PREVENTER.
- (27) FURNISH AND INSTALL STORM DRAIN CLEANOUT, TYPE B5 PER RSD D-10

- (28) FURNISH AND INSTALL CUTOFF WALL AT EDGE OF CONCRETE PEDESTRIAN PATH AND DITCH, RSD-G-22.
- (29) REVETMENT SLOPE PROTECTION, SEE SECTION A, DWG CG-301.
- (30) FURNISH AND INSTALL ARTICULATED BLOCK SLOPE PROTECTION, SEE SECTION D, DWG CG-301.
- (43) 8" BRIDGE UNDERDRAIN AT 2% MIN. SEE BRIDGE PLANS FOR CONNECTION.
- (48) REMOVE EXIST. ROCK SLOPE PROTECTION SEE DWG CG-113 FOR LIMITS
- (71) MARINE CONCRETE.
- (74) 18' SECURITY-ACCESS GATE PER ESD-5107-01.

GENERAL NOTES

1. SEE DWGS CU-101 THRU CU-114 FOR UTILITY PLAN AND CONSTRUCTION NOTES.
2. SEE DWG CT-001 THRU CT-350 FOR TRACK GEOMETRY, PLANS, PROFILE, AND SECTIONS.
3. SEE DWG CG-401 THRU CG-409 FOR RETAINING WALL STRUCTURAL PLAN, PROFILE AND DETAILS.
4. LIMIT OF WORK DEFINED BY EXISTING FENCE, CONSTRUCTION FENCE AND ESA FENCE AS NOTED ON DWGS CS-003, CS-004, PIF-001 AND PIF-002.
5. FOR WORK RESTRICTIONS IN THIS AREA SEE DWGS CS-001 TO CS-004, RW-001 AND RW-002.



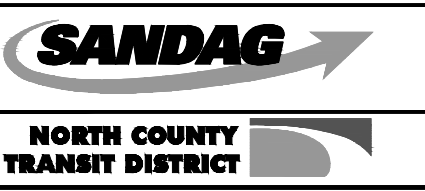
NO.	DATE	REVISIONS	BY	CHK	APRV

**HNTB**  
 401 B Street  
 Suite 301  
 San Diego, CA 92101



DESIGNED BY  
G. SHAW  
 DRAWN BY  
M. COOPER  
 CHECKED BY  
P. MCCOLL  
 SANDAG  
A. ANDERSON

DATE  
09/24  
09/24  
09/24  
09/24



SAN DIEGUITO RIVER BRIDGE REPLACEMENT,  
 DOUBLE TRACK AND SPECIAL EVENTS PLATFORM

SOUTH ABUTMENT DETAIL  
 PEDESTRIAN UNDERCROSSING

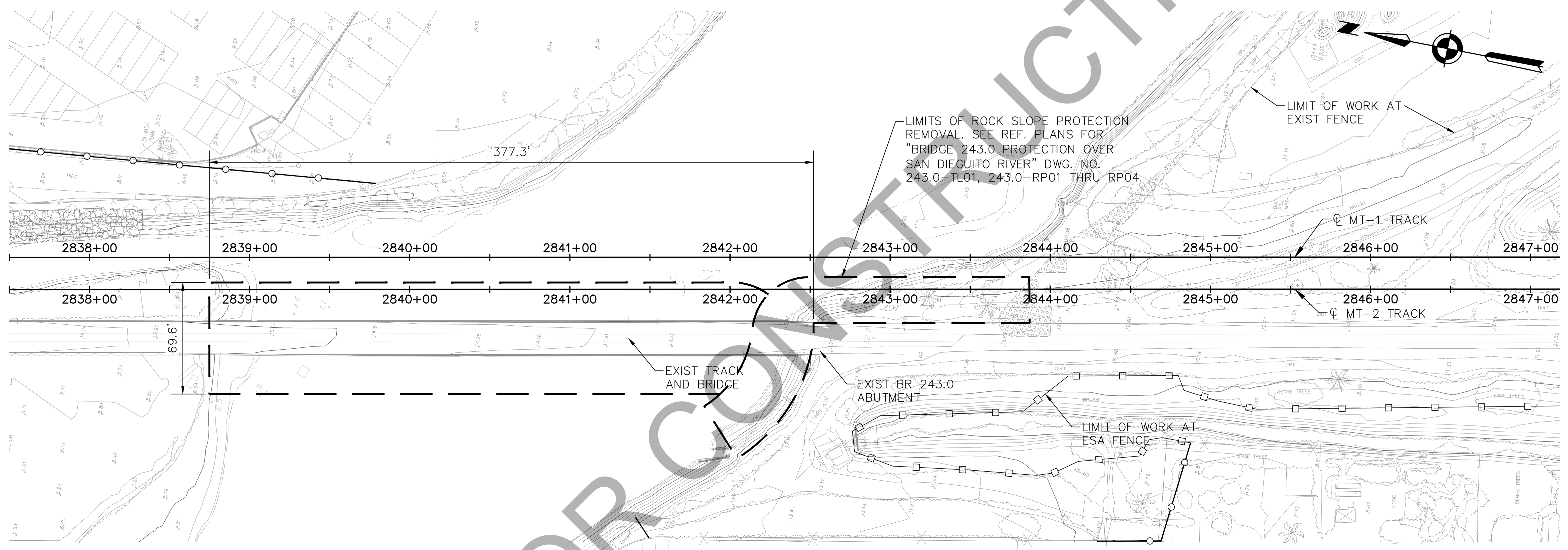
SCALE  
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SANDAG CONTRACT NO.  
5007812

DRAWING NO. SHEET NO.  
CG-107 93

FOR REDUCED PLANS ORIGINAL SCALE IS IN INCHES

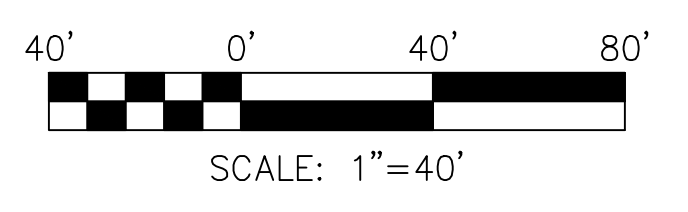
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PLAN  
SCALE 1"=40'

NOTES

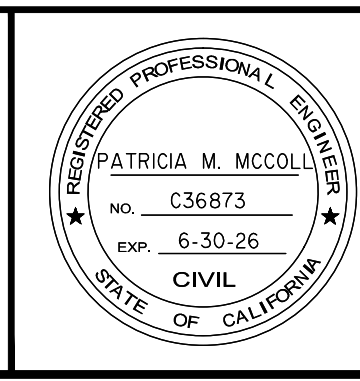
1. THE EXISTING RAIL BRIDGE RSP SHALL NOT BE REMOVED UNTIL TRAINS ARE SHIFTED TO THE NEW BRIDGE.
2. EXIST. RSP MAY BE REUSED IF IN CONFORMANCE WITH THE RSP SPECIFICATION.



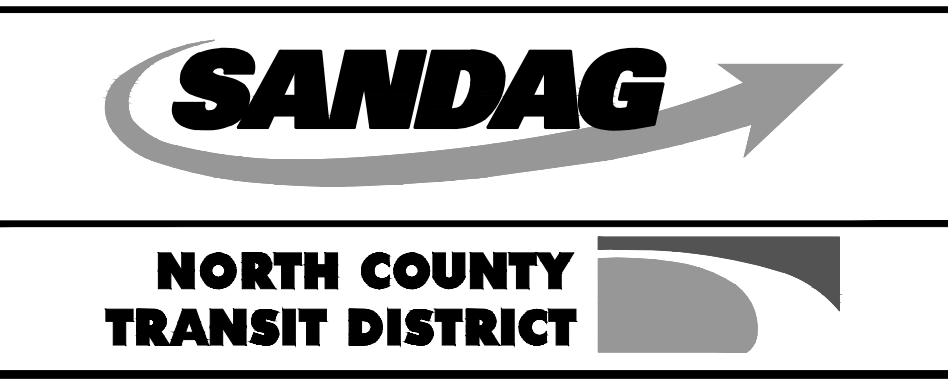
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NO.	DATE	REVISIONS	BY	CHK	APRV

**HNTB** 401 B Street  
Suite 301  
San Diego, CA 92101



DESIGNED BY G. SHAW	DATE 09/24
DRAWN BY M. COOPER	DATE 09/24
CHECKED BY P. MCCOLL	DATE 09/24
SANDAG A. ANDERSON	DATE 09/24



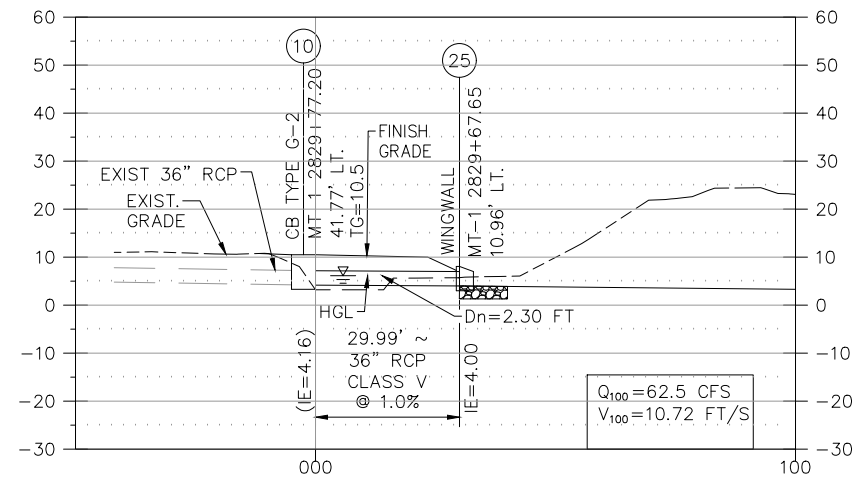
SAN DIEGUITO RIVER BRIDGE REPLACEMENT,  
DOUBLE TRACK AND SPECIAL EVENTS PLATFORM

EXISTING ROCK SLOPE PROTECTION REMOVAL

SCALE AS SHOWN
SANDAG CONTRACT NO. 5007812
DRAWING NO. CG-113
SHEET NO.

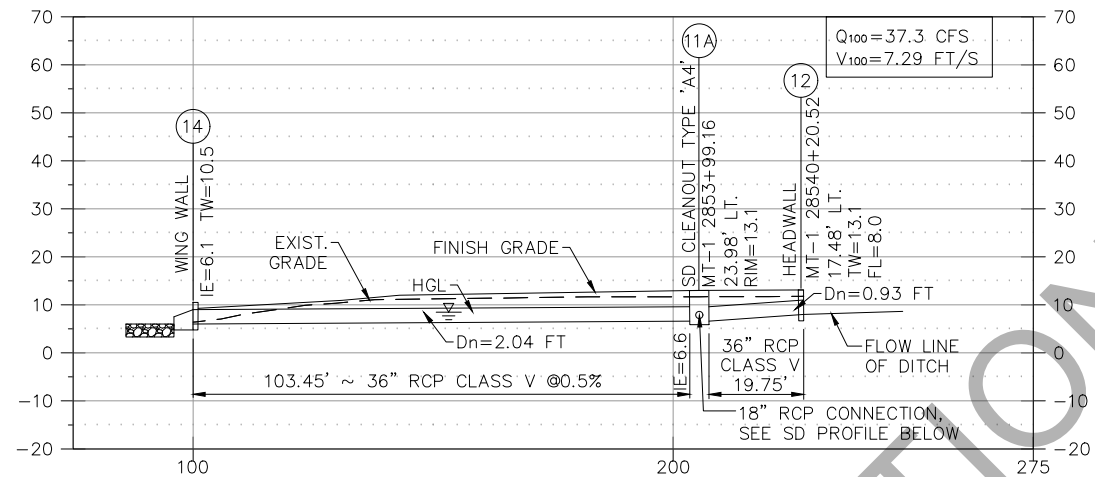
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100% DESIGN - NOT FOR CONSTRUCTION



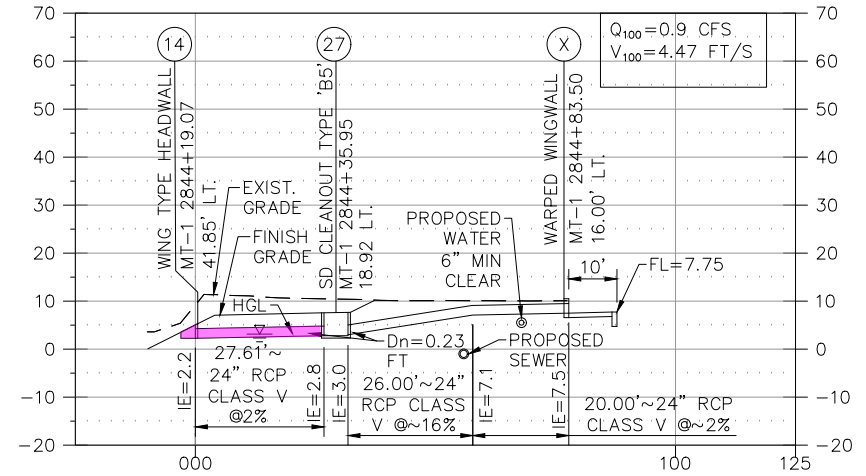
**STORM DRAIN PROFILE 'D'**

© DEL MAR FAIRGROUNDS



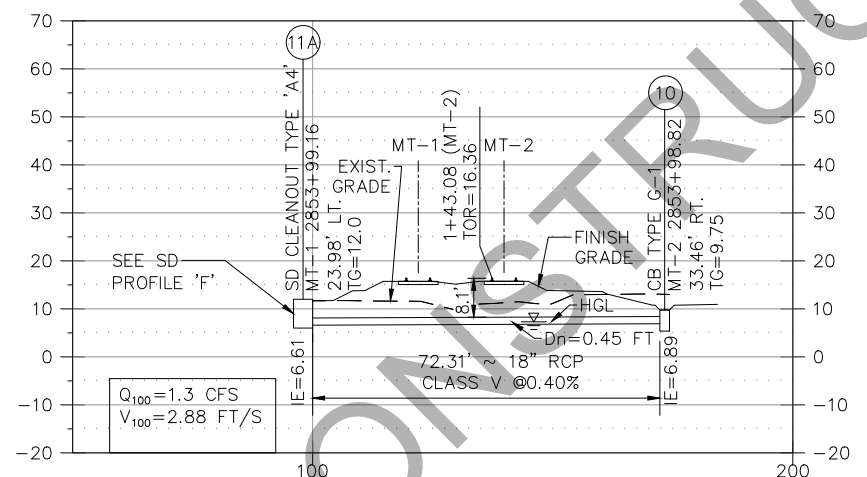
**STORM DRAIN PROFILE 'F'**

© DEL MAR WYE



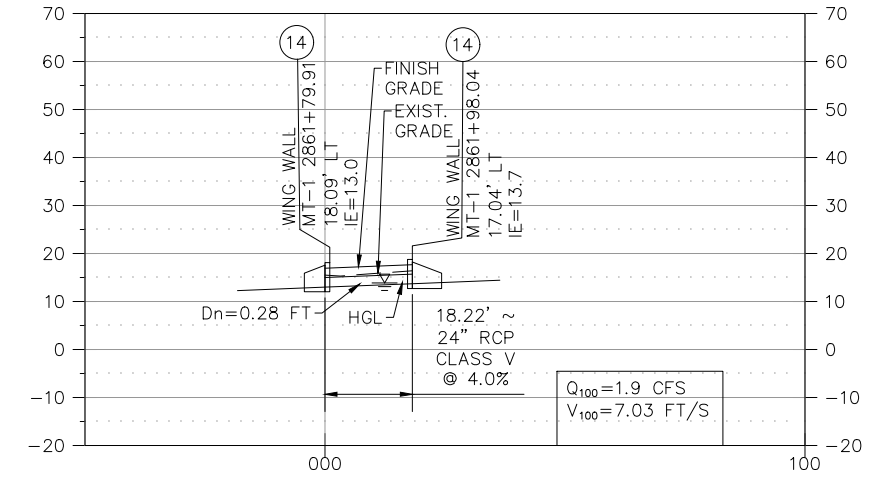
**STORM DRAIN PROFILE 'E'**

© SOUTH ABUTMENT



**STORM DRAIN PROFILE 'G'**

© DEL MAR WYE

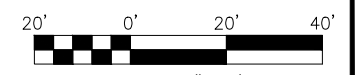


**STORM DRAIN PROFILE 'H'**

© ACCESS ROAD AT JIMMY DURANTE BLVD

**NOTES**

- ⑩ FURNISH AND INSTALL CATCH BASIN TYPE G-1, RSD D-08.
- ⑪A FURNISH AND INSTALL STORM DRAIN CLEANOUT - TYPE 'A4,' RSD D-09.
- ⑫ FURNISH AND INSTALL STRAIGHT HEADWALL - TYPE 'A,' RSD D-30.
- ⓧ FURNISH AND INSTALL WARPED WINGWALL, RSD D-44B MODIFIED FOR W=5', APRON L=10, LEFT SIDE WARPED TO MATCH CHANNEL, RIGHT SIDE VERTICAL.
- ⑫5 FURNISH AND INSTALL WING WALL, RSD D-34, MATCH DITCH OUTLET. MODIFIED W=4'-0".
- ⑫7 FURNISH AND INSTALL STORM DRAIN CLEANOUT, TYPE B PER RSD D-10.

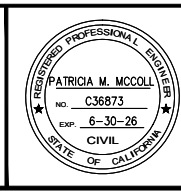


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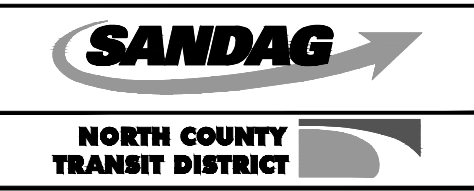
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NO.	DATE	REVISIONS	BY	CHK	APRV

**HNTB** 401 B Street Suite 301 San Diego, CA 92101



DESIGNED BY G. SHAW DATE 09/24  
 DRAWN BY M. COOPER DATE 09/24  
 CHECKED BY P. MCCOLL DATE 09/24  
 SANDAG A. ANDERSON DATE 09/24



SAN DIEGUITO RIVER BRIDGE REPLACEMENT, DOUBLE TRACK AND SPECIAL EVENTS PLATFORM

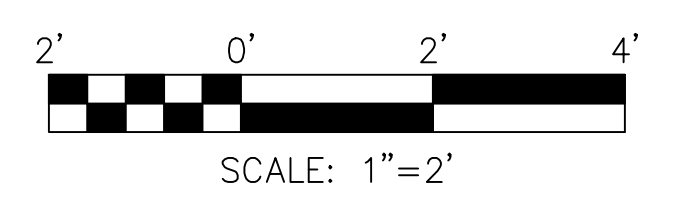
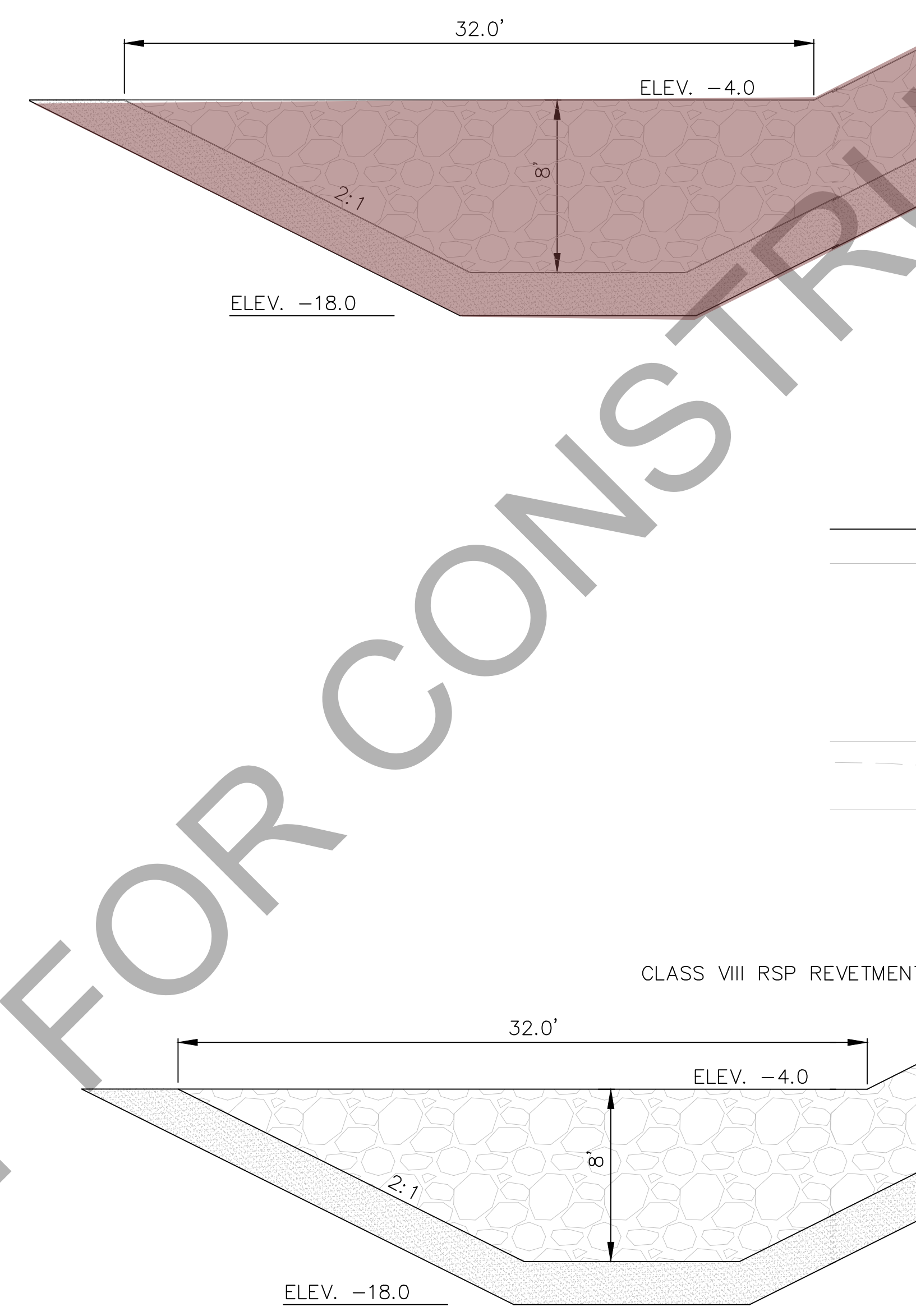
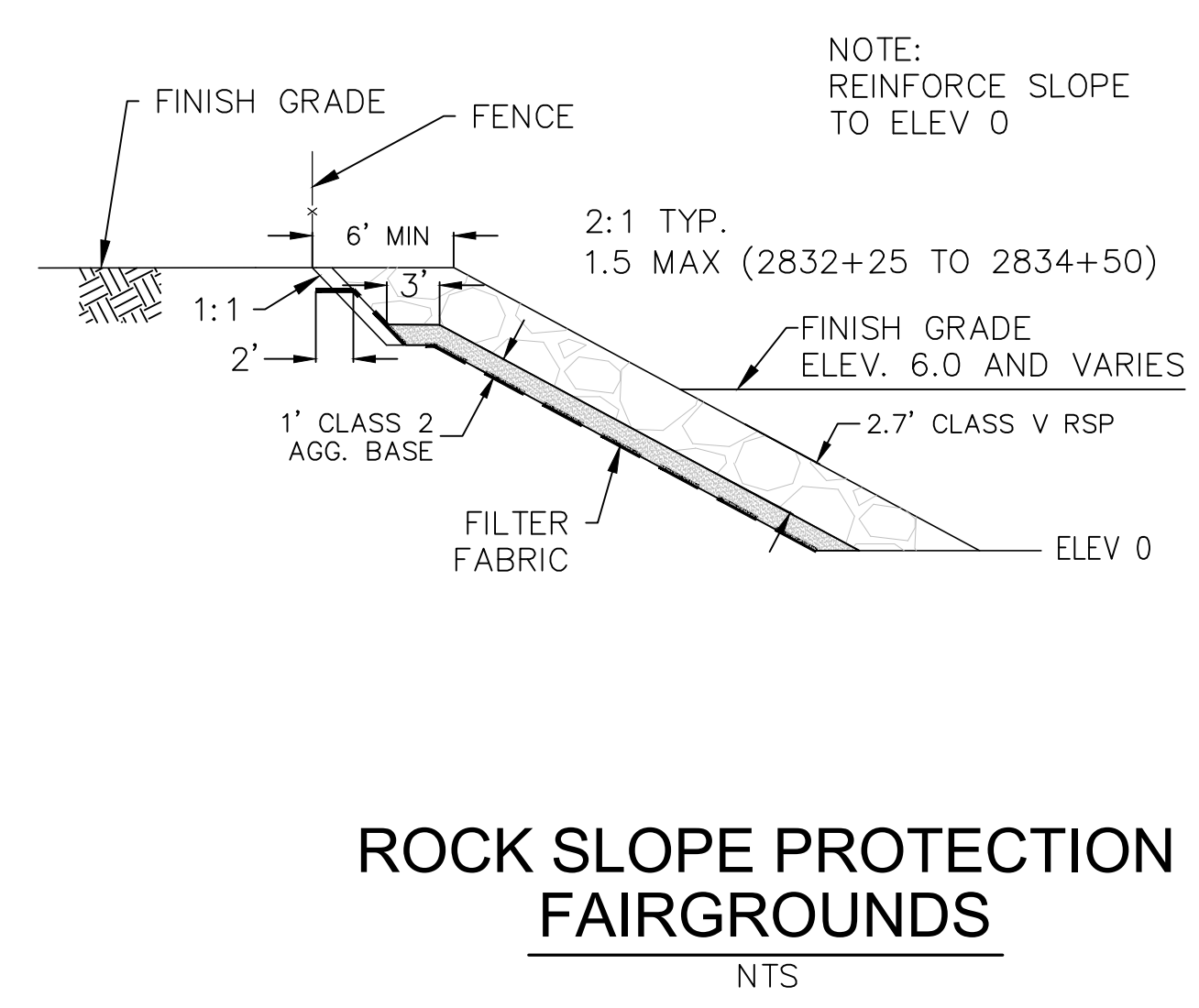
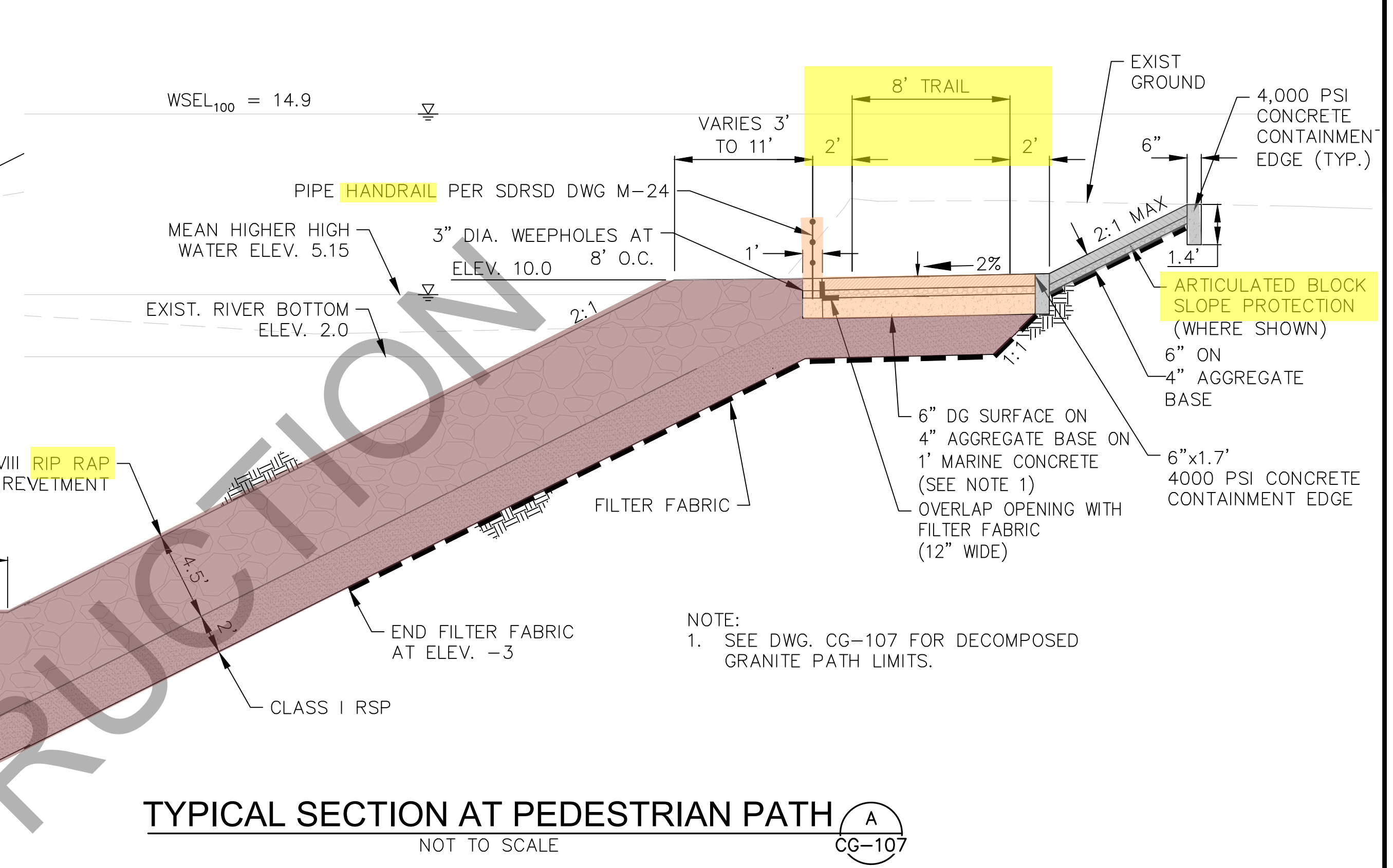
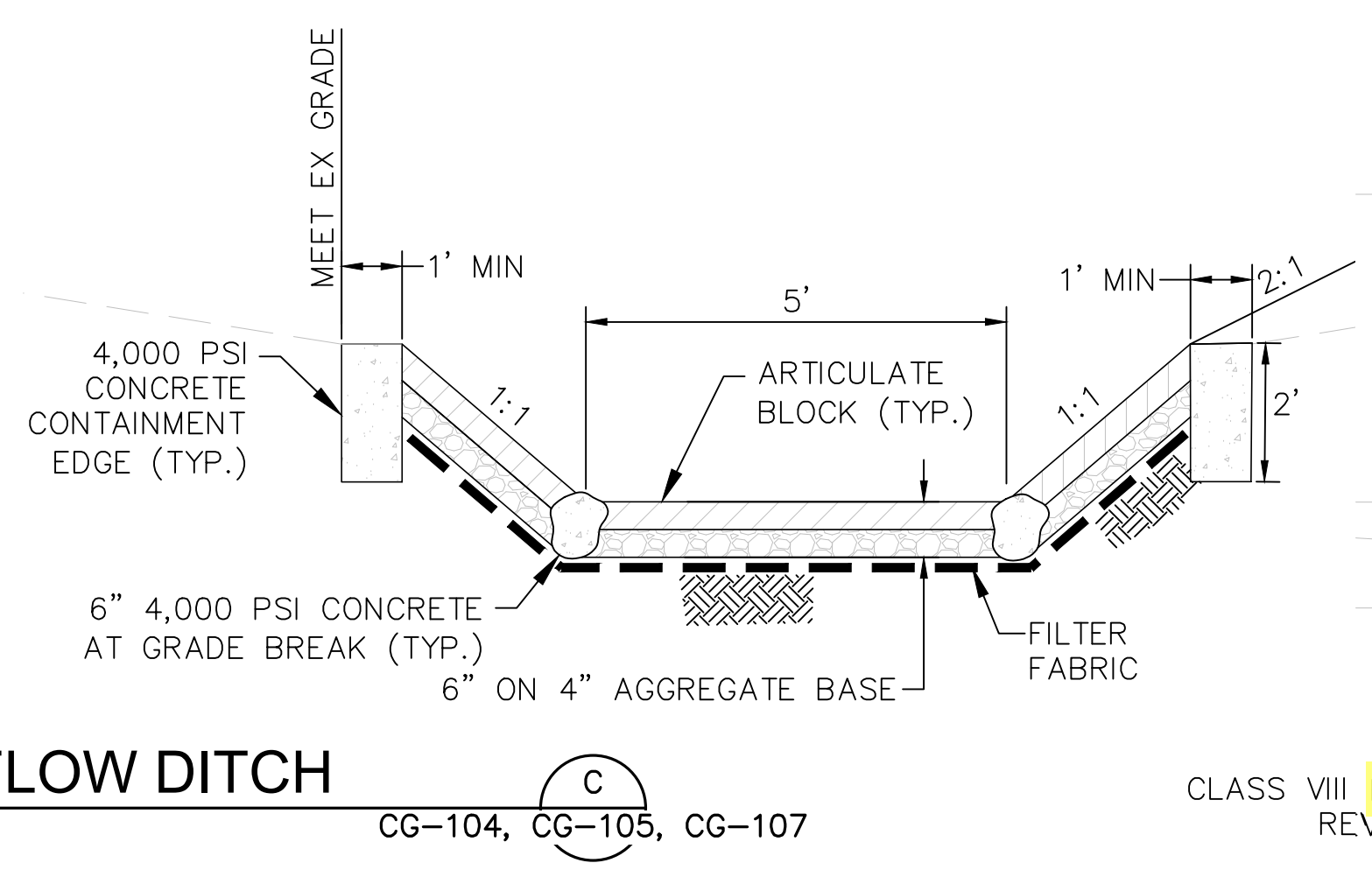
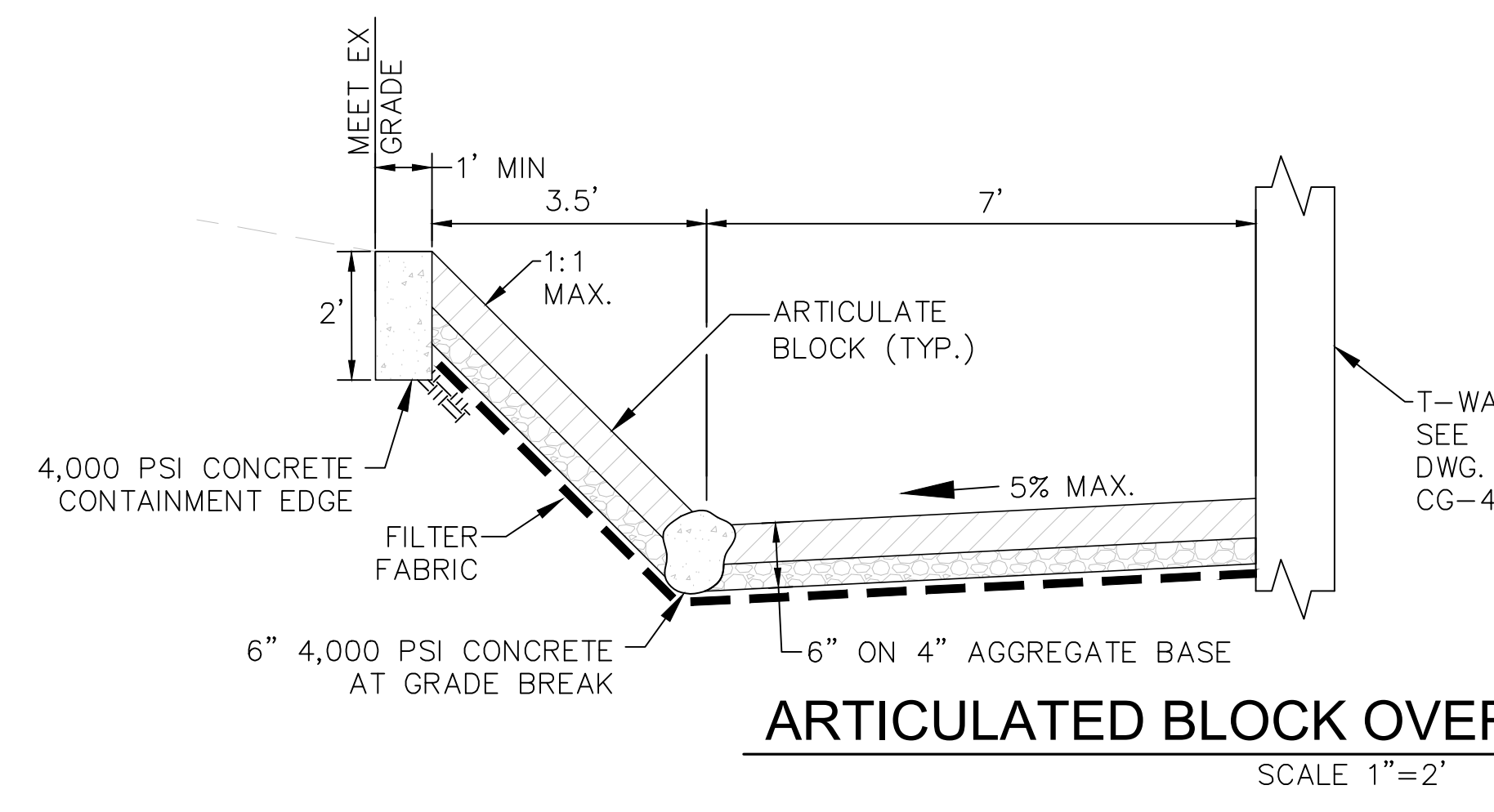
**STORM DRAIN PROFILES**

SCALE	HORZ: 1"=20'
	VERT: 1"=20'
SANDAG CONTRACT NO.	5007812
DRAWING NO.	CG-202
SHEET NO.	101



FOR REDUCED PLANS ORIGINAL SCALE IS IN INCHES

100% DESIGN — NOT FOR CONSTRUCTION



9/18/2024 6:13 AM

NOT FOR CONSTRUCTION

NO.	DATE	REVISIONS	BY	CHK	APRV

**HNTB**  
401 B Street  
Suite 301  
San Diego, CA 92101

DESIGNED BY G. SHAW	DATE 09/24
DRAWN BY M. COOPER	DATE 09/24
CHECKED BY P. MCCOLL	DATE 09/24
SANDAG A. ANDERSON	DATE 09/24

**SANDAG**

**NORTH COUNTY TRANSIT DISTRICT**

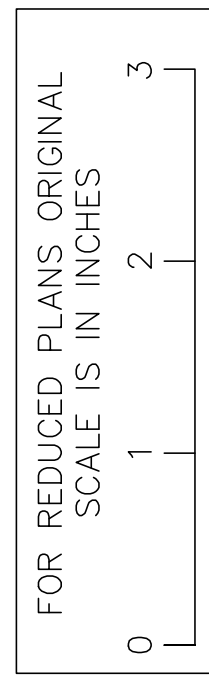
**SAN DIEGUITO RIVER BRIDGE REPLACEMENT,  
DOUBLE TRACK AND SPECIAL EVENTS PLATFORM**

**GRADING AND DRAINAGE DETAILS**  
SHEET 1 OF 4

SCALE AS SHOWN
SANDAG CONTRACT NO. 5007812
DRAWING NO. CG-301
SHEET NO.

GENERAL NOTES

- 1. ENCROACHMENT PERMIT. AN ENCROACHMENT SHALL BE OBTAINED FROM THE CITY OF DEL MAR, OFFICE OF THE CITY MANAGER, PRIOR TO PERFORMING ANY WORK WITHIN THE PUBLIC RIGHT-OF-WAY
2. MINIMUM COMPACTION REQUIREMENTS. ALL FILL MATERIALS SHALL BE COMPACTED TO A MINIMUM OF 90 PERCENT DENSITY PER ASTM D-1557 UNLESS A HIGHER DENSITY IS SPECIFIED. A COMPACTION REPORT PREPARED BY A SOILS ENGINEER CERTIFYING THE COMPACTION OF ALL FILLS OVER 12 INCHES IN DEPTH SHALL BE FILED WITH THE CITY ENGINEER PRIOR TO APPROVAL OF ROUGH GRADING.
3. UTILITIES. THE CONTRACTOR IS REQUIRED TO TAKE PRECAUTIONARY MEASURES TO LOCATE AND PROTECT THE UTILITY LINES SHOWN AND ANY OTHER LINES NOT OF RECORD OR NOT SHOWN ON THESE PLANS. THE CONTRACTOR SHALL BE REQUIRED TO NOTIFY UNDERGROUND SERVICE ALERT FOR UTILITY MARK-OUT PRIOR TO EXCAVATING.
4. WORK HOURS. ALL OPERATIONS CONDUCTED ON PREMISES, INCLUDING THE WARMING UP, REPAIR, ARRIVAL, DEPARTURE OR RUNNING OF TRUCKS, EARTH MOVING EQUIPMENT AND ANY OTHER ASSOCIATED EQUIPMENT SHALL BE LIMITED TO THE PERIOD BETWEEN 7:00 A.M. AND 6:00 P.M. EACH DAY, MONDAY THROUGH FRIDAY, AND NO EARTH MOVING OR GRADING OPERATIONS SHALL BE CONDUCTED ON THE PREMISES ON SATURDAY, SUNDAY OR HOLIDAYS.
5. SAFETY AND LIABILITY. THE CONTRACTOR SHALL DESIGN, CONSTRUCT AND MAINTAIN ALL SAFETY DEVICES, INCLUDING SHORING, AND SHALL BE SOLELY RESPONSIBLE FOR CONFORMING TO ALL LOCAL, STATE AND FEDERAL SAFETY AND HEALTH STANDARDS, LAWS AND REGULATIONS. CONTRACTOR AGREES THAT HE SHALL ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY; THAT THIS REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS; AND THAT THE CONTRACTOR SHALL DEFEND, INDEMNIFY AND HOLD THE CITY OF DEL MAR AND ITS AGENTS, THE OWNER AND THE ENGINEER HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN THE CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT.
6. TRAFFIC AND PEDESTRIAN CONTROL. THE CONTRACTOR AGREES THAT HE SHALL ASSUME COMPLETE AND SOLE RESPONSIBILITY FOR PROVISION AND MAINTENANCE OF ALL TRAFFIC AND PEDESTRIAN SAFETY. TRAFFIC AND PEDESTRIAN CONTROL SHALL CONFORM TO ALL CITY REQUIREMENTS, W.A.T.C.H. ENDORSED BY THE SAN DIEGO COUNTY REGIONAL STANDARD COMMITTEE, AND THE CALIFORNIA DEPARTMENT OF TRANSPORTATION "MANUAL WORK OF TRAFFIC CONTROLS FOR CONSTRUCTION AND MAINTENANCE ZONES" LATEST EDITIONS.
7. CONTRACTOR SHALL SUBMIT TRAFFIC CONTROL PLANS FOR CITY APPROVAL FOR WORK WITHIN JIMMY DURANTE BLVD.
8. PROPERTY LINES. WHEN REQUESTED BY THE CITY OF DEL MAR, PROPERTY LINES SHALL BE LOCATED AND FLAGGED PRIOR TO AND DURING GRADING WORK.
9. RESPONSIBILITY FOR DAMAGE. THE PERMITEE IS RESPONSIBLE FOR THE PREVENTION OF DAMAGE TO ADJACENT PUBLIC OR PRIVATE PROPERTY OR IMPROVEMENTS. EXCAVATION SHALL NOT BE PERFORMED SO CLOSE AS TO ENDANGER ADJACENT PROPERTY. THE PERMITEE SHALL ASSUME FULL RESPONSIBILITY FOR REPAIR OR CORRECTION OF ANY DAMAGE CAUSED TO EXISTING PROPERTY OR IMPROVEMENTS BY GRADING ACTIVITIES.
10. LANDSCAPING. ALL SLOPES AND AREAS DISTURBED BY GRADING WHICH ARE NOT COVERED BY SURFACE IMPROVEMENTS SHALL BE PLANTED IN ACCORDANCE WITH LANDSCAPING AND IRRIGATION PLANS APPROVED BY THE CITY OF DEL MAR. LANDSCAPING AND IRRIGATION OF SLOPES SHALL BE COMPLETED PRIOR TO APPROVAL OF FINISH GRADING.



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GENERAL NOTES (CONT.)

- 11. CONTRACTOR SHALL VERIFY THE EXISTENCE AND LOCATION OF ALL UTILITIES BEFORE COMMENCING WORK. NOTICE OF PROPOSED WORK SHALL BE GIVEN TO THE FOLLOWING AGENCIES:
ELECTRIC: SAN DIEGO GAS & ELECTRIC TELEPHONE NO. \_\_\_\_\_
TELEPHONE: AT&T TELEPHONE NO. \_\_\_\_\_
CATV: COX CABLE TELEPHONE NO. \_\_\_\_\_
SEWER: CITY OF DEL MAR TELEPHONE NO. \_\_\_\_\_
WATER: CITY OF DEL MAR TELEPHONE NO. \_\_\_\_\_
12. SCHEDULE
ESTIMATED STARTING DATE: \_\_\_\_\_
ESTIMATED COMPLETION DATE: \_\_\_\_\_
13. AS-BUILT DRAWINGS. AS BUILT DRAWINGS MUST BE SUBMITTED TO THE CITY PRIOR TO THE FINAL ACCEPTANCE OF THE WORK. THE DRAWINGS SHALL BE SIGNED BY THE ENGINEER RECORD AND CERTIFY THAT THE WORK WAS PERFORMED IN ACCORDANCE WITH THESE DRAWINGS.
14. CARRIER PIPE INSTALLATION WILL NOT BEGIN UNTIL ALL REQUIRED SUBMITTALS HAVE BEEN APPROVED, ALL CASING JOINTS ARE WATERTIGHT, AND NO WATER IS ENTERING THE CASING FROM ANY SOURCES. ALL CONTACT GROUTING OF THE STEEL CASING MUST BE COMPLETED AND THE STEEL CASING AS-BUILTS HAVE BEEN SUBMITTED AND ACCEPTED BY THE ENGINEER.
15. ONCE APPROVAL IS GIVEN, CLEANUP AND PREPARATION OF THE STEEL CASING WILL BE UNDERTAKEN. ALL UTILITIES, DEBRIS, OIL, AND LUBRICANT WILL BE REMOVED FROM THE CASING. ALL ROUGH WELDS AT THE CASING JOINTS WILL THEN BE GROUND SMOOTH TO PREVENT THE CASING SPACE RUNNERS FROM CATCHING. THE CONTRACTOR WILL THEN INSTALL CASING SPACER ON TO THE CARRIER PIPE JOINTS ON THE SURFACE IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS, BUT NOT TO EXCEED EIGHT FEET APART. IF NECESSARY, THE CASING SPACER RUNNER WILL BE COATED WITH LUBRICANT.
16. THE SPACERS ARE MANUFACTURED BY CCI PIPING SYSTEMS, OR APPROVED EQUAL. THE CASING SPACERS SHALL BE SIZED TO SECURELY FASTEN ONTO THE CARRIER PIPE BARREL O.D. WITHOUT DAMAGING THE PIPE. THE SPACERS SHALL BE PROVIDED WITH RUNNERS WHICH PREVENT THE PIPE FROM RESTING OR SLIDING ON ITS JOINT DURING INSTALLATION. THE SPACERS SHALL PROVIDE ELECTRICAL INSULATION OF THE CARRIER PIPE FROM THE CASING FOR CORROSION PROTECTION. THE TOP RISERS AND RUNNERS WILL ACT AS BLOCKING AGAINST FLOTATION DURING ANNULAR BACKFILL OPERATIONS.
17. BEFORE THE CARRIER INSTALLATION PROCESS BEGINS, AN INITIAL LINE AND GRADE CHECK WILL BE PERFORMED. AS THE CARRIER PIPE INSTALLATION PROGRESSES, LINE AND GRADE CHECKS WILL BE PERFORMED PERIODICALLY. THE FIRST CARRIER PIPE WITH INSTALLED SPACERS WILL BE PUSHED INTO THE TUNNEL. THE SECOND CARRIER PIPE JOINTS WILL BE JOINED TOGETHER, AND THE SECOND CARRIER PIPE ON SPACERS PUSHED INTO THE TUNNEL. THIS WILL CONTINUE UNTIL ALL CARRIER PIPE INSTALLATION IS COMPLETED.

SPECIAL DEL MAR NOTES

- 1. NO ACCESS OR WORK SHALL BE PERFORMED WITHIN THE CITY RIGHT-OF-WAY WITHOUT THE FULL KNOWLEDGE OF THE ASSIGNED CITY INSPECTOR WHO SHALL BE GIVEN NOT LESS THAN 48 HOURS ADVANCE NOTICE OF THE INITIATION OF PERMITTED USE AT (858) 755-3294.
2. CONTRACTOR SHALL OBTAIN BUSINESS LICENSE FROM CITY OF DEL MAR PRIOR TO BEGINNING WORK.
3. CONTRACTOR SHALL PROVIDE CITY AT LEAST ONE WEEK ADVANCED WRITTEN NOTICE FOR ALL SHUTDOWNS OF WATERLINES.
4. CONTRACTOR SHALL PLAN ADEQUATE TIME IN WORK SCHEDULE FOR CITY TO COMPLETE ALL REQUIRED FLUSHING & WATER SAMPLE COLLECTIONS BY 4:00 PM.
5. CONTRACTOR WORK HOURS SHALL BE FROM 7:00 AM TO 4:00 PM UNLESS WRITTEN DEVIATION APPROVED BY THE CITY OF DEL MAR.

WORK TO BE DONE

THE GENERAL SCOPE OF WORK IS TO PROVIDE ALL LABOR, MATERIALS, EQUIPMENT, SERVICES AND OTHER INCIDENTAL WORKS AND APPURTENANCES FOR THE OPEN TRENCH CONSTRUCTION OF APPROXIMATELY 30 LF OF 18-IN DIAMETER PVC SEWER MAIN RELOCATION, BORE AND JACK CONSTRUCTION OF 216 LF OF 18-IN DIAMETER BUTT-FUSED HDPE SEWER MAIN RELOCATION, 1 SEWER MANHOLE, ABANDON 235 LF SEWER, REMOVE A SEWER MANHOLE, 508 LF 12-IN PVC WATER MAIN, 14.5 LF 8-IN WATER MAIN (FIRE)

LEGEND

Table with columns: DESCRIPTION, REGIONAL STD. DRAWING, SYMBOL. Includes symbols for SEWER MAIN (SP-02), SEWER MANHOLE (SM-01, SM-07), WATER MAIN (WP-01, WP-02), 8" FIRE SERVICE WITH 8" REDUCED PRESSURE DOUBLE DETECTOR CHECK ASSEMBLY IN A CONCRETE VAULT (WF-05, DETAIL 3, DWG CU-301), FIRE SERVICE (CITY) (WP-02), FIRE SERVICE (PRIVATE) (FW), EXISTING SEWER (S), ABANDON SEWER MAIN (WP-03), EXISTING WATER (W), RIGHT-OF-WAY (R/W), THRUST BLOCK (WT-01), GATE VALVE (WV-01, WV-02, WV-03), REPAIR PAVEMENT AND REPAINT DAMAGED STRIPING (G-24 (TYPE B)).

SURVEY SOURCE

SURVEY SOURCE FOR THIS PROJECT WAS PROVIDED BY AGUIRRE & ASSOCIATES LAND SURVEYING, INC. AND CONDUCTED BY FIELD SURVEY PERFORMED IN MARCH 2016.

BASIS OF BEARINGS

THE BASIS OF BEARINGS FOR THIS SURVEY IS THE NORTH AMERICAN DATUM OF 1983 (NAD83 2007.0), CALIFORNIA STATE PLANE COORDINATE SYSTEM OF 1983, ZONE 6, BEING A GRID BEARING OF NORTH 00°35'14" EAST BETWEEN CONTINUOUSLY OPERATING REFERENCE STATIONS (CORS) S105 LA JOLLA AND DSME ENCINITAS.

BENCHMARK

THE BASIS OF ELEVATIONS FOR THIS SURVEY IS THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88) PER NGS BENCHMARKS ADJUSTED BY DIFFERENTIAL LEVELING IN 1991:

Table with columns: NAME, DESCRIPTION, ELEV. Includes entries for DC1233 (SPIKE SET IN TOP OF 12"x12" CONCRETE POST), X1307 (DISK SET IN TOP CENTER OF NE WALL OF 4'X4' CONCRETE STRUCTURE), DC1239 (SURVEY DISK SET IN TOP OF EAST END OF SOUTH ABUTMENT OF BRIDGE), and LJ 109 (A BENCH MARK DISK SET AT THE SOUTHWEST CORNER OF THE CONCRETE BASE OF THE REMAINS OF A TRAFFIC SIGNAL POLE).

ENGINEER'S NOTE

NOTE: RIGHT-OF-WAY LINES, PROPERTY LINES AND EXISTING EASEMENTS SHOWN HEREON WERE ESTABLISHED FROM AVAILABLE GIS DATA. NO TITLE REPORTS WERE PROVIDED OR REVIEWED FOR THIS PROJECT AREA. THESE PROPERTY LINES AND RIGHT-OF-WAY LINES ARE INTENDED TO BE USED FOR A GRAPHIC REPRESENTATION ONLY.

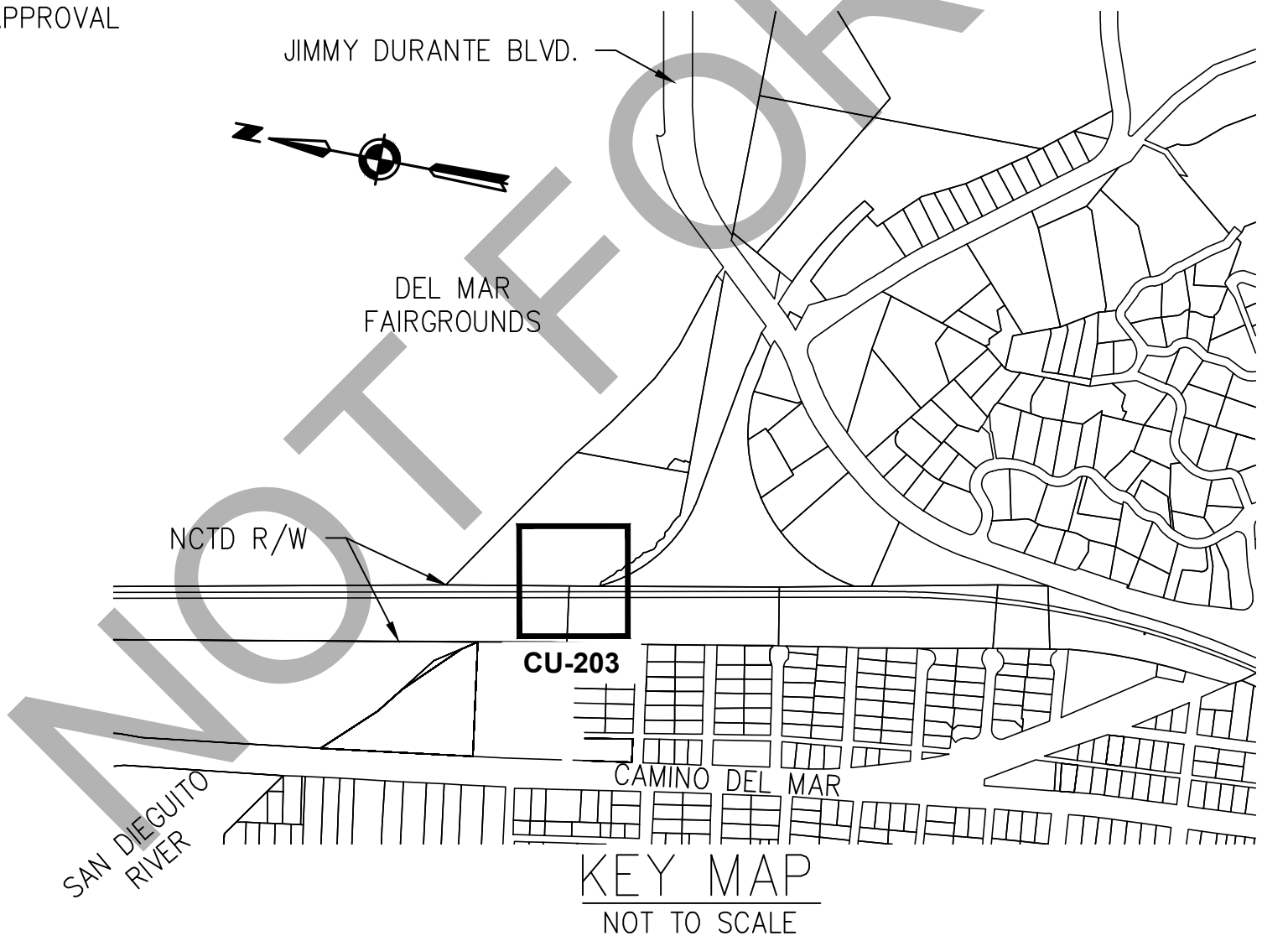
DECLARATION OF RESPONSIBLE CHARGE

I HEREBY CERTIFY THAT I AM THE ENGINEER OF WORK FOR THIS PROJECT, THAT I HAVE EXERCISED RESPONSIBLE CHARGE OVER THE DESIGN OF THE PROJECT AS DEFINED IN SECTION 6703 OF THE BUSINESS AND PROFESSIONS CODE, AND THAT THE DESIGN IS CONSISTENT WITH CURRENT STANDARDS.

I UNDERSTAND THAT THE CHECK OF PROJECT DRAWINGS AND SPECIFICATIONS BY THE CITY OF DEL MAR IS CONFINED TO REVIEW ONLY AND DOES NOT RELIEVE ME, AS ENGINEER OF WORK, OF MY RESPONSIBILITIES FOR THE PROJECT DESIGN.

I WILL PROVIDE WRITTEN NOTIFICATION TO MY CLIENT AND ALL INVOLVED PUBLIC JURISDICTIONS, INCLUDING THE CITY OF DEL MAR, SHOULD I CEASE TO BE THE ENGINEER OF RECORD.

BY: \_\_\_\_\_ DATE: \_\_\_\_\_
RCE NO. \_\_\_\_\_ EXPIRES: \_\_\_\_\_



Underground Service Alert of Southern California. CALL: TOLL FREE 1-800-422-4133. TWO WORKING DAYS BEFORE YOU DIG. NOTICE TO CONTRACTOR PURSUANT TO ASSEMBLY BILL 3019 NO EXCAVATION PERMIT IS VALID UNLESS THE CONTRACTOR CONTACTS AND OBTAINS AN INQUIRY I.D. NUMBER FROM "UNDERGROUND SERVICE ALERT" (1-800-422-4133) AT LEAST TWO WORKING DAYS PRIOR TO COMMENCING EXCAVATION.

City of Del Mar APPROVED PUBLIC WORKS DIRECTOR DATE CITY OF DEL MAR SEWER AND WATER RELOCATIONS NCTD RIGHT OF WAY CROSSING NOTES, LEGEND, KEY MAP SHEET 1 OF 4 SHEETS

Table with columns: NO., DATE, REVISIONS, BY, CHK, APRV

HNTB 401 B Street Suite 301 San Diego, CA 92101

DESIGNED BY G. SHAW DATE 09/24 DRAWN BY M. COOPER DATE 09/24 CHECKED BY P. MCCOLL DATE 09/24 SANDAG A. ANDERSON DATE 09/24

SANDAG NORTH COUNTY TRANSIT DISTRICT

SAN DIEGUITO RIVER BRIDGE REPLACEMENT, DOUBLE TRACK AND SPECIAL EVENTS PLATFORM SCALE N/A SANDAG CONTRACT NO. 5007812 CITY OF DEL MAR NOTES SHEET 1 OF 2 DRAWING NO. CU-201 SHEET NO.

**SAFETY NOTES**

1. IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, THE CONTRACTOR SHALL ASSUME THE SOLE AND COMPLETE RESPONSIBILITY FOR JOBSITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THE PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY; THAT THIS REQUIREMENT SHALL BE MADE TO APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS, AND CONTRACTOR FURTHER AGREES TO DEFEND, INDEMNIFY AND HOLD AGENCY HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK IN THIS PROJECT, EXCEPTING LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF THE AGENCY.
2. THE CONTRACTOR SHALL DESIGN, CONSTRUCT AND MAINTAIN ALL SAFETY DEVICES, INCLUDING SHORING AND SHALL BE SOLELY RESPONSIBLE FOR CONFORMING TO ALL LOCAL, STATE AND FEDERAL SAFETY AND HEALTH STANDARDS, LAW AND REGULATIONS. NEITHER THE AGENCY NOR THE ENGINEER OF WORK WILL ENFORCE SAFETY MEASURES OR REGULATIONS.
3. THE CONTRACTOR SHALL PROVIDE SAFETY BARRIERS WHERE REQUIRED TO PROTECT THE PUBLIC.

**TRAFFIC CONTROL**

1. FOR ALL EMERGENCIES AFFECTING THE TRACK AND TRAIN SAFETY CALL NORTH COUNTY TRANSIT DISTRICT'S (NCTD) 24 RAIL OPERATIONS CENTER AT (760) 435-7273.
2. PRIOR TO THE START OF CONSTRUCTION AND AT THE CONTRACTOR'S EXPENSE, ALL PERSONNEL ENTERING THE NCTD RIGHT-OF-WAY (ROW), INCLUDING SUBCONTRACTORS AND THIRD PARTIES, SHALL COMPLETE NCTD ROADWAY WORKER PROTECTION (RWP) TRAINING COURSE. CONTACT INFORMATION IS SUBJECT TO CHANGE (AND WILL CHANGE EFFECTIVE JULY 1, 2016) - PLEASE SEE NCTD'S WEBSITE AT GONCTD.COM/ROW FOR CURRENT CONTACT INFORMATION.
3. ALL PERSONS ENTERING THE RAILROAD ROW SHALL HAVE THE RWP STICKER AFFIXED TO THEIR HARD HAT AND RWP BADGE IN THEIR POSSESSION.
4. ALL PERSONNEL ENTERING THE RAILROAD ROW SHALL COMPLY WITH NCTD SAFETY REQUIREMENTS. FAILURE TO COMPLY SHALL BE GROUNDS FOR TERMINATION OF WORK AND REVOCATION OF THE RIGHT TO ENTER NCTD'S RIGHT-OF-WAY AND/OR RIGHT-OF-ENTRY (ROE) PERMIT.
5. ONLY AN NCTD AUTHORIZED RAILROAD FLAGMAN (RAILROAD FLAGMAN) IS PERMITTED TO PERFORM FLAGGING OPERATIONS WITHIN THE RAILROAD RIGHT-OF-WAY. NO PERSONNEL SHALL CROSS ANY TRACK WITHOUT THE APPROVAL FROM THE RAILROAD FLAGMAN. NO MEN OR EQUIPMENT SHALL BE ACTIVELY WORKING, PARKED OR STATIONARY ON NCTD'S ROW WITHOUT PRIOR APPROVAL FROM THE RAILROAD FLAGMAN.
6. IF APPLICABLE, ALL WORK ON OR ADJACENT TO THE SAN DIEGO TROLLEY SHALL ALSO ADHERE TO METROPOLITAN TRANSIT SYSTEM (MTS) REQUIREMENTS.
7. THE MOVEMENT OF TRAINS IS UNPREDICTABLE. TRAINS MAY APPROACH THE JOB SITE IN ANY DIRECTION, AT ANY SPEED, AT ANY TIME, AND MAY STOP AND OCCUPY THE TRACK WITHIN THE CONTRACTOR'S WORK ZONE FOR AN UNDETERMINED PERIOD OF TIME.

**EROSION CONTROL NOTES**

1. THE TOPS OF ALL SLOPES TO BE DIKED OR TRENCHED TO PREVENT WATER FROM FLOWING OVER THE CREST OF SLOPES.
2. MANUFACTURED SLOPES AND PADS SHALL BE ROUNDED VERTICALLY AND HORIZONTALLY AS APPROPRIATE TO BLEND WITH THE SURROUND TOPOGRAPHY.
3. AS SOON AS CUTS OR EMBANKMENTS ARE COMPLETED, BUT NOT LATER THAN OCTOBER 1 ALL CUT AND FILL SLOPES SHALL BE STABILIZED WITH A HYDROMULCH MIXTURE OR AN EQUAL TREATMENT APPROVED BY THE CITY OF DEL MAR BETWEEN OCTOBER 1 AND APRIL 30. APPROVED SLOPE PROTECTION MEASURES SHALL PROCEED IMMEDIATELY BEHIND THE EXPOSURE OF CUT SLOPES AND/OR THE CREATION OF THE EMBANKMENT SLOPES.
4. THE CONTRACTOR/OWNER TO MAINTAIN THE PLANTING AND EROSION CONTROL MEASURES DESCRIBED ABOVE UNTIL RELIEVED OF THE SAME BY THE CITY OF DEL MAR. THE CONTRACTOR/OWNER TO REMOVE ALL SOIL INTERCEPTED BY THE GRAVEL BAGS, CATCH BASINS AND DESILTING BASINS AND KEEP THESE FACILITIES CLEAN AND FREE OF SILT AND SAND AS DIRECTED BY THE CITY OF DEL MAR. THE CONTRACTOR/OWNER SHALL REPAIR ANY ERODED SLOPES AS DIRECTED BY THE CITY OF DEL MAR.

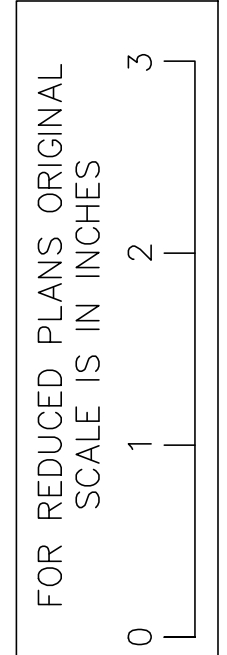
**SILTATION AND SEDIMENT CONTROL MEASURES NOTES**

1. THE SEDIMENT BASINS SHALL BE PROVIDED AT THE LOWER END OF EVERY DRAINAGE AREA PRODUCING SEDIMENT RUNOFF. THE BASINS SHALL BE MAINTAINED AND CLEANED TO DESIGN CONTOURS AFTER EVERY RUNOFF PRODUCING STORM. THE BASINS SHOULD BE SEMI-PERMANENT STRUCTURES THAT WOULD REMAIN UNTIL SOIL STABILIZING VEGETATION HAS BECOME WELL ESTABLISHED ON ALL ERODIBLE SLOPES.
2. SEDIMENTATION BASINS MAY NOT BE REMOVED OR MADE INOPERATIVE WITHOUT PRIOR APPROVAL OF THE CITY ENGINEER.
3. SEWER OR STORM DRAIN TRENCHES THAT ARE CUT THROUGH BASIN DIKES OR BASIN INLET DIKES SHALL BE PLUGGED WITH GRAVEL BAGS FROM TOP OF PIPE TO TOP OF DIKE.
4. ALL UTILITY TRENCHES SHALL BE BLOCKED AT THE PRESCRIBED INTERVALS WITH A DOUBLE ROW OF GRAVEL BAGS WITH A TOP ELEVATION TWO GRAVEL BAGS BELOW THE GRADED SURFACE OF THE STREET. GRAVEL BAGS ARE TO BE PLACED WITH LAPPED COURSES. THE INTERVALS PRESCRIBED BETWEEN GRAVEL BAG BLOCKING SHALL DEPEND ON THE SLOPE OF THE GROUND SURFACE BUT NOT TO EXCEED THE FOLLOWING:

GRADED STREET	INTERVAL
LESS THAN 2%	AS REQUIRED
2% TO 4%	100 FEET
4% TO 10%	50 FEET
OVER 10%	25 FEET
5. AFTER SEWER UTILITY TRENCHES ARE BACKFILLED AND COMPACTED, THE SURFACES OVER SUCH TRENCHES SHALL BE MOUNDED SLIGHTLY TO PREVENT CHANNELING OF WATER IN THE TRENCH AREA. CARE SHOULD BE EXERCISED TO PROVIDE FOR CROSS FLOW AT FREQUENT INTERVALS WHERE TRENCHES ARE NOT ON THE CENTERLINE OF A CROWNED STREET.
6. PROVIDE A GRAVEL BAG SILT BASIN OR TRAP BY EVERY STORM DRAIN INLET TO PREVENT SEDIMENT FROM ENTERING DRAIN SYSTEM.
7. GRAVEL BAGS AND FILL MATERIAL SHALL BE STOCKPILED AT INTERVALS, READY FOR USE WHEN REQUIRED.
8. ALL EROSION CONTROL DEVICES WITHIN THE DEVELOPMENT SHOULD BE MAINTAINED DURING AND AFTER EVERY RUNOFF PRODUCING STORM, IF POSSIBLE, MAINTENANCE CREWS WOULD BE REQUIRED TO HAVE ACCESS TO ALL AREAS.
9. ANY PROPOSED ALTERNATE CONTROL MEASURES MUST BE APPROVED IN ADVANCE BY ALL RESPONSIBLE CITY AGENCIES.
10. ADDITIONAL EROSION CONTROL MEASURES SHALL BE IMPLEMENTED AS NECESSARY TO ENSURE THAT ON-SITE SEDIMENT IS NOT TRANSPORTED OFF SITE.

**STORM WATER PROTECTION NOTES**

1. DURING THE RAINY SEASON THE AMOUNT OF EXPOSED SOIL ALLOWED AT ONE TIME SHALL NOT EXCEED THAT WHICH CAN BE ADEQUATELY PROTECTED BY THE PROPERTY OWNER IN THE EVENT OF A RAINSTORM. 125% OF ALL SUPPLIES NEEDED FOR BMP MEASURES SHALL BE RETAINED ON THE JOB SITE IN A MANNER THAT ALLOWS FULL DEPLOYMENT AND COMPLETE INSTALLATION IN 48 HOURS OR LESS OF A FORECAST RAIN.
2. THE PROPERTY OWNER IS OBLIGATED TO INSURE COMPLIANCE WITH ALL APPLICABLE STORMWATER REGULATIONS AT ALL TIMES. THE BMP'S (BEST MANAGEMENT PRACTICES) THAT HAVE BEEN INCORPORATED INTO THIS PLAN SHALL BE IMPLEMENTED AND MAINTAINED TO EFFECTIVELY PREVENT THE POTENTIALLY NEGATIVE IMPACTS OF THIS PROJECT'S CONSTRUCTION ACTIVITIES ON STORMWATER QUALITY. THE MAINTENANCE OF THE BMP'S IS THE PERMITTEE'S RESPONSIBILITY, AND FAILURE TO PROPERLY INSTALL OR MAINTAIN THE BMP'S MAY RESULT IN ENFORCEMENT ACTION BY THE CITY OF DEL MAR OR OTHERS. IF INSTALLED BMP'S FAIL, THEY MUST BE REPAIRED OR REPLACED WITH AN ACCEPTABLE ALTERNATE WITHIN 24 HOURS, OR AS SOON AS SAFE TO DO SO.
3. A NOTICE OF INTENT (NOI) HAS BEEN, OR WILL BE FILED WITH THE STATE WATER RESOURCES CONTROL BOARD (SWRCB) AND THAT A STORMWATER POLLUTION PREVENTION PLAN (SWPPP) HAS BEEN OR WILL BE PREPARED IN ACCORDANCE WITH THE REQUIREMENTS OF CALIFORNIA GENERAL PERMIT FOR STORMWATER DISCHARGES ASSOCIATED WITH CONSTRUCTION ACTIVITY (PERMIT NO. CAS000002) FOR ALL OPERATIONS ASSOCIATED WITH THESE PLANS. THE NOI NUMBER ASSIGNED BY SWRCB FOR THIS PROJECT IS WQID# [NOT YET ASSIGNED, BUT WILL BE PROVIDED BEFORE PERMIT IS ISSUED]. THE PERMITTEE SHALL KEEP A COPY OF THE SWPPP ON SITE AND AVAILABLE FOR REVIEW BY CITY.



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**Underground Service Alert**  
of Southern California

**811** CALL: **TOLL FREE 1-800-422-4133**

**TWO WORKING DAYS BEFORE YOU DIG**

**NOTICE TO CONTRACTOR**

*PURSUANT TO ASSEMBLY BILL 3019 NO EXCAVATION PERMIT IS VALID UNLESS THE CONTRACTOR CONTACTS AND OBTAINS AN INQUIRY I.D. NUMBER FROM "UNDERGROUND SERVICE ALERT" (1-800-422-4133) AT LEAST TWO WORKING DAYS PRIOR TO COMMENCING EXCAVATION.*

**HNTB** 401 B Street  
Suite 301  
San Diego, CA 92101



DESIGNED BY G. SHAW	DATE 09/24
DRAWN BY M. COOPER	DATE 09/24
CHECKED BY P. MCCOLL	DATE 09/24
SANDAG A. ANDERSON	DATE 09/24

**City of Del Mar**

1050 Camino del Mar, Del Mar, CA 92014  
T 858.755-9313 F 858.755-2794  
www.delmar.ca.us

APPROVED \_\_\_\_\_ DATE \_\_\_\_\_

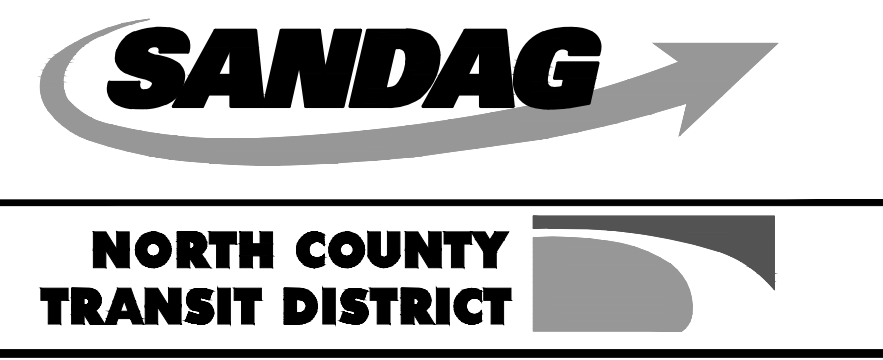
PUBLIC WORKS DIRECTOR

**CITY OF DEL MAR**

SEWER AND WATER RELOCATIONS  
NCTD RIGHT OF WAY CROSSING NOTES

SHEET \_\_\_\_\_

2 OF 4 SHEETS

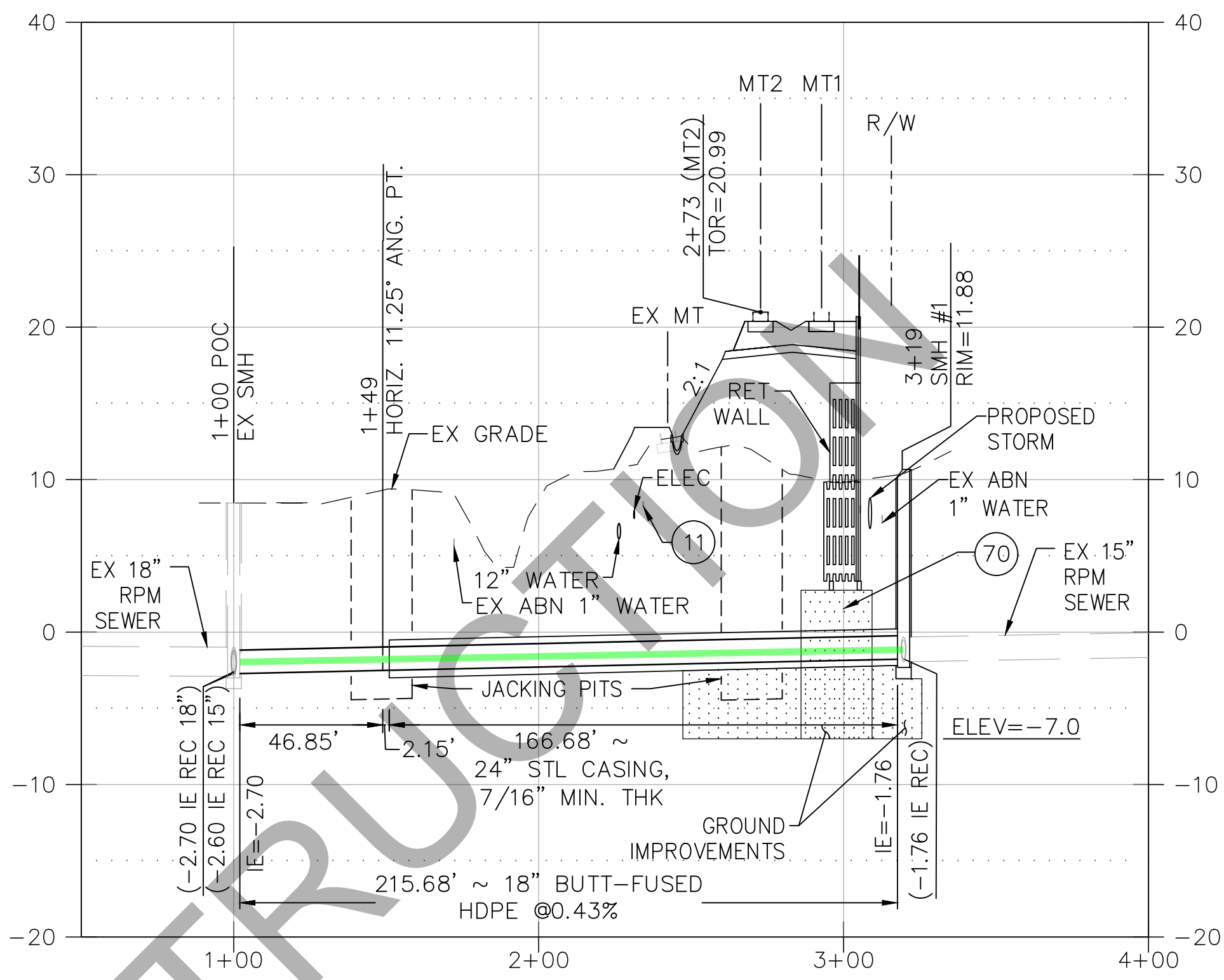
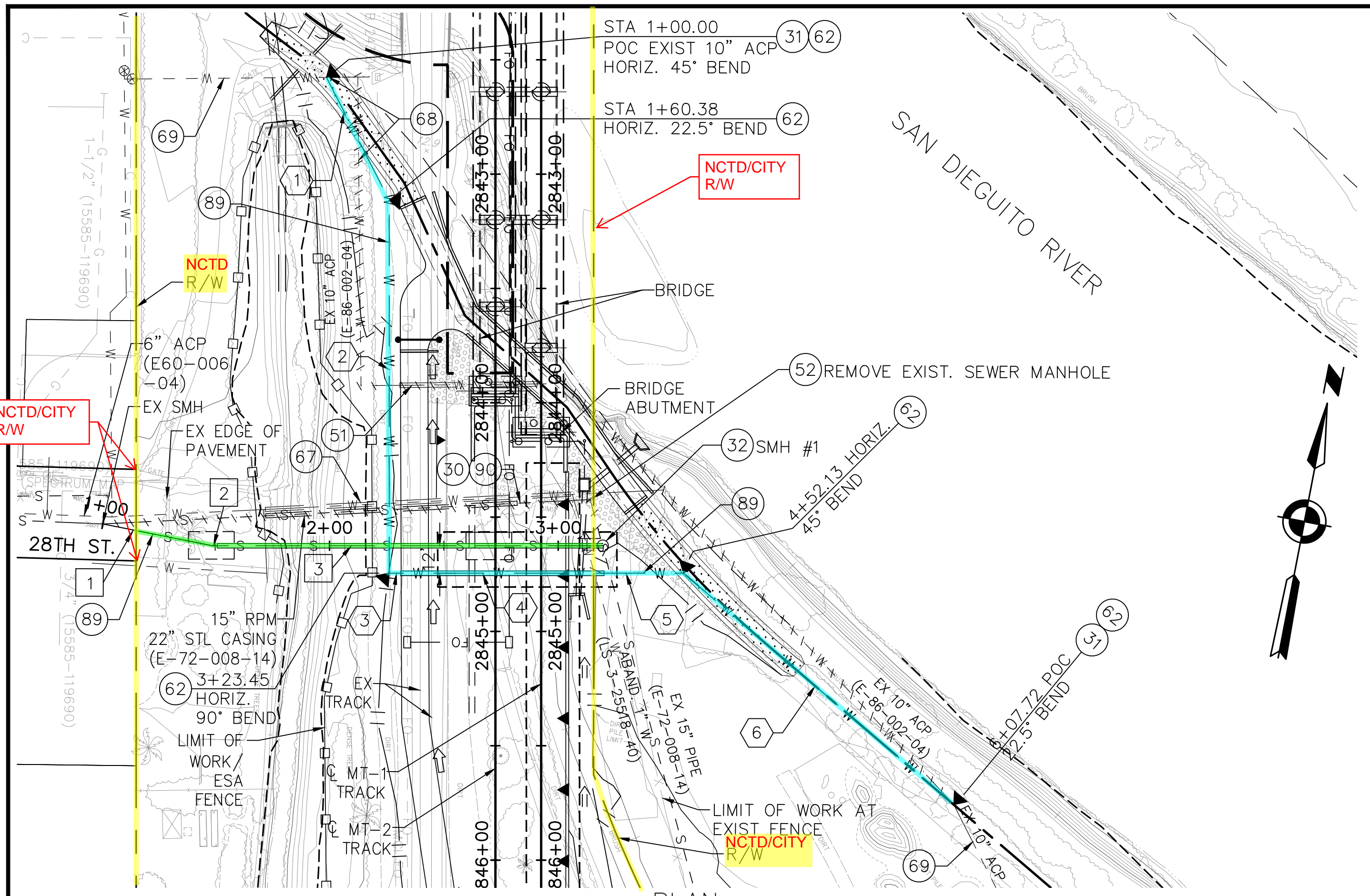


SAN DIEGUITO RIVER BRIDGE REPLACEMENT, DOUBLE TRACK AND SPECIAL EVENTS PLATFORM		SCALE N/A
CITY OF DEL MAR NOTES SHEET 2 OF 2		SANDAG CONTRACT NO. 5007812
DRAWING NO. CU-202	SHEET NO.	

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100% DESIGN - NOT FOR CONSTRUCTION

FOR REDUCED PLANS ORIGINAL SCALE IS IN INCHES



UTILITY NOTES

NOTE: REMEDIAL SOIL IMPROVEMENTS TO BE INCLUDED WITH CONSTRUCTION OF PROPOSED SEWER AND WATER MAINS.

SEWER PROFILE

CONSTRUCTION SEQUENCING

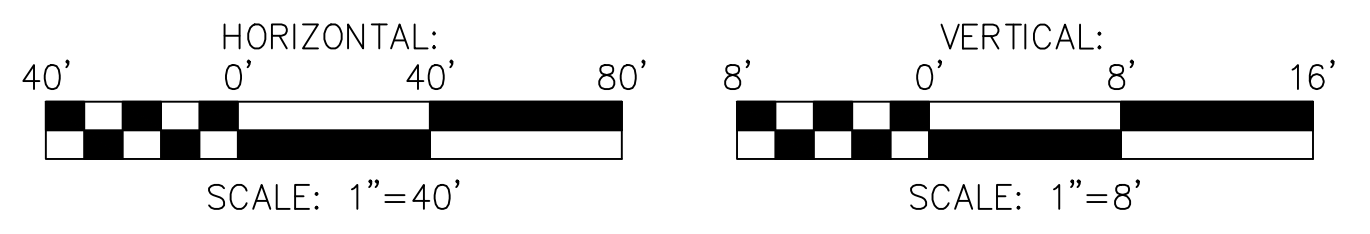
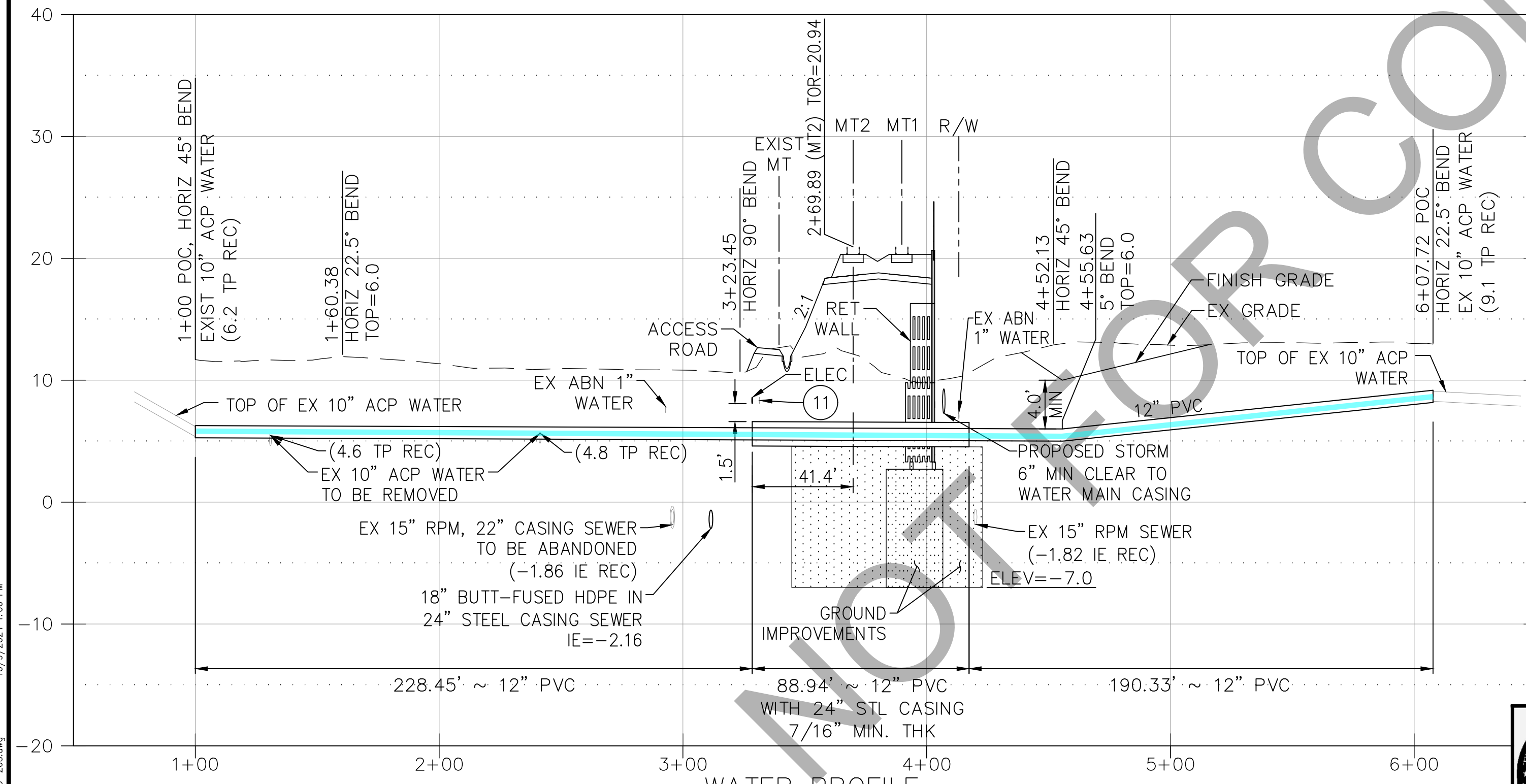
1. COMPLETE GROUND IMPROVEMENTS BELOW AND ALONGSIDE THE NEW SEWER AND WATER LINES WHERE THEY WOULD BE SUBJECTED TO SETTLEMENT DUE TO EMBANKMENT AND RETAINING WALL LOADING. THIS LIKELY WOULD INCLUDE THE ADJACENT SEWER MANHOLE.
2. COMPLETE GROUND IMPROVEMENTS BELOW AND ALONGSIDE THE PROPOSED PRECAST MODULAR T-WALL RETAINING WALL. PROTECT IN PLACE THE EXISTING WATER AND SEWER LINES AT THE NORTH END AND IMPROVE THIS PORTION AFTER INSTALLATION OF NEW UTILITY LINES.
3. CONSTRUCT THE SEWER AND WATER LINES BY JACKING UNDER THE EXISTING RAIL AND ENVIRONMENTALLY SENSITIVE AREA AND BY CUT AND COVER EAST OF THE EASTERLY JACKING PIT. BACKFILL TRENCHED GROUND IMPROVEMENT WITH CLSM.
4. CONSTRUCT PORTION OF T-WALL WHERE WATERLINE WILL PASS THROUGH.
5. CUT OVER SEWER AND WATER LINES.
6. COMPLETE GROUND IMPROVEMENTS BELOW AND ALONGSIDE THE NORTHERN PORTION OF THE T-WALL RETAINING WALL THAT WAS NOT COMPLETED IN STEP 2.
7. CONSTRUCT T-WALL AND RETAINED EMBANKMENT.
8. MONITOR SETTLEMENT AND ADJUST GRADES AS NEEDED.

SEWER DATA TABLE

#	LENGTH	BEARING	DESCRIPTION
1	46.85'	N89°40'03"W	18" BUTT-FUSED HDPE
2	2.15'	N79°05'00"E	18" BUTT-FUSED HDPE
3	166.68'	N79°05'00"E	18" BUTT-FUSED HDPE WITH 24" STL CASING

WATER DATA TABLE

X	LENGTH	BEARING	DESCRIPTION
1	60.38'	N37°56'50"W	12" PVC CLASS 235
2	163.07'	N10°55'00"W	12" PVC CLASS 235
3	5.00'	N79°05'00"E	12" PVC CLASS 235
4	88.94'	N79°05'00"E	12" PVC CLASS 235 WITH 24" STL CASING
5	34.74'	N79°05'00"E	12" PVC CLASS 235
6	155.59'	N60°19'22"W	12" PVC CLASS 235



REVISIONS

NO.	DATE	REVISIONS	BY	CHK	APRV

**HNTB** 401 B Street Suite 301 San Diego, CA 92101

**SANDAG** NORTH COUNTY TRANSIT DISTRICT

DESIGNED BY G. SHAW  
DRAWN BY M. COOPER  
CHECKED BY P. MCCOLL  
SANDAG A. ANDERSON

DATE 09/24

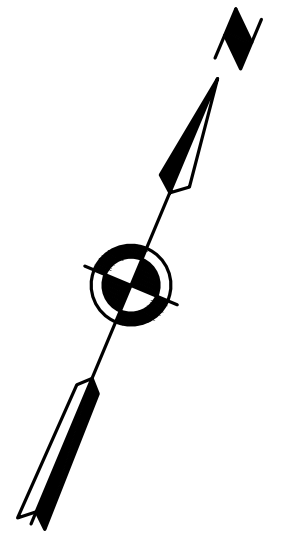
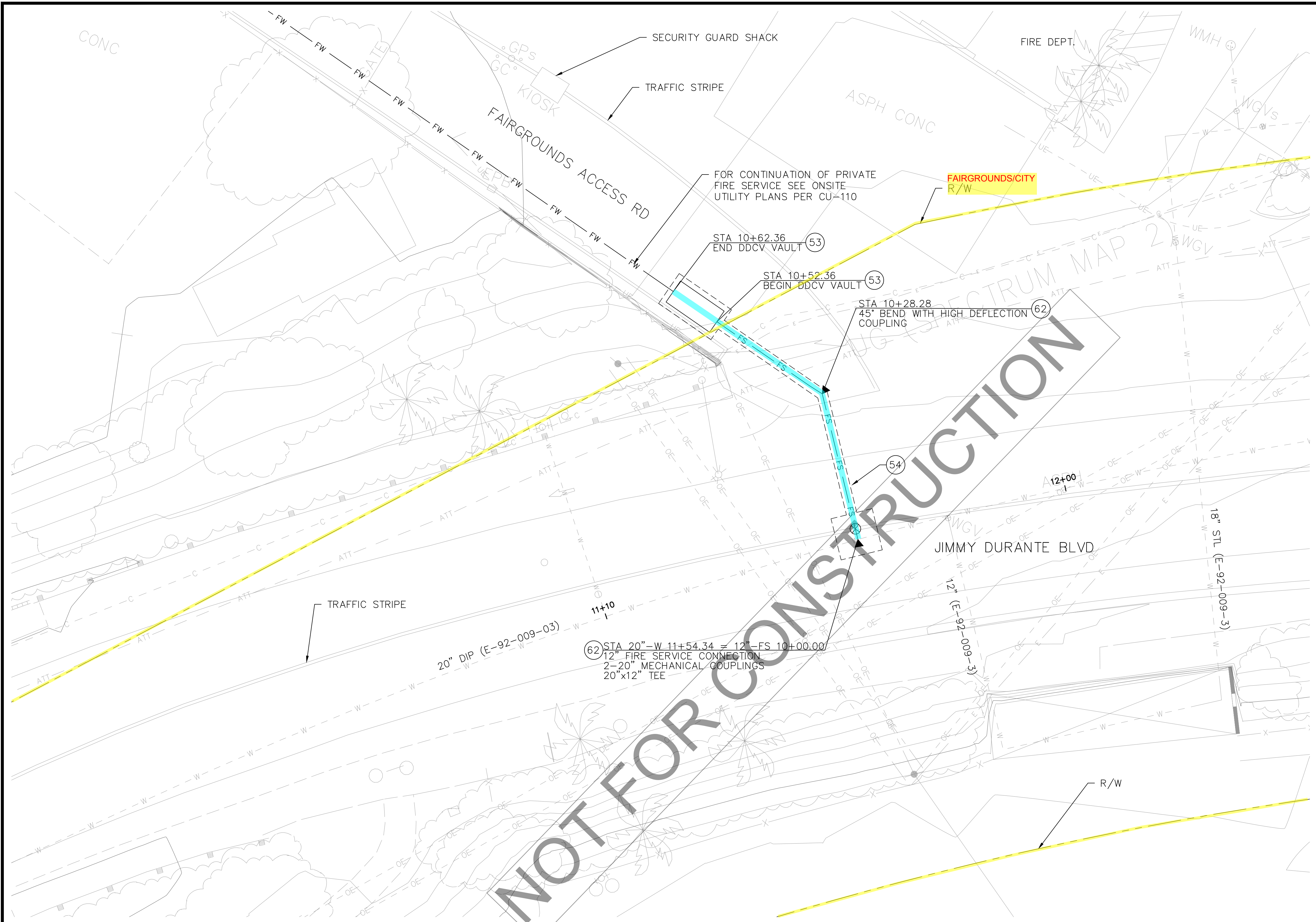
**CITY OF DEL MAR**  
1050 Camino del Mar, Del Mar, CA 92014  
T 858.755-9313 F 858.755-2794  
www.delmar.ca.us

APPROVED  
PUBLIC WORKS DIRECTOR DATE

**CITY OF DEL MAR**  
SEWER AND WATER RELOCATIONS  
NCTD RIGHT OF WAY CROSSING  
PLAN AND PROFILE

SHEET 3 OF 4 SHEETS

SCALE: HORIZ: 1"=40' VERT: 1"=8'  
SANDAG CONTRACT NO. 5007812  
DRAWING NO. CU-203 SHEET NO. 139

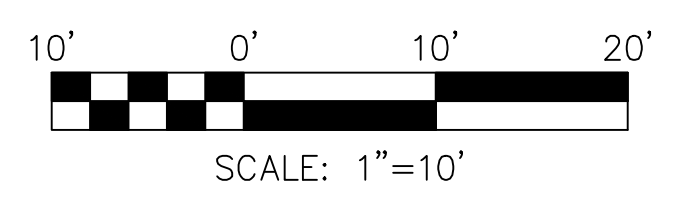


**UTILITY NOTES**

- 53 INSTALL 12" FIRE SERVICE WITH 12" REDUCED PRESSURE DOUBLE DETECTOR CHECK ASSEMBLY PER SDRSD WF-05. DDCV IN A CONCRETE VAULT SEE DETAIL 3, DWG CU-301.
- 54 REPAIR PAVEMENT PER SDRSD G-24 (TYPE B) AND REPAINT DAMAGED STRIPING.
- 62 INSTALL CONCRETE THRUST AND ANCHOR BLOCK PER SDRSD WT-01.

NOTE: TRENCH SHALL BE BACKFILLED AND COMPACTED AND TEMPORARILY PATCHED WITH ASPHALT OR COVERED WITH STEEL PLATES AT THE CONCLUSION OF EACH DAY.

NOT FOR CONSTRUCTION



REVISION	DESCRIPTION	APPROVED	DATE
3/24/2025	Revised Vault Sketch		

SCALE: 1"=10'	DESIGNED: C. HAHN	DRAWN: M. COOPER	CHECKED: P. MCCOLL
ACAD FILE NO. CU-208	ENGINEER OF WORK _____ R.C.E. NO. _____ DATE _____		
PROJECT NO. 75589 TO 03			

**HNTB**  
401 B Street  
Suite 301  
San Diego, CA 92101

**City of Del Mar**  
1050 Camino del Mar, Del Mar, CA 92014  
T 858.755-9313 F 858.755-2794  
www.delmar.ca.us

APPROVED	DATE
PUBLIC WORKS DIRECTOR	

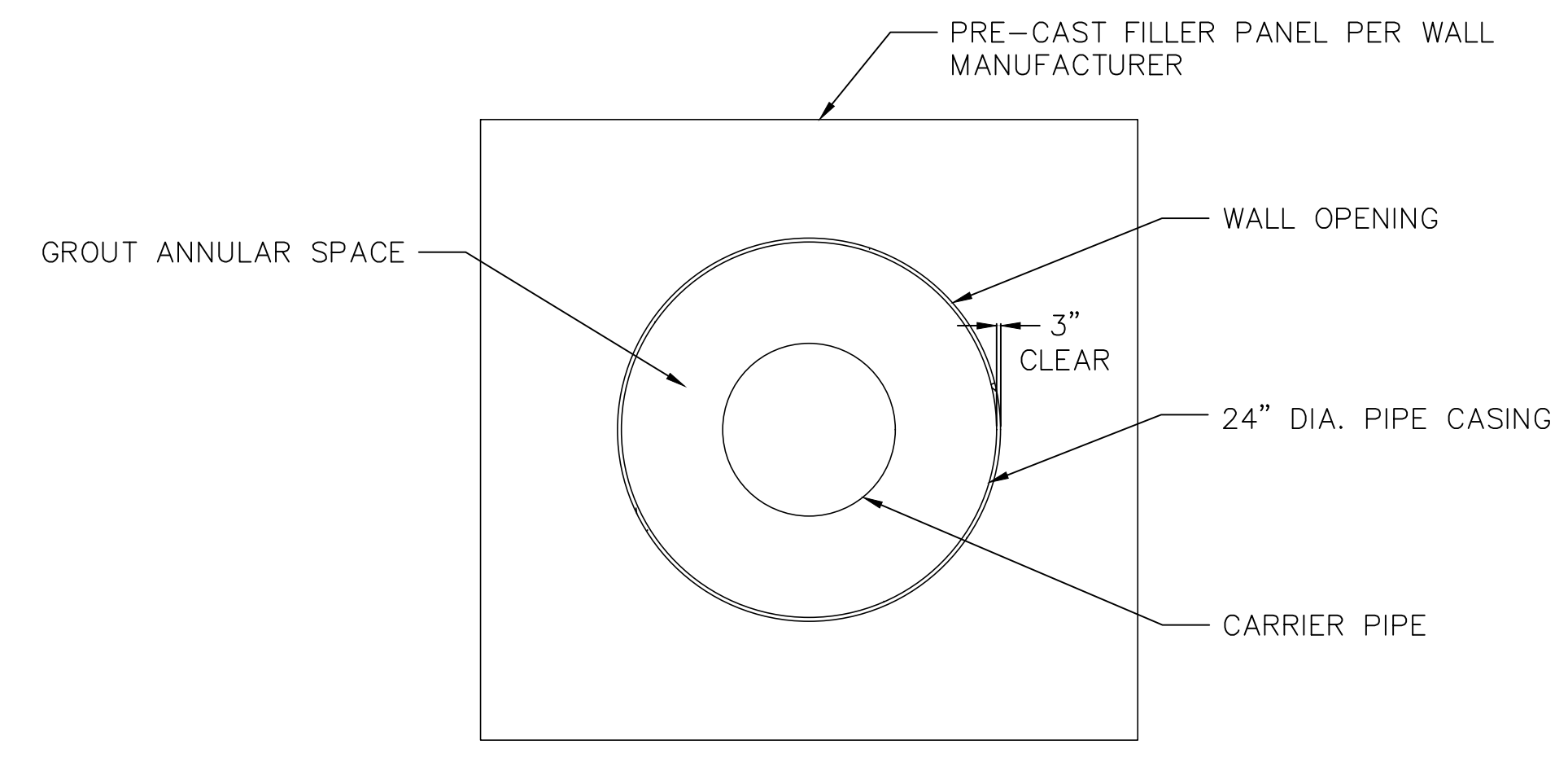
**CITY OF DEL MAR**  
FIRE SERVICE CONNECTION

SHEET	CU-208
4 OF 4 SHEETS	

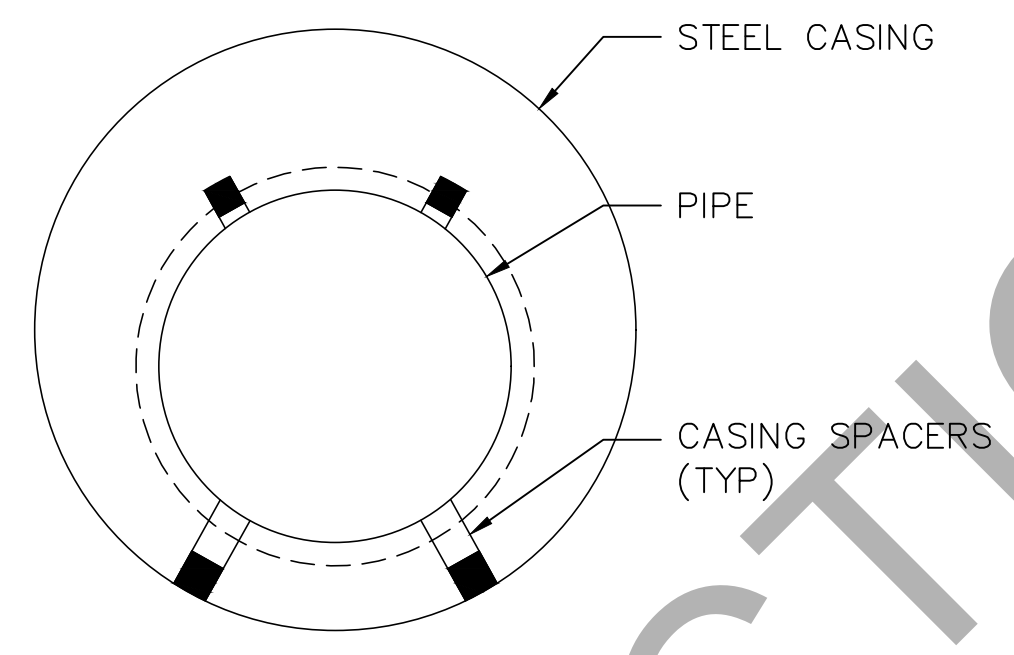
ORIGINAL SCALE: 1"=10'

FOR REDUCED PLANS ORIGINAL SCALE IS IN INCHES

100% DESIGN — NOT FOR CONSTRUCTION

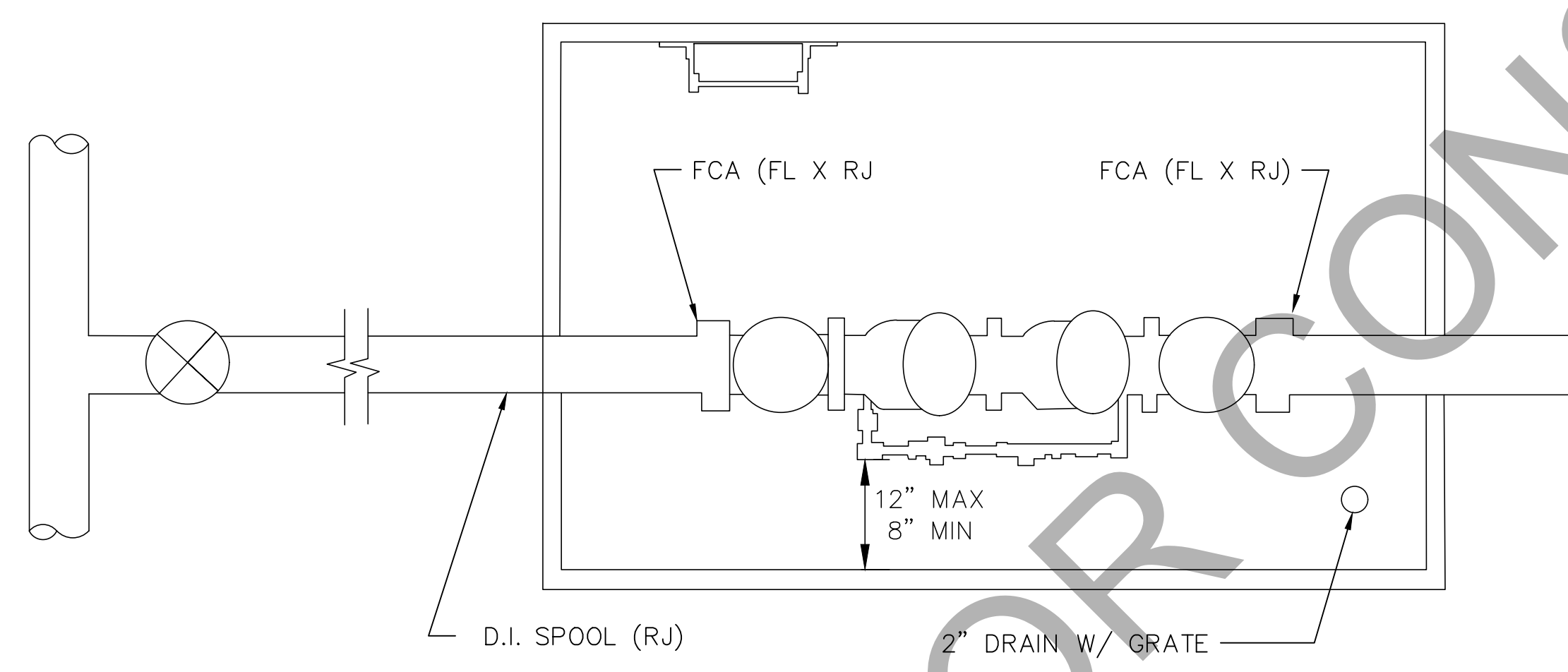


WALL PENETRATION DETAIL 1  
NTS  
CU-203

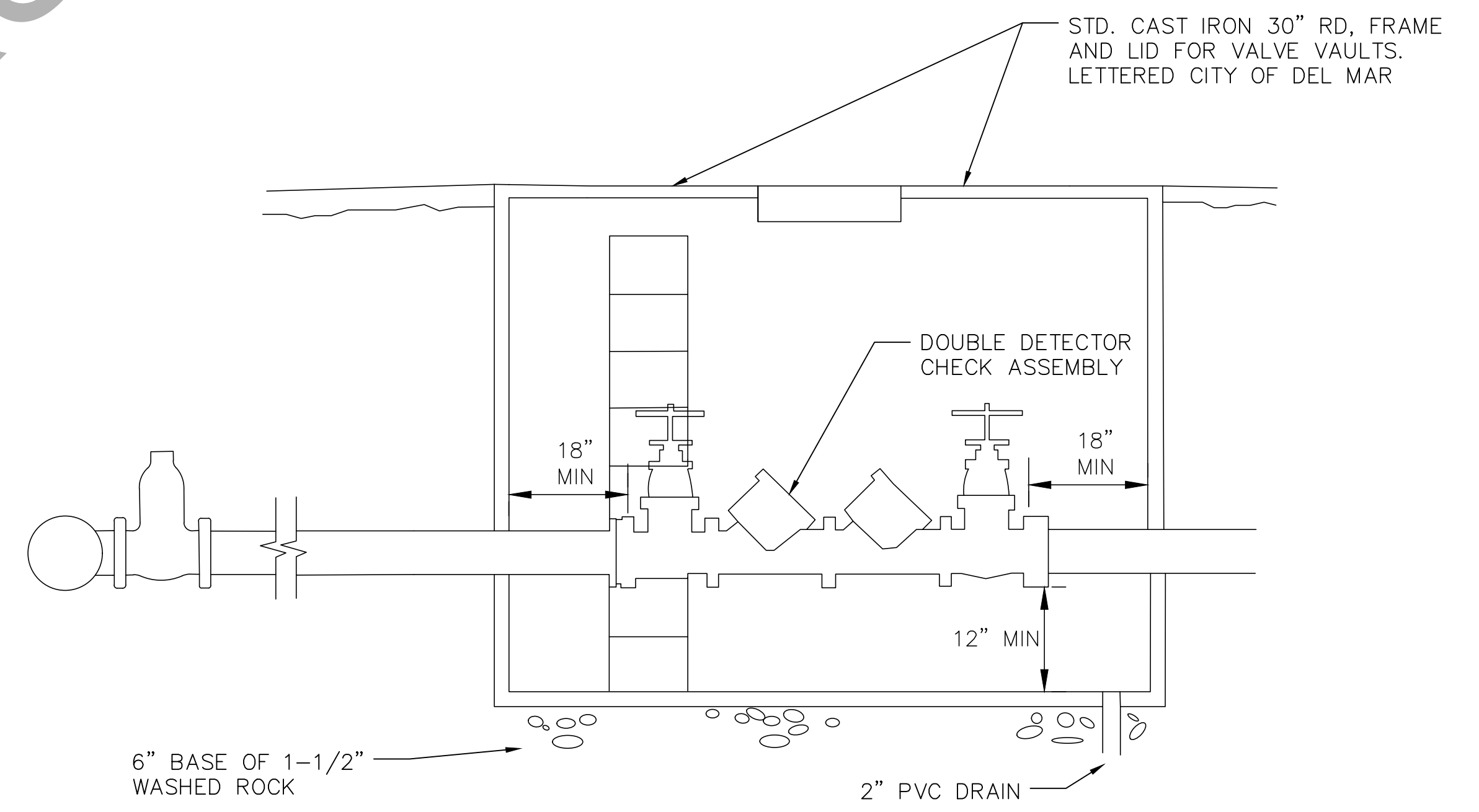


STEEL CASING DETAIL 2  
NTS  
CU-203

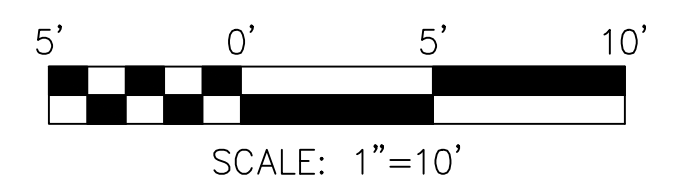
- NOTES:
1. CASING SHALL BE INSTALLED BY THE BORE, JACK AND/OR TUNNEL METHOD.
  2. PIPE SHALL BE ROUGHLY CENTERED IN THE CASING USING CASING SPACERS.
  3. SIZE AND THICKNESS OF CASING SHALL BE AS SHOWN IN PLANS.
  4. ALL CASING SECTIONS TO BE JOINED BY CONTINUOUS WELD.
  5. EACH END OF CASING SHALL BE SEALED WITH APPROVED FLEXIBLE SEAL.
  6. CASING TO BE 3/4 FILLED WITH AIR BLOWN SAND.
  7. STRAPS TO BE STAINLESS STEEL.
  8. CONSTRUCT VENT PIPE ON EACH END OF CASING AS PER LOSSAN ESD-5001.
  9. UPSTREAM AND DOWNSTREAM ELEVATIONS TO BE VERIFIED PRIOR TO FILLING CASING.
  10. LADDER SHALL BE SECURED TO VAULT WALL & FLOOR
  11. SLOPE PAVEMENT AWAY FROM COVER WHEN VAULT IS IN A TRAFFIC AREA
  12. WATERPROOF PIPE ENTRY THROUGH VAULT WALLS W/KRYPTON MORTAR SEALANT OR APPROVED EQUAL



REINFORCED PRECAST VALVE VAULT FOR TRAFFIC LOADS AND LADDER 3  
NTS  
CU-208



- NOTES:
1. DDCV SHALL BE ON THE CITY OF DEL MAR APPROVED MATERIALS LIST.
  2. LADDER SHALL BE SECURED TO VAULT WALL AND FLOOR.
  3. SLOPE PAVEMENT AWAY FROM COVER WHEN VAULT IS IN A TRAFFIC AREA.
  4. VAULT SHALL BE OF ADEQUATE HEIGHT TO PROVIDE A MIN 6" CLEARANCE TO VALVE WHEN VALVE IS FULLY OPEN.
  5. WATER PROOF PIPE ENTRY THROUGH VAULT WALL WITH KRYPTON MORTAR SEALANT OR APPROVED EQUAL.
  6. OWNER TO ACQUIRE AN ENCROACHMENT AGREEMENT FROM THE CITY OF DEL MAR FOR ACCESS TO THE VAULT IN THE PUBLIC RIGHT OF WAY.



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NO.	DATE	REVISIONS	BY	CHK	APRV

**HNTB**  
401 B Street  
Suite 301  
San Diego, CA 92101

DESIGNED BY G. SHAW	DATE 09/24
DRAWN BY M. COOPER	DATE 09/24
CHECKED BY C. HAHN	DATE 09/24
SANDAG A. ANDERSON	DATE 09/24

**SANDAG**  
**NORTH COUNTY TRANSIT DISTRICT**

**SAN DIEGUITO RIVER BRIDGE REPLACEMENT, DOUBLE TRACK AND SPECIAL EVENTS PLATFORM**

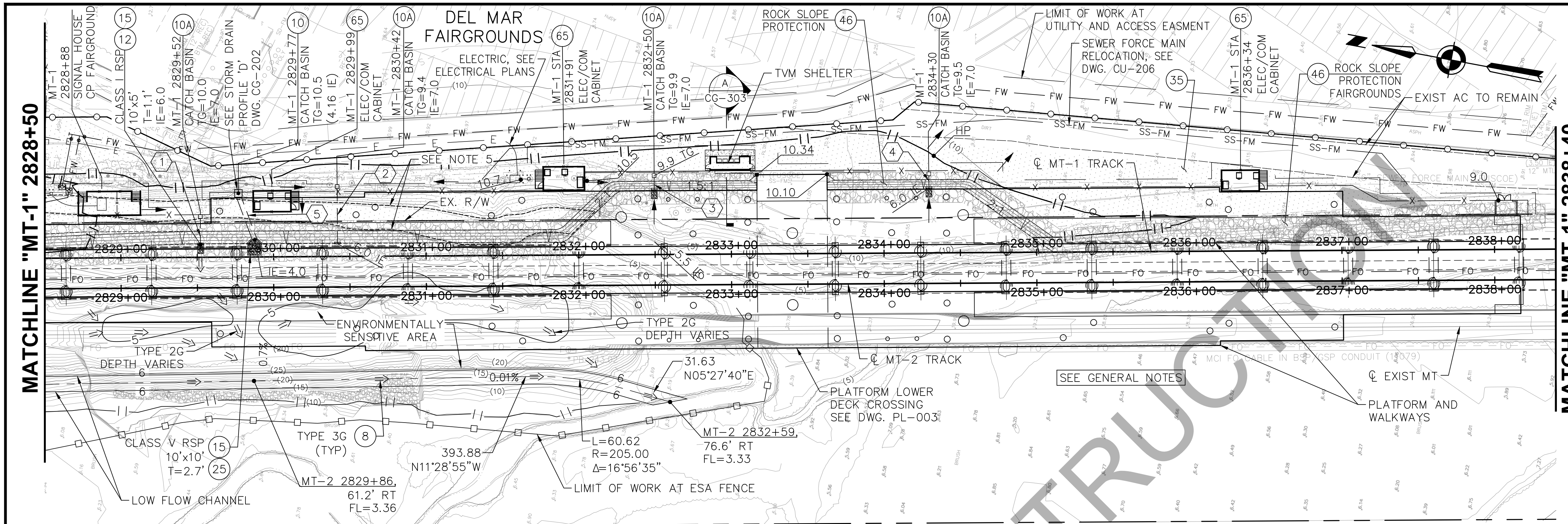
DETAILS

SCALE AS SHOWN
SANDAG CONTRACT NO. 5007812
DRAWING NO. CU-301
SHEET NO.

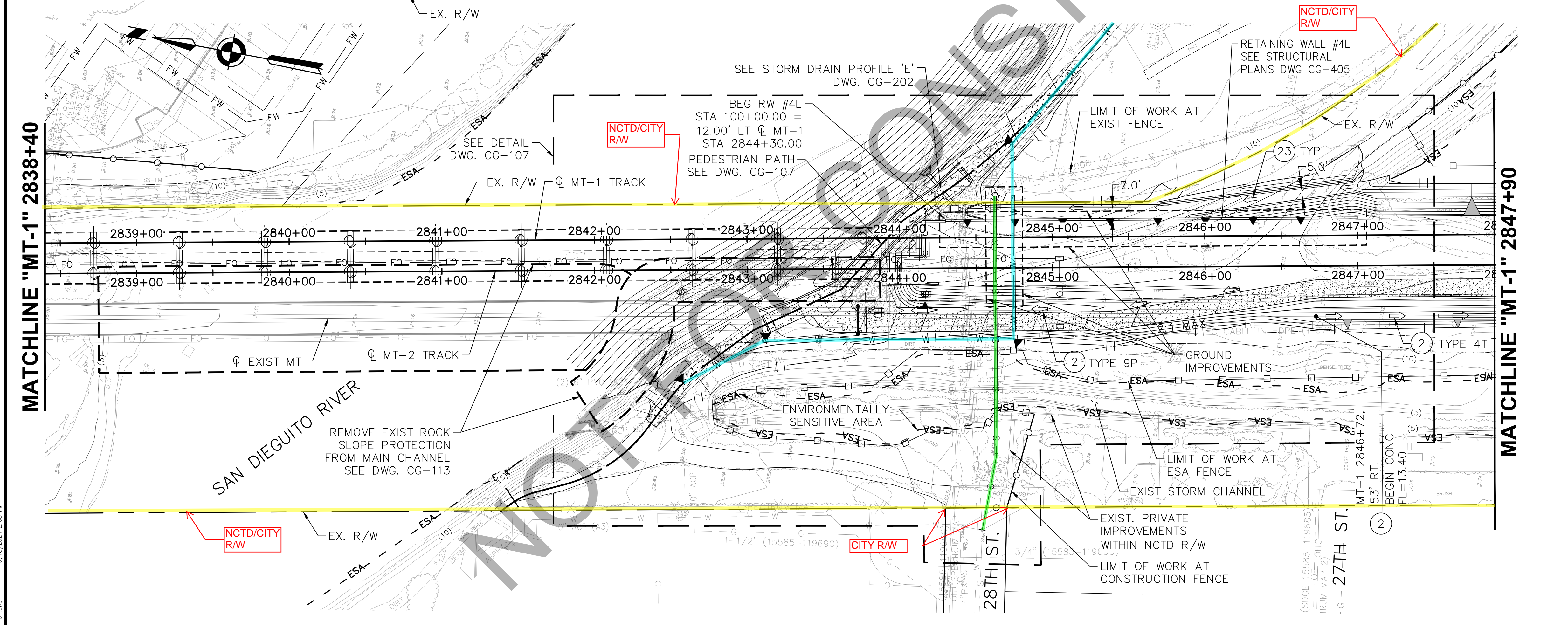
 <b>City of Del Mar</b> 1050 Camino del Mar, Del Mar, CA 92014 T 858.755-9313 F 858.755-2794 www.delmar.ca.us	APPROVED PUBLIC WORKS DIRECTOR _____ DATE _____	<b>CITY OF DEL MAR</b> SEWER AND WATER RELOCATIONS NCTD RIGHT OF WAY CROSSING PLAN AND PROFILE	SHEET 4 OF 4 SHEETS
	APPROVED _____ DATE _____		

FOR REDUCED PLANS ORIGINAL SCALE IS IN INCHES

100% DESIGN - NOT FOR CONSTRUCTION



- NOTES**
- (2) FURNISH AND INSTALL DRAINAGE DITCH, SEE DETAIL 1, DWG CG-302, SEE TYPICAL SECTIONS FOR SIZE, TYPE AND LOCATIONS.
  - (8) CONSTRUCT GRADED EARTH DITCH, SEE DETAIL 1, DWG CG-302, TYPICAL SECTIONS FOR SIZE, TYPE AND LOCATIONS.
  - (10) FURNISH AND INSTALL CATCH BASIN TYPE G-2, RSD D-08.
  - (10A) FURNISH AND INSTALL PRECAST 24"x24" CATCH BASIN, SEE DETAIL 2, DWG CG-303.
  - (12) FURNISH AND INSTALL STRAIGHT HEADWALL - TYPE 'A', RSD D-30.
  - (15) FURNISH AND INSTALL RIP RAP ENERGY DISSIPATOR PER RSD D-40, WITH FILTER FABRIC.
  - (23) CONSTRUCT ARTICULATED BLOCK DITCH, SEE SECTION C, DWG CG-301.
  - (25) FURNISH AND INSTALL WING WALL TYPE HEADWALL, RSD D-34.
  - (35) CONSTRUCT 6" DECOMPOSED GRANITE SURFACE (DG)
  - (46) SLOPE PROTECTION, SEE DWG CG-301.
  - (65) UTILITY CABINET RISE, SEE PLATFORM PLANS, DWG PL-006, PL-007, AND PL-013 FOR DETAILS.



**STORM DRAIN DATA TABLE**

#	LENGTH	BEARING	DESCRIPTION
1	17.10'	N79°05'00"E	8" PVC
2	36.16'	N79°05'00"E	8" PVC
3	8.04'	N79°05'00"E	8" PVC
4	8.07'	N79°05'07"E	8" PVC
5	29.99'	N59°00'47"E	36" RCP CLASS III (D 2000)

- GENERAL NOTES**
1. SEE DWGS CU-101 THRU CU-114, CU-201 THRU CU-203 AND CU-208 FOR UTILITY PLAN AND CONSTRUCTION NOTES.
  2. SEE DWG CT-001 THRU CT-350 FOR TRACK GEOMETRY, PLANS, PROFILE, AND SECTIONS.
  3. SEE DWG CG-401 THRU CG-409 FOR RETAINING WALL STRUCTURAL PLAN, PROFILE AND DETAILS.
  4. LIMIT OF WORK DEFINED BY EXISTING FENCE, CONSTRUCTION FENCE AND ESA FENCE AS NOTED ON DWGS CS-003, CS-004, PIF-001 AND PIF-002.
  5. FOR WORK RESTRICTIONS IN THIS AREA SEE DWGS CS-001 TO CS-004, RW-001 AND RW-002.
  6. SEE DWG. PL-002 & PL-003 FOR PLATFORM GRADING.
  7. SEE DWG CT-330 THRU CT-333 FOR GRAVEL AND GEOGRID STABILIZATION MAT.
  8. RSP REVETMENT AND GRAVEL STABILIZATION MATS TO BE INSTALLED AFTER PILE INSTALLATION. REMOVE EXISTING RSP WHERE NEEDED TO INSTALL PILES.

NO.	DATE	REVISIONS	BY	CHK	APRV

**HNTB**  
 401 B Street  
 Suite 301  
 San Diego, CA 92101

DESIGNED BY  
G. SHAW  
 DRAWN BY  
M. COOPER  
 CHECKED BY  
P. MCCOLL  
 SANDAG  
A. ANDERSON

DATE  
09/24  
09/24  
09/24  
09/24

**SANDAG**

**NORTH COUNTY TRANSIT DISTRICT**

**SAN DIEGUITO RIVER BRIDGE REPLACEMENT, DOUBLE TRACK AND SPECIAL EVENTS PLATFORM**

GRADING AND DRAINAGE PLAN  
 MT-1 STA 2828+50 TO MT-1 STA 2847+90

SCALE  
1"=40'

SANDAG CONTRACT NO.  
5007812

DRAWING NO. SHEET NO.  
CG-104

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FOR REDUCED PLANS ORIGINAL SCALE IS IN INCHES

100% DESIGN - NOT FOR CONSTRUCTION

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PEDESTRIAN TRAIL DATA TABLE

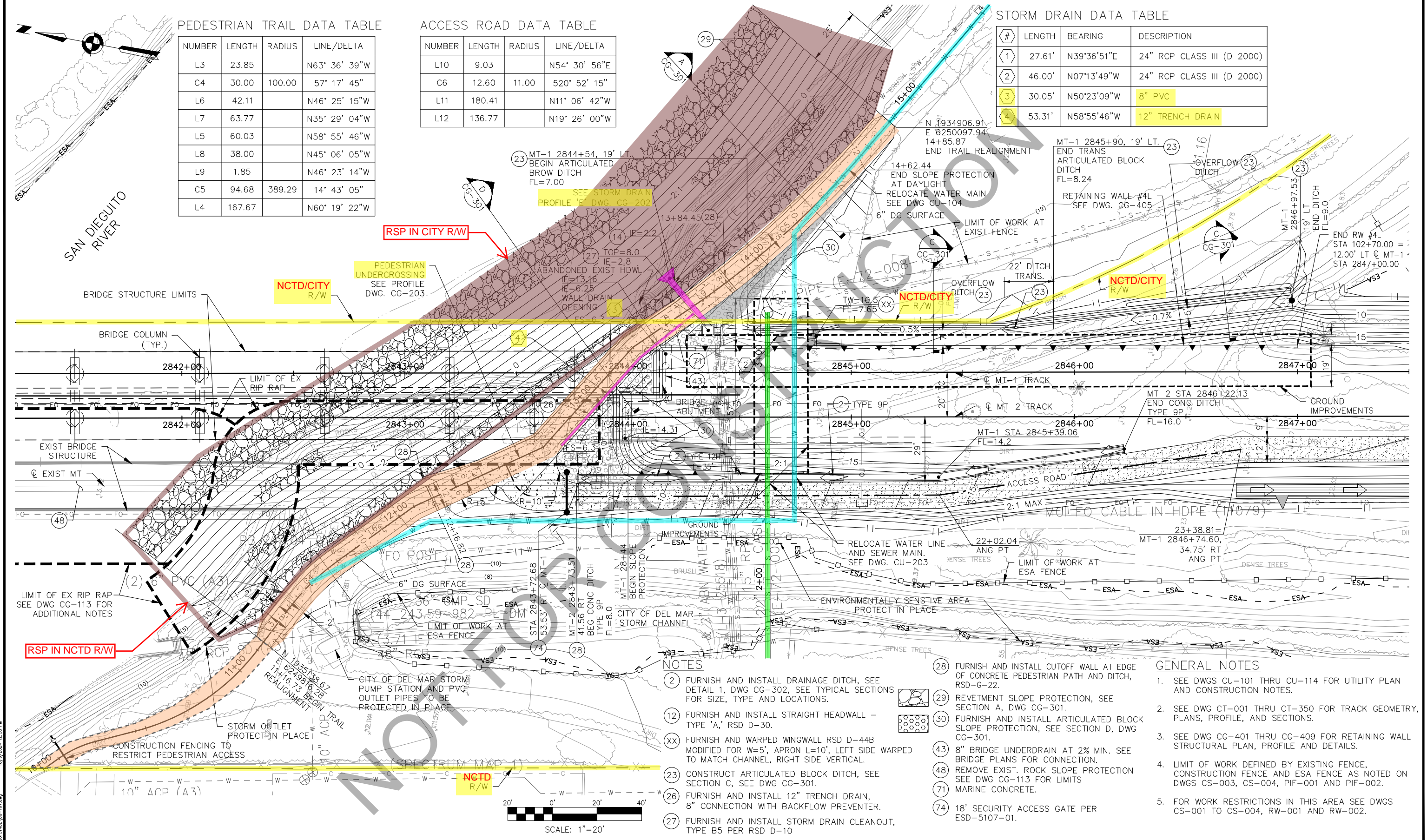
NUMBER	LENGTH	RADIUS	LINE/DELTA
L3	23.85		N63° 36' 39"W
C4	30.00	100.00	57° 17' 45"
L6	42.11		N46° 25' 15"W
L7	63.77		N35° 29' 04"W
L5	60.03		N58° 55' 46"W
L8	38.00		N45° 06' 05"W
L9	1.85		N46° 23' 14"W
C5	94.68	389.29	14° 43' 05"
L4	167.67		N60° 19' 22"W

ACCESS ROAD DATA TABLE

NUMBER	LENGTH	RADIUS	LINE/DELTA
L10	9.03		N54° 30' 56"E
C6	12.60	11.00	520° 52' 15"
L11	180.41		N11° 06' 42"W
L12	136.77		N19° 26' 00"W

STORM DRAIN DATA TABLE

#	LENGTH	BEARING	DESCRIPTION
1	27.61'	N39°36'51"E	24" RCP CLASS III (D 2000)
2	46.00'	N07°13'49"W	24" RCP CLASS III (D 2000)
3	30.05'	N50°23'09"W	8" PVC
4	53.31'	N58°55'46"W	12" TRENCH DRAIN



NOTES

- (2) FURNISH AND INSTALL DRAINAGE DITCH, SEE DETAIL 1, DWG CG-302, SEE TYPICAL SECTIONS FOR SIZE, TYPE AND LOCATIONS.
- (12) FURNISH AND INSTALL STRAIGHT HEADWALL - TYPE 'A,' RSD D-30.
- (XX) FURNISH AND WARPED WINGWALL RSD D-44B MODIFIED FOR W=5', APRON L=10', LEFT SIDE WARPED TO MATCH CHANNEL, RIGHT SIDE VERTICAL.
- (23) CONSTRUCT ARTICULATED BLOCK DITCH, SEE SECTION C, SEE DWG CG-301.
- (26) FURNISH AND INSTALL 12" TRENCH DRAIN, 8" CONNECTION WITH BACKFLOW PREVENTER.
- (27) FURNISH AND INSTALL STORM DRAIN CLEANOUT, TYPE B5 PER RSD D-10

- (28) FURNISH AND INSTALL CUTOFF WALL AT EDGE OF CONCRETE PEDESTRIAN PATH AND DITCH, RSD-G-22.
- (29) REVETMENT SLOPE PROTECTION, SEE SECTION A, DWG CG-301.
- (30) FURNISH AND INSTALL ARTICULATED BLOCK SLOPE PROTECTION, SEE SECTION D, DWG CG-301.
- (43) 8" BRIDGE UNDERDRAIN AT 2% MIN. SEE BRIDGE PLANS FOR CONNECTION.
- (48) REMOVE EXIST. ROCK SLOPE PROTECTION SEE DWG CG-113 FOR LIMITS
- (71) MARINE CONCRETE.
- (74) 18' SECURITY-ACCESS GATE PER ESD-5107-01.

GENERAL NOTES

1. SEE DWGS CU-101 THRU CU-114 FOR UTILITY PLAN AND CONSTRUCTION NOTES.
2. SEE DWG CT-001 THRU CT-350 FOR TRACK GEOMETRY, PLANS, PROFILE, AND SECTIONS.
3. SEE DWG CG-401 THRU CG-409 FOR RETAINING WALL STRUCTURAL PLAN, PROFILE AND DETAILS.
4. LIMIT OF WORK DEFINED BY EXISTING FENCE, CONSTRUCTION FENCE AND ESA FENCE AS NOTED ON DWGS CS-003, CS-004, PIF-001 AND PIF-002.
5. FOR WORK RESTRICTIONS IN THIS AREA SEE DWGS CS-001 TO CS-004, RW-001 AND RW-002.

NO.	DATE	REVISIONS	BY	CHK	APRV

**HNTB**  
401 B Street  
Suite 301  
San Diego, CA 92101

PATRICIA M. MCCOLL  
No. C36873  
EXP. 6-30-26  
CIVIL  
STATE OF CALIFORNIA

DESIGNED BY  
G. SHAW  
DRAWN BY  
M. COOPER  
CHECKED BY  
P. MCCOLL  
SANDAG  
A. ANDERSON

DATE  
09/24  
09/24  
09/24  
09/24

**SANDAG**

**NORTH COUNTY TRANSIT DISTRICT**

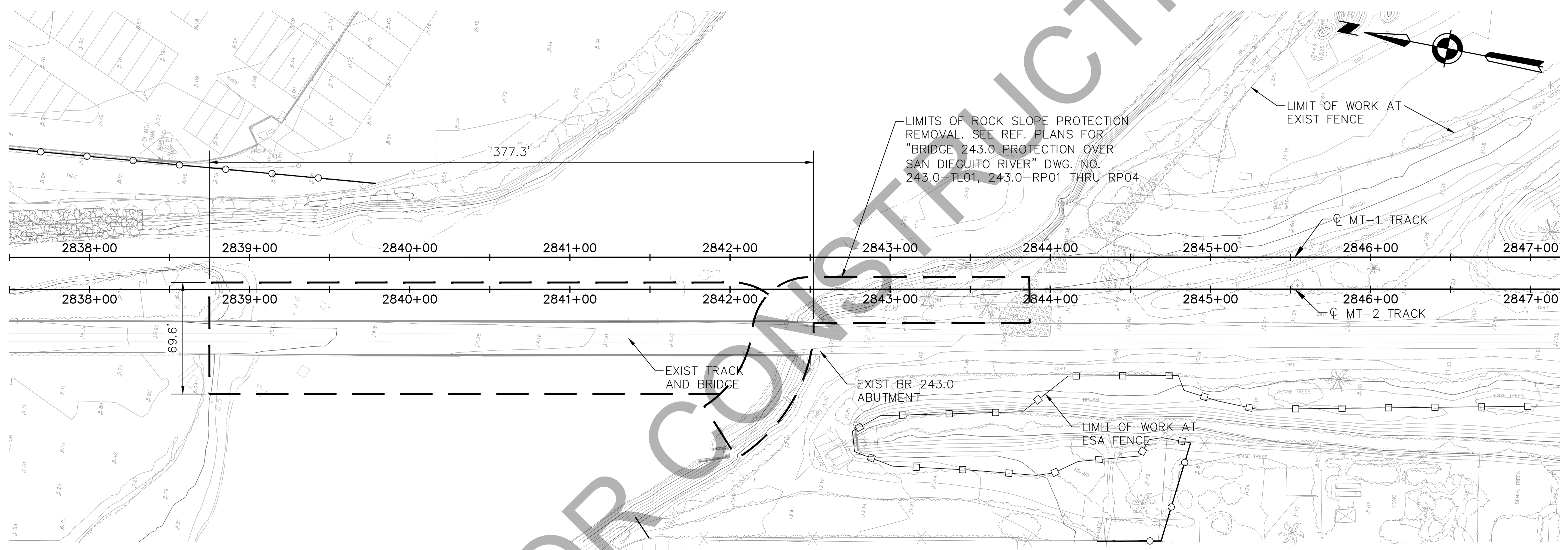
SAN DIEGUITO RIVER BRIDGE REPLACEMENT,  
DOUBLE TRACK AND SPECIAL EVENTS PLATFORM

SOUTH ABUTMENT DETAIL  
PEDESTRIAN UNDERCROSSING

SCALE	1"=20'
SANDAG CONTRACT NO.	5007812
DRAWING NO.	CG-107
SHEET NO.	93

FOR REDUCED PLANS ORIGINAL SCALE IS IN INCHES  
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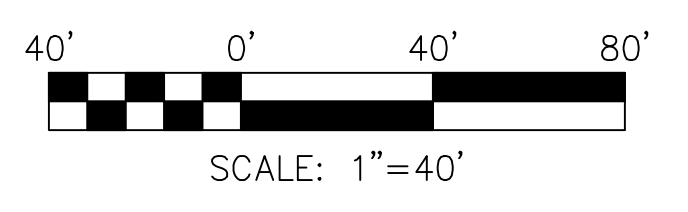
100% DESIGN — NOT FOR CONSTRUCTION



PLAN  
SCALE 1"=40'

NOTES

1. THE EXISTING RAIL BRIDGE RSP SHALL NOT BE REMOVED UNTIL TRAINS ARE SHIFTED TO THE NEW BRIDGE.
2. EXIST. RSP MAY BE REUSED IF IN CONFORMANCE WITH THE RSP SPECIFICATION.



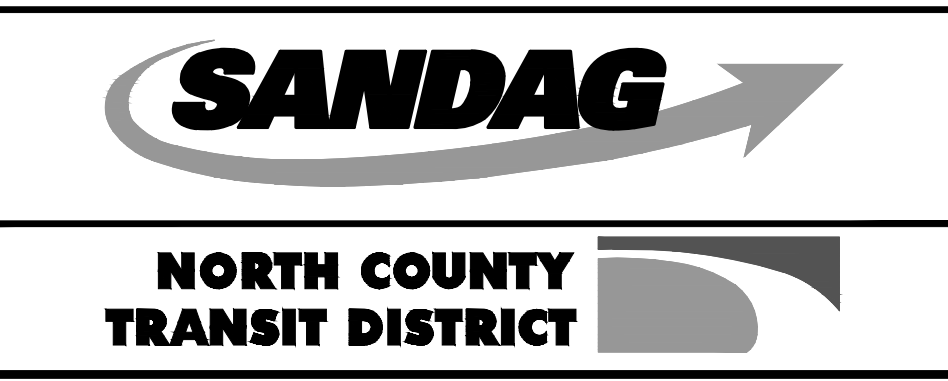
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NO.	DATE	REVISIONS	BY	CHK	APRV

**HNTB** 401 B Street  
Suite 301  
San Diego, CA 92101



DESIGNED BY G. SHAW	DATE 09/24
DRAWN BY M. COOPER	DATE 09/24
CHECKED BY P. MCCOLL	DATE 09/24
SANDAG A. ANDERSON	DATE 09/24



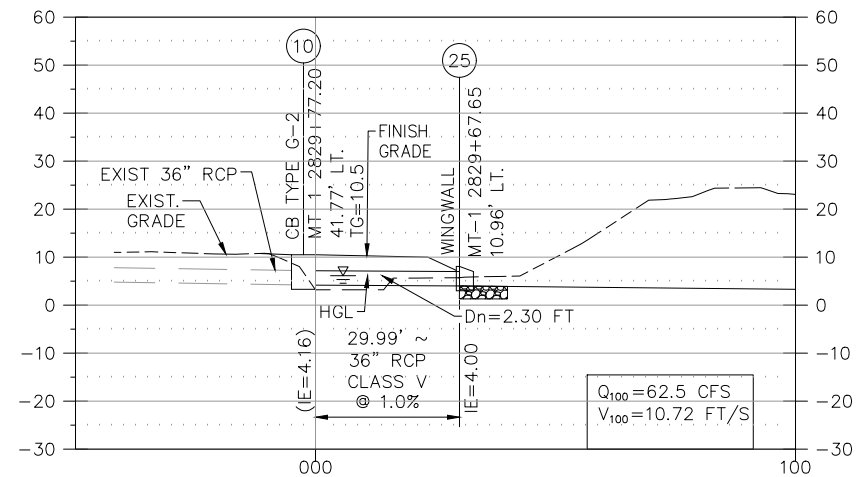
SAN DIEGUITO RIVER BRIDGE REPLACEMENT,  
DOUBLE TRACK AND SPECIAL EVENTS PLATFORM

EXISTING ROCK SLOPE PROTECTION REMOVAL

SCALE AS SHOWN
SANDAG CONTRACT NO. 5007812
DRAWING NO. CG-113
SHEET NO.

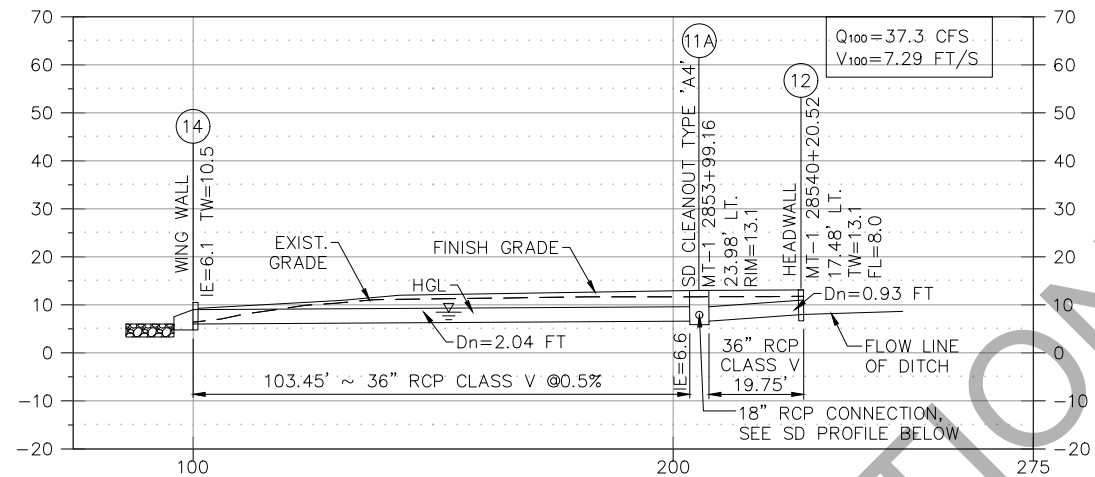
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100% DESIGN — NOT FOR CONSTRUCTION



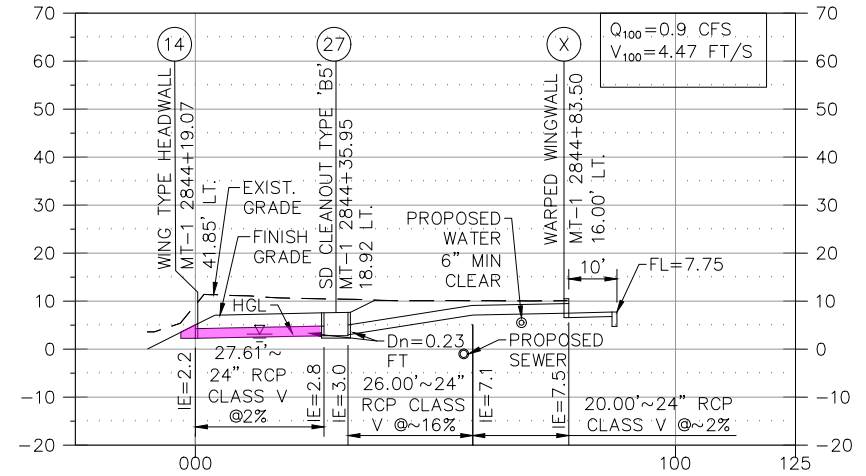
**STORM DRAIN PROFILE 'D'**

© DEL MAR FAIRGROUNDS



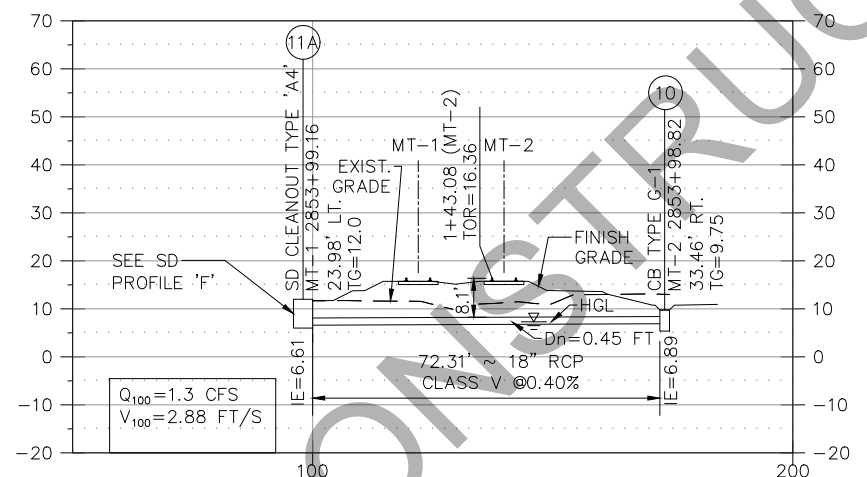
**STORM DRAIN PROFILE 'F'**

© DEL MAR WYE



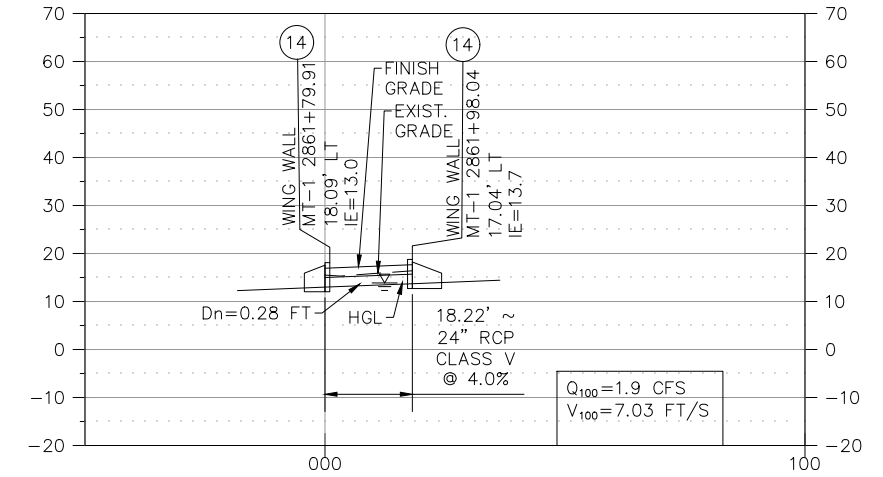
**STORM DRAIN PROFILE 'E'**

© SOUTH ABUTMENT



**STORM DRAIN PROFILE 'G'**

© DEL MAR WYE

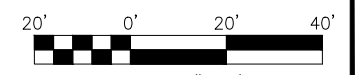


**STORM DRAIN PROFILE 'H'**

© ACCESS ROAD AT JIMMY DURANTE BLVD

**NOTES**

- 10 FURNISH AND INSTALL CATCH BASIN TYPE G-1, RSD D-08.
- 11A FURNISH AND INSTALL STORM DRAIN CLEANOUT - TYPE 'A4,' RSD D-09.
- 12 FURNISH AND INSTALL STRAIGHT HEADWALL - TYPE 'A,' RSD D-30.
- X FURNISH AND INSTALL WARPED WINGWALL, RSD D-44B MODIFIED FOR W=5', APRON L=10, LEFT SIDE WARPED TO MATCH CHANNEL, RIGHT SIDE VERTICAL.
- 25 FURNISH AND INSTALL WING WALL, RSD D-34, MATCH DITCH OUTLET. MODIFIED W=4'-0".
- 27 FURNISH AND INSTALL STORM DRAIN CLEANOUT, TYPE B PER RSD D-10.

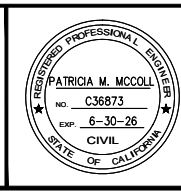


SCALE: 1"=20'

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NO.	DATE	REVISIONS	BY	CHK	APRV

**HNTB**  
 401 B Street  
 Suite 301  
 San Diego, CA 92101

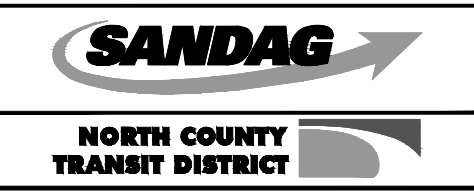


DESIGNED BY  
G. SHAW  
 DATE  
09/24

DRAWN BY  
M. COOPER  
 DATE  
09/24

CHECKED BY  
P. MCCOLL  
 DATE  
09/24

SANDAG  
A. ANDERSON  
 DATE  
09/24



SAN DIEGUITO RIVER BRIDGE REPLACEMENT,  
 DOUBLE TRACK AND SPECIAL EVENTS PLATFORM

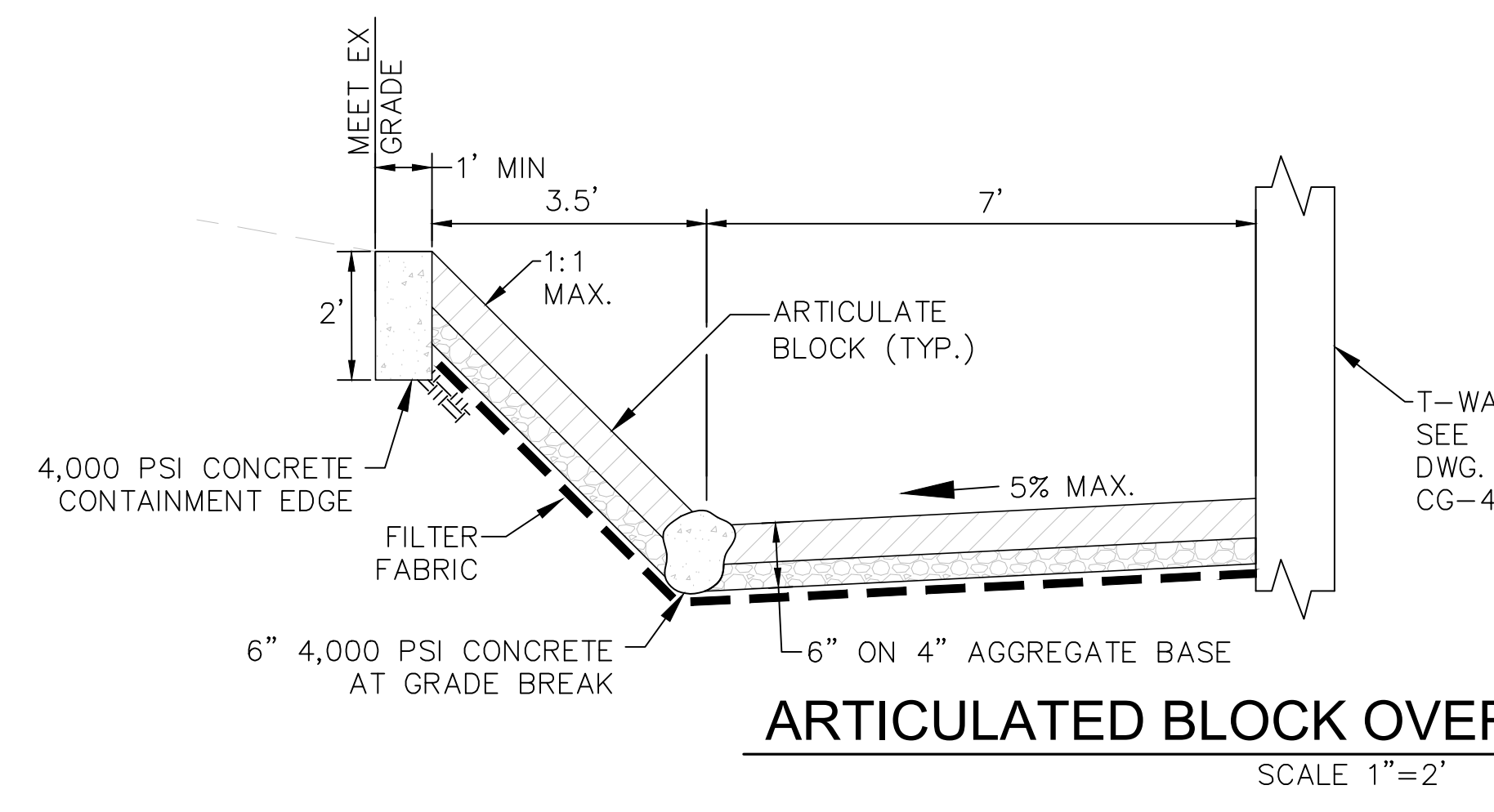
**STORM DRAIN PROFILES**

SCALE HORZ: 1"=20' VERT: 1"=20'
SANDAG CONTRACT NO. <b>5007812</b>
DRAWING NO. CG-202
SHEET NO. 101



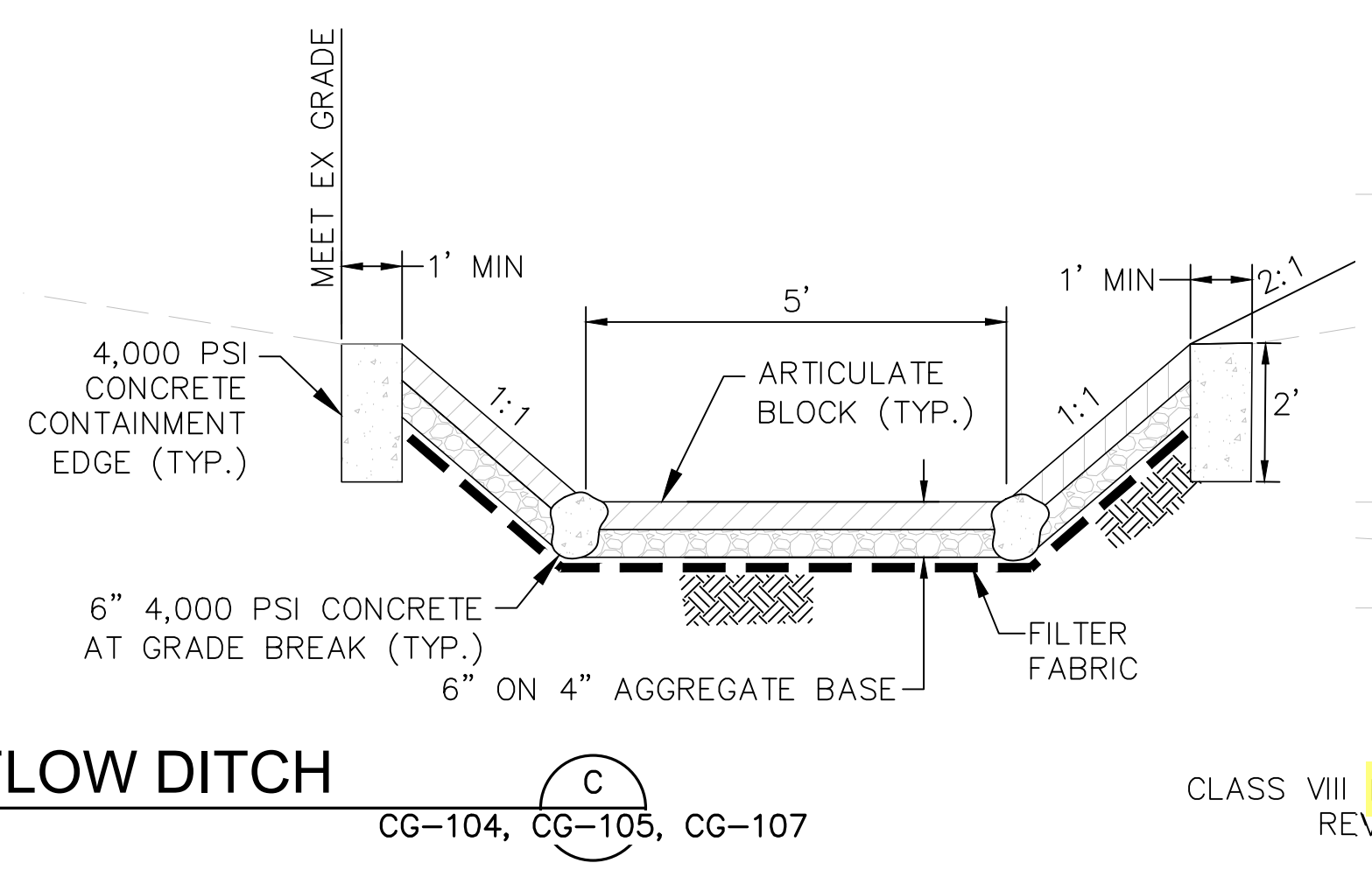
FOR REDUCED PLANS ORIGINAL SCALE IS IN INCHES

100% DESIGN — NOT FOR CONSTRUCTION

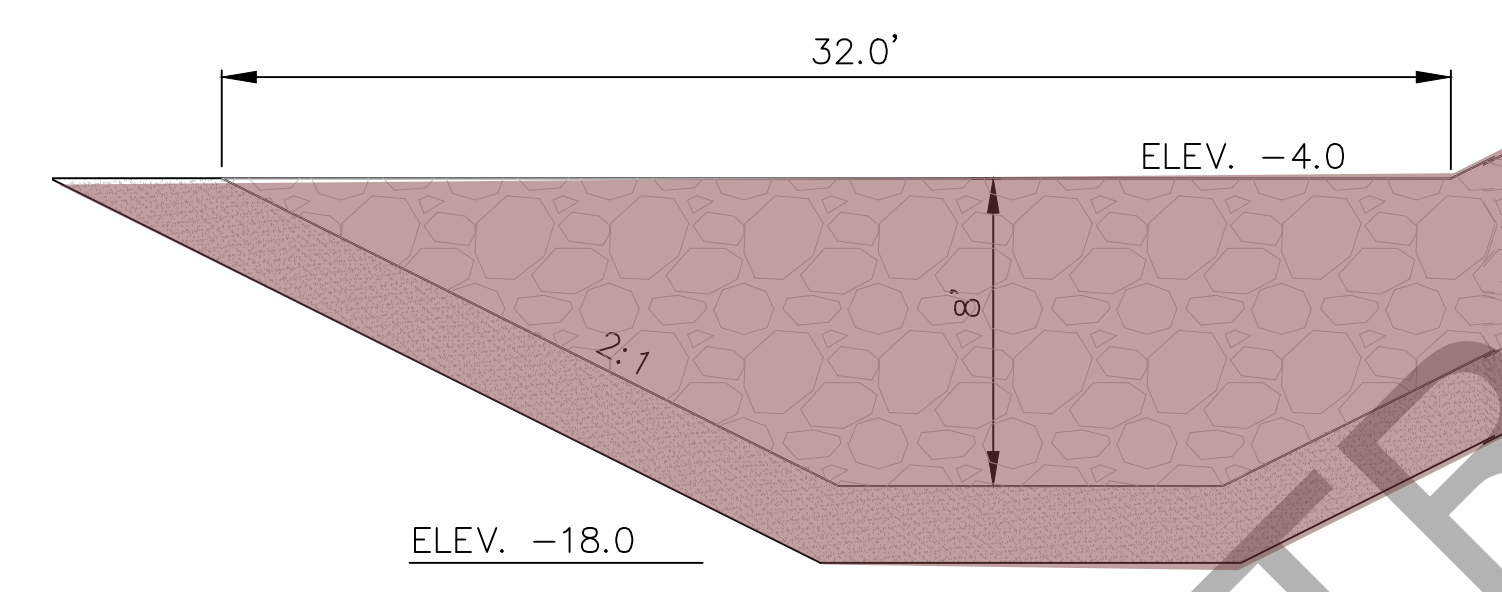


**ARTICULATED BLOCK OVERFLOW DITCH**

SCALE 1"=2'

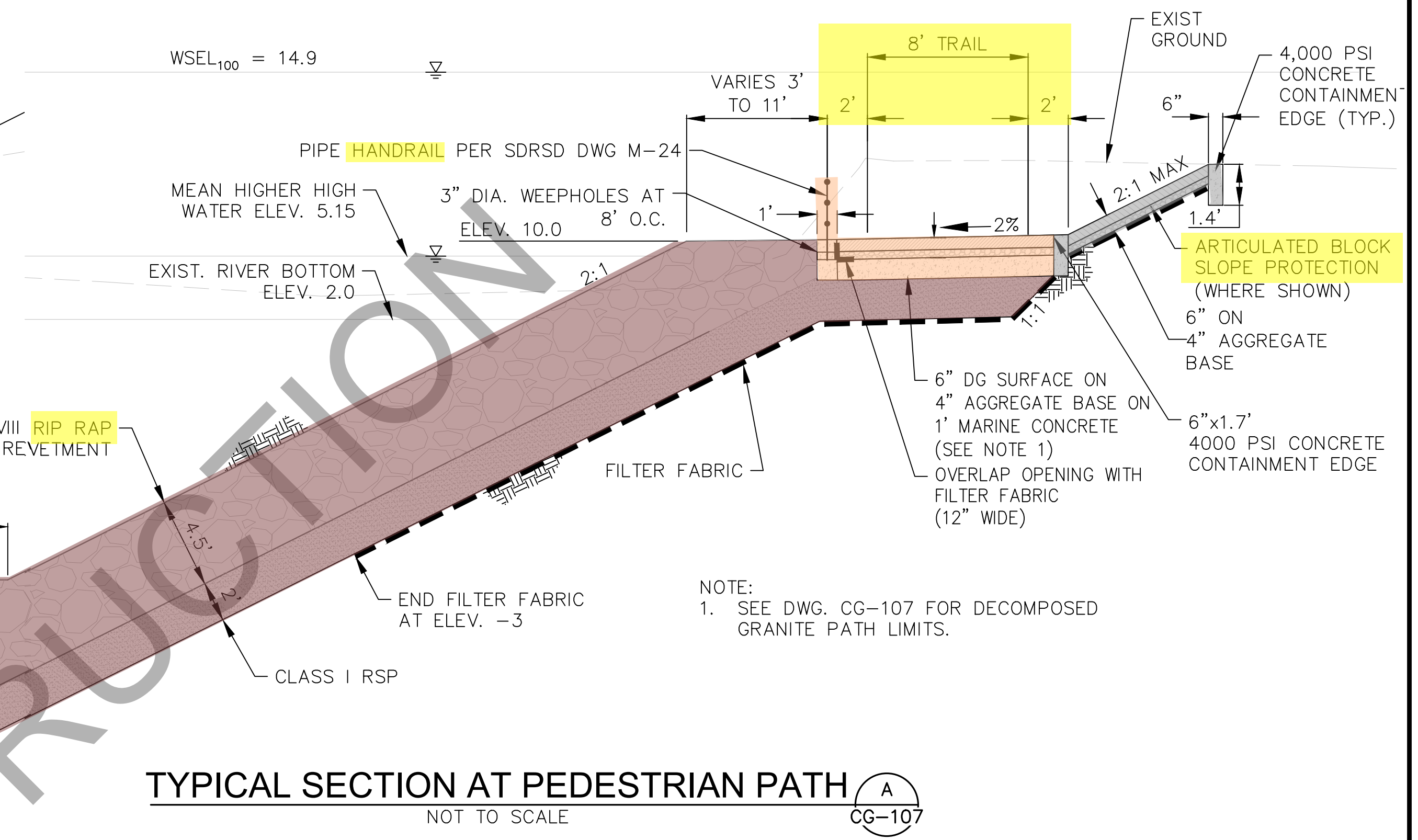


**ARTICULATED BLOCK OVERFLOW DITCH**



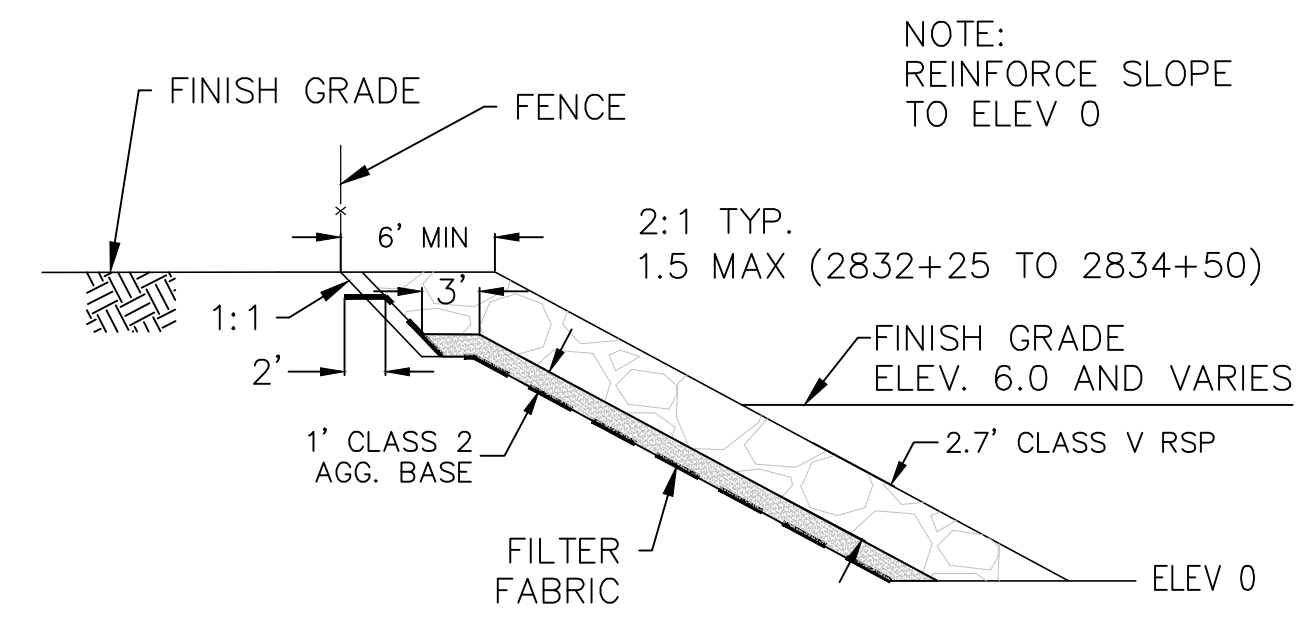
**TYPICAL SECTION AT PEDESTRIAN PATH (C)**

NOT TO SCALE



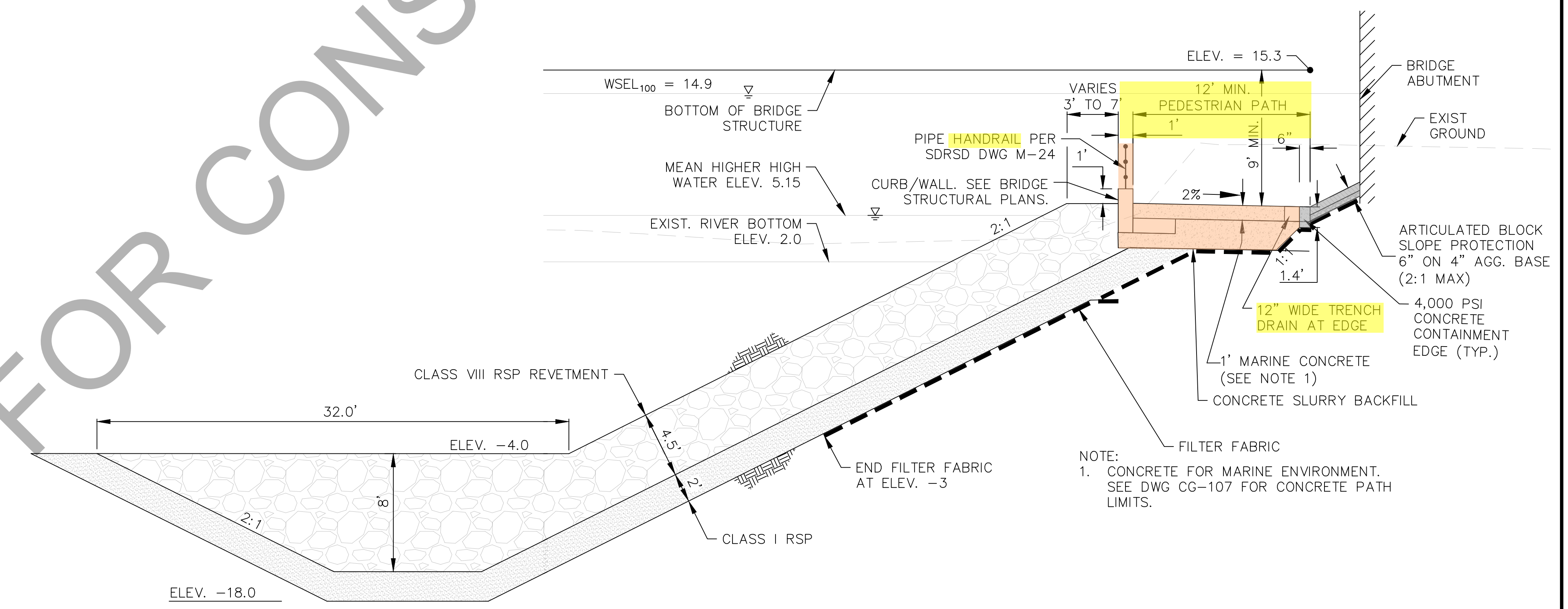
**TYPICAL SECTION AT PEDESTRIAN PATH (A)**

NOT TO SCALE



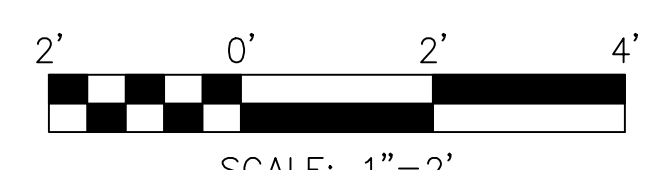
**ROCK SLOPE PROTECTION FAIRGROUNDS**

NTS



**TYPICAL SECTION AT PEDESTRIAN PATH (D)**

NOT TO SCALE



9/18/2024 6:13 AM

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NO.	DATE	REVISIONS	BY	CHK	APRV

**HNTB** 401 B Street Suite 301 San Diego, CA 92101

DESIGNED BY G. SHAW	DATE 09/24
DRAWN BY M. COOPER	DATE 09/24
CHECKED BY P. MCCOLL	DATE 09/24
SANDAG A. ANDERSON	DATE 09/24

**SANDAG**

**NORTH COUNTY TRANSIT DISTRICT**

**SAN DIEGUITO RIVER BRIDGE REPLACEMENT, DOUBLE TRACK AND SPECIAL EVENTS PLATFORM**

**GRADING AND DRAINAGE DETAILS**

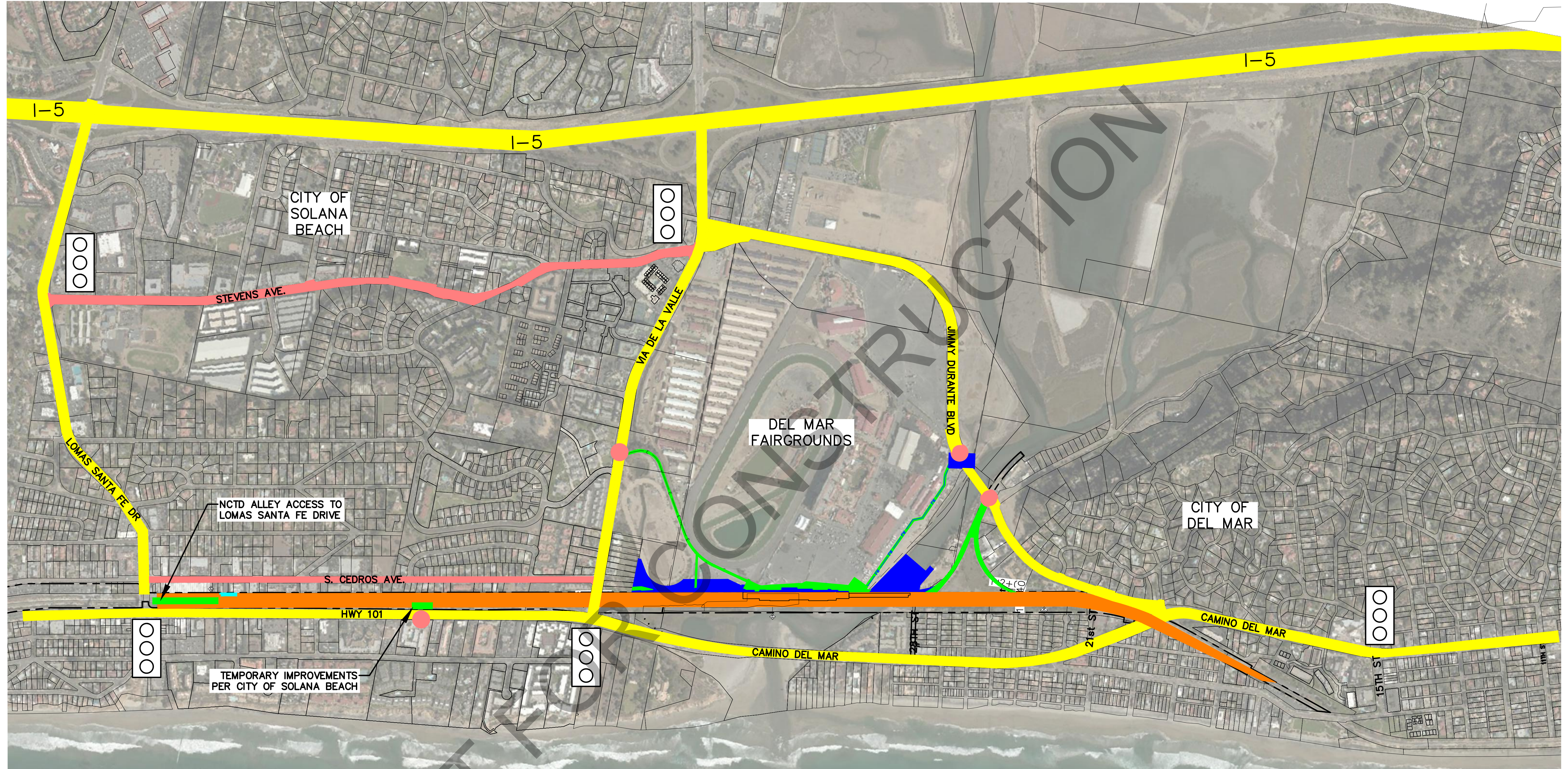
**SHEET 1 OF 4**

SCALE AS SHOWN
SANDAG CONTRACT NO. <b>5007812</b>
DRAWING NO. CG-301
SHEET NO.

FOR REDUCED PLANS ORIGINAL SCALE IS IN INCHES  
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100% DESIGN - NOT FOR CONSTRUCTION  
 11/22/2024

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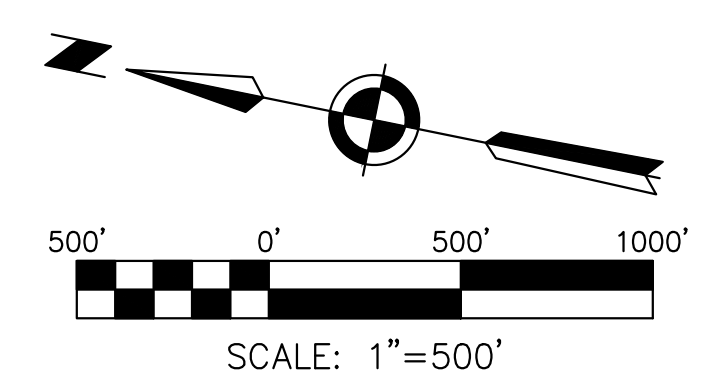


**LEGEND**

- TRACKWORK PROJECT LIMITS
- MAJOR PUBLIC STREETS AND INTERSTATES
- SECONDARY PUBLIC STREETS
- PRIVATE ACCESS
- TEMPORARY LAYDOWN AND CONSTRUCTION AREAS
- TEMPORARY LAYDOWN AREA WITHIN NCTD LICENSE AGREEMENT
- ACCESS TO PUBLIC ROAD
- SIGNALIZED INTERSECTION OOO

**GENERAL NOTES**

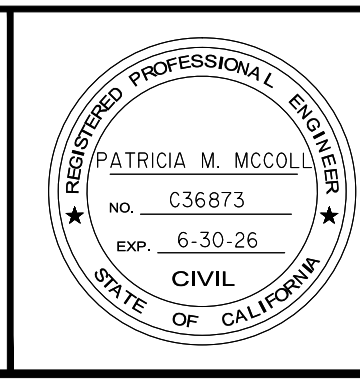
1. ACCESS AND LAYDOWN WITHIN THE CITY OF DEL MAR PROPERTY IS SUBJECT TO ENCROACHMENT PERMIT XXX.
2. ACCESS WITHIN THE CITY OF SOLANA BEACH IS SUBJECT TO ENCROACHMENT PERMIT XXX.
3. USE PUBLIC STREETS FOR HAUL ROUTES IS SUBJECT TO PERMITTING BY LOCAL AGENCIES.



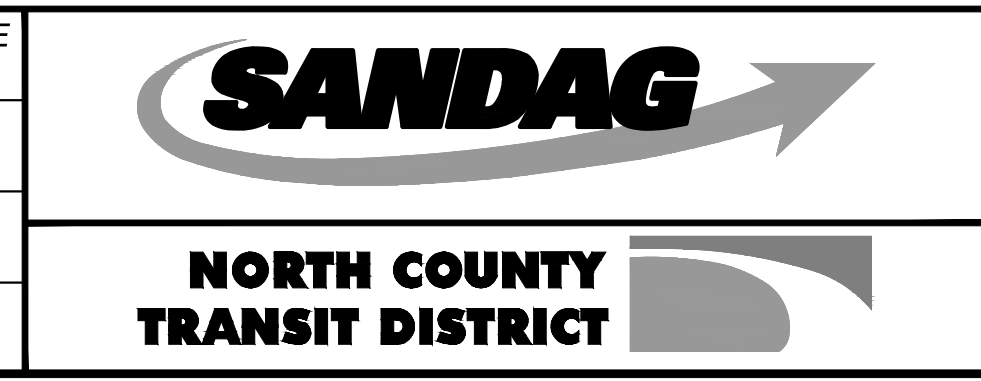
**DRAFT DELIBERATIVE**  
 ISSUED: 11/22/2024

NO.	DATE	REVISIONS	BY	CHK	APRV

**HNTB**  
 401 B Street  
 Suite 301  
 San Diego, CA 92101



DESIGNED BY	DATE
DRAWN BY	
CHECKED BY	
SANDAG	



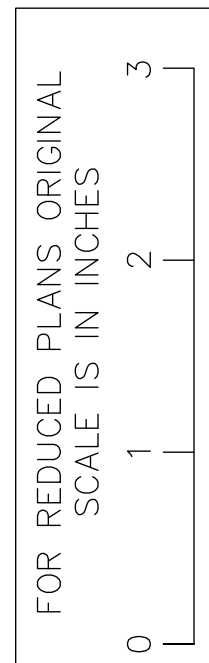
SAN DIEGUITO RIVER BRIDGE REPLACEMENT,  
 DOUBLE TRACK AND SPECIAL EVENTS PLATFORM

CONSTRUCTION ACCESS,  
 LAYDOWN AREAS  
 AND CONSTRUCTION EASEMENTS

SCALE	
SANDAG CONTRACT NO.	5007812
DRAWING NO.	CS-006
SHEET NO.	

**GENERAL NOTES:**

1. WORK HOURS. ALL OPERATIONS CONDUCTED ON PREMISES, INCLUDING THE WARMING UP, REPAIR, ARRIVAL, DEPARTURE OR RUNNING OF TRUCKS, EARTH MOVING EQUIPMENT AND ANY OTHER ASSOCIATED EQUIPMENT SHALL BE LIMITED TO THE PERIOD BETWEEN 7:00 A.M. AND 6:00 P.M. EACH DAY, MONDAY THROUGH FRIDAY, AND NO EARTH MOVING OR GRADING OPERATIONS SHALL BE CONDUCTED ON THE PREMISES ON SATURDAY, SUNDAY OR HOLIDAYS.
2. SAFETY AND LIABILITY. THE CONTRACTOR SHALL DESIGN, CONSTRUCT AND MAINTAIN ALL SAFETY DEVICES, INCLUDING SHORING, AND SHALL BE SOLELY RESPONSIBLE FOR CONFORMING TO ALL LOCAL, STATE AND FEDERAL SAFETY AND HEALTH STANDARDS, LAWS AND REGULATIONS. CONTRACTOR AGREES THAT HE SHALL ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY; THAT THIS REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS; AND THAT THE CONTRACTOR SHALL DEFEND, INDEMNIFY AND HOLD THE CITY OF DEL MAR AND ITS AGENTS, THE OWNER AND THE ENGINEER HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN THE CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT.
3. TRAFFIC AND PEDESTRIAN CONTROL. THE CONTRACTOR AGREES THAT HE SHALL ASSUME COMPLETE AND SOLE RESPONSIBILITY FOR PROVISION AND MAINTENANCE OF ALL TRAFFIC AND PEDESTRIAN SAFETY. TRAFFIC AND PEDESTRIAN CONTROL SHALL CONFORM TO ALL CITY REQUIREMENTS, W.A.T.C.H. ENDORSED BY THE SAN DIEGO COUNTY REGIONAL STANDARD COMMITTEE, AND THE CALIFORNIA DEPARTMENT OF TRANSPORTATION "MANUAL WORK OF TRAFFIC CONTROLS FOR CONSTRUCTION AND MAINTENANCE ZONES" LATEST EDITIONS.
4. CONTRACTOR SHALL SUBMIT TRAFFIC CONTROL PLANS FOR CITY APPROVAL FOR WORK WITHIN JIMMY DURANTE BLVD.
5. PROPERTY LINES. WHEN REQUESTED BY THE CITY OF DEL MAR, PROPERTY LINES SHALL BE LOCATED AND FLAGGED PRIOR TO AND DURING GRADING WORK.
6. RESPONSIBILITY FOR DAMAGE. THE PERMITTEE IS RESPONSIBLE FOR THE PREVENTION OF DAMAGE TO ADJACENT PUBLIC OR PRIVATE PROPERTY OR IMPROVEMENTS. EXCAVATION SHALL NOT BE PERFORMED SO CLOSE AS TO ENDANGER ADJACENT PROPERTY. THE PERMITTEE SHALL ASSUME FULL RESPONSIBILITY FOR REPAIR OR CORRECTION OF ANY DAMAGE CAUSED TO EXISTING PROPERTY OR IMPROVEMENTS BY GRADING ACTIVITIES.



100% DESIGN - NOT FOR CONSTRUCTION

**CONSTRUCTION ACCESS NOTES:**

CONSTRUCTION ACCESS TO THE PROJECT SITE WITHIN THE CITY OF DEL MAR WILL OCCUR AT LOCATIONS SHOWN ON THE PLAN. ACCESS FROM INTERSTATE 5 IS ANTICIPATED TO USE VIA DE LA VALLE AND JIMMY DURANTE BOULEVARD. ACCESS POINTS AT THE DEL MAR FAIRGROUNDS INCLUDE THE SOLANA GATE ACCESS ROAD (5) ON VIA DE LA VALLE AND THE FIRE ACCESS ROAD (2) ON JIMMY DURANTE BOULEVARD. DIRECT ACCESS TO THE NCTD RIGHT OF WAY FROM JIMMY DURANTE BOULEVARD (ROUNDBOUT SOUTH OF RIVER) IS PROVIDED VIA THE NCTD DEL MAR WYE ACCESS ROAD (6).

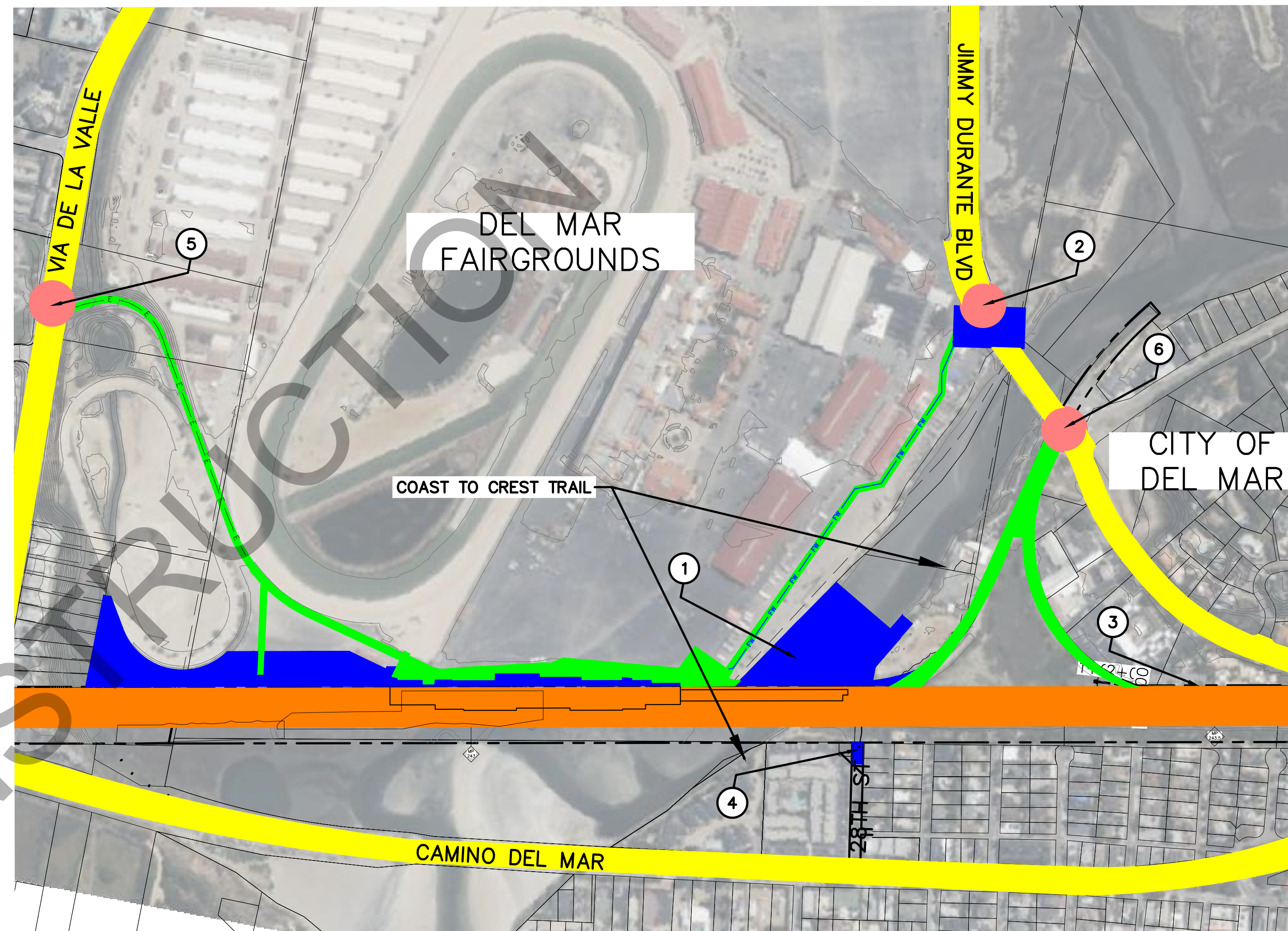
SEASONAL RESTRICTIONS ON USE OF ACCESS POINTS ARE SUMMARIZED AS FOLLOWS:

- SOLANA GATE ACCESS ROAD - HORSE RACING SEASON - JULY TO NOVEMBER
- FIRE ACCESS ROAD- COUNTY FAIR - MID-MAY TO JULY
- DEL MAR WYE ACCESS ROADS - NO RESTRICTIONS

CONSTRUCTION ACCESS AND HAUL ROUTES FOR MATERIALS ARE SUBJECT TO APPROVAL BY THE CITY. THESE ROADWAYS WOULD BE USED FOR THE ENTIRE DURATION OF CONSTRUCTION ESTIMATED TO BE FOUR AND ONE-HALF (4 1/2) YEARS. CONTRACTOR SHALL PREPARE TRAFFIC CONTROL PLANS SIGNED BY A REGISTERED CIVIL ENGINEER OR TRAFFIC ENGINEER FOR APPROVAL BY THE CITY FOR TEMPORARY CLOSURES OF VIA DE LA VALLE OR JIMMY DURANTE BOULEVARD IF REQUIRED FOR DELIVERY OF MATERIALS. PERMIT CONDITIONS WOULD INCLUDE TIMING RESTRICTIONS AND RESPONSIBILITY FOR REPAIRS OF ANY DAMAGE TO CITY STREETS.

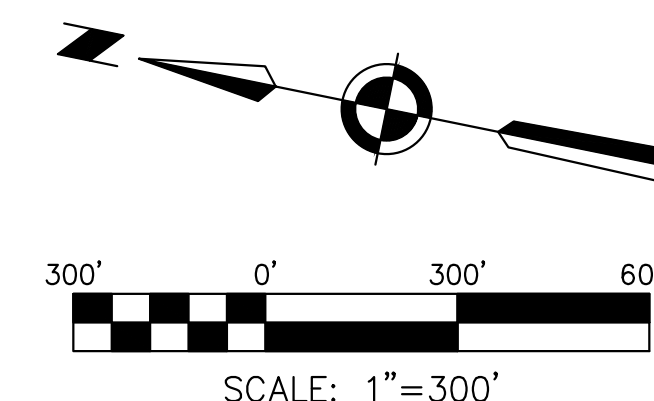
**TRAFFIC CONTROL CONCEPT FOR WORK TO BE DONE BY AREA:**

1. WORK INCLUDES GRADING AND PLACEMENT OF ROCKSLOPE PROTECTION TO COMPLETE THE CONNECTION BETWEEN THE PROPOSED LEGAL PEDESTRIAN UNDERCROSSING AND THE EXISTING COAST TO CREST TRAIL. SEE SHEETS CG-104, 107, 113, 202, 205 AND 301. THE PROJECT SITE WILL BE TEMPORARILY FENCED DURING CONSTRUCTION FOR SAFETY REASONS, PREVENTING TRESPASSING IN THE RIGHT OF WAY AT THIS LOCATION. CONTRACTOR SHALL PREPARE A PEDESTRIAN TRAFFIC CONTROL PLAN SIGNED BY A REGISTERED CIVIL ENGINEERING OR TRAFFIC ENGINEER FOR REVIEW AND APPROVAL BY THE CITY. THE PLAN WILL INCLUDE PLACEMENT OF WARNING SIGNS DIRECTING PEDESTRIANS TO ALTERNATE ROUTES AND AWAY FROM THE CONSTRUCTION AREA. AT A MINIMUM WARNING SIGNS SHALL BE PLACED ON THE EAST AND WEST SIDE OF THE CONSTRUCTION AREA AND NEAR THE INTERSECTIONS OF CAMINO DEL MAR AND JIMMY DURANTE BOULEVARD. DURATION OF CONSTRUCTION IS APPROXIMATELY FOUR ONE-HALF (4 1/2) YEARS.
2. WORK INCLUDES CONSTRUCTION OF A NEW FIRE WATER CONNECTION TO THE EXISTING MAIN IN JIMMY DURANTE BOULEVARD WITH ASSOCIATED PAVING REPAIRS. SEE SHEETS CU-208 AND 209. CONTRACTOR SHALL PREPARE TRAFFIC CONTROL PLANS SIGNED BY A REGISTERED CIVIL ENGINEER OR TRAFFIC ENGINEER FOR TEMPORARY CLOSURES OF JIMMY DURANTE BOULEVARD FOR REVIEW AND APPROVAL BY THE CITY. THE EXISTING ROADWAY WIDTH IS APPROXIMATELY 30 FEET WITH ONE TRAVEL LANE IN EACH DIRECTION. CLOSURE OF THE ROADWAY IS ANTICIPATED TO BE IN THREE (3) PHASES ALLOWING FOR MAINTENANCE OF TWO TRAVEL LANES DURING THE MAJORITY OF THE WORK. CLOSURE OF ONE TRAVEL LANE WOULD REQUIRE FLAGGING AND WOULD BE LIMITED TO NON-PEAK HOURS. TIMING FOR CLOSURES WILL BE DETERMINED BY THE CONTRACTOR AS PART OF THE OVERALL PROJECT AND SUBJECT TO CITY APPROVAL. THE WORK EFFORT SHOULD BE ON THE ORDER OF 30 DAYS.
3. WORK INCLUDES REPLACEMENT OF AN EXISTING DRIVEWAY APRON ON JIMMY DURANTE BOULEVARD WITH A COMMERCIAL CONCRETE DRIVEWAY PER RSD DWG SDG-163 AS SHOWN ON SHEETS CG-105 AND CG-112. CONTRACTOR SHALL PREPARE TRAFFIC CONTROL PLANS SIGNED BY A REGISTERED CIVIL ENGINEER OR TRAFFIC ENGINEER FOR TEMPORARY CLOSURES OF JIMMY DURANTE BOULEVARD FOR REVIEW AND APPROVAL BY THE CITY. THE EXISTING SOUTHBOUND ROADWAY WIDTH IS APPROXIMATELY 18 FEET WITH ONE 12-FOOT TRAVEL LANE AND ONE 6-FOOT BIKE LANE. ROADWAY CLOSURE IS EXPECTED TO BE LIMITED TO THE EXISTING BIKE LANE. TIMING FOR CLOSURES WILL BE DETERMINED BY THE CONTRACTOR AS PART OF THE OVERALL PROJECT AND SUBJECT TO CITY APPROVAL. THE WORK EFFORT IN THIS AREA SHOULD BE LESS THAN 30 DAYS. THE BIKE LANE CLOSURE FOR PLACEMENT OF THE DRIVEWAY APRON SHOULD BE LIMITED TO ONE (1) DAY.
4. WORK INCLUDES RELOCATION AND UPSIZING OF CITY OF DEL MAR WATER AND SEWER FACILITIES. SEE SHEETS CU-201 TO 203. THE EASTERLY SEWER AND WATER CONNECTIONS WILL BE CONSTRUCTED OUTSIDE OF THE RAIL RIGHT OF WAY IN THE PUBLIC WORKS YARD PROPERTY. TRAFFIC CONTROL IN THIS AREA IS INCLUDED WITH AREA 1 IMPROVEMENTS. THE WESTERLY SEWER CONNECTION WILL BE CONSTRUCTED WITHIN 28<sup>TH</sup> STREET. CONTRACTOR SHALL PREPARE TRAFFIC CONTROL PLANS IN ACCORDANCE WITH THE SAN DIEGO REGIONAL STANDARD DRAWINGS FOR TEMPORARY CLOSURE OF 28<sup>TH</sup> STREET SUBJECT TO REVIEW AND APPROVAL BY THE CITY. THE EXISTING ROADWAY WIDTH IS APPROXIMATELY 28 FEET. THE NORTH SIDE OF STREET ADJACENT TO THE WORK AREA IS A VACANT PARCEL AND SIGNED FOR "NO PARKING". APPROXIMATELY 30 FEET OF THE DEAD-END STREET WOULD BE CLOSED. ACCESS TO THE EXISTING RESIDENCE ADJACENT TO THE WORK AREA ON THE SOUTH SIDE SHALL BE MAINTAINED. TIMING FOR CLOSURES WILL BE DETERMINED BY THE CONTRACTOR AS PART OF THE OVERALL PROJECT AND SUBJECT TO CITY APPROVAL. WORK WITHIN 28<sup>TH</sup> STREET WOULD EXCEED 30 DAYS.



**LEGEND**

- TRACKWORK PROJECT LIMITS (Orange line)
- MAJOR PUBLIC STREETS AND INTERSTATES (Yellow line)
- PRIVATE ACCESS (Green line)
- TEMPORARY LAYDOWN AND CONSTRUCTION AREAS (Blue area)
- ACCESS TO PUBLIC ROAD (Red circle)

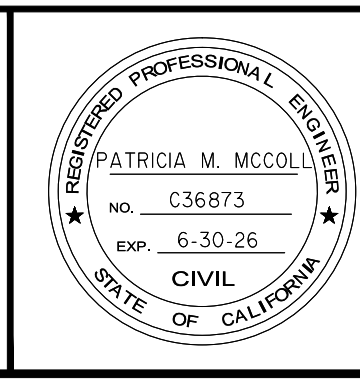


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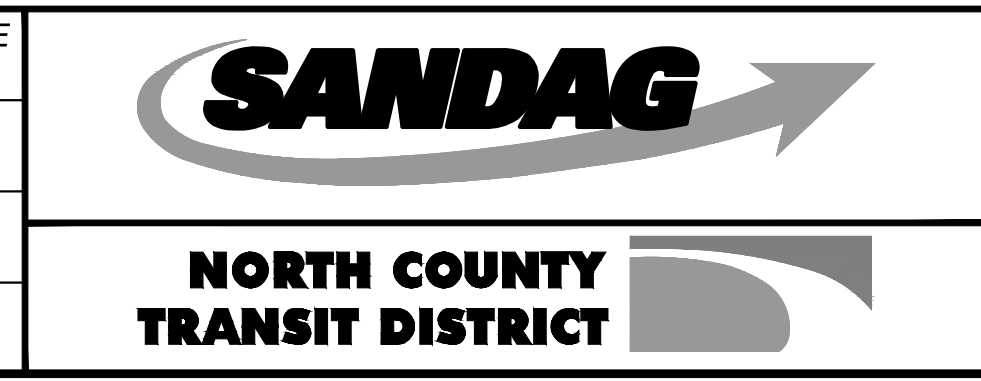
ISSUED: 11/22/2024

NO.	DATE	REVISIONS	BY	CHK	APRV

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 401 B Street  
 Suite 301  
 San Diego, CA 92101



DESIGNED BY	DATE
DRAWN BY	
CHECKED BY	
SANDAG	



SAN DIEGUITO RIVER BRIDGE REPLACEMENT,  
 DOUBLE TRACK AND SPECIAL EVENTS PLATFORM

CONCEPTUAL TRAFFIC CONTROL PLAN  
 CITY OF DEL MAR

SCALE	
SANDAG CONTRACT NO.	5007812
DRAWING NO.	CS-008
SHEET NO.	









# City of Del Mar Agenda Report

TO: Honorable Mayor and City Council Members

FROM: Joe Bride, Public Works Director  
Karen Falk, Principal Engineer  
Polly Robertson, Management Analyst  
Via Ashley Jones, City Manager

DATE: April 7, 2025

SUBJECT: Resolution Approving the Del Mar Projects for Inclusion in the TransNet Local Street Improvement Program of Projects for Fiscal Years 2025-2026 through 2029-2030

## REQUESTED ACTION/RECOMMENDATION:

Staff recommends that City Council conduct a public hearing and adopt a Resolution (Attachment A) approving Del Mar projects for inclusion in the TransNet Local Street Improvement Program of Projects as part of the Regional Transportation Improvement Program for Fiscal Year 2025-2026 through Fiscal Year 2029-2030.

## BACKGROUND:

TransNet is the half-cent sales tax for funding local transportation projects that was first approved by voters in 1988. On November 4, 2004, the voters of San Diego County approved the San Diego Transportation Improvement Program Ordinance and Expenditure Plan (TransNet Extension Ordinance) that extended TransNet for an additional 40-year period.

The San Diego Association of Governments (SANDAG) approves the TransNet Program of Projects (POP) list as an element of the Regional Transportation Improvement Program (RTIP) every two years. The RTIP is a multi-year program of proposed major highway, arterial, transit, and bikeway projects. The SANDAG Board, in its role as the San Diego County Regional Transportation Commission, approves a five-year program of projects to be funded with TransNet revenues.

## DISCUSSION/ANALYSIS:

On February 19, 2025, SANDAG released its TransNet Revenue Forecast for the five-year period of Fiscal Year 2025-2026 through Fiscal Year 2029-2030 for the Local Street Improvements (LSI) program (Attachment B). SANDAG's TransNet revenue estimates are based on forecasted sales and the half-cent tax that is applied to each sale and are adjusted annually.

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City Council Action:

SANDAG estimates that the City of Del Mar will receive a total of \$692,000 in TransNet LSI funds during Fiscal Years 2025-2026 through Fiscal Year 2029-2030. In addition, the City has an estimated carry-over of \$604,000 from FY 2024-2025 that will be spent in FY 2025-2026 on pavement improvement projects.

To use TransNet LSI funds on City projects, those projects must be included within the SANDAG approved POP. City staff proposes funding pavement improvements and local match to the Camino del Mar Bridge Replacement with TransNet revenues for the next five fiscal years as listed in the table below. The amounts in the table represent only the RTIP portion of the full amount, not the anticipated annual City expenditure.

**Del Mar’s Amended RTIP List of Programmed Projects**

PROJECT ID	PROJECT TITLE	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	TOTAL
DM 01	Annual Street Maintenance (Small Area Repairs)	\$39,000	\$40,000	\$41,000	\$42,000	\$44,000	\$206,000
DM 02	Local Match to Bridge Retrofit Projects (Camino del Mar Bridge over San Dieguito River Replacement Project)	\$0	\$10,000	\$10,000	\$10,000	\$0	\$30,000
DM 06	Sidewalk, Street, and Drainage Improvements	\$92,000	\$85,000	\$86,000	\$90,000	\$103,000	\$456,000
Revenue Forecast		\$131,000	\$135,000	\$137,000	\$142,000	\$147,000	\$692,000
Estimated Carry Over		\$604,000	\$0	\$0	\$0	\$0	
Estimated Funding Available		\$735,000	\$135,000	\$137,000	\$142,000	\$147,000	\$1,296,000

The proposed list of programmed projects during the Fiscal Year 2025-2026 includes adjustments to the Annual Street Maintenance (DM 01) and Sidewalk, Street, and Drainage Improvements (DM 06) to reflect the overall decrease in the projected revenues for the next five years. Staff recommends deferring the use of RTIP funds for the Camino del Mar Bridge (DM 02) until Fiscal Year 2026-2027, when the project enters the construction phase.

The proposed Resolution (Attachment A) provides certification to SANDAG that the City: 1) will not spend more than 30% of annual revenues on maintenance-related projects; 2) will comply with TransNet requirements that all new and revised projects will accommodate travel by pedestrians and bicyclists; and 3) meets all applicable provisions of the TransNet Extension Ordinance and SANDAG Board Policy 31.

The TransNet Extension Ordinance requires the City to expend a minimum annual level of local discretionary funds for street and road purposes throughout the five-year RTIP. This Maintenance of Effort (MOE) requirement is adjusted every three years and audited on an annual basis. Currently, the City's annual MOE for use on streets and roads is \$379,643, with an additional requirement that \$17,493 be spent on specialized transportation services such as those provided by Del Mar Community Connections to seniors and persons with disabilities. Since the City's MOE requirement is based on the City's General Fund revenues which includes Measure Q revenue, the City funds a proportionate share of its annual MOE requirement (\$45,500) using Measure Q funds.

**FISCAL IMPACT:**

There is no fiscal action to be taken by the City Council related to this item. The transportation related project expenditures and anticipated RTIP funding discussed in this report total \$1,296,000 over the next five fiscal years. RTIP funding for specialized transportation and street and road services to meet the City's MOE requirement is included in the FY 2024-25 Operating and Capital Budget.

**ENVIRONMENTAL IMPACT:**

The proposed City Council action does not constitute a "project" under the definition set forth in California Environmental Quality Act (CEQA) Guidelines Section 15378 because it will not have a potential to result in a direct or indirect physical change in the environment and is, therefore, not subject to CEQA. No further action under CEQA is required. Each project will receive the appropriate environmental review at time of implementation.

**NEXUS TO CITY COUNCIL GOALS AND PRIORITIES:**

TransNet funds support the City Council's approved Tier 1 Capital Improvement Projects.

**ATTACHMENTS:**

Attachment A – Resolution Adopting City of Del Mar's RTIP Program of Projects for FY 2025-2026 through FY 2029-2030

Attachment B – TransNet Revenue Forecast – Local Street Improvement Program

RESOLUTION NO. 2025-XX

A RESOLUTION OF THE CITY/COUNTY OF THE CITY OF DEL MAR, CALIFORNIA, ADOPTING THE LIST OF DEL MAR PROJECTS FOR INCLUSION IN THE TRANSNET LOCAL STREET IMPROVEMENT PROGRAM OF PROJECTS FOR FISCAL YEARS 2025-2026 THROUGH 2029-2030

WHEREAS, on November 4, 2004, the voters of San Diego County approved the San Diego Transportation Improvement Program Ordinance and Expenditure Plan (*TransNet* Extension Ordinance), which has been amended from time to time in accordance with the applicable amendment requirements; and

WHEREAS, the *TransNet* Extension Ordinance provides that SANDAG, acting as the Regional Transportation Commission, shall approve on a biennial basis a multi-year program of projects submitted by local jurisdictions identifying those transportation projects eligible to use transportation sales tax (*TransNet*) funds; and

WHEREAS, the City of Del Mar was provided with an estimate of annual *TransNet* local street improvement revenues for fiscal years 2025-2026 through 2029-2030; and

WHEREAS, the City of Del Mar has held a noticed public hearing with an agenda item that clearly identified the proposed list of projects prior to approval of the projects by its authorized legislative body in accordance with Section 5(A) of the *TransNet* Extension Ordinance and Rule 7 of SANDAG Board Policy No. 31.

NOW THEREFORE, BE IT RESOLVED that pursuant to Section 2(C)(1) of the *TransNet* Extension Ordinance, the City of Del Mar certifies that no more than 30 percent of its cumulative revenues shall be spent on local street and road maintenance-related projects, or that its expenditures are consistent with the most recent *TransNet* Extension Ordinance requirements adopted by SANDAG.

BE IT FURTHER RESOLVED that pursuant to Section 4(E)(3) of the *TransNet* Extension Ordinance, the City of Del Mar certifies that all new projects, or major reconstruction projects, funded by *TransNet* revenues shall accommodate travel by pedestrians and bicyclists, and that any exception to this requirement permitted under the Ordinance and proposed shall be clearly noticed as part of the City of Del Mar's public hearing process.

BE IT FURTHER RESOLVED that pursuant to Section 8 of the *TransNet* Extension Ordinance, the City of Del Mar certifies that the required minimum annual level of local discretionary funds to be expended for street and road purposes will be met throughout the 5-year period consistent with the most recent Maintenance of Effort Requirements adopted by SANDAG.

BE IT FURTHER RESOLVED that pursuant to Section 9A of the *TransNet* Extension Ordinance, the City of Del Mar certifies that it will exact \$2,875.06 plus all applicable annual increases, from the private sector for each newly constructed residential housing unit in that jurisdiction (unless exempted under the *TransNet* Extension Ordinance,) and shall contribute such exactions to the Regional Transportation Congestion Improvement Program (RTCIP).

BE IT FURTHER RESOLVED that pursuant to Section 13 of the *TransNet* Extension Ordinance, the City of Del Mar certifies that it has established a separate Transportation Improvement Account for *TransNet* revenues with interest earned expended only for those purposes for which the funds were allocated.

BE IT FURTHER RESOLVED that pursuant to Section 18 of the *TransNet* Extension Ordinance, the City of Del Mar certifies that each project of \$250,000 or more will be clearly designated during construction with *TransNet* project funding identification signs.

BE IT FURTHER RESOLVED that the City of Del Mar does hereby certify that all other applicable provisions of the *TransNet* Extension Ordinance and SANDAG Board Policy No. 31 have been met.

BE IT FURTHER RESOLVED that the City of Del Mar agrees to indemnify, hold harmless, and defend SANDAG, the San Diego County Regional Transportation Commission, and all officers and employees thereof against all causes of action or claims related to City of Del Mar's *TransNet* funded projects.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Del Mar, California at a Regular Meeting held on the 7<sup>th</sup> day of April, 2025.

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Terry Gaasterland, Mayor  
City of Del Mar

APPROVED AS TO FORM:

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Leslie E. Devaney, City Attorney  
City of Del Mar

ATTEST AND CERTIFICATION:  
STATE OF CALIFORNIA  
COUNTY OF SAN DIEGO  
CITY OF DEL MAR

I, SARAH KRIETOR, Administrative Services Manager/City Clerk of the City of Del Mar, California, DO HEREBY CERTIFY, that the foregoing is a true and correct copy of Resolution No. 2025-XX, adopted by the City Council of the City of Del Mar, California, at a Regular Meeting held the 7th day of April 2025, by the following vote:

AYES:

NOES:

RECUSE:

ABSENT:

ABSTAIN:

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Sarah Krietor, Administrative Services  
Manager/City Clerk  
City of Del Mar

**TransNet Revenue Forecast - Local Street Improvement Program<sup>1</sup>**  
**Revised FY 2025 and Estimates for FY 2026 to FY 2030 (in \$000s)\*\***

02/19/2025

Jurisdiction	January 2023 Population <sup>3</sup>	Maintained Miles <sup>3</sup>	FY 2025*	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Carlsbad	115,045	429.45	\$4,827	\$4,843	\$4,911	\$5,038	\$5,202	\$5,381
Chula Vista	276,813	561.44	\$9,272	\$9,304	\$9,435	\$9,679	\$9,997	\$10,343
Coronado	22,272	45.89	\$795	\$798	\$809	\$828	\$854	\$882
Del Mar <sup>4</sup>	3,918	26.11	\$134	\$131	\$135	\$137	\$142	\$147
El Cajon	104,804	197.30	\$3,468	\$3,480	\$3,529	\$3,619	\$3,737	\$3,865
Encinitas	61,254	172.02	\$2,321	\$2,328	\$2,361	\$2,421	\$2,499	\$2,584
Escondido	150,571	342.35	\$5,244	\$5,262	\$5,336	\$5,474	\$5,652	\$5,847
Imperial Beach <sup>4</sup>	26,109	45.65	\$835	\$712	\$899	\$922	\$950	\$982
La Mesa	60,753	143.84	\$2,173	\$2,181	\$2,211	\$2,267	\$2,340	\$2,420
Lemon Grove	27,517	62.40	\$998	\$1,002	\$1,015	\$1,040	\$1,073	\$1,109
National City	58,374	104.46	\$1,928	\$1,934	\$1,961	\$2,011	\$2,075	\$2,146
Oceanside	172,186	433.11	\$6,190	\$6,211	\$6,299	\$6,461	\$6,673	\$6,903
Poway	48,620	177.28	\$2,048	\$2,055	\$2,084	\$2,137	\$2,205	\$2,280
San Diego	1,383,623	2,798.88	\$46,112	\$46,268	\$46,925	\$48,144	\$49,730	\$51,458
San Marcos <sup>4</sup>	94,823	182.58	\$2,237	\$2,247	\$2,292	\$2,375	\$2,482	\$2,600
Santee <sup>4</sup>	59,574	115.84	\$1,207	\$1,208	\$1,227	\$1,269	\$1,325	\$1,512
Solana Beach <sup>4</sup>	12,831	42.57	\$232	\$234	\$241	\$254	\$272	\$291
Vista	100,113	175.22	\$3,251	\$3,262	\$3,308	\$3,393	\$3,503	\$3,623
County <sup>4</sup>	511,223	1,994.51	\$20,306	\$20,472	\$20,722	\$21,296	\$22,043	\$22,853
<b>Subtotal Street &amp; Road***</b>	<b>3,290,423</b>	<b>8,050.9</b>	<b>\$113,581</b>	<b>\$113,933</b>	<b>\$115,699</b>	<b>\$118,764</b>	<b>\$122,754</b>	<b>\$127,224</b>
	42%	35%						
Local EMP <sup>5</sup>			\$7,364	\$7,250	\$7,274	\$7,377	\$7,567	\$7,815
Local Smart Growth <sup>5</sup>			\$8,592	\$8,458	\$8,487	\$8,606	\$8,828	\$9,117

\*Estimate updated in January 2025

\*\*Revenue estimates for planning purposes only. Payments will be based on actual sales tax monthly receipts from the State Board of Equalization.

\*\*\* Totals may not add up due to rounding

1. Projection of revenues are based on estimate of growth rate on taxable sales as forecasted by SANDAG and excludes interest and prior year excess funds.
2. Distribution of revenue estimates are based on the 2004 Proposition A Extension: San Diego Transportation Improvement Program and Expenditure Plan and apportioned as follows: (a) \$50,000 annual base per agency ; (b) balance distributed on a formula of 2/3 population and 1/3 maintained miles.
3. Population numbers are based on state Department of Finance (DOF) report of January 2023 population; Maintained miles figures are based on Caltrans 2023 California Public Road Data (December 2024).
4. Revenues are net of estimated commercial paper and/or bond debt service payments
5. EMP to be distributed on a project by project basis; Smart Growth to be allocated based on Call for Projects process.



# City of Del Mar Agenda Report

TO: Honorable Mayor and City Council Members

FROM: Ashlea Houston, Management Analyst  
Clem Brown, Assistant City Manager  
Captain Shane Watts, San Diego County Sheriff's Department  
Via Ashley Jones, City Manager

DATE: April 7, 2025

SUBJECT: Introduction of Ordinance to Regulate Bicycles, Including Electric Bicycles, in the City of Del Mar

## REQUESTED ACTIONS/RECOMMENDATION:

Staff recommends that the City Council introduce an Ordinance (Attachment A) adding Chapter 14.54 to the City's Traffic Code (Title 14 of the Del Mar Municipal Code) regulating the use of bicycles, including e-bikes, in the City of Del Mar.

## BACKGROUND:

Del Mar, like other neighboring jurisdictions, has seen a dramatic increase in the number of e-bikes throughout the community. E-bikes provide a clean alternative to vehicular travel and serve as a more efficient mode of transportation compared to a traditional bicycle. However, inexperienced or unsafe e-bike riders can put pedestrians and drivers at risk of serious injuries or even death. Fatal e-bike collisions in the neighboring cities of Carlsbad and Encinitas led both cities to act by adopting e-bike regulations with increased enforcement abilities. The City of Solana Beach also updated its municipal code to incorporate e-bike regulations modeled after those two cities' provisions.

In Del Mar, the City Council has identified e-bike safety as an important concern, as echoed by the San Diego County Sheriff's Department and members of the community. Moreover, the Fiscal Year (FY) 2024-2025 City Council Work Plan includes a Tier 2 priority item to update the Del Mar Municipal Code (DMMC) to add e-bike regulations reflecting those of our neighboring jurisdictions in Encinitas and Solana Beach.

## DISCUSSION/ANALYSIS:

Largely initiated by the pandemic, the rapid increase in e-bike riders has highlighted the need for adopting regulations to promote the safety of all bicycle riders and pedestrians, including e-bike riders. Many new e-bike riders may not know or do not properly follow the rules of the road, putting themselves and others at risk of serious injuries or death.

The Sheriff's Department encourages consistent enforcement of e-bikes across all three cities serviced by the North Coastal Sheriff's Station, including Del Mar, Encinitas, and Solana Beach. Encinitas and Solana Beach have adopted updates to their municipal

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City Council Action:

codes to provide the Sheriff's Department with alternative enforcement options and educational tools for e-bike riders.

Along with updating e-bike regulations, the Sheriff's Department encourages the cities it services to offer a diversion program as an alternative to issuing citations for violations of bicycle and e-bike laws. Both Encinitas and Solana Beach have included diversion programs in their municipal code updates. A diversion program allows a deputy to require the completion of a bicycle training safety course under the provisions of the municipal code instead of triggering the California Vehicle Code (CVC) citation process, which requires appearance in traffic court and payment of a fine defined by the CVC, or completion of traffic school. Instead, first-time violators are typically diverted to bicycle training safety courses hosted by the San Diego Bicycle Coalition.

The Ordinance (Attachment A) proposes adding Chapter 14.54 to the DMMC to regulate bicycle and e-bike activity in the City. Currently, aside from the Pilot Bike Share Program governed under DMMC Chapter 14.60, the DMMC lacks a chapter dedicated specifically to bicycle/e-bike regulations. If adopted, the proposed new Chapter 14.54 would provide a Citywide definition of bicycles, to include e-bikes, consistent with the definition under the CVC; specify regulations applicable to riders and their passengers; and give the Sheriff's Department authority to divert first-time bicycle/e-bike offenders to a bicycle safety training program rather than issuing a citation. The proposed regulations are consistent with existing regulations in effect in Encinitas and Solana Beach. The Sheriff's Department has also reviewed and is supportive of the proposed regulations. Adopting the proposed Ordinance will facilitate a unified enforcement approach across the three cities services by the North Coastal Sheriff's Station and further protect the safety of riders and pedestrians.

If introduced by the City Council, the Ordinance would return to Council for consideration and adoption on April 21, 2025, and would be effective 30 days after adoption.

FISCAL IMPACT:

There is no fiscal impact or action to be taken related to this Agenda item.

ENVIRONMENTAL IMPACT:

The proposed City Council action does not constitute a "project" under the definition set forth in California Environmental Quality Act (CEQA) Guidelines Section 15378 because it will not have a potential to result in a direct or indirect physical change in the environment and is, therefore, not subject to CEQA. No further action under CEQA is required.

NEXUS TO CITY COUNCIL GOALS AND PRIORITIES:

E-Bike Safety – Municipal Code Amendments is listed as a Tier 2 City Council priority for FY 2024-2025.

ATTACHMENTS:

Attachment A — Proposed Ordinance to Regulate Bikes/E-Bikes

ORDINANCE No. XXXX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, ADDING CHAPTER 14.54 TO THE DEL MAR MUNICIPAL CODE REGULATING BICYCLES, INCLUDING ELECTRIC BICYCLES, IN THE CITY OF DEL MAR

WHEREAS, the City of Del Mar (City) enacted Title 14 of the Del Mar Municipal Code (DMMC) to regulate traffic within the City; and

WHEREAS, violations of DMMC Title 14 provisions are generally punishable as infractions, unless otherwise expressly stated; and

WHEREAS, the City has seen an increase in the use of electric bicycles, also commonly referred to as “e-bikes”, within the City; and

WHEREAS, the City Council desires to adopt provisions regulating the use of bicycles within the City, including e-bikes, to continue protecting the public health, safety and welfare of the community and its residents and visitors, including by enhancing traffic and pedestrian safety; and

WHEREAS, the City Council further desires to allow first-time offenders who violate any such provisions with an opportunity to take an approved bicycle training safety course in lieu of receiving a citation.

NOW, THEREFORE, the City Council of the City of Del Mar, California, does hereby ordain as follows:

**SECTION ONE:**

The above recitals are true and correct and are incorporated by reference into this action.

**SECTION TWO:**

That a new Chapter 14.54 be added to the Del Mar Municipal Code as follows:

**Chapter 14.54 – Bicycles**

**14.54.010 – Purpose.** The purpose of this Chapter is to establish regulations regarding the use of Bicycles and Electric Bicycles on any public roadway, street, highway, parkway, right-of-way, alley, or other public property within the City of Del Mar.

**14.54.020 – Definitions.** For purposes of Chapter 14.54, the following definitions shall apply:

*Bicycle* shall have the same meaning as ascribed in California Vehicle Code Section 231, as that section may be amended from time to time. The term Bicycle as used herein shall include Electric Bicycles, as defined below.

*Electric Bicycle (E-bike)* shall have the same meaning as ascribed in California Vehicle Code Section 312.5, as that section may be amended from time to time.

*Business District* shall mean any commercial zone in the City of Del Mar, including but not limited to commercial zones within the Village Center District.

**14.54.030 – Laws Applicable to Persons Operating and/or Riding Bicycles.**

- A. Any person operating or riding a Bicycle shall exercise reasonable care and safety, and shall observe all applicable laws, including, but not limited to, yielding to pedestrians and obeying the instructions of official traffic control signals, signs, and other devices applicable to vehicles.
- B. Any person operating or riding a Bicycle upon a roadway shall be granted those rights and subject to those duties established by the laws of the State of California and by this Title, which are applicable to persons operating or riding in a vehicle, except for those provisions that, by their nature, can have no application.
- C. It shall be unlawful for any person required by the California Vehicle Code to wear a helmet while operating or riding a Bicycle to wear the helmet in any way other than the fashion for which the helmet is designed to be worn, including, but not limited to, the use of straps and strap closure mechanisms.
- D. It shall be unlawful for any person operating or riding a Bicycle to cling or attach themselves or the Bicycle to any other moving vehicle.

**14.54.040 – Areas Where Riding Bicycles is Prohibited.**

Within the City of Del Mar, it shall be unlawful for any person to ride a Bicycle in, on or upon:

- A. Any sidewalk in a Business District.
- B. Any sidewalk posted with signs prohibiting such riding.
- C. Any street with a designated bicycle path or way.
- D. Any park or preserve (consistent with Section 8.04.090 of this Municipal Code).
- E. Any trail or walkway within the confines of the San Dieguito Lagoon and River Valley, unless designated and signed as permitting Bicycle access (consistent with Section 8.12.030 of this Municipal Code).

**14.54.050 – Enforcement.**

In lieu of the imposition of the penalties authorized by this Title and/or the filing of charges in a court of competent jurisdiction, the Sheriff or Chief of Police or designee may allow a first-time violator of this Chapter to complete an agency-approved bicycle training safety course, if and when such a program is available.

**SECTION THREE:**

The City Council finds that approval of this Ordinance is exempt from the preparation of an environmental document pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15378. This action does not constitute a “project” under the definition set forth in CEQA Guidelines Section 15378 because it will not have a potential to result in a direct or indirect physical change in the environment and is, therefore, not subject to CEQA. No further action under CEQA is required.

**SECTION FOUR:**

This Ordinance was introduced by the City Council on April 7, 2025.

**SECTION FIVE:**

The City Clerk is directed to prepare and have published a summary of this Ordinance no less than five days prior to the consideration of its adoption and again within 15 days following adoption indicating votes cast.

**SECTION SIX:**

If any section, subsection, subdivision, paragraph, sentence, clause, phrase or portion of this Ordinance is, for any reason, held invalid or unconstitutional, such decision shall not affect the validity or effectiveness of the remaining portions of this Ordinance.

**SECTION SEVEN:**

Upon adoption, the Ordinance will take effect and be in force 30 days from the date that the City Council takes action to adopt the Ordinance.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Del Mar, California, at a regular meeting held on the 21<sup>st</sup> day of April 2025.

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Terry Gaasterland, Mayor  
City of Del Mar

**APPROVED AS TO FORM:**

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Leslie E. Devaney, City Attorney  
City of Del Mar

ATTEST AND CERTIFICATION:

STATE OF CALIFORNIA  
COUNTY OF SAN DIEGO  
CITY OF DEL MAR

I, SARAH KRIETOR, Administrative Services Manager/City Clerk of the City of Del Mar, California, DO HEREBY CERTIFY, that the foregoing is a true and correct copy of Ordinance No. XXXX, which has been published pursuant to law, and adopted by the City Council of the City of Del Mar, California, at a Regular Meeting held the 21st day of April 2025, by the following vote:

AYES:

NOES:

RECUSE:

ABSENT:

ABSTAIN:

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Sarah Krietor, Administrative Services  
Manager/City Clerk  
City of Del Mar



# City of Del Mar Agenda Report

TO: Honorable Mayor and City Council Members

FROM: Amanda Lee, Principal Planner  
Karen Brindley, Planning and Community Development Director  
Via Ashley Jones, City Manager

DATE: April 7, 2025

SUBJECT: Introduction of an Ordinance to Accept California Coastal Commission (CCC) Modifications to Amend Del Mar Municipal Code (DMMC) Chapters 30.22 (Central Commercial Zone) and 30.31 (Public Facilities Zone) in Local Coastal Program Amendment Ordinance No. 1006 Adopted by the City Council on April 15, 2024, for Consistency with the February 6, 2025, Coastal Commission Conditional Certification Decision

## REQUESTED ACTION/RECOMMENDATION:

Staff recommends the City Council introduce an Ordinance (Attachment A) to accept changes required by the CCC as a condition of final certification of the Local Coastal Program Amendment (LCPA), which amends the Central Commercial (CC) Zone regulations in DMMC Chapter 30.22 and Public Facilities (PF) Zone regulations in DMMC Chapter 30.31 to increase local housing capacity.

## BACKGROUND:

On April 15, 2024, the City Council adopted Ordinance No. 1006 (Attachment B), amending the City's Local Coastal Program, as necessary for compliance with the City's certified 6th Cycle Housing Element (2021-2029) Program 1C (CC Zone) and Program 1H (PF Zone). The action applies to the CC Zone (9th Street to 15th Street along Camino del Mar) along with nine public facilities sites (10th and 28th Street vacant lots, Civic Center, library, post office, and four water towers). Following approval by the Council, the Ordinance was submitted to the CCC for certification as required.

Additional background regarding the Local Coastal Program amendments may be accessed in the following links to City Council Agenda reports for March 18, April 1, and April 15, 2024:

<https://www.delmar.ca.us/DocumentCenter/View/9230/Item-8---CC-PF-Zone-Amendments>

<https://www.delmar.ca.us/AgendaCenter/ViewFile/Agenda/04012024-3423>

<https://www.delmar.ca.us/AgendaCenter/ViewFile/Agenda/04152024-3436>

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City Council Action:

DISCUSSION/ANALYSIS:

On February 6, 2025, the CCC conditionally certified the City's CC/PF LCPA application to allow 20 dwelling units per acre (du/ac), which increases the allowed density in the CC zone and PF zone for projects that include an affordable housing component. The CCC staff report (Item Th20d) may be accessed in the following link:

<https://www.coastal.ca.gov/meetings/agenda/>

The CCC conditional certification approval action resulted in required modifications that include:

- Disclosure that the City-owned 28<sup>th</sup> Street lot is located in the Floodplain Overlay Zone;
- Clarification that the existing horizontal zoning requirement will apply to housing development;
- Removal of standards related to "bulk and mass" and "neighbor privacy" due to the redundancy with existing City design standards found in other Chapters of the DMMC; and
- Minor corrections made to strengthen existing coastal protection standards and to amend separately published lists of the use designations and allowed uses for the respective zones to ensure consistency.

The required CCC modifications as shown in Attachment C are consistent with the Del Mar Community Plan (General Plan) as amended by City Council action on April 1, 2024, which allows 20 dwelling units per acre (du/ac) density in the CC Zone and PF Zone subject to specific criteria and context specific factors that are applicable to the respective zones. The allowance of 20 du/ac density ensures that certain properties will be eligible to apply for processing of a Density Bonus project in accordance with State Density Bonus Law (DBL). However, it is important to note that the State's DBL does not supersede or lessen the effect of the California Coastal Act.

The amendments will continue to maintain small-scale pedestrian-oriented development that minimizes impacts to local neighborhoods consistent with the CC/PF LCPA Ordinance adopted by the City Council on April 15, 2024. This includes consistency with existing LCP protections for:

- Maximum building height (26 feet above grade on both sides of Camino del Mar and 14 feet above the adjacent curb on the west side of Camino del Mar);
- Protections of public scenic views (i.e., views of the Pacific Ocean from Camino del Mar and other public vantage points) to the maximum extent possible without preventing the reasonable use of private property;
- Protection of public access to the shoreline; and
- Protection of public safety from coastal hazards.

Proposed future development will require a Coastal Development Permit (CDP) that accounts for the site-specific development context and the ability of the project to conform with the certified LCP and the obligation to adopt required findings for approval under DMMC Section

30.75.140. However, under certain circumstances a permit for a Density Bonus project may be denied if the City makes a finding that: 1) the request for concessions or incentives would not result in identifiable and actual cost reductions to provide for affordable housing; 2) the request would have a specific adverse impact on public health, safety, the environment, or historic resources; or 3) the request would be contrary to federal or state law.

The introduction and adoption of the proposed Ordinance reflecting the CCC modifications will allow the City to obtain final certification approval from the CCC. If introduced, the Ordinance would return to the Council for consideration and adoption on April 21, 2025. The adopted regulations will take effect on the date CCC grants final certification approval, which typically occurs at the first available CCC hearing following City Council adoption.

FISCAL IMPACT:

There is no fiscal action to be taken by the City Council for this agenda item.

ENVIRONMENTAL IMPACT:

In accordance with the California Environmental Quality Act (CEQA), it has been determined based on substantial evidence in the record that the amendments would not result in any significant effects on the environment or an increase in the severity of effects on the environment as previously analyzed and identified in the Final Program Environmental Impact Report (PEIR) for the 6th Cycle Housing Element. Pursuant to CEQA Guidelines Section 15162, no further environmental documentation is therefore necessary because the certified 6th Cycle Housing Element Final PEIR analyzed the proposed action, and no further environmental document is required. The 6th Cycle Housing Element Final Program Environmental Impact Report (PEIR) and associated Mitigation, Monitoring, and Reporting Program was certified by the City Council on October 5, 2020 (State Clearinghouse (SCH) No. 2020029064). The Final PEIR is available at:

[www.delmar.ca.us/DocumentCenter/View/7171/Final-PEIR-91020](http://www.delmar.ca.us/DocumentCenter/View/7171/Final-PEIR-91020)

HOUSING IMPACT:

In April 2024, the Del Mar Community Plan was amended to increase the City's housing capacity by creating sites allowing 20 dwelling units per acre to facilitate future development of affordable housing in accordance with the certified 6th Cycle Housing Element. The associated code amendments are necessary for consistency with the Community Plan and will result in the completion of Housing Element Programs 1C and 1H. The result of this action will create new housing opportunities and implement the Housing Element Program 6B (Affirmatively Furthering Fair Housing) commitment to create new opportunities for housing mobility and relocation to and within Del Mar with a goal of creating 100 additional housing opportunities beyond the City's Regional Housing Needs Allocation (RHNA). These actions will further improve housing choices and affordability options for moderate income, lower income, and special needs households.

NEXUS TO CITY COUNCIL GOALS AND PRIORITIES:

Implementation of the identified zoning actions in compliance with the City's 6<sup>th</sup> Cycle Housing Element is a Tier 1 (Highest) City Council priority work plan item.

ATTACHMENTS:

Attachment A – Proposed Ordinance Accepting CCC Modifications to Ordinance No. 1006

Attachment B – Previously Adopted Ordinance No. 1006

Attachment C – CCC Modifications in Strikeout-Underline Format

## ORDINANCE NO. XXXX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, AMENDING THE DEL MAR MUNICIPAL CODE (ZONING CODE) CHAPTER 30.22 CENTRAL COMMERCIAL (CC) ZONE REGULATIONS AND CHAPTER 30.31 PUBLIC FACILITIES (PF) ZONE AS ADOPTED BY PROSPECTIVE ORDINANCE NO. 1006; AND AMENDING THE CITY'S CERTIFIED LOCAL COASTAL PROGRAM (LCP) BY AMENDING THE LCP LAND USE DESIGNATIONS/ALLOWED USES" LIST IN THE LCP LAND USE PLAN; AND AMENDING THE LCP "ZONING USE DESIGNATIONS/ALLOWED USES" LIST IN THE LCP IMPLEMENTATION PLAN; ALL RELATING TO AMENDMENTS REQUIRED BY THE CALIFORNIA COASTAL COMMISSION AS A CONDITION OF APPROVAL FOR THE CITY TO OBTAIN FINAL CERTIFICATION OF THE ORDINANCES NEEDED FOR IMPLEMENTATION OF THE 6<sup>TH</sup> CYCLE HOUSING ELEMENT PROGRAMS 1C (CC ZONE) AND 1H (PF ZONE)

WHEREAS, the City's certified 6<sup>th</sup> Cycle Housing Element includes commitments identified in Program 1C (Central Commercial), Program 1H (Public Facilities), and Program 6B (Fair Housing) to increase local housing capacity by amending the City's Community Plan (General Plan), Del Mar Municipal Code (DMMC), and Local Coastal Program (LCP); and

WHEREAS, in a noticed public hearing on February 21, 2024, the Planning Commission recommended the City Council approve the CEQA determination and adopt amendments to the Central Commercial (CC) Zone and Public Facilities (PF) Zone land use designations and regulations in the Del Mar Community Plan, DMMC, and LCP with the stipulation that new project development will apply the maximum height of the certified LCP based on the local topography which slopes downward from east to west, the protection of existing public scenic views, and the need to maintain the existing pedestrian scale in accordance with the Del Mar Community Plan and certified LCP; and

WHEREAS, on April 1, 2024, the City Council approved the CEQA determination and adopted amendments to the Del Mar Community Plan to implement the City's 6<sup>th</sup> Cycle Housing Element commitments identified in Program 1C (Central Commercial), Program 1H (Public Facilities), and Program 6B (Fair Housing); and

WHEREAS, on April 15, 2024, the City Council adopted Ordinance No. 1006 with companion amendments required by Housing Element Programs 1C, 1H, and 6B amending the Del Mar Municipal Code and Local Coastal Program (LCP) for the Central Commercial (CC) Zone and Public Facilities (PF) Zone; and

WHEREAS, City staff engaged in extensive public outreach to encourage public participation in formulating these adopted regulations, which included articles posted on the City's website, multiple announcements made in the City's weekly updates, and multiple announcements made during public meetings including the Planning Commission and City Council meetings; and

WHEREAS, the whole of the City of Del Mar is located entirely within the "Coastal Zone" boundary and is therefore subject to full compliance with the California Coastal Act; and

WHEREAS, in order to effectively implement applicable State housing laws, the City must harmonize the Coastal Act and the City's LCP policies and regulations with the State housing laws to ensure protection of sensitive coastal resources, protection of public coastal view sheds, provide coastal parking to ensure public access, and protect the public health and safety of residents and visitors; and

WHEREAS, on February 6, 2025, the California Coastal Commission voted to conditionally certify the City's CC/PF Ordinance/LCPA with modifications imposed as a condition of approval; and

WHEREAS, on March 21, 2025, the notice of City Council public hearing was published in the Coast News and mailed notices were sent to all interested parties; and

WHEREAS, the required CCC modifications have been incorporated herein; and

WHEREAS, adoption of this Ordinance (allowing 20 dwelling units per acre density in the Central Commercial and Public Facilities Zones, subject to specific criteria and development context specific factors) allows the City to obtain final certification approval from the California Coastal Commission and to complete its implementation of the 6th Cycle Housing Element commitments, allowing the City to maintain compliance with State law and avoid decertification of its Housing Element.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Del Mar, California, based on substantial evidence in the whole of the administrative record, hereby finds and declares the following:

1. The foregoing Findings and with the incorporation of the above stated Recitals are true and correct and are integrated into this action.
2. The Del Mar Community Plan land use designations for Central Commercial and Public Facilities adopted by Resolution on April 1, 2024, and the amendments to the Local Coastal Program and Zoning Code (Del Mar Municipal Code Title 30) in prospective Ordinance No. 1006 adopted April 15, 2024, and this Ordinance are consistent with State law requirements (California Government Code Section 65860 et seq) that requires that land use and zoning designations be consistent as applied to site development.

3. The CC Zone applies to the majority of land within the City's Village Center, which is a pedestrian-oriented downtown that runs along Camino del Mar between 9th Street and 15th Street. This area is Del Mar's principal commercial, visitor-serving, small-scale, pedestrian oriented downtown, which includes scenic blue water ocean views. The existing regulations limit building height to twenty-six (26) feet above grade and a maximum of fourteen (14) feet above the curb elevation on the west side of Camino del Mar. The applicable Community Plan and LCP policies reflect the community vision to maintain the unique, small-town character and strong community identity through building design and height limits, which preserve ocean views and promote an open space small-town atmosphere.
4. Within the CC Zone, there is one developed multi-tenant commercial property known as "Stratford Square" that is located at 1438 Camino del Mar in the Historic Preservation Overlay Zone. The property is a fully occupied commercial property that is small in size at 0.21 acres (9,375 sf). While the property may become eligible to process a Density Bonus project per State DBL as a result of the density increase to 20 dwelling units per acre, any proposed development would be required to be consistent with State and Federal law, including provisions for protection of historic resources and ensure protection of public health and safety.
5. The PF zone applies to ten public facilities, all of which are City-owned with the exception of the Del Mar Library (County-owned) and U.S. Post Office (Federally-owned). A Sites Analysis identified housing development potential for nine public facilities in the PF Zone including: the vacant 10th Street and 28th Street lots in the City's 6th Cycle Housing Element, the Del Mar Civic Center, Del Mar Library, United States Post Office, and four water towers (Pine Needles, Crest, 11th Street, and Zuni). Shores Park was explicitly excluded as a potential site for housing in the certified 6<sup>th</sup> Cycle Housing Element.
6. Within the PF Zone, there is one vacant property at 28<sup>th</sup> Street that is located within the floodplain identified by the Federal Emergency Management Agency (FEMA) as subject to periodic inundation due to flooding as identified by best available science, are being exacerbated by climate change and sea level rise (existing and projected). Applicable federal, state, and local regulations ensure that new development in the floodplain will be appropriately sited and constructed so as to avoid flood hazards to those who will occupy the development; and to avoid damage or hazards to the surrounding area. On a citywide basis, the City is addressing projected flood conditions to minimize flood risk through adaptation mitigation measures. These measures are consistent with the adopted City of Del Mar Sea Level Rise Adaptation Plan (Environmental Science Associates October 2018). Currently, the City has an existing system of shoreline protection along the shoreline in the North Beach neighborhood, which has been maintained in accordance with the Beach Preservation Initiative and the Beach Overlay Zone policies and regulations in the City's certified Local Coastal Program. In addition, the City has a Sand Compatibility Opportunistic Use Program in place to facilitate sediment management and maintenance of a wide beach and is in process of

preparing a conceptual plan for a living levee, vegetated berm system, to provide flood adaptation along the banks of the San Dieguito River in accordance with the City's adopted Sea Level Rise Adaptation Plan and the Coastal Act. All new development, including the City-owned vacant 28<sup>th</sup> Street parcel, must demonstrate how the proposed development will implement adaptation measures to minimize flood damage and avoid flood hazards in accordance with the City's certified LCP and the California Coastal Act Chapter 3, Article 6, Section 30253(a) (Cal. Pub. Res. Code Section 30253(a)). These protections will be further enhanced through the requirement for disclosure of applicable overlay zones (i.e., location of the City-owned 28<sup>th</sup> Street vacant lot in the Floodplain Overlay Zone).

7. There are no identified environmentally sensitive coastal resources or environmentally sensitive habitat areas that are located within the CC Zone or PF Zone. Protection of these natural habitats and environmentally sensitive resources is a cornerstone of the Coastal Act found in the California Coastal Act Chapter 3, Article 6, Section 30240 (Cal. Pub. Res. Code Section 30240). State Density Bonus law specifically provides that coastal resource protections found in the California Coastal Act are not to be superseded or its effects lessened.
8. Within the CC Zone and PF Zone and surrounding neighborhoods there are public scenic view corridors to coastal resources that are protected under the California Coastal Act. Consistent with the Coastal Act Chapter 3, Article 6, Section 30251, these scenic and visual qualities of coastal areas shall be considered and protected as a resource of public importance. Permitted development shall be sited and designed to protect views to and along the ocean and scenic coastal areas. (See: Cal. Pub. Res. Code Sec. 30251). New development in highly scenic areas such as those designated in the California Coastline preservation and Recreation Plan prepared by the Department of Parks and Recreation and by local government shall be subordinate to the character of its setting. (See: cal. Pub. Res. Code Section 30251).
9. In order to protect coastal resources and public access, State DBL does not supersede or lessen the effect of the California Coastal Act. (Cal. Gov. Code. Sec. 65915(m)). Density Bonus project development may not obstruct the public scenic and visual qualities of the City's coastal areas. To be consistent with the mandates of the California Coastal Act, building restricted easements are enforced and certain height restrictions, including the existing certified height limit of 26 feet above grade and a maximum of 14 feet above the curb elevation on the west side of Camino del Mar, may be enforced on Density Bonus project development to ensure protection of public scenic coastal vistas.
10. Application of the existing height in the certified LCP for the CC Zone will implement the Del Mar Community Plan and certified LCP Land Use Plan policies to maintain pedestrian scale and preserve public scenic views that exist throughout the CC Zone due to the topography which slopes from the hill above to the east of the CC Zone down toward the south beach shoreline located west of the CC Zone.

NOW THEREFORE, BE IT FURTHER RESOLVED, the City Council of the City of Del Mar hereby ordains as follows:

**SECTION ONE:** That DMMC Section 30.22.031 for the CC Zone shall be amended to read as follows:

**30.22.031 Allowance for Multi-Dwelling Unit Residential Use**

- A. Multiple dwelling unit residential use (0-20 dwelling units per acre) is an allowed use in the CC zone for mixed use projects that include an affordable housing component for lower income households. The minimum amount of affordable housing units included in a project must be calculated in accordance with Chapter 24.21 and provided on site. Any fractional unit obligation shall be rounded up.
- B. Proposed multiple dwelling unit development shall maintain a pedestrian-oriented, predominately retail village character, with attractive walkways and courts which encourage social interaction.
- C. Project design shall maintain public scenic views and public access protections consistent with the certified Local Coastal Program.

**SECTION TWO:** That DMMC Section 30.31.020 (PF Zone Allowed Uses) shall be amended as follows:

**30.31.020 Allowable Uses**

The following uses are allowable in the PF Zone:

- A. Public schools.
- B. Private schools that are open to the public and whose primary function is providing educational programs for pre-school students and students in grades K through 12.
- C. City, county, state and federal buildings and uses, including:
  - Administrative offices
  - Fire and police stations
  - Public works buildings
  - Public meeting rooms or chambers
  - Libraries
  - Postal offices
  - Public parking facilities
  - Public parks and playgrounds
- D. Utility structures, such as: Pump stations and water tanks

- E. With the exception of the Shores Park site (APNs 300-200-01, 300-200-02, 300-200-22, 300-200-23), multiple dwelling unit residential (at a density of 0-20 dwelling units per acre or the maximum number of dwelling unit specified for the parcel in the certified Housing Element, whichever is greater) that includes affordable housing for lower income households shall be an allowed use in the PF zone. State law defines a lower income household as people or families whose gross income does not exceed 80 percent of Area Median Income (AMI) and includes low income, very low income, and extremely low-income households.
1. Proposed multiple dwelling unit residential development shall comply with the maximum height and setbacks specified in Section 30.31.070 and with the maximum floor area and lot coverage applicable to adjacent properties with a common boundary in accordance with the certified Local Coastal Program.
  2. Project design shall maintain public scenic views and public access protections consistent with the certified Local Coastal Program.
  3. Prior to issuance of a Coastal Development Permit for the 28<sup>th</sup> Street parcel, located within the special flood hazard area identified on the most recent FEMA Flood Insurance Rate Map (FIRM), the project shall demonstrate compliance with the following conditions of approval:
    - a. Development shall be located and designed, including elevation and flood proofing, to minimize flood damage and flood hazards, including with consideration of sea level rise.
    - b. Development shall comply with the certified Local Coastal Program.
    - c. Owners and successors in interest of any development on the 28<sup>th</sup> Street parcel shall notify dwelling unit occupants of all overlay zones applicable to the property.

**SECTION THREE:** That the City's certified Local Coastal Program Land Use Plan Chapter II Land Use Development policies for the Village Center District shall be amended as follows:

### **C. LAND USE DEVELOPMENT GOALS AND POLICIES - BY DISTRICT**

#### **9. Village Center District**

This area is designated primarily as Central Commercial (CC) and is Del Mar's principal commercial, visitor serving and professional area. The Village Center is a pedestrian-oriented downtown that is intended to group housing, retail services, and commercial services with facilities for civic and community activities. It extends along both sides of Camino del Mar, beginning at 9th Street and reaching north to 15th Street. The District

contains the site of the U.S. Post Office, City Hall, and City of Del Mar's branch of the County of San Diego Library designated as PF (Public Facilities) on the Land Use Map.

Multiple specific plan areas are also included in the Village District. The Specific Plan for the Del Mar Hotel, (HSP west side of Camino del Mar at 15th Street) generally limits the uses on the site to a hotel, timeshare and short term rental units and associated retail uses. The Specific Plan for the Del Mar Plaza, (PSP east side of Camino del Mar at 15th Street) generally limits the uses on site to restaurant and retail uses with a small percentage allowed for office use. The 941 Camino del Mar Specific Plan (941SP east side of Camino del Mar at 10th Street) generally limits the uses to a combination of restaurant, retail, short term rental, and residential uses. Each of the Specific Plan areas devotes a portion of the property to public and quasi-public use. Each of these specific plans were voter approved and require a recorded Development Agreement between the City and the developer/property owner. Where a particular conflict arises between the provisions of a valid and recorded Development Agreement and any policies of this Land Use Plan that have been subsequently adopted, the former shall continue to be binding and shall supersede the subsequently adopted policies of this Land Use Plan. Subsequent development agreements or amendments to existing Development Agreements shall be consistent with the Land Use Plan in effect at the time.

The CC (Central Commercial) designation encompasses the majority of land within the Village District. The CC designation allows for a variety of commercial uses aimed at serving the needs of both residents and visitors to the area. Due to the City's popularity as a visitor-destination point, the majority of the property in the CC Zone has been developed with uses that serve both residents and visitors. The Central Commercial area allows pedestrian-oriented retail activities, commercial services and a limited number of offices; and multiple dwelling unit residential (0-20 dwelling units per acre) in non-street fronting building spaces (except as permitted by DMMC Section 30.22.033) that includes affordable housing for lower income households and is designed consistent with the policy intent to retain a pedestrian-oriented downtown and compliance with the certified Local Coastal Program. State law defines a lower income household as people or families whose gross income does not exceed 80 percent of Area Median Income (AMI) and includes low income, very low income, and extremely low-income households.

In order to facilitate the demand for more goods and services, the following policies have been developed to better utilize the commercially designated land in the Village Center District.

- a. In the Village Center District, large single purpose businesses, and businesses catering to an automotive public (drive-through banks, drive through food stands, etc.) shall be discouraged.
- b. In the Village Center District, building designs which incorporate a unique and small-town character shall be encouraged and building designs which are based on a corporate identity or logo shall be discouraged.

- c. In the Village Center District, retail enterprises whose primary purposes are to satisfy the needs of the community and enhance the quality and convenience of life in Del Mar shall be encouraged.
- d. In the Central Commercial portion of the Village Center District, retail uses shall be encouraged over office uses for floor area located at the street level of structures fronting Camino del Mar. Residential uses shall not be permitted in street-fronting building spaces (except as permitted by DMMC Section 30.22.033).
- e. While some office space is desirable, it shall be concentrated in the southern portion of the Village Center District.
- f. In addition to a variety of commercial businesses, the Village Center District should have a Community Center, complete with Council Chambers, City Hall, Library and Communications Center; attractive walkways, and a variety of open spaces such as courts and landscaped areas.
- g. Pedestrian-oriented streetscape which promotes social interaction, pedestrian use and a strong community identity shall be encouraged in the Village Center District.
- h. In the Village Center District, structures shall be in keeping with the pedestrian scale and village character of the community.
- i. In the Village Center District, structures shall be of an architectural style which retains a low scale intensity of development, utilizes designs which preserve ocean views, and promotes an open space small-town atmosphere.

[No change to #10]

**SECTION FOUR:** That the City's certified Local Coastal Program Land Use Plan Map "Land Use Designations/Allowed Uses" descriptions for the CC Zone and the PF Zone be amended as follows:

#### **LAND USE DESIGNATIONS/ALLOWED USES**

[No change to R1-40 through CVPP]

**CC** - Retailing of goods and dispensing of services, (exclusive of drive-through). Shops, Delis, Restaurants, Cafes, florists, Hardware, Offices, Financial institutions, Pharmacies, Gasoline service stations\*, Bars\*, Cocktail lounges\*, Theatres\*, Vet clinics\*, Hotels/Motels\*, and multiple dwelling unit residential (0-20 dwelling units per acre) in non-street fronting building spaces (except as permitted by DMMC Section 30.22.033) that includes affordable housing for lower income households. State law defines a lower income household as people or families whose gross income does not exceed 80 percent

of Area Median Income (AMI) and includes low income, very low income, and extremely low-income households.

[No change to BC through PSP]

**SECTION FIVE:** That the City’s certified Local Coastal Program Zoning Map “Zoning Use Designations/Allowed Uses” descriptions for the CC Zone and the PF Zone be amended as follows:

**ZONING USE DESIGNATIONS/ALLOWED USES**

[No change to R1-40 through CVPP]

**CC** - Retailing of goods and dispensing of services, (exclusive of drive-through). Shops, Delis, Restaurants, Cafes, Florists, Hardware, Offices, Financial institutions, Pharmacies, Gasoline service stations\*, Bars\*, Cocktail lounges\*, Theatres\*, Vet clinics\*, Hotels/Motels\*, and multiple dwelling unit residential (0-20 dwelling units per acre) in non-street fronting building spaces (except as permitted by DMMC Section 30.22.033) that includes affordable housing for lower income households. State law defines a lower income household as people or families whose gross income does not exceed 80 percent of Area Median Income (AMI) and includes low income, very low income, and extremely low-income households.

[No change to BC through PP]

**PF** - Public schools; City, County, State and Federal buildings; Utility structures; and with the exception of the Shores Park site (APNs 300-200-01, 300-200-02, 300-200-22, 300-200-23), multiple dwelling unit residential (at a density of 0-20 dwelling units per acre or the maximum number of dwelling unit specified for the parcel in the certified Housing Element, whichever is greater) that includes affordable housing for lower income households. State law defines a lower income household as people or families whose gross income does not exceed 80 percent of Area Median Income (AMI) and includes low income, very low income, and extremely low-income households.

[No change to 941 SP through PSP]

**SECTION SIX:**

Pursuant to the California Environmental Quality Act (CEQA), the proposed actions have been the subject of prior environmental analysis in the 6th Cycle Housing Element Update Final Program Environmental Impact Report (SCH No. 2020029064) certified by the City Council on October 5, 2020 (Resolution 2020-52), which analyzed and disclosed anticipated impacts of future housing development. Refer to the Final 6<sup>th</sup> Cycle PEIR: [www.delmar.ca.us/DocumentCenter/View/7171/Final-PEIR-91020](http://www.delmar.ca.us/DocumentCenter/View/7171/Final-PEIR-91020)

No new or substantially greater impacts would result. As such, pursuant to CEQA Guidelines Sections 15162, and based on the review of the entire record, including

without limitation, the Final PEIR referenced above, the proposed action does not require a subsequent EIR or further environmental review.

**SECTION SEVEN:**

Pursuant to the certified 6<sup>th</sup> Cycle Housing Element, these amendments were adopted prior to April 2024 to implement Housing Element Program 1C (Central Commercial Zone), Program 1H (Public Facilities Zone), and Program 6B (Affirmatively Furthering Fair Housing) to ensure the City's certified Housing Element continues to be maintained in compliance with State law. HCD indicated in its May 31, 2023, Housing Element certification letter that the City must continue the timely and effective implementation of all Housing Element programs to maintain its status of having a certified Housing Element, and that HCD has the authority to revoke the City's Housing Element compliance if the City's actions do not comply with State law or the Housing programs are not timely implemented. The Coastal Commission conditionally certified the Ordinance/LCPA on February 6, 2025. The City scheduled the introduction hearing for the amending ordinance to occur on the first available date for the associated public hearing of the City Council.

**SECTION EIGHT:**

This Ordinance was introduced by the City Council on April 7, 2025.

**SECTION NINE:**

The City Clerk is directed to prepare and have published a summary of this Ordinance no less than five days prior to the consideration of its adoption and again within 15 days following adoption indicating votes cast.

**SECTION TEN:**

If any section, subsection, sentence, clause, phrase or portion of this Ordinance is, for any reason, held invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance.

**SECTION ELEVEN:**

Upon adoption, the Ordinance will be submitted to the California Coastal Commission for final certification of the Local Coastal Program Amendment. The Ordinance will take effect and be in force on the date that the Coastal Commission takes action to unconditionally certify the Local Coastal Program Amendment.

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council held on the 21st day of April 2025.

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Terry Gaasterland, Mayor  
City of Del Mar

APPROVED AS TO FORM:

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Leslie E. Devaney, City Attorney  
City of Del Mar

ATTEST AND CERTIFICATION:

STATE OF CALIFORNIA  
COUNTY OF SAN DIEGO  
CITY OF DEL MAR

I, SARAH KRIETOR, Administrative Services Manager/City Clerk of the City of Del Mar, California, DO HEREBY CERTIFY, that the foregoing is a true and correct copy of Ordinance No. XXXX, which has been published pursuant to law, and adopted by the City Council of the City of Del Mar, California, at a Regular Meeting held the 21st day of April 2025, by the following vote:

AYES:

NOES:

RECUSE:

ABSENT:

ABSTAIN:

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Sarah Krietor, Administrative Services  
Manager/City Clerk  
City of Del Mar

## ORDINANCE NO. 1006

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, AMENDING THE DEL MAR MUNICIPAL CODE (ZONING CODE) CHAPTER 30.22 CENTRAL COMMERCIAL (CC) ZONE REGULATIONS AND CHAPTER 30.31 PUBLIC FACILITIES (PF) ZONE; AND THE CITY'S CERTIFIED LCP ALL RELATING TO IMPLEMENTATION OF THE 6<sup>TH</sup> CYCLE HOUSING ELEMENT PROGRAMS 1C (CC ZONE) AND 1H (PF ZONE)

WHEREAS, the City of Del Mar is a charter City and State Housing law applies to all general law and charter cities in the State of California; and

WHEREAS, the State legislature declared that "Housing is a statewide concern", that California faces a housing crisis, and that local jurisdictions are mandated to comply with applicable State housing laws; and

WHEREAS, the City of Del Mar Community Plan is the General Plan for the City of Del Mar and has an overall goal to "preserve and enhance the special character of Del Mar", this includes maintaining the "village-like community of substantially single family residential character, a picturesque and rugged site, and a beautiful beach" as well as preserving and enhancing "Del Mar's special residential character and small town atmosphere with its harmonious blending of buildings and landscape in proximity to a beautiful shoreline"; and

WHEREAS, the City's certified Housing Element is one of many required components that is part of the Del Mar Community Plan consistent with State laws applicable to General Plans; and

WHEREAS, the certified Housing Element identifies programs and resources required for the preservation, improvement, and production of housing to meet the existing and projected needs of its population which requires the creation of additional affordable housing stock; and

WHEREAS, the certified Housing Element for the 6<sup>th</sup> Cycle years 2021-2029 requires the City to accommodate a regional housing need allocation (RHNA) of 163 housing units, comprised of 37 very-low income units, 64 low-income units, 31 moderate-income units, and 31 above moderate-income units and an additional 12 low income unit "carryover" from the 5th Cycle planning period (2013-2021) for a total obligation of 175 units including 113 lower income units as well as 100 additional opportunities for moderate income households, lower income households, and special needs households; and

WHEREAS, the proposed amendments to the Del Mar Community Plan, Zoning Code, and Local Coastal Program (LCP) are required per State law to be adopted by April 2024 to implement the City's 6<sup>th</sup> Cycle Housing Element commitments identified in

Program 1C (Central Commercial), Program 1H (Public Facilities), and Program 6B (Fair Housing) in order to maintain compliance with State law and avoid decertification of the Housing Element; and

WHEREAS, amending the existing Central Commercial (CC) Zone and Public Facilities (PF) Zone to allow a density of 20 dwelling units per acre will maintain adequate sites to meet the City's affordable housing obligations and provide additional opportunities beyond RHNA for moderate income households, lower income households, and special needs households in compliance with State law; and

WHEREAS, the City has made and continues to make progress toward its housing programs and housing production targets in its certified Housing Element; and

WHEREAS, adoption of this Ordinance is a necessary action to continue progress towards production of affordable housing in a way that minimizes impacts to local neighborhoods; and

WHEREAS, the California Department of Housing and Community Development (HCD) indicated in its May 31, 2023, Housing Element certification letter that the City must continue the timely and effective implementation of all Housing Element programs to maintain its status of having a certified Housing Element, and HCD has the authority to revoke the City's Housing Element compliance if the City's actions do not comply with State law or the Housing programs are not timely implemented; and

WHEREAS, over the past decade State laws have continued to reduce local and impose regulatory schemes that conflict with local procedures that typically require discretionary review, public participation, and public hearings; and

WHEREAS, to-date State housing laws have not preempted the California Coastal Act, which at the local level is implemented by the City's certified LCP; and

WHEREAS, the City of Del Mar is located entirely within the "Coastal Zone" boundary and is therefore subject to full compliance with the California Coastal Act; and

WHEREAS, State Density Bonus Law (DBL) is one example of a State law that still applies the Coastal Act protections for environmental resources, public scenic views, coastal access, and public safety in coastal hazard areas to ensure they will not be compromised by housing development; and

WHEREAS, proposed Density Bonus projects must comply with current State DBL, the California Coastal Act, and the City's certified LCP and may be approved at a density above the maximum set in the Del Mar Community Plan, Zoning Code, and LCP if a certain number of units are income-restricted and reserved for affordable housing (very low, low, and moderate-income households); and

WHEREAS, State DBL provides that the California Coastal Act is not superseded, in any way altered, or lessened by its application (Cal. Gov. Code. Sec. 65915) and applicants must provide reasonable documentation to explain how requests for incentives will reduce development costs to build a project and demonstrate how waiver requests would physically preclude development of a project; and

WHEREAS, the City has significant coastal resources that require protection under the Coastal Act, including but not limited to, the protection of scenic public coastal views which are found throughout the community, preservation of public access and recreation opportunities that must be assured including public access to the beach, viewpoints, and trail connections to the bluffs, lagoons, and open space preserve areas along the shoreline, and protection of environmentally sensitive habitat areas and coastal resources such as coastal bluffs, sandstone bluffs, wetlands, lagoons, river inlets, and protected tree species native to the City including Torrey Pines and Monterrey Cypress trees; and

WHEREAS, in order to effectively implement applicable State housing laws, the City must harmonize the Coastal Act and the City's LCP policies and regulations with the State's housing laws to ensure protection of sensitive coastal habitats and resources, public coastal view sheds, coastal parking for public access, and public health and safety; and

WHEREAS, City staff engaged in public outreach to encourage public participation in formulating these draft regulations, which included articles posted on the City's website, multiple announcements made in the City's weekly updates, and multiple announcements made during public meetings including the Planning Commission and City Council meetings; and

WHEREAS, the Notice of Availability and Notice of Planning Commission public hearing for the Amendments to the Community Plan, Zoning Ordinance, and LCP was posted in the Del Mar Times on January 25, 2024, and individual mailed notices, including notices to local tribes per Assembly Bill (AB 52), were sent to all interested parties; and

WHEREAS, City staff provided responsive information to the San Pasqual Band of Mission Indians upon their request on March 4, 2024, for information related to mitigation, monitoring, and reporting protocols to protect environmental resources, including tribal cultural resources; and

WHEREAS, on February 13, 2024, the Planning Commission recommendation hearing item was adjourned to a duly noticed special meeting to resume the public hearing on February 21, 2024, due to technical audio issues; and

WHEREAS, during the February 21, 2024, noticed public hearing, the Planning Commission recommended the City Council approve the CEQA determination and adopt the amendments with a stipulation of applying the maximum height of the certified LCP based on the local topography that slopes down east to west, existing public scenic views,

and the need to maintain the existing pedestrian scale in accordance with the Del Mar Community Plan and certified LCP; and

WHEREAS, the Planning Commission review focused heavily on the fact the amendments will allow a base zone density of up to 20 dwelling units per acre, which will make certain properties eligible to apply for processing of a density bonus project per State Density Bonus Law; and

WHEREAS, the Planning Commission's recommendation accounted for the unique circumstances in the CC Zone (i.e., small-scale pedestrian oriented character and public scenic views throughout the zone due to topography that slopes down towards the South beach shoreline to the west) and expresses that the City must continue to hold development, including Density Bonus projects, to the existing height limits in the LCP which are a maximum of 26 feet above grade and a maximum of 14 feet above the curb elevation on the west side of Camino del Mar; and

WHEREAS, on February 29, 2024, the notice of City Council public hearing was published in the Del Mar Times and mailed notices were sent to all interested parties including those who participated through the Planning Commission hearing on February 21, 2024; and

WHEREAS, on March 18, 2024, the City Council held a duly noticed public hearing and voted to continue the item date certain to the City Council meeting on April 1, 2024, and provided direction to staff that the Ordinance be revised to reflect that, consistent with the zoning designation, the Public Facilities land use designation in the certified Local Coastal Program will not allow residential use on the Shores Park site (APNs 300-200-01, 300-200-02, 300-200-22, 300-200-23); and

WHEREAS, on March 19, 2024, a Notice of Continuation was posted on the City website and in the public notice display at City Hall; and

WHEREAS, no additional public notice is required because the announcement continuing the item date certain to April 1, 2024, was stated for the record during the noticed public hearing on March 18, 2024; and

WHEREAS, adoption of this Ordinance (allowing 20 dwelling units per acre density in the Central Commercial and Public Facilities Zones, subject to specific criteria and context specific factors) will amend the Del Mar Municipal Code Title 30 Zoning Code and certified Local Coastal Program to implement the 6th Cycle Housing Element commitments in order to maintain compliance with State law and avoid decertification of the Housing Element.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Del Mar, California, based on substantial evidence in the whole of the administrative record, hereby finds and declares the following:

1. The foregoing Findings with the above stated Recitals are true and correct and are incorporated by reference into this action.
2. The General Plan Amendment (amending the Del Mar Community Plan land use designations for Central Commercial and Public Facilities) adopted by separate Resolution and the amendments to the Local Coastal Program and Zoning Code (Del Mar Municipal Code Title 30) in this Ordinance are consistent with State law requirements (Government Code Section 65860) that require the land use and zoning designations for a site to be consistent.
3. The CC Zone applies to the majority of land within the City's Village Center, which is a pedestrian-oriented downtown that runs along Camino del Mar between 9th Street and 15th Street. This area is Del Mar's principal commercial, visitor-serving, small-scale, pedestrian oriented downtown, which includes scenic blue water ocean views. The existing regulations limit building height to 26 feet above grade and a maximum of 14 feet above the curb elevation on the west side of Camino del Mar. The applicable Community Plan and LCP policies reflect the community vision to maintain the unique, small-town character and strong community identity through building design and height limits, which preserve ocean views and promote an open space small-town atmosphere.
4. Within the CC Zone, there is one developed multi-tenant commercial property known as "Stratford Square" that is located at 1438 Camino del Mar in the Historic Preservation Overlay Zone. The property is a non-vacant commercial property that is small in size at 0.21 acres (9,375 sf). While the property may become eligible to process a Density Bonus project per State DBL as a result of the density increase to 20 dwelling units per acre, any proposed development would be required to be consistent with State and Federal law, including provisions for protection of historic resources and the public health and safety.
5. The PF zone applies to ten public facilities, all of which are City-owned with the exception of the Del Mar Library (County-owned) and U.S. Post Office (Federally-owned). A Sites Analysis identified housing development potential for nine public facilities in the PF Zone including: the vacant 10th Street and 28th Street lots in the City's 6th Cycle Housing Element, the Del Mar Civic Center, Del Mar Library, United States Post Office, and four water towers (Pine Needles, Crest, 11th Street, and Zuni). Shores Park was explicitly excluded as a potential site for housing in the certified 6<sup>th</sup> Cycle Housing Element.
6. Within the PF Zone, there is one vacant property at 28<sup>th</sup> Street that is located within the floodplain identified by the Federal Emergency Management Agency (FEMA) as subject to periodic inundation due to flooding as identified by best available science, are being exacerbated by climate change and sea level rise (existing and projected). Applicable federal, state, and local regulations ensure that new development in the floodplain will be appropriately sited and constructed so as to avoid hazards to those who will occupy the development; and to avoid damage or

hazards to the surrounding area. On a citywide basis, the City is addressing projected flood conditions to minimize flood risk through adaptation mitigation measures. These measures are consistent with the adopted City of Del Mar Sea Level Rise Adaptation Plan (Environmental Science Associates October 2018). Currently, the City has an existing system of shoreline protection along the shoreline in the North Beach neighborhood, which has been maintained in accordance with the Beach Preservation Initiative and the Beach Overlay Zone policies and regulations in the City's certified Local Coastal Program. In addition, the City has a Sand Compatibility Opportunistic Use Program in place to facilitate sediment management and maintenance of a wide beach and is in process of preparing a conceptual plan for a living levee, vegetated berm system, to provide flood adaptation along the banks of the San Dieguito River in accordance with the City's adopted Sea Level Rise Adaptation Plan and the Coastal Act. All new development, including the City-owned vacant 28<sup>th</sup> Street parcel, must demonstrate how the proposed development will implement adaptation measures to minimize flood damage and avoid flood hazards in accordance with the City's certified LCP and the California Coastal Act Chapter 3, Article 6, Section 30253(a) (Cal. Pub. Res. Code Section 30253(a)).

7. There are no known environmentally sensitive coastal resources or environmentally sensitive habitat areas in the CC Zone or PF Zone. Protection of these natural habitats and environmentally sensitive resources is a cornerstone of the Coastal Act found in the California Coastal Act Chapter 3, Article 6, Section 30240 (Cal. Pub. Res. Code Section 30240). State Density Bonus law specifically provides that coastal resource protections found in the California Coastal Act are not to be superseded or its effects lessened.
8. Within the CC Zone and PF Zone and surrounding neighborhoods there are public scenic view corridors to coastal resources that are protected under the California Coastal Act. Consistent with the Coastal Act Chapter 3, Article 6, Section 30251, these scenic and visual qualities of coastal areas shall be considered and protected as a resource of public importance. Permitted development shall be sited and designed to protect views to and along the ocean and scenic coastal areas. (See: Cal. Pub. Res. Code Sec. 30251). New development in highly scenic areas such as those designated in the California Coastline preservation and Recreation Plan prepared by the Department of Parks and Recreation and by local government shall be subordinate to the character of its setting. (See: cal. Pub. Res. Code Section 30251).
9. State DBL does not supersede or lessen the effect of the California Coastal Act. (Cal. Gov. Code. Sec. 65915(m)). Density Bonus project development may not obstruct the public scenic and visual qualities of the City's coastal areas. To be consistent with the mandates of the California Coastal Act, building restricted easements are enforced and certain height restrictions, including the existing certified height limit of 26 feet above grade and a maximum of 14 feet above the

curb elevation on the west side of Camino del Mar, may be placed on Density Bonus project development to ensure protection of public scenic coastal vistas.

10. Application of the existing height in the certified LCP for the CC Zone will implement the Del Mar Community Plan and certified LCP Land Use Plan policies to maintain pedestrian scale and preserve public scenic views that exist throughout the CC Zone due to the topography which slopes from the hill above to the east of the CC Zone down toward the south beach shoreline located west of the CC Zone.

NOW THEREFORE, BE IT FURTHER RESOLVED, the City Council of the City of Del Mar hereby ordains as follows:

**SECTION ONE:** That the title of DMMC Section 30.22.031 for the CC Zone be amended to state "Allowance for Multi-Dwelling Unit Residential Use" and that the section be amended as follows:

**30.22.031 Allowance for Multi-Dwelling Unit Residential Use**

- A. Multiple dwelling unit residential use (0-20 dwelling units per acre) is an allowed use in the CC zone for mixed use projects that include an affordable housing component for lower income households. The minimum amount of affordable housing units included in a project must be calculated in accordance with Chapter 24.21 and provided on site. Any fractional unit obligation shall be rounded up.
- B. Proposed multiple dwelling unit development shall maintain a pedestrian-oriented, predominately retail village character, with attractive walkways and courts which encourage social interaction.
- C. Project design shall minimize bulk and mass and consider and include design features to preserve privacy on neighboring residential properties.
- D. Project design shall consider and include design features to preserve views to the ocean and shall maintain public scenic views and public access protections consistent with the certified Local Coastal Program.

**SECTION TWO:** That DMMC Section 30.22.032 for the CC Zone be amended as follows:

**30.22.032 Allowable Uses in Non-Street Frontage Building Spaces**

The following are, pursuant to existing zoning regulations, permitted uses in non-street frontage building spaces but do not qualify as Street-Frontage Building Spaces:

- A. Any use allowed in Street-Frontage Building Spaces, as identified in this Chapter.
- B. Offices, including Professional, Medical, Real Estate and Financial Institutions.

- C. Multiple dwelling unit residential use in compliance with Section 30.22.031.

**SECTION THREE:** That DMMC Section 30.31.020 (PF Zone Allowed Uses) be amended as follows:

**30.31.020 Allowable Uses**

The following uses are allowable in the PF Zone:

- A. Public schools.
- B. Private schools that are open to the public and whose primary function is providing educational programs for pre-school students and students in grades K through 12.
- C. City, county, state and federal buildings and uses, including:
  - Administrative offices
  - Fire and police stations
  - Public works buildings
  - Public meeting rooms or chambers
  - Libraries
  - Postal offices
  - Public parking facilities
  - Public parks and playgrounds
- D. Utility structures, such as: Pump stations and water tanks
- E. With the exception of the Shores Park site (APNs 300-200-01, 300-200-02, 300-200-22, 300-200-23), multiple dwelling unit residential (at a density of 0-20 dwelling units per acre or the maximum number of dwelling unit specified for the parcel in the certified Housing Element, whichever is greater) that includes affordable housing for lower income households shall be an allowed use in the PF zone. State law defines a lower income household as people or families whose gross income does not exceed 80 percent of Area Median Income (AMI) and includes low income, very low income, and extremely low-income households.
  - 1. Proposed multiple dwelling unit residential development shall comply with the maximum height and setbacks specified in Section 30.31.070 and with the maximum floor area and lot coverage applicable to adjacent properties with a common boundary in accordance with the certified Local Coastal Program.
  - 2. Project design shall minimize bulk and mass and consider and include design features to preserve privacy on neighboring residential properties.

3. Project design shall consider and include design features to preserve views to the ocean and shall maintain public scenic views and public access protections consistent with the certified Local Coastal Program.

**SECTION FOUR:** That the City's certified Local Coastal Program Land Use Plan Chapter II Land Use Development policies for the South Beach District and the Village Center District be amended as follows:

### **C. LAND USE DEVELOPMENT GOALS AND POLICIES - BY DISTRICT**

The City of Del Mar is comprised of residential areas with several commercial areas interspersed. The majority of the City's commercial uses are focused along Camino del Mar between Paseo de las Flores to the north and 9th Street to the south.

The following descriptions and policies have been grouped in relation to the individual districts within the City. These separate districts and their respective boundaries are illustrated on Figure II-B. Figure II-A contains the specific land use designations assigned to property throughout the City and a corresponding identification of the activities and uses allowed in each of the land use designations.

The following policies for specific geographic areas (districts) shall be implemented in concert with the Land Use Designation Map and the general development policies cited above in Section II-B. While the numbered sections below include descriptions of the general boundaries of separate land use designation areas, the Land Use Map (Figure IIA) should be consulted for a determination of boundary lines.

[No change to #1 through 4]

#### **5. South Beach District:**

The South Beach district contains a portion of Seagrove Park which is designated as PP (Public Parkland). The Shores Park is designated as PF (Public Facilities) and is developed with a public park, private school, and local non-profit uses and accessory off-street parking. To the south of the school site, the area along the west side of Camino del Mar is designated for VC (Visitor Commercial) with the same restrictions on use as described for the VC designation in the North Beach District. The remainder of the South Beach District is designated for residential uses as follows:

That portion of the district bounded by 15th Street on the north, 9th Street on the south, the AT & SF Railway right-of-way on the west and the Village Center District on the east is designated for R2 (High Density) at a maximum density of 12.5 du/ac. A one block area to the east is designated for RC (Residential Commercial) which allows a mix of residential and commercial uses on each site, provided that no more than 40% of the floor area on site is devoted to commercial uses. Further to the south, the area is designated as RMS (Medium Density Multiple-South) which allows a maximum density of 10.9 du/ac. While the district does allow the development of higher density residential

projects, the approval of such projects shall be granted only when they are found to be consistent with the general and specific policies of this Land Use Plan. These policies are intended to minimize traffic and parking impacts associated with such development and to ensure that those higher density projects are aesthetically pleasing.

[No change to #6 through 8]

#### 9. Village Center District

This area is designated primarily as Central Commercial (CC) and is Del Mar's principal commercial, visitor serving and professional area. The Village Center is a pedestrian-oriented downtown that is intended to group housing, retail services, and commercial services with facilities for civic and community activities. It extends along both sides of Camino del Mar, beginning at 9th Street and reaching north to 15th Street. The District contains the site of the U.S. Post Office, City Hall, and City of Del Mar's branch of the County of San Diego Library designated as PF (Public Facilities) on the Land Use Map.

Multiple specific plan areas are also included in the Village District. The Specific Plan for the Del Mar Hotel, (HSP west side of Camino del Mar at 15th Street) generally limits the uses on the site to a hotel, timeshare and short term rental units and associated retail uses. The Specific Plan for the Del Mar Plaza, (PSP east side of Camino del Mar at 15th Street) generally limits the uses on site to restaurant and retail uses with a small percentage allowed for office use. The 941 Camino del Mar Specific Plan (941SP east side of Camino del Mar at 10th Street) generally limits the uses to a combination of restaurant, retail, short term rental, and residential uses. Each of the Specific Plan areas devotes a portion of the property to public and quasi-public use. Each of these specific plans was voter approved and requires a recorded Development Agreement between the City and the developer/property owner. Where a particular conflict arises between the provisions of a valid and recorded Development Agreement and any policies of this Land Use Plan that have been subsequently adopted, the former shall continue to be binding and shall supersede the subsequently adopted policies of this Land Use Plan. Subsequent development agreements or amendments to existing Development Agreements shall be consistent with the Land Use Plan in effect at the time.

The CC (Central Commercial) designation encompasses the majority of land within the Village District. The CC designation allows for a variety of commercial uses aimed at serving the needs of both residents and visitors to the area. Due to the City's popularity as a visitor-destination point, the majority of the property in the CC Zone has been developed with uses that serve both residents and visitors. The Central Commercial area allows pedestrian oriented retail activities, commercial services and a limited number of offices; and multiple dwelling unit residential (0-20 dwelling units per acre) that includes affordable housing for lower income households and is designed consistent with the policy intent to retain a pedestrian-oriented downtown and compliance with the certified Local Coastal Program. State law defines a lower income household as people or families whose gross income does not exceed 80 percent of Area Median Income (AMI) and includes low income, very low income, and extremely low-income households.

In order to facilitate the demand for more goods and services, the following policies have been developed to better utilize the commercially designated land in the Village Center District.

- a. In the Village Center District, large single purpose businesses, and businesses catering to an automotive public (drive-through banks, drive through food stands, etc.) shall be discouraged.
- b. In the Village Center District, building designs which incorporate a unique and small-town character shall be encouraged and building designs which are based on a corporate identity or logo shall be discouraged.
- c. In the Village Center District, retail enterprises whose primary purposes are to satisfy the needs of the community and enhance the quality and convenience of life in Del Mar shall be encouraged.
- d. In the Central Commercial portion of the Village Center District, retail uses shall be encouraged over office uses for floor area located at the street level of structures fronting Camino del Mar.
- e. While some office space is desirable, it shall be concentrated in the southern portion of the Village Center District.
- f. In addition to a variety of commercial businesses, the Village Center District should have a Community Center, complete with Council Chambers, City Hall, Library and Communications Center; attractive walkways, and a variety of open spaces such as courts and landscaped areas.
- g. Pedestrian-oriented streetscape which promotes social interaction, pedestrian use and a strong community identity shall be encouraged in the Village Center District.
- h. In the Village Center District, structures shall be in keeping with the pedestrian scale and village character of the community.
- i. In the Village Center District, structures shall be of an architectural style which retains a low scale intensity of development, utilizes designs which preserve ocean views, and promotes an open space small-town atmosphere.

[No change to #10]

**SECTION FIVE:** That the City's certified Local Coastal Program Land Use Plan Map "Land Use Designations/Allowed Uses" descriptions for the CC Zone and the PF Zone be amended as follows:

## LAND USE DESIGNATIONS/ALLOWED USES

[No change to R1-40 through CVPP]

**CC** - Retailing of goods and dispensing of services, (exclusive of drive-through). Shops, Delis, Restaurants, Cafes, florists, Hardware, Offices, Financial institutions, Pharmacies, Gasoline service stations\*, Bars\*, Cocktail lounges\*, Theatres\*, Vet clinics\*, Hotels/Motels\*, and multiple dwelling unit residential (0-20 dwelling units per acre) that includes affordable housing for lower income households. State law defines a lower income household as people or families whose gross income does not exceed 80 percent of Area Median Income (AMI) and includes low income, very low income, and extremely low-income households.

[No change to BC through PP]

**PF** - Public schools; City, County, State and Federal buildings; Utility structures; and with the exception of the Shores Park site (APNs 300-200-01, 300-200-02, 300-200-22, 300-200-23), multiple dwelling unit residential (at a density of 0-20 dwelling units per acre or the maximum number of dwelling unit specified for the parcel in the certified Housing Element, whichever is greater) that includes affordable housing for lower income households. State law defines a lower income household as people or families whose gross income does not exceed 80 percent of Area Median Income (AMI) and includes low income, very low income, and extremely low-income households.

[No change to 941 SP through PSP]

### **SECTION SIX:**

Pursuant to the California Environmental Quality Act (CEQA), the proposed actions have been the subject of prior environmental analysis in the 6th Cycle Housing Element Update Final Program Environmental Impact Report (SCH No. 2020029064) certified by the City Council on October 5, 2020 (Resolution 2020-52), which analyzed and disclosed anticipated impacts of future housing development. Refer to the Final 6<sup>th</sup> Cycle PEIR: [www.delmar.ca.us/DocumentCenter/View/7171/Final-PEIR-91020](http://www.delmar.ca.us/DocumentCenter/View/7171/Final-PEIR-91020)

No new or substantially greater impacts would result. As such, pursuant to CEQA Guidelines Sections 15162, and based on the review of the entire record, including without limitation, the Final PEIR referenced above, the proposed action does not require a subsequent EIR or further environmental review.

### **SECTION SEVEN:**

Pursuant to the certified 6<sup>th</sup> Cycle Housing Element, these amendments are being adopted prior to April 2024 to implement Housing Element Program 1C (Central Commercial Zone), Program 1H (Public Facilities Zone), and Program 6B (Affirmatively Furthering Fair Housing) to ensure the City's certified Housing Element continues to be maintained in compliance with State law. HCD indicated in its May 31, 2023, Housing Element certification letter that the City must continue the timely and effective

implementation of all Housing Element programs to maintain its status of having a certified Housing Element, and that HCD has the authority to revoke the City's Housing Element compliance if the City's actions do not comply with State law or the Housing programs are not timely implemented.

**SECTION EIGHT:**

This Ordinance was introduced by the City Council on April 1, 2024.

**SECTION NINE:**

The City Clerk is directed to prepare and have published a summary of this Ordinance no less than five days prior to the consideration of its adoption and again within 15 days following adoption indicating votes cast.

**SECTION TEN:**

If any section, subsection, sentence, clause, phrase or portion of this Ordinance is, for any reason, held invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance.

**SECTION ELEVEN:**

Upon adoption, the Ordinance will be submitted to the California Coastal Commission for certification as a Local Coastal Program Amendment. The Ordinance will take effect and be in force on the date that the Coastal Commission takes action to unconditionally certify the Local Coastal Program Amendment.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Del Mar, California, at the Regular Meeting held this 15th day of April, 2024.

  
\_\_\_\_\_  
Terry Gaasterland, Deputy Mayor  
City of Del Mar

APPROVED AS TO FORM:



\_\_\_\_\_  
Leslie E. Devaney, City Attorney  
City of Del Mar

ATTEST AND CERTIFICATION:

STATE OF CALIFORNIA  
COUNTY OF SAN DIEGO  
CITY OF DEL MAR

I, SARAH KRIETOR, Administrative Services Manager/City Clerk of the City of Del Mar, California, DO HEREBY CERTIFY, that the foregoing is a true and correct copy of Ordinance No. 1006, which has been published pursuant to law, and adopted by the City Council of the City of Del Mar, California, at a Regular Meeting held the 15th day of April, 2024, by the following vote:

- AYES: Deputy Mayor Gaasterland, Councilmembers  
Martinez, Quirk, and Worden
- NOES: None
- RECUSE: Mayor Druker
- ABSENT: None
- ABSTAIN: None



\_\_\_\_\_  
Sarah Krietor, Administrative Services  
Manager/City Clerk  
City of Del Mar

**CCC Modification in Strikeout – Underline Format for Amending Ordinance**

**SECTION ONE:** That DMMC Section 30.22.031 for the CC Zone shall be amended to read as follows:

**30.22.031 Allowance for Multi-Dwelling Unit Residential Use**

- A. Multiple dwelling unit residential use (0-20 dwelling units per acre) is an allowed use in the CC zone for mixed use projects that include an affordable housing component for lower income households. The minimum amount of affordable housing units included in a project must be calculated in accordance with Chapter 24.21 and provided on site. Any fractional unit obligation shall be rounded up.
- B. Proposed multiple dwelling unit development shall maintain a pedestrian-oriented, predominately retail village character, with attractive walkways and courts which encourage social interaction.
- ~~C. Project design shall minimize bulk and mass and consider and include design features to preserve privacy on neighboring residential properties.~~
- ~~D.C.~~ C. Project design shall consider and include design features to preserve views to the ocean and shall maintain public scenic views and public access protections consistent with the certified Local Coastal Program.

**SECTION TWO:** That DMMC Section 30.31.020 (PF Zone Allowed Uses) shall be amended as follows:

**30.31.020 Allowable Uses**

The following uses are allowable in the PF Zone:

[No Change A. through D.]

- E. With the exception of the Shores Park site (APNs 300-200-01, 300-200-02, 300-200-22, 300-200-23), multiple dwelling unit residential (at a density of 0-20 dwelling units per acre or the maximum number of dwelling unit specified for the parcel in the certified Housing Element, whichever is greater) that includes affordable housing for lower income households shall be an allowed use in the PF zone. State law defines a lower income household as people or families whose gross income does not exceed 80 percent of Area Median Income (AMI) and includes low income, very low income, and extremely low-income households.
  - 1. Proposed multiple dwelling unit residential development shall comply with the maximum height and setbacks specified in Section 30.31.070 and with the maximum floor area and lot coverage applicable to adjacent properties with a common boundary in accordance with the certified Local Coastal Program.
  - ~~2. Project design shall minimize bulk and mass and consider and include design features to preserve privacy on neighboring residential properties.~~
  - ~~3.2.~~ 3.2. Project design shall consider and include design features to preserve views to the ocean and shall maintain public scenic views and public access protections consistent with the certified Local Coastal Program.

3. Prior to issuance of a Coastal Development Permit for the 28<sup>th</sup> Street parcel, located within the special flood hazard area identified on the most recent FEMA Flood Insurance Rate Map (FIRM), the project shall demonstrate compliance with the following conditions of approval:
  - a. Development shall be located and designed, including elevation and flood proofing, to minimize flood damage and flood hazards, including with consideration of sea level rise.
  - b. Development shall comply with the certified Local Coastal Program.
  - c. Owners and successors in interest of any development on the 28<sup>th</sup> Street parcel shall notify dwelling unit occupants of all overlay zones applicable to the property.

**SECTION THREE:** That the City's certified Local Coastal Program Land Use Plan Chapter II Land Use Development policies for the Village Center District shall be amended as follows:

**C. LAND USE DEVELOPMENT GOALS AND POLICIES - BY DISTRICT**

9. Village Center District

This area is designated primarily as Central Commercial (CC) and is Del Mar's principal commercial, visitor serving and professional area. The Village Center is a pedestrian-oriented downtown that is intended to group housing, retail services, and commercial services with facilities for civic and community activities. It extends along both sides of Camino del Mar, beginning at 9th Street and reaching north to 15th Street. The District contains the site of the U.S. Post Office, City Hall, and City of Del Mar's branch of the County of San Diego Library designated as PF (Public Facilities) on the Land Use Map.

Multiple specific plan areas are also included in the Village District. The Specific Plan for the Del Mar Hotel, (HSP west side of Camino del Mar at 15th Street) generally limits the uses on the site to a hotel, timeshare and short term rental units and associated retail uses. The Specific Plan for the Del Mar Plaza, (PSP east side of Camino del Mar at 15th Street) generally limits the uses on site to restaurant and retail uses with a small percentage allowed for office use. The 941 Camino del Mar Specific Plan (941SP east side of Camino del Mar at 10th Street) generally limits the uses to a combination of restaurant, retail, short term rental, and residential uses. Each of the Specific Plan areas devotes a portion of the property to public and quasi-public use. Each of these specific plans was voter approved and requires a recorded Development Agreement between the City and the developer/property owner. Where a particular conflict arises between the provisions of a valid and recorded Development Agreement and any policies of this Land Use Plan that have been subsequently adopted, the former shall continue to be binding and shall supersede the subsequently adopted policies of this Land Use Plan. Subsequent development agreements or amendments to existing Development Agreements shall be consistent with the Land Use Plan in effect at the time.

The CC (Central Commercial) designation encompasses the majority of land within the Village District. The CC designation allows for a variety of commercial uses aimed at serving the needs of both residents and visitors to the area. Due to the City's popularity as a visitor-destination point, the majority of the property in the CC Zone has been developed with uses that serve both residents and visitors. The Central Commercial area allows pedestrian oriented retail activities,

commercial services and a limited number of offices; and multiple dwelling unit residential (0-20 dwelling units per acre) in non-street fronting building spaces (except as permitted by DMMC Section 30.22.033) that includes affordable housing for lower income households and is designed consistent with the policy intent to retain a pedestrian-oriented downtown and compliance with the certified Local Coastal Program. State law defines a lower income household as people or families whose gross income does not exceed 80 percent of Area Median Income (AMI) and includes low income, very low income, and extremely low-income households.

In order to facilitate the demand for more goods and services, the following policies have been developed to better utilize the commercially designated land in the Village Center District

- a. In the Village Center District, large single purpose businesses, and businesses catering to an automotive public (drive-through banks, drive through food stands, etc.) shall be discouraged.
- b. In the Village Center District, building designs which incorporate a unique and small-town character shall be encouraged and building designs which are based on a corporate identity or logo shall be discouraged.
- c. In the Village Center District, retail enterprises whose primary purposes are to satisfy the needs of the community and enhance the quality and convenience of life in Del Mar shall be encouraged.
- d. In the Central Commercial portion of the Village Center District, retail uses shall be encouraged over office uses for floor area located at the street level of structures fronting Camino del Mar. Residential uses shall not be permitted in street-fronting building spaces (except as permitted by DMMC Section 30.22.033).
- e. While some office space is desirable, it shall be concentrated in the southern portion of the Village Center District.
- f. In addition to a variety of commercial businesses, the Village Center District should have a Community Center, complete with Council Chambers, City Hall, Library and Communications Center; attractive walkways, and a variety of open spaces such as courts and landscaped areas.
- g. Pedestrian-oriented streetscape which promotes social interaction, pedestrian use and a strong community identity shall be encouraged in the Village Center District.
- h. In the Village Center District, structures shall be in keeping with the pedestrian scale and village character of the community.
- i. In the Village Center District, structures shall be of an architectural style which retains a low scale intensity of development, utilizes designs which preserve ocean views, and promotes an open space small-town atmosphere.

[No change to #10]

**SECTION FOUR:** That the City’s certified Local Coastal Program Land Use Plan Map “Land Use Designations/Allowed Uses” descriptions for the CC Zone and the PF Zone be amended as follows:

**LAND USE DESIGNATIONS/ALLOWED USES**

[No change to R1-40 through CVPP]

**CC** - Retailing of goods and dispensing of services, (exclusive of drive-through). Shops, Delis, Restaurants, Cafes, florists, Hardware, Offices, Financial institutions, Pharmacies, Gasoline service stations\*, Bars\*, Cocktail lounges\*, Theatres\*, Vet clinics\*, Hotels/Motels\*, and multiple dwelling unit residential (0-20 dwelling units per acre) in non-street fronting building spaces (except as permitted by DMMC Section 30.22.033) that includes affordable housing for lower income households. State law defines a lower income household as people or families whose gross income does not exceed 80 percent of Area Median Income (AMI) and includes low income, very low income, and extremely low-income households.

[No change to BC through PSP]

**SECTION FIVE:** That the City’s certified Local Coastal Program Zoning Map “Zoning Use Designations/Allowed Uses” descriptions for the CC Zone and the PF Zone be amended as follows:

**ZONING USE DESIGNATIONS/ALLOWED USES**

[No change to R1-40 through CVPP]

**CC** - Retailing of goods and dispensing of services, (exclusive of drive-through). Shops, Delis, Restaurants, Cafes, Florists, Hardware, Offices, Financial institutions, Pharmacies, Gasoline service stations\*, Bars\*, Cocktail lounges\*, Theatres\*, Vet clinics\*, Hotels/Motels\*, and multiple dwelling unit residential (0-20 dwelling units per acre) in non-street fronting building spaces (except as permitted by DMMC Section 30.22.033) that includes affordable housing for lower income households. State law defines a lower income household as people or families whose gross income does not exceed 80 percent of Area Median Income (AMI) and includes low income, very low income, and extremely low-income households.

[No change to BC through PP]

**PF** - Public schools; City, County, State and Federal buildings; Utility structures; and with the exception of the Shores Park site (APNs 300-200-01, 300-200-02, 300-200-22, 300-200-23), multiple dwelling unit residential (at a density of 0-20 dwelling units per acre or the maximum number of dwelling unit specified for the parcel in the certified Housing Element, whichever is greater) that includes affordable housing for lower income households. State law defines a lower income household as people or families whose gross income does not exceed 80 percent of Area Median Income (AMI) and includes low income, very low income, and extremely low-income households.

[No change to 941 SP through PSP]



# City of Del Mar Agenda Report

TO: Honorable Mayor and City Council Members

FROM: Marco Camacho, Finance Manager/Treasurer  
Monica Molina, Finance Officer  
Ashley Jones, City Manager

DATE: April 7, 2025

SUBJECT: Fiscal Year 2023-24 Final Financial Report and Fiscal Year 2024-25 Mid-Year Financial Report

## REQUESTED ACTION/RECOMMENDATION:

Staff recommends that the City Council receive the June 30, 2024 Annual Comprehensive Financial Report (ACFR) and Fiscal Year 2023-24 Final Financial Report; and, 1) Review the Fiscal Year 2024-25 Mid-Year Financial Report; and, 2) Approve Resolution (Attachment F) amending the FY 2024-25 Operating and Capital Budget as included in Exhibit A, authorizing revenue adjustments totaling \$1,112,470 and expenditure adjustments totaling \$967,380, and authorizing unspent FY 2023-24 encumbrances and continuing appropriations to be carried over to FY 2024-25 as included in Attachment G totaling \$11,419,135 in expenditures and \$3,273,487 in revenues.

## DISCUSSION/ANALYSIS:

### ***FISCAL YEAR 2023-2024 ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR)***

The City's audit firm, CliftonLarsonAllen, LLP (CLA), has completed its audit of the City's financial statements and notes to the basic financial statements for the fiscal year (FY) ended June 30, 2024. Based on the results of their audit, CLA provided the City with an unmodified opinion on the financial statements, which means that the City's financial statements are free of material misstatements and consistent with Generally Accepted Accounting Principles (GAAP). The auditor provided a report with information about the auditor's responsibilities under generally accepted auditing standards and *Government Auditing Standards* and OMB Circular A-133 as well as certain communications related to their audit. These communications are contained in Attachment A.

The specific financial documents on which the auditor expresses an opinion are the basic financial statements, and notes to the basic financial statements. These documents, along with the auditor's opinion letter and management's discussion and analysis, are the core ACFR documents. Additional documents that make up the ACFR include the letter of transmittal from the City Manager and Finance Manager/Treasurer and a supplemental section, which includes a statistical section presenting detailed information to assist the reader in assessing the economic condition of the City. The ACFR is available on the City's website at <http://www.delmar.ca.us/acfr>.

CLA provided the *Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards* and is provided in Attachment B. The purpose of this report is to describe the scope of the auditors' testing of internal control over financial reporting and compliance, and the results of that testing. The City's internal control over financial

reporting was considered for the limited purpose of expressing an opinion on the financial statements.

Article XIII-B of the California State Constitution places limits on the amount of revenue that can be spent by the State and each local government entity. It is the responsibility of the City to calculate the annual appropriations limit. The City’s auditors are required to review and approve the appropriations calculation as part of their audit of the City. The auditor found no exceptions to the City’s calculation of the appropriations limit. The *Independent Accountants’ Report on Agreed-Upon Procedures Applied to Appropriations Limit Worksheets No. 6* is included as Attachment C.

**FISCAL YEAR 2023-2024 FINAL FINANCIAL REPORT**

The original FY 2023-24 Budget, approved on June 19, 2023, included anticipating all General Fund revenue sources to meet or exceed pre-pandemic levels, funded important operations and re-established capital and special projects that were previously placed on hold. The approved FY 2023-24 Budget reflected a projected General Fund Contingency (GF) of 27.87% (102 days of operation) and included transfers of \$360,000 to the Pension Reserve Fund, \$300,000 to the Housing Reserve Fund, \$200,000 to the Capital Reserve Fund, and \$100,000 to the Equipment Replacement Reserve Fund.

The City Council approved the FY 2023-24 Mid-Year Budget Update on March 18, 2024, which included increasing General Fund revenue projections by \$475,500 and General Fund expenditure budgets by \$301,500, and additional transfers of: \$640,000 to the Pensions Reserve Fund; \$250,000 to the Capital Reserve Fund; and \$200,000 to the Housing Reserve Fund. The updated FY 2023-24 Budget was approved with an adjusted June 30, 2024 General Fund Contingency of 29.60% or \$5,357,792, which represents 108 days of operation.

Last month, CLA completed the FY 2023-24 financial audit. Attached for review is the Final Financial Report (Attachment D) for FY 2023-24. The report reflects a final General Fund Contingency balance of \$6.85 million, which represents a contingency of 38.57% (141 days of operations).

Attachment E is a General Fund cash flow report for FY 2023-24, which includes the Mid-Year budget (column B) approved on March 18, 2024; final results (column C); and the difference between the Mid-Year budget and final results (column D). The following summary tables compare final results to the Mid-Year adjusted budget for FY 2023-24.

**General Fund Revenues**

The final revenue report for FY 2023-24 indicates that there was a gain in total General Fund revenues of approximately \$1.78 million when compared to the final budget, which is summarized in Table A below:

**Table A – General Fund Revenues**

Revenue Source	Mid-Year Budget FY2023-24	Final Results FY2023-24	Difference	% of Budget
Property tax	\$7,500,000	\$7,651,288	\$151,288	102.0%
TOT	3,800,000	3,799,038	(962)	100.0%
Sales tax	2,100,000	2,196,466	96,466	104.6%
Parking meter	1,400,000	1,433,473	33,473	102.4%

Parking violations	1,200,000	1,395,851	195,851	116.3%
Planning services	1,082,000	1,286,304	204,304	118.9%
Other revenue	3,697,550	4,798,892	1,101,342	129.8%
<b>Total</b>	<b>\$20,779,550</b>	<b>\$22,561,312</b>	<b>\$1,781,762</b>	<b>108.6%</b>

**General Fund Expenditures**

FY 2023-24 General Fund operating expenditures were budgeted to fully restore operational services to pre-COVID levels, totaling \$15.55 million. Expenditures were subsequently adjusted during the Budget Update and Mid-Year processes that occurred during the fiscal year, resulting in a final operating expenditure budget of \$16.08 million. The following final results outlined in Table B indicate that total General Fund operating expenditures stayed within the final adjusted budget:

**Table B – General Fund Operating Expenditures**

Program	Mid-Year Budget FY2023-24	Final Results FY2023-24	Difference	% of Budget
General Government*	\$5,750,967	\$6,068,172	(\$317,205)	105.50%
Public Safety**	8,340,407	8,079,619	260,788	96.9%
Public Works	849,350	769,660	79,690	90.6%
Non-departmental	818,700	732,840	85,860	89.5%
Equipment replacement	324,700	270,159	54,541	83.2%
<b>Total</b>	<b>\$16,084,124</b>	<b>\$15,920,450</b>	<b>\$163,674</b>	<b>99.0%</b>

\* Includes City Council, City Manager, Legal services, Admin services, and Planning services.

\*\*Includes Law enforcement, Fire services; Lifeguard services; and Parking enforcement.

**Capital Improvement/Special Projects**

The calculated final results for capital projects, including the carryover funds of \$4.46 million, total \$7.30 million. The final results for special projects totaled \$1.23 million, including an unexpended balanced of \$0.80 million. Staff recommends that the unexpended FY 2023-24 funds from projects that were not completed during the year be carried over to FY 2024-25. A summary of capital and special project results is provided below in Table C:

**Table C- Capital & Special Projects**

Program	Mid-Year Budget FY2023-24	Final Results FY2023-24	Unspent (carry-over)*	% of Budget
General Fund CIP	\$4,545,787	\$2,230,198	\$2,315,589	49.1%
Open Space CIP	1,806,595	146,197	1,660,398	8.0%
TransNet CIP	527,000	95,996	431,004	18.2%
Clean Water CIP	462,385	369,738	92,647	79.9%
<b>Total CIP</b>	<b>\$7,341,767</b>	<b>\$2,842,129</b>	<b>\$4,499,638</b>	<b>38.7%</b>
Special Projects	1,234,180	430,060	804,120	34.8%
<b>Total</b>	<b>\$8,575,947</b>	<b>\$3,272,189</b>	<b>\$5,303,758</b>	<b>38.1%</b>

\* Only \$4,456,595 of unspent capital improvement budget and \$798,574 of special projects will be carried over to FY 2024-25.

**Measure Q Fund**

Originally projected at \$3.40 million, this revenue source was decreased to \$3.20 million at Mid-Year. Similar to sales tax, due to the post-pandemic spending spike in FY 2022-23, revenue leveled off in FY 2023-24, with final results in Measure Q revenue allocations remaining flat in FY 2023-24. However, due to high Measure Q balance and favorable interest earnings on investments, results came in 11% higher than last year at \$3.78 million.

The final projected Measure Q budget for FY 2023-24 expenditures was \$6.78 million. Total Measure Q expenditures for the year totaled \$1.17 million. Although the final results indicate a savings of approximately \$5.61 million in Measure Q expenditures, the majority of remaining unspent funds will be encumbered and carried over to FY 2024-25. A summary of the results is provided in Table D below:

**Table D – Measure Q Fund**

Revenue	Final Budget	Final Results	Difference	% of Budget
Measure Q	\$3,200,000	\$3,780,939	\$580,939	118%

Expenditures	Final Budget FY 23-24	Final Exp FY 23-24	Unspent (carry-over*)	% of Budget
Undergrounding-General	\$150,000	\$96,237	\$53,763	64.1%
UUP-Tewa Ct	108,376	97,002	11,374	89.5%
UUD1A Stratford Ct South	3,336,537	236,019	3,100,518	7.0%
UUD-X1A-Crest Canyon	2,286,526	470,474	1,816,052	20.5%
UUD1B – Stratford North	592,818	142,174	450,644	23.9%
UUD2 – Beach Colony	60,275	51,911	8,364	86.1%
UUD3 – South Hill	93,300	5,516	87,784	5.9%
Pavement Rehab	120,500	75,000	45,500	62.2%
Shores Park	33,828	-	33,828	0%
<b>Total</b>	<b>\$6,782,160</b>	<b>\$1,174,333</b>	<b>\$5,607,827</b>	<b>17.3%</b>

\*Only \$5,562,625 of unspent Measure Q budget will be carried over to FY 2024-25.

Based on \$3.78 million of Measure Q revenue funds (including earned interest) and \$1.17 million in expenditures, the final FY 2023-24 ending fund balance, including unspent funds that will be carried over to FY 2024-25, is at \$10.38 million. Staff recommends carrying over \$5.56 million of unspent funds in the FY 2024-25 Mid-Year report.

**General Fund Reserves**

Table E provides a summary of the changes in General Fund reserves including the Housing and Capital Improvement Reserve funds. In comparison to the Mid-Year budget approved on March 18, 2024, the Final Reserve Summary for FY 2023-24 shows an increase of 8.97% to the General Fund Contingency from 29.60% to 38.57%, and a total General Fund Contingency balance increase of \$1.49 million from \$5.36 million to \$6.85 million. The final balances will be carried over to the FY 2024-25 Reserve Summary to calculate the new estimated projected General Fund Contingency at June 30, 2025.

**Table E – General Fund Reserves & Transfers**

Account	Adopted Budget FY 23-24 (6/19/23)	Mid-Year Budget FY 23-24 (3/18/24)	Final Results FY 23-24 (3/25/25)
<b>General Fund Contingency</b>	<b>27.87%</b>	<b>29.60%</b>	<b>38.57%</b>
General Fund Contingency	\$4,910,011	\$5,357,792	\$6,849,772
Pension Reserve*	3,760,000	4,400,000	4,421,894
Self-Insurance	350,003	415,632	415,632
Leave Liability	100,000	100,000	100,000
Equipment Replacement	983,200	760,700	815,241
<b>Total General Fund</b>	<b>\$10,103,214</b>	<b>\$11,034,124</b>	<b>\$12,602,539</b>
Housing Reserve	1,400,000	1,600,000	1,600,000
Capital Reserve	400,000	650,000	650,000

\*A total additional Pension Reserve of \$1.90 million is reported in the Water and Wastewater Funds, resulting in a Citywide Pension Reserve balance of \$ 6.32 million.

**FISCAL YEAR 2024-2025 MID-YEAR FINANCIAL REPORT**

The original FY 2024-25 Budget was approved in June 2023. On June 17, 2024, the City Council approved the Updated Fiscal Year 2024-25 Operating and Capital Budget (Budget). The Budget Update included additional capital and special project expenditures related to the City work plan that was approved by the City Council during the Goal Setting Workshop on March 11, 2024. The approved FY 2024-25 Budget Update reflected an Operating and Capital Budget of \$42.22 million with a General Fund Contingency of 25.69% (94 days of operation) and included transfers of \$360,000 to the Pension Reserve Fund, \$100,000 to the Equipment Reserve Fund, \$300,000 to the Housing Reserve Fund, and \$2.50 million to the Capital Reserve Fund.

In order to present the FY 2024-25 Mid-Year Financial Report with the most updated information, the July 1, 2024, beginning balances have been updated to reflect the FY 2023-24 final results as discussed above.

After a thorough review of financial data through the second quarter (July-December 2024) of FY 2024-25, as discussed in detail below and presented in Attachment F, staff recommends increasing General Fund revenues by \$685,620 and General Fund expenditures by \$230,500. Staff also recommends carrying over funds from FY 2023-24 (Attachment G), resulting in an adjusted June 30, 2025, General Fund Contingency of \$5,683,024, which is a 30.08% contingency (110 days of operations) and exceeds the Council’s General Fund Contingency goal of 25%.

**General Fund Revenues**

Staff has reviewed revenues through the second quarter of the current fiscal year and an increase of \$685,620 in General Fund revenue is recommended. Below is information regarding the revenues received for the first half of the fiscal year in each of the City’s largest sources of revenue, which is summarized, along with recommended adjustments in Table C below.

**Property Tax**

Property tax is the City’s largest source of revenue and accounts for 35% of the City’s FY 2024-25 General Fund revenues. The City receives 12 property tax apportionments per fiscal year (July 1 – June 30). To date, the City has received seven property tax apportionments, with the

largest of these distributions received in December. As of December 2024, the total property tax received by the City for FY 2024-25, is \$3.33 million. In comparison to prior year collections, current receipts (including receipts received thru March) indicate that property tax is coming in around 5.3% higher. Applying a 5% increase to FY 2023-24 final results of \$7.65 million, would result in a FY 2024-25 year-end projection as budgeted at \$8.03 million.

Another available resource that staff utilizes to project property tax revenue is the County of San Diego tax/revenue accountability report that is provided to the City monthly. This report includes total property tax allocated to Del Mar based on the property tax bill that was sent out to residents for the current year. The reported amount includes corrections, supplemental bills, prior year escapes and penalties and interest. Staff estimates that 97% of expected collections will be received by the end of the year, which for FY 2024-25 is projected at \$8.07 million. Based on the data received to date, the current 5% increase, and reports provided by the County of San Diego, staff recommends maintaining the current \$8.03 million budget projection with no budget adjustment at this time.

Transient Occupancy Tax (TOT)

TOT is the City’s second largest revenue source and accounts for 17% of the City’s FY 2024-25 General Fund revenues. The City receives TOT payments on a monthly basis. Fiscal Year 2022-23 collections showed record breaking results, which staff considered an anomaly. Fiscal Year 2023-24 collections came in slightly lower than Fiscal Year 2022-23 at \$3.80 million. In comparison to the same period last year, the first half collections (July-December 2024) show revenue coming in at approximately 4.0% higher than last year. The following Table F summarizes Mid-Year and Year-End TOT results for the past five fiscal years:

**Table F. FY 2020-21 thru FY 2024-25 Mid-Year and Year-End TOT Results**

Fiscal Year	Mid-Year Results	% of Total	Year-End Results	Difference to PY
2024-2025	\$2,209,192	55.2%	\$4,000,000*	\$200,962
2023-2024	2,123,582	55.9%	3,799,038	(17,354)
2022-2023	2,146,670	56.2%	3,816,392	396,526
2021-2022	1,851,155	54.1%	3,419,866	1,627,776
2020-2021	987,862	55.1%	1,792,090	(508,414)

\*Budget projection for TOT revenue.

Historical data indicates that receipts collected through December of each year typically represents approximately 55% of the total revenue collected by the end of the year. Based on a current 4.0% increase in TOT collections, the projected FY 2024-25 total would be approximately \$3.95 million. The \$1.74 million revenue collection required for the last six months of the year (January-June 2025) to meet the \$3.95 million projection would require collections to come in the same as what was collected in the last five months for FY 2023-24. Staff recommends increasing TOT projection by \$180,000 to a new projection of \$4.00 million.

Sales Tax

Sales tax is the City’s third largest source of revenue and accounts for 10% of the City’s total General Fund revenues. The City receives sales tax payments on a monthly basis with quarterly true-up payments, which the State correlates with the calendar year not the fiscal year. Last

month, the City received the second quarter sales tax true-up payment, which is included in the analysis below.

To date, the City has received approximately \$1.28 million in sales tax receipts. When compared to the same quarter receipts last year, third quarter receipts (July-September 2024) came in 1.79% higher and fourth quarter receipts (October-December 2024) came in 15.90% higher. As was anticipated, similar to TOT, Fiscal Year 2022-23 results were an anomaly based on the spending hike from consumers. As predicted by the City’s sales tax consultant (HdL) and other economic forecasts, the trend leveled off in FY 2023-24 due to lower consumer spending largely related to restaurants and hotels and auto and transportation sales.

HdL forecasts anticipate Fiscal Year 2024-25 revenue to remain relatively flat at \$2.22 million. However, the first two quarters of the current fiscal year show positive results coming in at 6.91% higher than last year. Staff recommends not making any adjustments to the current \$2.30 million projection and continue to closely monitor sales tax revenue and return to the City Council if adjustment is necessary. Table G below includes historical sales tax data by calendar year quarter. The last two quarters of the current fiscal year are anticipated projections.

**Table G. FY 2020-21 thru FY 2024-25 Quarterly Sales Tax Receipts**

Fiscal Year	3 <sup>rd</sup> Quarter Jul-Sep Receipts	4 <sup>th</sup> Quarter Oct-Dec Receipts	1 <sup>st</sup> Quarter Jan-Mar Receipts	2 <sup>nd</sup> Quarter Apr-Jun Receipts	Totals
2024-2025	\$773,839	\$502,485	\$360,000*	\$663,676*	\$2,300,000*
2023-2024	760,245	433,535	354,742	647,943	2,196,465
2022-2023	813,190	509,776	346,379	636,917	2,306,262
2021-2022	644,065	476,648	368,787	579,216	2,068,716
2020-2021	321,812	221,455	197,667	407,037	1,147,971

\*Projected quarterly receipts and totals.

Parking Violation Revenue

Parking violation revenue for the first six months of the fiscal year came in 14.62% higher than the prior year. The increase was largely due to bail amounts (fees) increasing on July 1, 2024, as part of the User Fee cost of living adjustment and the increased ability to acquire vehicle registered owner data. Staff has re-evaluated projections for the second half of the fiscal year, and recommends increasing parking violation revenue by \$100,000, resulting in a new revenue projection of \$1.35 million for parking violations.

Parking Meter Revenue

Parking meter revenue for the first six months of the fiscal year came in 42.45% higher than the prior year largely due to increase usage of parking machines. Staff has re-evaluated projections for the second half of the fiscal year, and recommends increasing parking meter revenue by \$300,000, resulting in a new revenue projection of \$1.70 million.

Other General Fund Revenue Adjustments

Based on actual collections to date, an adjustment of \$105,620 is recommended based on actual receipts received to date related to Workers’ Compensation reimbursement, sale of City property, EV Charging revenue, and donations for the installation of water fountain filling stations.

The following Table H summarizes the requested General Fund Mid-Year revenue adjustments:

**Table H. Recommended FY 2024-25 General Fund Revenue Adjustments**

Account	Current Budget	Recommended Adjustment	Amended Budget
Property tax	\$8,032,500	\$-	\$8,032,500
TOT	3,820,000	180,000	4,000,000
Sales tax	2,300,000	-	2,300,000
Parking violations	1,250,000	100,000	1,350,000
Parking meters	1,400,000	300,000	1,700,000
Other revenue	5,517,810	105,620	5,623,430
<b>Total</b>	<b>\$22,320,310</b>	<b>\$685,620</b>	<b>\$23,005,930</b>

**Other Non-General Fund Revenues**

In addition to the General Fund adjustments described above, staff will be requesting an increase of \$34,000 in the Supplemental Law Enforcement Fund to account for the actual funds received from the Revenue Growth program, and an increase of \$132,850 in the Housing Fund to account for actual housing in-lieu fees collected to date.

Included in this report is an increase of \$200,000 to the Water Fund and \$60,000 to the Wastewater Fund that does not have an impact to the General Fund. This increase is largely due to increased usage revenues based on current activity.

**General Fund Operating Expenditures**

Staff has reviewed expenditures through the second quarter of the current fiscal year and an increase of \$230,500 in General Fund expenditure adjustments is recommended. Below is information regarding the more significant General Fund adjustments being proposed, which are summarized along with the recommended adjustments in Table I.

Legal Services

The City of Del Mar contracts with Devaney Pate Morris & Cameron, LLP for City Attorney legal services. Based on demand for services through the mid-year, including assistance with the unanticipated Council vacancy that occurred in Fall 2024, ongoing legal support related to the San Diego Association of Governments (SANDAG) proposed LOSSAN realignment project, and anticipated needs through the year-end, staff recommends an increase of \$100,000 for legal retainer services.

Fire Protection Services

The City has received the 1<sup>st</sup> and 2<sup>nd</sup> Quarter invoices for fire management services provided in the current fiscal year which reflects cost increases of approximately 18%, which relates to increased salary and benefits costs for Encinitas Fire Management staff which Del Mar pays a proportionate share of. As such, an additional \$40,000 will be required to cover the cost for the remainder of the year. Separately, another \$40,000 is being requested to cover current and anticipated costs for duty coverage provided by the City of Solana Beach and the City of Encinitas due to fire personnel vacancies.

Also included in the mid-year adjustment for fire protection services is \$22,000 for critical repairs to the City's 2012 Pierce Fire Engine. The City's reserve engine is functioning as the City's primary

fire engine while a new engine is currently on order, so it is essential that the current engine continue to be maintained in good working condition.

**Equipment Replacement**

The City’s primary network backup device is at the end of its useful life and frequently failing. IT staff recommends replacing it as soon as possible with a new backup device, estimated at \$14,500, which will enhance disaster recovery and ransomware protection for the City.

The Lifeguard Division recommends replacement of one of their two Inflatable Rescue Boats (IRB) that are used for patrol, ocean rescues, making enforcement contacts, backing up lifeguards on incidents, and providing much needed transportation of patrons involved in rescues or medical aids – especially during busy summer tides or periods of high tides. The cost of a new IRB is estimated at \$24,000. A generous public donation of \$10,000 for use toward the purchase of a new IRB will be considered by the City Council on April 7, 2025. Staff recommends an adjustment of \$14,000 to cover the remaining cost of the IRB.

**Table I. Recommended FY 2024-25 General Fund Expenditure Adjustments**

Program	Current Budget	Enc & Approp	Recommended Adjustment	Amended Budget
General government	\$6,343,510	\$1,300	\$100,000	\$6,444,810
Public safety	8,627,860	35,732	102,000	8,765,592
Public works	828,780	16,033	-	844,813
Non-Departmental	842,570	-	-	842,570
Equipment Replacement	182,240	47,159	28,500	257,899
<b>Total</b>	<b>\$16,824,960</b>	<b>\$100,224</b>	<b>\$230,500</b>	<b>\$17,155,684</b>

**Other Non-General Fund Expenditure Adjustments**

Recommended increases to Non-General Fund expenditures are included in Table J below:

**Table J. Recommended FY 2024-25 Non-General Fund Expenditure Adjustments**

Fund	Amount	Description
Gas Tax	\$15,000	Restriping of Camino del Mar
Housing Fund	17,240	City contribution to the Del Mar Community Connections Rent Subsidy Program administration
Capital Improvement	45,000	Unanticipated HVAC and rain gutter repairs at City Hall
Special Project	70,240	Legal services associated with Short Term Rental project and support for new Enterprise Resource Planning system
<b>Total</b>	<b>\$147,480</b>	

Included in this report are also recommended adjustments to the Enterprise funds that do not impact the General Fund Contingency. This includes an increase of \$222,450 to the Water Fund; \$40,000 to the Clean Water Fund; and \$176,950 to the Wastewater Fund, which are largely due to increased operational costs including vehicle maintenance, supplies, and equipment expenses.

**Reserves**

An updated FY 2023-24 Reserve Summary Report is included with this report as part of Attachment F, which reflects the following:

- Updated beginning balances at July 1, 2024 based on FY 2023-24 final results;
- Current adopted budget which includes adjustments approved by the City Council from July 1, 2024 to March 3, 2025;
- Encumbrances and Continuing Appropriations (Attachment G) for committed contracts or capital projects that were not completed by June 30, 2024; and,
- Additional adjustments recommended for approval, as described above.

Table K below represents the estimated ending General Fund reserve balances at June 30, 2025, reflecting adjustments and additional reserve transfers recommended by staff as part of this Mid-Year process.

**Table K. General Fund Reserve Balances**

Account	FY 2024-25 Original Budget (6/19/23)	FY 2024-25 Budget Update (6/17/24)	FY 2024-25 Budget Mid-Year (3/25/25)	Difference
<b>General Fund Contingency</b>	<b>26.54%</b>	<b>25.69%</b>	<b>30.08%</b>	<b>4.39%</b>
General Fund Contingency	\$4,804,462	\$4,837,122	\$5,683,024	\$845,902
Pension Reserve*	4,120,000	4,760,000	4,781,894	21,894
Housing Reserve	1,700,000	1,650,000	1,650,000	-
Self-Insurance	350,003	300,000	300,000	-
Leave Liability	100,000	100,000	100,000	-
Equipment Replacement	1,054,800	678,460	657,342	(21,118)
<b>Total General Fund</b>	<b>\$12,129,265</b>	<b>\$12,325,582</b>	<b>\$13,172,260</b>	<b>\$846,678</b>
Capital Improvement Reserve	600,000	3,150,000	3,150,000	-

\*An additional \$1.90 million in Pension Reserve Funds are held in the Water and Wastewater fund.

**Measure Q Fund**

**Revenues**

Measure Q revenues allocated to the City are made up of 1% of all taxable transactions that occur within the Del Mar city boundary, online purchases made by Del Mar residents, and vehicle purchases by Del Mar residents from out-of-town vendors/car dealers.

To date in the current fiscal year, the City has received approximately \$1.92 million in Measure Q tax receipts. Based on current trends, including interest earnings, and quarterly reports prepared by HdL, the City’s sales tax consultant, the projected Measure Q revenue projection for FY 2024-25 is as budgeted at \$3.50 million. Staff will continue to monitor Measure Q revenue and will request additional adjustments as necessary.

**Expenditures**

In FY 2020-21, the City Council established an undergrounding project budget for Tewa Court, which is now complete. In July 2021, the City Council established undergrounding districts 1A and X1A. Construction for District 1A began in Summer 2024, and construction for X1A is planned for Fall 2025. At the end of FY 2022-23, the Council authorized pre-formation activities for

undergrounding district 1B. In FY 2023-24 City Council authorized preformation activities for Districts 2 and 3, and preconstruction activities for District 1B. Funds for activities related to these active undergrounding districts has been allocated by the Council. The total available funding for all Measure Q projects is currently at \$13.41 million, which includes the \$5.56 million in carry over funds from FY 2023-24. Based on a review of all current activities, staff recommends an increase to the undergrounding general account by \$150,000 for administrative costs that are reimbursable to the General Fund.

### **Reserves**

Based on the final FY 2023-24 year-end results, revenues received to date, and projected activity through the remainder of the fiscal year, the Measure Q fund balance at June 30, 2025, is projected at \$320,680.

### **Finance Committee Feedback**

Staff presented the FY 2023-24 Final Financial Report and FY 2024-25 Mid-Year Financial Report to the City's Finance Committee on March 25, 2025. The Committee was pleased with the positive results and supported staff's recommendation to approve the budget adjustments as included in the report.

### **City's Cash and Investments**

Pursuant to the City's Investment Policy, included with this report as Attachment H, is the Treasurer's Report as of December 31, 2024.

### **OVERALL SUMMARY**

After a thorough review of financial activity through January 2025 for all funds, staff recommends a total revenue increase of \$1,112,470, a total expenditure increase of \$967,380, and a net carry-over of unspent FY 2023-24 funds totaling \$8,145,648. If these adjustments are approved, the new ending General Fund Contingency balance will increase from \$4,837,122 as reported on July 1, 2024, to \$5,683,024, which represents a 30.08% contingency (110 days of operations) and exceeds the Council's 25% General Fund Contingency goal.

### **FISCAL IMPACT:**

Council approval of the recommended action for this agenda item will result in amending the Fiscal Year 2024-25 Operating and Capital Budget as included in Exhibit A of Attachment F

### **ENVIRONMENTAL IMPACT:**

The proposed City Council action does not constitute a "project" under the definition set forth in California Environmental Quality Act (CEQA) Guidelines Section 15378 because it will not have a potential to result in a direct or indirect physical change in the environment and is, therefore, not subject to CEQA. No further action under CEQA is required.

### **NEXUS TO CITY COUNCIL GOALS AND PRIORITIES:**

This item is operational in nature and is not directly related to the City Council's list of Goals and Priorities.

### **ATTACHMENTS**

Attachment A - Independent Auditors' Report  
Attachment B - Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

- Attachment C - Independent Accountants' Report on Agreed-Upon Procedures Applied to Appropriations Limit Worksheet No. 6
- Attachment D - Fiscal Year 2023-24 Final Financial Report
- Attachment E - Fiscal Year 2023-24 General Fund Cash Flow Report
- Attachment F - Resolution 2025-XX Amending the Fiscal Year 2024-25 Operating and Capital Budget
- Attachment G - Fiscal Year 2023-24 Encumbrances and Continuing Appropriations
- Attachment H - Treasurer's Investment Report for the Quarter Ended December 31, 2024



Honorable City Council of the  
City of Del Mar  
Del Mar, California

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Del Mar as of and for the year ended June 30, 2024, and have issued our report thereon dated March 19, 2025. We have previously communicated to you information about our responsibilities under auditing standards generally accepted in the United States of America and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit in our statement of work dated May 14, 2024. Professional standards also require that we communicate to you the following information related to our audit.

### **Significant audit findings or issues**

#### ***Qualitative aspects of accounting practices***

##### *Accounting policies*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by City of Del Mar are described in Note 1 to the financial statements.

No significant new accounting policies were adopted and the application of existing policies was not changed during the year.

We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

##### *Accounting estimates*

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. There were no accounting estimates affecting the financial statements which were particularly sensitive or required substantial judgments by management.

##### *Financial statement disclosures*

There were no particularly sensitive financial statement disclosures.

The financial statement disclosures are neutral, consistent, and clear.

#### ***Difficulties encountered in performing the audit***

We encountered no significant difficulties in dealing with management in performing and completing our audit.

***Uncorrected misstatements***

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management did not identify and we did not notify them of any uncorrected financial statement misstatements.

***Corrected misstatements***

Management did not identify and we did not notify them of any financial statement misstatements detected as a result of audit procedures.

***Disagreements with management***

For purposes of this communication, a disagreement with management is a disagreement on a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. No such disagreements arose during our audit.

***Management representations***

We have requested certain representations from management that are included in the management representation letter dated March 19, 2025.

***Management consultations with other independent accountants***

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the entity's financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

***Significant issues discussed with management prior to engagement***

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to engagement as the entity's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our engagement.

***Required supplementary information***

With respect to the required supplementary information (RSI) accompanying the financial statements, we made certain inquiries of management about the methods of preparing the RSI, including whether the RSI has been measured and presented in accordance with prescribed guidelines, whether the methods of measurement and preparation have been changed from the prior period and the reasons for any such changes, and whether there were any significant assumptions or interpretations underlying the measurement or presentation of the RSI. We compared the RSI for consistency with management's responses to the foregoing inquiries, the basic financial statements, and other knowledge obtained during the audit of the basic financial statements. Because these limited procedures do not provide sufficient evidence, we did not express an opinion or provide any assurance on the RSI.

**Supplementary information in relation to the financial statements as a whole**

With respect to the combining fund financial statements, and the individual budgetary schedules (collectively, the supplementary information) accompanying the financial statements, on which we were engaged to report in relation to the financial statements as a whole, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period or the reasons for such changes, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves. We have issued our report thereon dated March 19, 2025.

**Other information included in annual reports**

Other information (financial or nonfinancial information other than the financial statements and our auditors' report thereon) is being included in your annual report and is comprised of the introductory and statistical sections. Our responsibility for other information included in your annual report does not extend beyond the financial information identified in our opinion on the financial statements. We have no responsibility for determining whether such other information is properly stated and do not have an obligation to perform any procedures to corroborate other information contained in your annual report. We are required by professional standards to read the other information included in your annual report and consider whether a material inconsistency exists between the other information and the financial statements because the credibility of the financial statements and our auditors' report thereon may be undermined by material inconsistencies between the audited financial statements and other information. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Our auditors' report on the financial statements includes a separate section, "Other Information," which states we do not express an opinion or any form of assurance on the other information included in the annual report. We did not identify any material inconsistencies between the other information and the audited financial statements.

\* \* \*

This communication is intended solely for the information and use of the City Council and management of City of Del Mar and is not intended to be, and should not be, used by anyone other than these specified parties.



**CliftonLarsonAllen LLP**

Irvine, California  
March 19, 2025



**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING  
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL  
STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Honorable Mayor and Members of the City Council  
City of Del Mar  
Del Mar, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Del Mar (the City), as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated March 19, 2025.

***Report on Internal Control Over Financial Reporting***

In planning and performing our audit of the financial statements, we considered City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of City's internal control. Accordingly, we do not express an opinion on the effectiveness of City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Honorable Mayor and Members of the City Council  
City of Del Mar

***Report on Compliance and Other Matters***

As part of obtaining reasonable assurance about whether City’s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

***Purpose of This Report***

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity’s internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity’s internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



**CliftonLarsonAllen LLP**

Irvine, California  
March 19, 2025

**CITY OF DEL MAR, CALIFORNIA**  
**AGREED-UPON PROCEDURES**  
**APPROPRIATIONS LIMIT WORKSHEET NO. 6**  
**YEAR ENDED JUNE 30, 2024**



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**INDEPENDENT ACCOUNTANTS' REPORT  
ON AGREED-UPON PROCEDURES  
APPLIED TO APPROPRIATIONS LIMIT WORKSHEET NO. 6**

Honorable City Council  
of the City of Del Mar  
Del Mar, California

We have performed the procedures enumerated below on the accompanying Appropriations Limit Worksheet No. 6 of the City of Del Mar, California, (the "City") for the year ended June 30, 2024. The City's management is responsible for the Appropriations Limit Worksheet No. 6.

The City and the League of California Cities (as presented in the League publication entitled "Article XIII-B Appropriations Limit Uniform Guidelines") have agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of meeting the requirements of Section 1.5 of Article XIII-B of the California Constitution. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and the associated findings are as follows:

- a. We obtained the completed Appropriations Limit Worksheet No. 6 for the year ended June 30, 2024, and compared the limit and annual adjustment factors included in that worksheet to the limit and annual adjustment factors that were adopted by resolution of the City Council. We also compared the population and inflation options included in the aforementioned worksheet to those that were selected by a recorded vote of the City Council.

No exceptions were noted as a result of our performing this procedure.

- b. For the Appropriations Limit Worksheet No. 6, we added last year's limit to the total adjustments, and compared the resulting amount to this year's limit. We also recalculated the adjustment factor and the adjustment for inflation and population, and compared the results to the amounts on Appropriations Limit Worksheet No. 6.

No exceptions were noted as a result of our performing this procedure.

- c. We compared the prior year appropriations limit presented in the accompanying Appropriations Limit Worksheet No. 6 to the prior year appropriations limit adopted by the City Council for the prior year.

No exceptions were noted as a result of our performing this procedure.

City Council  
City of Del Mar  
Del Mar, California

We were engaged by the City to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on the accompanying Appropriations Limit Worksheet No. 6. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the information and use of the City Council and management of the City of Del Mar, California and is not intended to be, and should not be, used by anyone other than these specified parties.



**CliftonLarsonAllen LLP**

Irvine, California  
August 6, 2024

**CITY OF DEL MAR  
 APPROPRIATIONS LIMIT WORKSHEET NO. 6  
 YEAR ENDED JUNE 30, 2024**

Appropriations Limit for Fiscal Year Ended June 30, 2023 (see Note 2) \$ 33,603,521

Adjustments Factors for the Fiscal Year Ended June 30, 2024 (see Note 2):

	Inflation Factor (Note 3)	Population Factor (Note 4)	Combined Factor	
	1.04440000	1.00000000	1.04440000	0.04440000
Adjustment for Inflation and Population				1,491,996
Other Adjustments (Note 5)				-
Total Adjustments				1,491,996
Appropriations Limit for Fiscal Year Ended June 30, 2024				\$ 35,095,517

*See accompanying Notes to Appropriations Limit Worksheet No. 6.*  
 (4)

**CITY OF DEL MAR**  
**NOTES TO APPROPRIATIONS LIMIT WORKSHEET NO. 6**  
**JUNE 30, 2024**

**NOTE 1 PURPOSE OF AGREED UPON PROCEDURES**

Under Article XIII B of the California Constitution (the Gann Spending Limitation Initiative), California governmental agencies are restricted as to the amount of annual appropriations from proceeds of taxes. Effective for years beginning on or after July 1, 1990, under Section 1.5 of Article XIII B, the annual calculation of the appropriations limit is subject to agreed-upon procedures in connection with the annual audit.

**NOTE 2 METHOD OF CALCULATION**

Under Section 10.5 of Article XIII B, for fiscal years beginning on or after July 1, 1990, the appropriations limit is required to be calculated based on the limit for the fiscal year 1986-87, adjusted for the inflation and population factors discussed at Notes 3 and 4 below.

**NOTE 3 INFLATION FACTORS**

A California governmental agency may adjust its appropriations limit by either the percentage change in California per capita personal income from the preceding year (which is supplied by the State Department of Finance), or the percentage change in the local assessment roll from the preceding year due to the change of local nonresidential construction. The factor adopted by the City of Del Mar (the "City") for fiscal year 2023-2024 represents the percentage change in California per capita personal income from the preceding year.

**NOTE 4 POPULATION FACTORS**

A California governmental agency may adjust its appropriations limit by either the annual percentage change of the jurisdiction's own population, or the annual percentage change in population in the County where the jurisdiction is located. The factor adopted by the City for fiscal year 2023-2024 represents the annual percentage change in the population for the City.

**NOTE 5 OTHER ADJUSTMENTS**

A California governmental agency may be required to adjust its appropriations limit when certain events occur, such as the transfer of responsibility for municipal services to, or from, another governmental agency or private entity. The City had no such adjustments for the year ended June 30, 2024.



CLA (CliftonLarsonAllen LLP) is a network member of CLA Global. See [CLAGlobal.com/disclaimer](http://CLAGlobal.com/disclaimer). Investment advisory services are offered through CliftonLarsonAllen Wealth Advisors, LLC, an SEC-registered investment advisor.

**CITY OF DEL MAR  
FISCAL YEAR 2023-2024  
FINAL FINANCIAL REPORT  
RESERVE SUMMARY**

Attachment D

		<b>BEGINNING BALANCE JUL 1, 2023 ACTUAL</b>	<b>REVENUES FY 2024</b>	<b>O &amp; M EXPENDITURES FY 2024</b>	<b>CIP EXPENDITURES FY 2024</b>	<b>TRANSFERS IN FY 2024</b>	<b>(OUT) FY 2024</b>	<b>ENDING BALANCE JUN 30, 2024 ACTUAL</b>
<b>GENERAL FUND</b>								
CONTINGENCY	<b>38.57%</b>	6,413,333	22,452,218	(15,563,091)	-	325,303	\$ (6,777,991)	6,849,772
RESTRICTED:								
SELF-INSURANCE		437,632	-	-	-	-	(22,000)	415,632
DESIGNATED:								
ENCUMBRANCES		-	-	-	-	-	-	-
COASTAL PARKING REVENUE		-	81,900	(81,900)	-	-	-	-
SIDEWALK CAFÉ		-	5,300	(5,300)	-	-	-	-
HOUSING RESERVE		-	-	-	-	-	-	-
PENSION RESERVE		3,400,000	21,894	-	-	1,000,000	-	4,421,894
LEAVE LIABILITY		100,000	-	-	-	-	-	100,000
EQUIPMENT REPLACEMENT		985,400	-	(270,159)	-	100,000	-	815,241
TOTAL GENERAL FUND		11,336,365	22,561,312	(15,920,450)	-	1,425,303	(6,799,991)	12,602,539
<b>MEASURE Q</b>								
ENCUMBRANCES		7,372,624	3,780,939	-	(777,058)	-	(5,562,625)	4,813,880
TOTAL MEASURE Q FUND		397,275	-	-	(397,275)	5,562,625	-	5,562,625
TOTAL MEASURE Q FUND		7,769,899	3,780,939	-	(1,174,333)	5,562,625	(5,562,625)	10,376,505
<b>ROAD MAINTENANCE REHABILITATION ACCT</b>								
		90,384	107,381	-	-	-	(90,380)	107,385
<b>GAS TAX FUND</b>								
		9,835	114,641	(758,972)	-	634,496	-	-
<b>OPEN SPACE FUND</b>								
		-	646,359	(1,195,384)	-	549,025	-	-
DESIGNATED								
ENCUMBRANCES		154,607	-	-	-	87,118	-	241,725
CAPITAL IMPROVEMENT PROJECTS		-	35,000	-	(146,197)	111,197	-	-
OPEN SPACE ACQUISITION		86,388	-	-	-	-	-	86,388
TREE RESERVE		37,267	3,750	-	-	-	-	41,017
TOTAL OPEN SPACE FUND		278,262	685,109	(1,195,384)	(146,197)	747,340	-	369,131
<b>SUPPLEMENTAL LAW ENFORCEMENT FUND</b>								
		-	192,923	-	-	-	(192,923)	-
<b>REGIONAL COMMUNICATIONS FUND</b>								
		13,894	46,159	(44,521)	-	-	-	15,531
<b>GRANTS FUND</b>								
		136,432	87,833	(68,491)	-	-	-	155,775

**CITY OF DEL MAR  
FISCAL YEAR 2023-2024  
FINAL FINANCIAL REPORT  
RESERVE SUMMARY**

	<b>BEGINNING BALANCE JUL 1, 2023 ACTUAL</b>	<b>REVENUES FY 2024</b>	<b>O &amp; M EXPENDITURES FY 2024</b>	<b>CIP EXPENDITURES FY 2024</b>	<b>TRANSFERS IN FY 2024</b>	<b>(OUT) FY 2024</b>	<b>ENDING BALANCE JUN 30, 2024 ACTUAL</b>
<b>HOUSING FUND</b>	52,065	42,364	(45,684)	-	-	-	48,745
HOUSING RESERVE	1,100,000	-	-	-	500,000	-	1,600,000
	1,152,065	42,364	(45,684)	-	500,000	-	1,648,745
<b>AB 939 FUND</b>	385,566	251,345	(64,849)	-	-	-	572,062
<b>PEG FEE FUND</b>	3,572	40,405	(10,736)	-	-	(20,000)	13,241
<b>CAPITAL IMPROVEMENT FUND</b>	200,000	116,606	-	(1,344,018)	1,075,205	-	47,793
ENCUMBRANCES	591,015	295,165	-	(886,180)	875,560	-	875,560
RESERVE FOR CAPITAL	200,000	-	-	-	450,000	-	650,000
DEBT SERVICE	-	-	(902,860)	-	902,860	-	-
TOTAL CAPITAL IMPROVEMENT FUND	991,015	411,771	(902,860)	(2,230,198)	3,303,625	-	1,573,353
<b>SPECIAL PROJECT FUND</b>	-	-	-	(60,860)	60,860	-	-
ENCUMBRANCES	874,180	-	-	(369,200)	293,594	-	798,574
TOTAL SPECIAL PROJECT FUND	874,180	-	-	(430,060)	354,454	-	798,574
<b>TRANSNET FUND</b>	3,190	228,931	(228,756)	-	-	-	3,365
<b>RTCIP</b>	31,628	4,977	-	-	-	-	36,605
<b>WORKERS' COMPENSATION FUND</b>	308,724	349,499	(261,612)	-	-	-	396,611
<b>WATER FUND</b>							
NET POSITION	1,459,839	4,588,738	(4,016,737)	-	143,966	(339,500)	1,836,306
RESTRICTED:							
CONTRIBUTED CAPITAL	4,028,272	-	-	-	-	-	4,028,272
DESIGNATED							
ENCUMBRANCES	484,983	-	(363,485)	-	-	-	121,498
SELF-INSURANCE	50,000	-	-	-	-	-	50,000
RATE STABILIZATION	200,000	-	-	-	-	-	200,000
CAPITAL REPLACEMENT	350,000	-	-	-	120,000	-	470,000
NET PENSION LIABILITY	(1,832,206)	-	-	-	-	(143,966)	(1,976,172)
PENSION RESERVE	780,500	-	-	-	219,500	-	1,000,000
OPERATING RESERVE	500,000	-	-	-	-	-	500,000
EQUIPMENT REPLACEMENT	200,000	-	-	-	-	-	200,000
UTILITY PLANT IN SERVICE	7,274,127	-	73,841	-	-	-	7,347,968
TOTAL WATER FUND	13,495,515	4,588,738	(4,306,381)	-	483,466	(483,466)	13,777,872

**CITY OF DEL MAR  
FISCAL YEAR 2023-2024  
FINAL FINANCIAL REPORT  
RESERVE SUMMARY**

	<b>BEGINNING BALANCE JUL 1, 2023 ACTUAL</b>	<b>REVENUES FY 2024</b>	<b>O &amp; M EXPENDITURES FY 2024</b>	<b>CIP EXPENDITURES FY 2024</b>	<b>TRANSFERS IN FY 2024</b>	<b>(OUT) FY 2024</b>	<b>ENDING BALANCE JUN 30, 2024 ACTUAL</b>
<b>CLEANWATER FUND</b>							
NET POSITION	-	668,695	(712,845)	-	107,848	-	63,698
DESIGNATED							
UTILITY PLANT IN SERVICE	141,348		-	-	305,528		446,876
ENCUMBRANCES	341,486		-	-	30,228	(305,528)	66,186
CAPITAL REPLACEMENT RESERVE	-			-	-		-
TOTAL CLEAN WATER FUND	482,834	668,695	(712,845)	-	443,604	(305,528)	576,760
<b>WASTEWATER FUND</b>							
NET POSITION	452,325	4,176,376	(3,758,904)	-	144,728	(300,668)	713,858
RESTRICTED							
IBANK RESERVE	228,828	-	-	-	-	-	228,828
CONTRIBUTED CAPITAL	650,814	-	-	-	-	-	650,814
LOAN RESERVE-STATE REVOLVING	332,979	-	-	-	-	-	332,979
DESIGNATED							
ENCUMBRANCES	358,703	-	-	-	16,257	-	374,960
SELF-INSURANCE	50,000	-	-	-	-	-	50,000
CAPITAL REPLACEMENT	350,000	-	-	-	150,000	-	500,000
NET PENSION LIABILITY	(1,841,900)	-	-	-	-	(144,728)	(1,986,628)
PENSION RESERVE	817,000	-	-	-	83,000	-	900,000
OPERATING RESERVE	408,000	-	-	-	-	-	408,000
EQUIPMENT REPLACEMENT	300,000	-	-	-	-	-	300,000
UTILITY PLANT IN SERVICE	8,497,298	-	-	-	51,411	-	8,548,709
RATE STABILIZATION	200,000	-	-	-	-	-	200,000
TOTAL WASTEWATER FUND	10,804,047	4,176,376	(3,758,904)	-	445,396	(445,396)	11,221,520
<b>TOTAL ENTERPRISE FUNDS</b>	<b>24,782,396</b>	<b>9,433,809</b>	<b>(8,778,130)</b>	<b>-</b>	<b>1,372,466</b>	<b>(1,234,390)</b>	<b>25,576,151</b>
<b>TOTAL - ALL FUNDS</b>	<b>48,167,408</b>	<b>38,339,398</b>	<b>(28,280,445)</b>	<b>(3,980,788)</b>	<b>13,900,309</b>	<b>(13,900,309)</b>	<b>54,245,573</b>

**CITY OF DEL MAR  
FISCAL YEAR 2023-2024  
FINAL FINANCIAL REPORT  
REVENUE SUMMARIES**

SOURCE OF FUNDS	ACTUAL REVENUE FINAL FY 2021-22	ACTUAL REVENUE FINAL FY 2022-23	ADOPTED BUDGET (6/19/23) FY 2023-24	MID-YEAR AMENDED BUDGET FY 2023-24	ACTUAL REVENUE FINAL FY 2023-24	% RECV'D FY 2023-24	PROJECTED REVENUE FY 2023-24
<b>GENERAL FUND</b>							
<b>TAXES</b>							
PROPERTY TAX	6,615,450	7,241,627	7,176,000	7,500,000	7,651,288	102.0%	7,450,000
VLf IN LIEU OF PROPERTY TAX	699,411	759,841	790,190	790,190	807,116	102.1%	806,920
SALES AND USE TAX	2,068,716	2,306,262	2,250,000	2,100,000	2,196,466	104.6%	2,100,000
TRANSIENT OCCUPANCY TAX	3,419,866	3,816,392	3,800,000	3,800,000	3,799,038	100.0%	3,785,000
BUSINESS LICENSE TAX	282,187	276,466	300,000	200,000	362,769	181.4%	225,000
FRANCHISE TAX	404,226	442,409	200,000	300,000	446,816	148.9%	300,000
REAL PROPERTY TRANSFER TAX	274,365	134,893	140,000	140,000	178,484	127.5%	140,000
<b>TOTAL</b>	<b>13,764,222</b>	<b>14,977,890</b>	<b>14,656,190</b>	<b>14,830,190</b>	<b>15,441,977</b>	<b>104.1%</b>	<b>14,806,920</b>
<b>LICENSES &amp; PERMITS</b>							
LICENSES & PERMITS	352	2,335	500	500	3,485	696.9%	758
JUNIOR LIFEGUARD	88,689	96,990	95,000	95,000	90,310	95.1%	95,000
PARKING PERMITS	31,333	30,060	25,000	25,000	27,387	109.5%	25,000
<b>TOTAL</b>	<b>120,374</b>	<b>129,385</b>	<b>120,500</b>	<b>120,500</b>	<b>121,182</b>	<b>100.6%</b>	<b>120,758</b>
<b>FINES &amp; FORFEITURES</b>							
MOVING VIOLATIONS/VEHICLE CODE FINES	42,640	58,170	55,000	55,000	69,284	126.0%	60,000
PARKING VIOLATIONS	903,237	1,368,108	925,000	1,200,000	1,395,851	116.3%	1,450,000
PENALTIES	23,939	5,712	12,000	12,000	25,267	210.6%	12,000
ADMINISTRATIVE CITATIONS	43,595	88,167	45,000	45,000	55,152	122.6%	45,000
RED LIGHT ENFORCEMENT	52,859	73,937	65,000	65,000	94,156	144.9%	80,000
<b>TOTAL</b>	<b>1,066,270</b>	<b>1,594,094</b>	<b>1,102,000</b>	<b>1,377,000</b>	<b>1,639,711</b>	<b>119.1%</b>	<b>1,647,000</b>
<b>REVENUE FROM USE OF ASSETS</b>							
INTEREST EARNINGS	42,271	199,381	270,000	270,000	925,444	342.8%	300,000
RENTAL INCOME	199,944	230,372	200,000	200,000	240,743	120.4%	220,000
PARKING METER INCOME	1,513,143	1,268,930	1,400,000	1,400,000	1,433,473	102.4%	1,350,000
SIDEWALK CAFÉ USER FEE	6,339	1,469	5,000	5,000	12,371	247.4%	6,000
<b>TOTAL</b>	<b>1,512,898</b>	<b>1,700,152</b>	<b>1,875,000</b>	<b>1,875,000</b>	<b>2,612,031</b>	<b>139.3%</b>	<b>1,876,000</b>
<b>REVENUE FROM OTHER AGENCIES</b>							
MOTOR VEHICLE LICENSE FEE	4,919	4,040	4,000	4,000	4,868	121.7%	1,000
PUBLIC SAFETY AUGMENTATION FUND	102,840	107,147	100,000	100,000	107,890	107.9%	110,000
HOMEOWNER EXEMPT	35,718	35,835	35,000	35,000	34,592	98.8%	35,000
STATE MANDATED COST REIMB	-	-	1,500	1,500	128	8.5%	1,000
FEDERAL/STATE/LOCAL GRANTS	-	5,000	-	20,500	24,406	119.1%	20,500
CORONAVIRUS RELIEF FUNDS	-	870,883	-	-	-	0.0%	-
OFF-TRACK PARIMUTUEL	7,380	9,009	8,000	8,000	7,465	93.3%	7,000
SOLID WASTE	27,761	10,996	11,000	11,000	12,620	114.7%	25,000
<b>TOTAL</b>	<b>178,619</b>	<b>1,042,910</b>	<b>159,500</b>	<b>180,000</b>	<b>191,969</b>	<b>106.6%</b>	<b>199,500</b>
<b>CHARGES - PLANNING SERVICES</b>							
PLANNING SERVICES	541,624	625,509	520,000	520,000	502,183	96.6%	480,000
ENGINEERING SERVICES	151,057	181,888	120,000	120,000	171,259	142.7%	160,000
BUILDING SERVICES	435,382	606,602	442,000	442,000	612,862	138.7%	442,000
<b>TOTAL</b>	<b>1,128,062</b>	<b>1,413,999</b>	<b>1,082,000</b>	<b>1,082,000</b>	<b>1,286,304</b>	<b>118.9%</b>	<b>1,082,000</b>
<b>OTHER REVENUE SOURCES</b>							
PARKING IN-LIEU FEE	8,510	-	5,000	5,000	13,764	275.3%	6,900
SALE OF PROPERTY	28,600	-	-	-	-	0.0%	-
ADMINISTRATIVE CHARGE	910,344	910,344	965,790	965,790	937,650	97.1%	965,780
CONTRIBUTIONS	43,719	3,660	-	6,000	16,993	0.0%	6,000
ADMINISTRATIVE CHARGE-MEASURE Q	68,951	59,875	150,000	150,000	90,528	60.4%	150,000
WC/STD REIMBURSEMENTS	35,709	22,665	-	-	14,572	100.0%	-
INSURANCE CLAIM REIMBURSEMENT	130,493	3,807	-	-	-	0.0%	-
EXPENDITURE REIMBURSEMENT	25,305	3,811	171,000	163,070	148,006	90.8%	160,000
MISCELLANEOUS	55,548	137,182	25,000	25,000	46,626	186.5%	40,000
<b>TOTAL</b>	<b>1,307,179</b>	<b>1,141,344</b>	<b>1,316,790</b>	<b>1,314,860</b>	<b>1,268,138</b>	<b>96.4%</b>	<b>1,328,680</b>
<b>TOTAL GENERAL FUND</b>	<b>19,077,624</b>	<b>21,999,774</b>	<b>20,311,980</b>	<b>20,779,550</b>	<b>22,561,312</b>	<b>108.6%</b>	<b>21,060,858</b>

**CITY OF DEL MAR  
FISCAL YEAR 2023-2024  
FINAL FINANCIAL REPORT  
REVENUE SUMMARIES**

SOURCE OF FUNDS	ACTUAL REVENUE FINAL FY 2021-22	ACTUAL REVENUE FINAL FY 2022-23	ADOPTED BUDGET (6/19/23) FY 2023-24	MID-YEAR AMENDED BUDGET FY 2023-24	ACTUAL REVENUE FINAL FY 2023-24	% RECV'D FY 2023-24	PROJECTED REVENUE FY 2023-24
<b>MEASURE Q FUND</b>	<b>3,297,998</b>	<b>3,401,946</b>	<b>3,400,000</b>	<b>3,200,000</b>	<b>3,780,939</b>	<b>118.2%</b>	<b>3,300,000</b>
<b>ROAD MAINTENANCE REHAB ACCOUNT</b>	<b>81,628</b>	<b>90,384</b>	<b>97,400</b>	<b>97,400</b>	<b>107,381</b>	<b>110.2%</b>	<b>95,000</b>
<b>GAS TAX FUND</b>	<b>104,286</b>	<b>105,890</b>	<b>118,310</b>	<b>118,310</b>	<b>114,641</b>	<b>96.9%</b>	<b>115,000</b>
<b>OPEN SPACE FUND</b>							
TAXES	27,412	34,115	12,000	12,000	18,144	151.2%	12,000
LICENSE & PERMITS	358,560	390,339	540,000	440,000	403,365	91.7%	450,000
FEDERAL/STATE GRANTS	35,000	-	680,000	680,000	215,672	31.7%	680,000
OFF-TRACK PARIMUTUEL	4,227	4,334	5,000	5,000	4,976	99.5%	5,000
CONTRIBUTIONS	40,000	102,856	862,000	862,000	34,000	0.0%	862,000
MISCELLANEOUS	51,268	8,021	42,860	42,860	8,952	20.9%	30,000
<b>TOTAL OPEN SPACE FUND</b>	<b>516,468</b>	<b>539,665</b>	<b>2,141,860</b>	<b>2,041,860</b>	<b>685,109</b>	<b>33.6%</b>	<b>2,039,000</b>
<b>SUPPLEMENTAL LAW FUND</b>	<b>157,926</b>	<b>166,847</b>	<b>100,000</b>	<b>160,000</b>	<b>192,923</b>	<b>120.6%</b>	<b>160,000</b>
<b>REGIONAL COMMUNICATION</b>	<b>57,034</b>	<b>43,990</b>	<b>45,000</b>	<b>45,000</b>	<b>46,159</b>	<b>102.6%</b>	<b>44,000</b>
<b>GRANTS FUND</b>	<b>51,930</b>	<b>71,515</b>	<b>60,000</b>	<b>70,000</b>	<b>87,833</b>	<b>125.5%</b>	<b>60,000</b>
<b>HOUSING FUND</b>	<b>(3,489)</b>	<b>2,546</b>	<b>-</b>	<b>30,000</b>	<b>42,364</b>	<b>141.2%</b>	<b>30,000</b>
<b>AB 939</b>	<b>193,546</b>	<b>159,145</b>	<b>154,000</b>	<b>154,000</b>	<b>251,345</b>	<b>163.2%</b>	<b>160,000</b>
<b>PEG FEE FUND</b>	<b>42,868</b>	<b>43,647</b>	<b>46,000</b>	<b>46,000</b>	<b>40,405</b>	<b>87.8%</b>	<b>44,000</b>
<b>CAPITAL IMPROVEMENT FUND</b>							
FEDERAL/STATE/LOCAL GRANTS	211,768	684,949	1,129,560	2,632,810	208,899	7.9%	2,632,810
MISCELLANEOUS	(32,712)	63,564	-	-	202,872	0.0%	42,000
<b>TOTAL CAPITAL IMPROVEMENT FUND</b>	<b>179,056</b>	<b>748,513</b>	<b>1,129,560</b>	<b>2,632,810</b>	<b>411,771</b>	<b>15.6%</b>	<b>2,674,810</b>
<b>TRANSNET FUND</b>	<b>152,346</b>	<b>133,698</b>	<b>391,000</b>	<b>391,000</b>	<b>228,931</b>	<b>58.6%</b>	<b>527,000</b>
<b>RTCIP FUND</b>	<b>2,479</b>	<b>23,784</b>	<b>-</b>	<b>-</b>	<b>4,977</b>	<b>100.0%</b>	<b>500</b>
<b>SPECIAL PROJECTS FUND</b>	<b>65,000</b>	<b>225,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>
<b>TOTAL GENERAL GOVERNMENTAL FUNDS</b>	<b>23,976,701</b>	<b>27,756,344</b>	<b>27,995,110</b>	<b>29,765,930</b>	<b>28,556,090</b>	<b>95.9%</b>	<b>30,310,168</b>
<b>WORKERS' COMPENSATION FUND</b>	<b>235,541</b>	<b>290,088</b>	<b>290,000</b>	<b>290,000</b>	<b>349,499</b>	<b>120.5%</b>	<b>300,000</b>
<b>WATER UTILITY FUND</b>							
WATER SALES	2,393,663	2,250,941	2,375,000	2,375,000	2,365,627	99.6%	2,375,000
READY TO SERVE CHARGE	1,747,817	1,860,332	1,800,000	1,900,000	1,954,206	102.9%	1,950,000
OTHER CONNECTION FEES	62,444	57,667	54,000	54,000	68,356	126.6%	48,000
MISCELLANEOUS	107,673	101,824	107,000	107,000	200,549	187.4%	65,000
<b>TOTAL OPERATING REVENUE</b>	<b>4,311,597</b>	<b>4,270,764</b>	<b>4,336,000</b>	<b>4,436,000</b>	<b>4,588,738</b>	<b>103.4%</b>	<b>4,438,000</b>

**CITY OF DEL MAR  
FISCAL YEAR 2023-2024  
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REVENUE SUMMARIES**

<b>SOURCE OF FUNDS</b>	<b>ACTUAL REVENUE FINAL FY 2021-22</b>	<b>ACTUAL REVENUE FINAL FY 2022-23</b>	<b>ADOPTED BUDGET (6/19/23) FY 2023-24</b>	<b>MID-YEAR AMENDED BUDGET FY 2023-24</b>	<b>ACTUAL REVENUE FINAL FY 2023-24</b>	<b>% RECV'D FY 2023-24</b>	<b>PROJECTED REVENUE FY 2023-24</b>
<b>CLEAN WATER PROGRAM</b>							
SERVICE CHARGE	632,149	623,696	630,000	665,000	657,722	98.9%	665,000
MISCELLANEOUS	226	5,266	5,000	5,000	10,973	219.5%	9,000
<b>TOTAL CLEAN WATER PROGRAM</b>	<b>632,375</b>	<b>628,962</b>	<b>635,000</b>	<b>670,000</b>	<b>668,695</b>	<b>99.8%</b>	<b>674,000</b>
<b>WASTEWATER FUND</b>							
SERVICE CHARGES	1,767,441	1,860,666	1,840,000	1,920,000	1,954,106	101.8%	1,970,000
USAGE CHARGES	2,008,043	1,923,924	1,920,000	2,050,000	1,950,126	95.1%	2,000,000
OTHER SEWER FEES	90,210	67,657	75,000	75,000	83,766	111.7%	75,000
MISCELLANEOUS	18,490	56,127	77,000	77,000	188,378	244.6%	80,000
<b>TOTAL WASTEWATER FUND</b>	<b>3,884,184</b>	<b>3,908,374</b>	<b>3,912,000</b>	<b>4,122,000</b>	<b>4,176,376</b>	<b>101.3%</b>	<b>4,125,000</b>
<b>TOTAL ENTERPRISE FUNDS</b>	<b>8,828,156</b>	<b>8,808,100</b>	<b>8,883,000</b>	<b>9,228,000</b>	<b>9,433,809</b>	<b>102.2%</b>	<b>9,237,000</b>
<b>TOTAL ALL FUNDS</b>	<b>33,040,398</b>	<b>36,854,533</b>	<b>37,168,110</b>	<b>39,283,930</b>	<b>38,339,398</b>	<b>97.6%</b>	<b>39,847,168</b>

**CITY OF DEL MAR  
FISCAL YEAR 2023-2024  
FINAL FINANCIAL REPORT  
EXPENDITURE SUMMARIES**

DEPARTMENT	ACTUAL EXP FINAL FY 2021-22	ACTUAL EXP FINAL FY 2022-23	ADOPTED BUDGET (6/19/23) FY 2023-24	MID-YEAR AMENDED BUDGET FY 2023-24	ACTUAL EXP FINAL FY 2023-24	% EXPENSED FY 2023-24	PROJECTED EXP FY 2023-24
<b>GENERAL FUND</b>							
<b>GENERAL GOVERNMENT</b>							
CITY COUNCIL	22,010	23,400	32,780	41,080	41,603	101.3%	44,000
LEGAL SERVICES	432,042	625,181	450,000	450,000	700,194	155.6%	450,000
CITY MANAGER	850,489	714,344	881,400	881,400	878,774	99.7%	900,000
HUMAN RESOURCES	168,257	226,829	230,080	230,080	258,453	112.3%	230,000
CITY CLERK	247,843	337,212	300,890	300,890	361,529	120.2%	334,020
INFORMATION SYSTEMS	449,278	504,087	551,240	551,240	548,153	99.4%	556,000
FINANCE SERVICES	781,332	736,709	802,020	802,020	764,865	95.4%	800,000
RISK MANAGEMENT	286,591	280,408	352,150	352,150	368,636	104.7%	340,000
PLANNING SERVICES	1,124,971	1,196,048	1,635,760	1,635,760	1,508,816	92.2%	1,620,000
CODE ENFORCEMENT	140,177	148,242	144,750	149,247	161,031	107.9%	150,000
BUILDING SERVICES	349,196	485,477	357,100	357,100	476,118	133.3%	345,000
<b>TOTAL</b>	<b>4,852,186</b>	<b>5,277,937</b>	<b>5,738,170</b>	<b>5,750,967</b>	<b>6,068,173</b>	<b>105.5%</b>	<b>5,769,020</b>
<b>PUBLIC SAFETY</b>							
LAW ENFORCEMENT	2,635,662	2,687,591	2,862,770	2,862,770	2,747,809	96.0%	2,850,000
LIFEGUARD SERVICES	1,267,016	1,393,458	1,464,640	1,479,692	1,516,815	102.5%	1,480,000
PARKING ENFORCEMENT	826,516	1,084,591	1,101,920	1,149,483	1,046,838	91.1%	1,150,000
FIRE PROTECTION	2,400,378	2,442,988	2,611,550	2,818,212	2,741,927	97.3%	2,815,000
HAZARDOUS WASTE MANAGEMENT	17,629	17,632	20,250	20,250	20,077	99.1%	15,000
SOLID WASTE	4,647	3,508	5,000	5,000	3,001	60.0%	3,000
EMERGENCY PREPAREDNESS	1,314	2,884	5,000	5,000	3,152	63.0%	5,000
<b>TOTAL</b>	<b>7,153,161</b>	<b>7,632,652</b>	<b>8,071,130</b>	<b>8,340,407</b>	<b>8,079,619</b>	<b>96.9%</b>	<b>8,318,000</b>
<b>PUBLIC WORKS</b>							
ENGINEERING SERVICES	145,511	137,256	263,750	275,390	284,858	103.4%	235,000
STORM DRAIN	134,225	154,487	205,960	205,960	199,913	97.1%	210,000
FACILITIES	184,408	237,242	350,650	368,000	284,889	77.4%	368,000
<b>TOTAL</b>	<b>464,144</b>	<b>528,985</b>	<b>820,360</b>	<b>849,350</b>	<b>769,660</b>	<b>90.6%</b>	<b>813,000</b>
<b>NON-DEPARTMENTAL</b>							
COMMUNITY SUPPORT	390,627	415,129	414,910	414,910	385,398	92.9%	414,910
TV STUDIO	82,855	97,575	115,850	115,850	89,375	77.1%	114,000
CITY MEMBERSHIPS	90,754	93,740	104,310	104,310	101,741	97.5%	102,000
CITY HALL - GENERAL	129,645	157,091	183,630	183,630	156,326	85.1%	180,000
<b>TOTAL</b>	<b>693,881</b>	<b>763,535</b>	<b>818,700</b>	<b>818,700</b>	<b>732,840</b>	<b>89.5%</b>	<b>810,910</b>
<b>TOTAL GENERAL FUND BEFORE EQUIPMENT REPLACEMENT</b>	<b>13,163,371</b>	<b>14,203,109</b>	<b>15,448,360</b>	<b>15,759,424</b>	<b>15,650,291</b>	<b>99.3%</b>	<b>15,710,930</b>
EQUIPMENT REPLACEMENT	65,687	987,427	102,200	324,700	270,159	83.2%	224,700
<b>TOTAL GENERAL FUND INCLUDING EQUIPMENT REPLACEMENT</b>	<b>13,229,057</b>	<b>15,190,536</b>	<b>15,550,560</b>	<b>16,084,124</b>	<b>15,920,450</b>	<b>99.0%</b>	<b>15,935,630</b>
<b>MEASURE Q FUND</b>	<b>907,051</b>	<b>1,325,555</b>	<b>5,636,310</b>	<b>6,782,160</b>	<b>1,174,333</b>	<b>17.3%</b>	<b>6,688,860</b>
<b>ROAD MAINTENANCE REHAB ACCOUNT</b>	-	-	-	-	-	0%	-

**CITY OF DEL MAR  
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DEPARTMENT	ACTUAL EXP FINAL FY 2021-22	ACTUAL EXP FINAL FY 2022-23	ADOPTED BUDGET (6/19/23) FY 2023-24	MID-YEAR AMENDED BUDGET FY 2023-24	ACTUAL EXP FINAL FY 2023-24	% EXPENSED FY 2023-24	PROJECTED EXP FY 2023-24
<b>GAS TAX FUND</b>							
STREET MAINTENANCE	182,099	276,033	351,830	389,515	269,233	69.1%	384,200
STREET LIGHTS/SIGNS	125,632	161,080	184,210	186,390	174,857	93.8%	185,400
STREET LANDSCAPING	278,477	272,320	303,100	354,700	314,882	88.8%	352,600
<b>TOTAL GAX TAX FUND</b>	<b>586,208</b>	<b>709,434</b>	<b>839,140</b>	<b>930,605</b>	<b>758,972</b>	<b>81.6%</b>	<b>922,200</b>
<b>OPEN SPACE FUND</b>							
POWERHOUSE OPERATIONS	371,958	379,591	492,430	495,453	426,569	86.1%	497,000
BEACH MAINTENANCE	337,950	363,402	445,350	446,980	334,473	74.8%	442,300
PARK MAINTENANCE	307,011	309,117	480,450	533,200	434,342	81.5%	530,200
<b>TOTAL OPEN SPACE FUND</b>	<b>1,016,918</b>	<b>1,052,109</b>	<b>1,418,230</b>	<b>1,475,633</b>	<b>1,195,384</b>	<b>81.0%</b>	<b>1,469,500</b>
<b>SUPPLEMENTAL LAW ENFORCEMENT</b>	-	-	-	-	-	0%	-
<b>REGIONAL COMMUNICATION FUND</b>	<b>61,607</b>	<b>40,960</b>	<b>61,250</b>	<b>61,250</b>	<b>44,521</b>	<b>72.7%</b>	<b>61,250</b>
<b>GRANTS FUND</b>	<b>37,917</b>	<b>69,752</b>	<b>61,170</b>	<b>79,670</b>	<b>68,491</b>	<b>86.0%</b>	<b>79,670</b>
<b>HOUSING FUND</b>	<b>95,600</b>	<b>101,143</b>	<b>40,000</b>	<b>45,690</b>	<b>45,684</b>	<b>100.0%</b>	<b>45,690</b>
<b>AB 939</b>	<b>150,398</b>	<b>35,989</b>	<b>78,840</b>	<b>93,672</b>	<b>64,849</b>	<b>69.2%</b>	<b>93,672</b>
<b>PEG FEE FUND</b>	<b>10,427</b>	<b>18,510</b>	<b>10,700</b>	<b>10,700</b>	<b>10,736</b>	<b>100.3%</b>	<b>10,700</b>
<b>TOTAL GENERAL O&amp;M FUNDS</b>	<b>16,095,184</b>	<b>18,543,989</b>	<b>23,696,200</b>	<b>25,563,504</b>	<b>19,283,421</b>	<b>75.4%</b>	<b>25,307,172</b>
<b>CAPITAL IMPROVEMENT FUNDS</b>							
OPEN SPACE CIP	137,311	584,768	1,592,000	1,806,595	146,197	8.1%	1,743,595
GENERAL FUND CIP	763,030	909,191	2,213,060	4,545,787	2,230,198	49.1%	4,545,787
DEBT SERVICE-CITY HALL	905,661	904,283	905,670	905,670	902,860	99.7%	905,670
TRANSNET II CIP	152,680	133,264	391,000	527,000	228,756	43.4%	527,000
RTCIP FUND	5,000	-	-	-	-	0.0%	-
<b>TOTAL CAPITAL IMPROVEMENT FUNDS</b>	<b>1,963,682</b>	<b>2,531,506</b>	<b>5,101,730</b>	<b>7,785,052</b>	<b>3,508,011</b>	<b>45.1%</b>	<b>7,722,052</b>
<b>SPECIAL PROJECT FUND</b>	<b>368,344</b>	<b>452,662</b>	<b>354,000</b>	<b>1,234,180</b>	<b>430,060</b>	<b>34.8%</b>	<b>1,234,180</b>
<b>TOTAL GENERAL GOVERNMENTAL FUNDS</b>	<b>18,427,211</b>	<b>21,528,157</b>	<b>29,151,930</b>	<b>34,582,736</b>	<b>23,221,491</b>	<b>67.1%</b>	<b>34,263,404</b>
<b>WORKERS' COMPENSATION FUND</b>	<b>228,848</b>	<b>380,724</b>	<b>263,150</b>	<b>276,150</b>	<b>261,612</b>	<b>94.7%</b>	<b>274,000</b>
<b>WATER FUND</b>							
GENERAL ADMINISTRATION	1,773,437	1,653,945	2,087,540	2,159,426	2,051,373	95.0%	2,159,400
RISK MANAGEMENT	153,582	132,948	171,070	171,070	162,220	94.8%	170,000
RAW WATER SUPPLY	1,647,167	1,677,581	1,811,460	1,811,460	1,717,992	94.8%	1,810,900
TREATMENT/DELIVERY	445,740	441,012	436,030	436,030	374,796	86.0%	437,000
<b>TOTAL WATER FUND O&amp;M</b>	<b>4,019,926</b>	<b>3,905,486</b>	<b>4,506,100</b>	<b>4,577,986</b>	<b>4,306,381</b>	<b>94.1%</b>	<b>4,577,300</b>
WATER CAP IMPROVEMENT	29,848	1,367	300,000	1,013,777	894,560	88.2%	1,013,777
<b>TOTAL WATER FUND</b>	<b>4,049,775</b>	<b>3,906,853</b>	<b>4,806,100</b>	<b>5,591,763</b>	<b>5,200,941</b>	<b>93.0%</b>	<b>5,591,077</b>

**CITY OF DEL MAR  
FISCAL YEAR 2023-2024  
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EXPENDITURE SUMMARIES**

DEPARTMENT	ACTUAL EXP FINAL FY 2021-22	ACTUAL EXP FINAL FY 2022-23	ADOPTED BUDGET (6/19/23) FY 2023-24	MID-YEAR AMENDED BUDGET FY 2023-24	ACTUAL EXP FINAL FY 2023-24	% EXPENSED FY 2023-24	PROJECTED EXP FY 2023-24
<b>CLEAN WATER FUND</b>							
PLANNING	59,593	66,315	63,720	63,720	78,255	122.8%	63,200
CODE ENFORCEMENT	35,490	37,415	38,480	38,480	39,025	101.4%	37,800
CLEAN WATER MANAGEMENT	266,563	281,209	314,750	314,750	307,573	97.7%	315,000
PUBLIC WORKS	211,739	275,141	324,490	333,000	287,993	86.5%	333,000
<b>TOTAL CLEAN WATER O &amp; M</b>	<b>573,385</b>	<b>660,080</b>	<b>741,440</b>	<b>749,950</b>	<b>712,845</b>	<b>95.1%</b>	<b>749,000</b>
CLEAN WATER CAP IMPROVEMENT	63,114	3,462	65,000	462,385	369,738	80.0%	462,385
<b>TOTAL CLEAN WATER FUND</b>	<b>636,499</b>	<b>663,542</b>	<b>806,440</b>	<b>1,212,335</b>	<b>1,082,583</b>	<b>89.3%</b>	<b>1,211,385</b>
<b>WASTEWATER FUND</b>							
RISK MANAGEMENT	138,316	131,867	180,070	180,070	162,220	90.1%	180,000
WASTEWATER TRANSPORTATION	16,540	102,276	133,750	133,750	57,498	43.0%	132,400
WASTEWATER TREATMENT	703,746	909,145	983,880	983,880	927,290	94.2%	984,000
DEBT SERVICE	161,382	150,176	569,390	569,390	563,446	99.0%	567,200
WASTEWATER PROGRAM	2,382,970	2,109,626	2,536,700	2,674,101	2,550,377	95.4%	2,674,000
<b>TOTAL WASTEWATER FUND O&amp;M</b>	<b>3,402,953</b>	<b>3,403,091</b>	<b>4,403,790</b>	<b>4,541,191</b>	<b>4,260,831</b>	<b>93.8%</b>	<b>4,537,600</b>
WASTEWATER CAPITAL IMPROVEMENT	-	-	375,000	629,902	257,223	40.8%	629,902
<b>TOTAL WASTEWATER FUND</b>	<b>3,402,953</b>	<b>3,403,091</b>	<b>4,778,790</b>	<b>5,171,093</b>	<b>4,518,054</b>	<b>87.4%</b>	<b>5,167,502</b>
<b>TOTAL ENTERPRISE FUNDS</b>	<b>8,089,227</b>	<b>7,973,485</b>	<b>10,391,330</b>	<b>11,975,191</b>	<b>10,801,578</b>	<b>90.2%</b>	<b>11,969,964</b>
<b>TOTAL EXPENDITURES</b>	<b>26,745,285</b>	<b>29,882,366</b>	<b>39,806,410</b>	<b>46,834,077</b>	<b>34,284,682</b>	<b>73.2%</b>	<b>46,507,368</b>

City of Del Mar  
Cash Flow Report  
General Fund  
Fiscal Year 2023-24

Attachment E

	Adopted FY 2024 Jun 2023 (A)	Mid-Year Budget FY 2024 (B)	Final Results FY 2024 (C)	Difference (D = C - B)
<b>Total Revenue</b>	20,311,980	20,779,550	22,561,312	1,781,762
<b>Total Expenditures</b>	15,550,560	16,084,124	15,920,450	(163,674)
<b>Transfers</b>				
Gas Tax	720,830	802,460	634,496	(167,964)
Open Space	681,370	728,773	549,025	(179,748)
SLESF	(160,000)	(160,000)	(192,923)	(32,923)
Regional Comm	10,386	11,760	-	(11,760)
Housing Fund Transfer	300,000	500,000	500,000	-
Capital Improvement Transfer	200,000	450,000	450,000	-
Clean Water (non-CIP)	106,440	79,950	107,848	27,898
RMRA Reimb	(97,400)	(187,784)	(90,380)	97,404
PEG Fee Reimb	(30,000)	(30,000)	(20,000)	10,000
Total Transfers	1,731,626	2,195,159	1,938,066	(257,093)
<b>City Hall Debt</b>	905,670	905,670	902,860	(2,810)
<b>Cash Flow (before CIP &amp; SP)</b>	<b>\$ 2,124,124</b>	<b>\$ 1,594,597</b>	<b>\$ 3,799,936</b>	<b>\$ 2,205,339</b>
<b>Transfer to CIP</b>				
Open Space	187,000	293,977	198,315	(95,662)
General Fund	1,083,500	1,121,962	1,950,765	828,803
RTCIP	-	-	-	-
Clean Water	65,000	120,899	30,228	(90,671)
Total CIP	1,335,500	1,536,838	2,179,308	642,470
<b>Transfer to Special Projects</b>	354,000	360,000	354,454	(5,546)
<b>Cash Flow (after CIP &amp; SP)</b>	<b>\$ 434,624</b>	<b>\$ (302,241)</b>	<b>\$ 1,266,174</b>	<b>\$ 1,568,415</b>
<b>Reserves</b>				
Contingency Reserves	4,910,011	5,357,792	6,849,772	1,491,980
Self-Insurance	350,003	415,632	415,632	-
Housing Reserve	1,400,000	1,600,000	1,600,000	-
Pension Reserves	3,760,000	4,400,000	4,421,894	21,894
Leave Liability	100,000	100,000	100,000	-
Equipment Replcement	983,200	760,700	815,241	54,541
	11,503,214	12,634,124	14,202,539	1,568,415
<b>Other Reserve</b>				
Capital Reserve	400,000	650,000	650,000	-

RESOLUTION NO. 2025-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, AMENDING THE FISCAL YEAR 2024-2025 OPERATING AND CAPITAL BUDGET

WHEREAS, on June 19, 2023, the City Council of the City of Del Mar adopted Resolution 2023-21, approving the Fiscal Years 2023-2024 and 2024-2025 Operating and Capital Budget; and

WHEREAS, on June 17, 2024, the City Council of the City of Del Mar adopted Resolution 2024-26, updating the Fiscal Year 2024-2025 Operating and Capital Budget; and

WHEREAS, a comprehensive second quarter review of expenditures and revenues through December 31, 2024, has been completed; and

WHEREAS, based on the results of the review, adjustments to the Fiscal Year 2024-2025 Operating and Capital Budget are needed to cover costs and account for anticipated revenues through the end of the current fiscal year (Exhibit "A"); and

WHEREAS, staff has requested City Council authorization for the City Manager to approve the purchase of an Inflatable Rescue Boat from the Equipment Replacement Fund for Fiscal Year 2024-2025 for an amount not to exceed \$24,000, which will be partially offset by a \$10,000 donation.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Del Mar, California, that the above recitals are true and correct.

BE IT FURTHER RESOLVED that the Fiscal Year 2024-2025 Operating and Capital Budget is amended as shown in Exhibit "A" to the Resolution.

BE IT FURTHER RESOLVED that the City Council does hereby provide authorization to the City Manager to approve the purchase of an Inflatable Rescue Boat from the Equipment Replacement Fund for Fiscal Year 2024-2025 for an amount not to exceed \$24,000.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Del Mar, California, at a Regular Meeting held on the 7<sup>th</sup> day of April 2025.

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Terry Gaasterland, Mayor  
City of Del Mar

APPROVED AS TO FORM:

---

Leslie E. Devaney, City Attorney  
City of Del Mar

ATTEST AND CERTIFICATION:

STATE OF CALIFORNIA  
COUNTY OF SAN DIEGO  
CITY OF DEL MAR

I, Sarah Krietor, Administrative Services Manager/City Clerk of the City of Del Mar, California, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 2025-XX, adopted by the City Council of the City of Del Mar, California, at a Regular Meeting held the 7<sup>th</sup> day of April 2025, by the following vote:

AYES:

NOES:

RECUSE:

ABSENT:

ABSTAIN:

---

Sarah Krietor, Administrative Services  
Manager/City Clerk  
City of Del Mar

**CITY OF DEL MAR  
FISCAL YEAR 2024-2025  
MID-YEAR FINANCIAL REPORT  
RESERVE SUMMARY**

Exhibit A

		<b>BEGINNING BALANCE JUL 1, 2024 ACTUAL</b>	<b>REVENUES FY 2025</b>	<b>O &amp; M EXPENDITURES FY 2025</b>	<b>CIP EXPENDITURES FY 2025</b>	<b>TRANSFERS IN FY 2025</b>	<b>(OUT) FY 2025</b>	<b>ENDING BALANCE JUN 30, 2025 ESTIMATE</b>
<b>GENERAL FUND</b>								
CONTINGENCY	<b>30.08%</b>	6,849,772	22,924,030	(16,675,885)	-	637,877	\$ (8,052,770)	5,683,024
RESTRICTED:								
SELF-INSURANCE		415,632	-	(140,000)	-	-	24,368	300,000
DESIGNATED:								
ENCUMBRANCES		-	-	-	-	-	-	-
DISTRICT TAX (MEASURE Q)		-	-	-	-	-	-	-
COASTAL PARKING REVENUE		-	81,900	(81,900)	-	-	-	-
HOUSING RESERVE		1,600,000	-	-	-	300,000	(250,000)	1,650,000
PENSION RESERVE		4,421,894	-	-	-	360,000	-	4,781,894
LEAVE LIABILITY		100,000	-	-	-	-	-	100,000
EQUIPMENT REPLACEMENT		815,241	-	(257,899)	-	100,000	-	657,342
TOTAL GENERAL FUND		14,202,539	23,005,930	(17,155,684)	-	1,397,877	(8,278,402)	13,172,260
<b>MEASURE Q</b>								
ENCUMBRANCES		4,813,880	3,500,000	-	(7,993,200)	-	-	320,680
TOTAL MEASURE Q FUND		5,562,625	-	-	(5,562,625)	-	-	-
TOTAL MEASURE Q FUND		10,376,505	3,500,000	-	(13,555,825)	-	-	320,680
<b>EMERGENCY EXPENDITURE FUND</b>								
		-	-	-	-	-	-	-
<b>ROAD MAINTENANCE REHABILITATION ACCT</b>								
		107,385	100,860	-	-	-	(208,245)	-
<b>GAS TAX FUND</b>								
		-	114,770	(902,515)	-	787,745	-	-
<b>OPEN SPACE FUND</b>								
		-	924,530	(1,434,588)	-	510,058	-	-
DESIGNATED								
ENCUMBRANCES		241,725	-	-	(241,725)	-	-	-
CAPITAL IMPROVEMENT PROJECTS		-	1,418,673	-	(1,499,673)	81,000	-	-
OPEN SPACE ACQUISITION		86,388	-	-	-	-	-	86,388
TREE RESERVE		41,017	-	-	-	-	-	41,017
TOTAL OPEN SPACE FUND		369,130	2,343,203	(1,434,588)	(1,741,398)	591,058	-	127,405
<b>SUPPLEMENTAL LAW ENFORCEMENT FUND</b>								
		-	194,000	-	-	-	(194,000)	-
<b>REGIONAL COMMUNICATIONS FUND</b>								
		15,531	45,000	(61,250)	-	13,897	-	13,178

**CITY OF DEL MAR  
FISCAL YEAR 2024-2025  
MID-YEAR FINANCIAL REPORT  
RESERVE SUMMARY**

	<b>BEGINNING BALANCE JUL 1, 2024 ACTUAL</b>	<b>REVENUES FY 2025</b>	<b>O &amp; M EXPENDITURES FY 2025</b>	<b>CIP EXPENDITURES FY 2025</b>	<b>TRANSFERS IN FY 2025</b>	<b>(OUT) FY 2025</b>	<b>ENDING BALANCE JUN 30, 2025 ESTIMATE</b>
<b>GRANTS FUND</b>	155,775	66,352	(67,522)	-	-	-	154,605
<b>HOUSING FUND</b>	48,745	162,850	(57,240)	-	-	-	154,355
HOUSING RESERVE	-	-	-	-	-	-	-
TOTAL HOUSING FUND	48,745	162,850	(57,240)	-	-	-	154,355
<b>AB 939 FUND</b>	572,062	154,000	(118,890)	-	-	-	607,172
<b>PEG FEE FUND</b>	13,241	46,000	(31,200)	-	-	(10,000)	18,041
<b>CAPITAL IMPROVEMENT FUND</b>	47,793	2,835,764		(4,096,365)	1,212,808	-	-
ENCUMBRANCES	875,560	-		(875,560)	-	-	-
RESERVE FOR CAPITAL	650,000	-	-	-	2,500,000	-	3,150,000
DEBT SERVICE	-	-	(904,290)	-	904,290	-	-
TOTAL CAPITAL IMPROVEMENT FUND	1,573,353	2,835,764	(904,290)	(4,971,925)	4,617,098	-	3,150,000
<b>SPECIAL PROJECT FUND</b>	798,574	-	-	(1,538,274)	739,700	-	-
<b>TRANSNET FUND</b>	3,365	578,000	-	(578,000)	-	-	3,365
<b>RTCIP</b>	36,605	-	-	-	-	-	36,605
<b>WORKERS' COMPENSATION FUND</b>	396,611	290,000	(304,000)	-	-	-	382,611
<b>WATER FUND</b>							
NET POSITION	1,836,306	4,669,000	(4,517,911)	-	-	(556,794)	1,430,601
RESTRICTED:							
CONTRIBUTED CAPITAL	4,028,272	-	-	-	-	-	4,028,272
DESIGNATED							
ENCUMBRANCES	121,498	-	(2,281)	(119,217)	-	-	-
SELF-INSURANCE	50,000	-	-	-	-	-	50,000
RATE STABILIZATION	200,000	-	-	-	-	-	200,000
CAPITAL REPLACEMENT	470,000	-	-	(622,000)	528,794	-	376,794
NET PENSION LIABILITY	(1,976,172)	-	-	-	-	-	(1,976,172)
PENSION RESERVE	1,000,000	-	-	-	-	-	1,000,000
OPERATING RESERVE	500,000	-	-	-	-	-	500,000
EQUIPMENT REPLACEMENT	200,000	-	(28,000)	-	28,000	-	200,000
UTILITY PLANT IN SERVICE	7,347,968	-	(385,000)	-	-	-	6,962,968
TOTAL WATER FUND	13,777,872	4,669,000	(4,933,192)	(741,217)	556,794	(556,794)	12,772,463

**CITY OF DEL MAR  
FISCAL YEAR 2024-2025  
MID-YEAR FINANCIAL REPORT  
RESERVE SUMMARY**

	<b>BEGINNING BALANCE JUL 1, 2024 ACTUAL</b>	<b>REVENUES FY 2025</b>	<b>O &amp; M EXPENDITURES FY 2025</b>	<b>CIP EXPENDITURES FY 2025</b>	<b>TRANSFERS IN FY 2025</b>	<b>(OUT) FY 2025</b>	<b>ENDING BALANCE JUN 30, 2025 ESTIMATE</b>
<b>CLEANWATER FUND</b>							
NET POSITION	63,698	635,000	(825,470)	-	126,772	-	-
DESIGNATED							
UTILITY PLANT IN SERVICE	446,876			-			446,876
ENCUMBRANCES	66,186		(364)	(65,822)	-		-
CAPITAL REPLACEMENT	-			(416,500)	416,500		-
TOTAL CLEAN WATER FUND	576,760	635,000	(825,834)	(482,322)	543,272	-	446,876
<b>WASTEWATER FUND</b>							
NET POSITION	713,858	4,152,000	(4,159,521)	-	-	(439,900)	266,437
RESTRICTED							
IBANK RESERVE	228,828	-	-	-	-	-	228,828
CONTRIBUTED CAPITAL	650,814	-	-	-	-	-	650,814
LOAN RESERVE-STATE REVOLVING	332,979	-	-	-	-	-	332,979
DESIGNATED							
ENCUMBRANCES	374,960	-	(2,281)	(372,679)	-	-	-
SELF-INSURANCE	50,000	-	-	-	-	-	50,000
CAPITAL REPLACEMENT	500,000	-	-	(425,000)	425,000	-	500,000
NET PENSION LIABILITY	(1,986,628)	-	-	-	-	-	(1,986,628)
PENSION RESERVE	900,000	-	-	-	-	-	900,000
OPERATING RESERVE	408,000	-	-	-	-	-	408,000
EQUIPMENT REPLACEMENT	300,000	-	(14,900)	-	14,900	-	300,000
UTILITY PLANT IN SERVICE	8,548,709	-	(700,000)	-	-	-	7,848,709
RATE STABILIZATION	200,000	-	-	-	-	-	200,000
TOTAL WASTEWATER FUND	11,221,520	4,152,000	(4,876,702)	(797,679)	439,900	(439,900)	9,699,139
<b>TOTAL ENTERPRISE FUNDS</b>	<b>25,576,152</b>	<b>9,456,000</b>	<b>(10,635,728)</b>	<b>(2,021,218)</b>	<b>1,539,966</b>	<b>(996,694)</b>	<b>22,918,478</b>
<b>TOTAL - ALL FUNDS</b>	<b>54,245,573</b>	<b>42,892,729</b>	<b>(31,672,907)</b>	<b>(24,406,640)</b>	<b>9,687,341</b>	<b>(9,687,341)</b>	<b>41,058,755</b>

**CITY OF DEL MAR  
FISCAL YEAR 2024-25  
MID-YEAR FINANCIAL REPORT  
REVENUE SUMMARIES**

SOURCE OF FUNDS	ACTUAL REVENUE FINAL FY 2022-23	ACTUAL REVENUE FINAL FY2023-24	ACTUAL REVENUE MID-YEAR FY2023-24	% RECV'D MID-YEAR FY2023-24	CURRENT ADOPTED BUDGET FY 2024-25	ENC & APPROP FY 2024-25	MID-YEAR BUDGET REQUEST FY2024-25	PROPOSED AMENDED BUDGET FY 2024-25	ACTUAL REVENUE MIDYEAR FY 2024-25	% RECV'D MIDYEAR 2024-25	PROJECTED REVENUE FY 2024-25
<b>GENERAL FUND</b>											
<b>TAXES</b>											
PROPERTY TAX	7,241,627	7,651,288	3,231,286	42.2%	8,032,500	-	-	8,032,500	3,330,497	41.5%	8,070,000
VLF IN LIEU OF PROPERTY TAX	759,841	807,116	57	0.0%	821,800	-	-	821,800	-	0.0%	830,000
SALES AND USE TAX	2,306,262	2,196,466	1,193,779	54.3%	2,300,000	-	-	2,300,000	895,355	38.9%	2,200,000
TRANSIENT OCCUPANCY TAX	3,816,392	3,799,038	2,123,582	55.9%	3,820,000	-	180,000	4,000,000	1,709,725	42.7%	4,000,000
BUSINESS LICENSE TAX	276,466	362,769	123,715	34.1%	350,000	-	-	350,000	98,873	28.2%	330,000
FRANCHISE TAX	442,409	446,816	145,078	32.5%	430,000	-	-	430,000	75,475	17.6%	430,000
REAL PROPERTY TRANSFER TAX	134,893	178,484	83,261	46.6%	140,000	-	-	140,000	70,777	50.6%	145,000
<b>TOTAL</b>	<b>14,977,890</b>	<b>15,441,977</b>	<b>6,900,758</b>	<b>44.7%</b>	<b>15,894,300</b>	<b>-</b>	<b>180,000</b>	<b>16,074,300</b>	<b>6,180,702</b>	<b>38.5%</b>	<b>16,005,000</b>
<b>LICENSES &amp; PERMITS</b>											
LICENSES & PERMITS	2,335	3,485	750	21.5%	500	-	-	500	750	150.0%	750
JUNIOR LIFEGUARD	96,990	90,310	923	1.0%	95,000	-	-	95,000	1,615	1.7%	95,000
PARKING PERMITS	30,060	27,387	13,298	48.6%	25,000	-	-	25,000	13,165	52.7%	30,000
<b>TOTAL</b>	<b>129,385</b>	<b>121,181</b>	<b>14,971</b>	<b>12.4%</b>	<b>120,500</b>	<b>-</b>	<b>-</b>	<b>120,500</b>	<b>15,530</b>	<b>12.9%</b>	<b>125,750</b>
<b>FINES &amp; FORFEITURES</b>											
MOVING VIOLATIONS/VEHICLE CODE FINES	58,170	69,284	34,638	50.0%	55,000	-	-	55,000	31,893	58.0%	65,000
PARKING VIOLATIONS	1,368,108	1,395,851	666,701	47.8%	1,250,000	-	100,000	1,350,000	764,142	56.6%	1,450,000
PENALTIES	5,712	25,267	15,118	59.8%	12,000	-	-	12,000	7,781	64.8%	12,000
ADMINISTRATIVE CITATIONS	88,167	55,152	28,450	51.6%	45,000	-	-	45,000	24,115	53.6%	45,000
RED LIGHT ENFORCEMENT	73,937	94,156	39,611	42.1%	65,000	-	-	65,000	38,291	58.9%	80,000
<b>TOTAL</b>	<b>1,594,094</b>	<b>1,639,711</b>	<b>784,518</b>	<b>47.8%</b>	<b>1,427,000</b>	<b>-</b>	<b>100,000</b>	<b>1,527,000</b>	<b>866,222</b>	<b>56.7%</b>	<b>1,652,000</b>
<b>REVENUE FROM USE OF ASSETS</b>											
INV EARN-GENERAL	199,381	925,444	159,517	17.2%	400,000	-	-	400,000	240,269	60.1%	400,000
RENTAL INCOME	230,372	240,743	159,447	66.2%	200,000	-	-	200,000	234,760	117.4%	240,000
PARKING METER INCOME	1,268,930	1,433,473	625,652	43.6%	1,400,000	-	300,000	1,700,000	891,255	52.4%	1,650,000
SIDEWALK CAFÉ USER FEE	1,469	12,371	6,015	48.6%	3,000	-	-	3,000	4,054	135.1%	3,000
<b>TOTAL</b>	<b>1,700,152</b>	<b>2,612,031</b>	<b>950,631</b>	<b>36.4%</b>	<b>2,003,000</b>	<b>-</b>	<b>300,000</b>	<b>2,303,000</b>	<b>1,370,338</b>	<b>59.5%</b>	<b>2,293,000</b>
<b>REVENUE FROM OTHER AGENCIES</b>											
MOTOR VEHICLE LICENSE FEE	4,040	4,868	-	0.0%	4,000	-	-	4,000	-	0.0%	4,800
PUBLIC SAFETY AUGMENTATION FUND	107,147	107,890	54,209	50.2%	100,000	-	-	100,000	46,154	46.2%	100,000
HOMEOWNER EXEMPT	35,835	34,592	6,213	18.0%	35,000	-	-	35,000	5,150	14.7%	30,000
STATE MANDATED COST REIMB	-	128	128	0.0%	1,500	-	-	1,500	-	0.0%	1,500
FEDERAL/STATE GRANTS	5,000	24,406	20,556	84.2%	162,200	-	-	162,200	5,000	3.1%	162,200
CORONAVIRUS RELIEF FUNDS	870,883	-	-	0.0%	162,310	-	-	162,310	-	0.0%	162,310
OFF-TRACK PARIMUTUEL	9,009	7,465	2,387	32.0%	8,000	-	-	8,000	1,366	17.1%	6,500
SOLID WASTE	10,996	12,620	12,620	100.0%	11,000	-	-	11,000	12,932	117.6%	12,900
<b>TOTAL</b>	<b>1,042,910</b>	<b>191,969</b>	<b>96,113</b>	<b>50.1%</b>	<b>484,010</b>	<b>-</b>	<b>-</b>	<b>484,010</b>	<b>70,602</b>	<b>14.6%</b>	<b>480,210</b>
<b>CHARGES - PLANNING SERVICES</b>											
PLANNING SERVICES	625,509	502,183	213,161	42.4%	520,000	-	-	520,000	314,323	60.4%	525,000
ENGINEERING SERVICES	181,888	171,259	84,078	49.1%	200,000	-	-	200,000	77,847	38.9%	160,000
BUILDING SERVICES	606,602	612,862	257,075	41.9%	500,000	-	-	500,000	289,300	57.9%	540,000
<b>TOTAL</b>	<b>1,413,999</b>	<b>1,286,304</b>	<b>554,314</b>	<b>43.1%</b>	<b>1,220,000</b>	<b>-</b>	<b>-</b>	<b>1,220,000</b>	<b>681,470</b>	<b>55.9%</b>	<b>1,225,000</b>

**CITY OF DEL MAR  
FISCAL YEAR 2024-25  
MID-YEAR FINANCIAL REPORT  
REVENUE SUMMARIES**

SOURCE OF FUNDS	ACTUAL REVENUE FINAL FY 2022-23	ACTUAL REVENUE FINAL FY2023-24	ACTUAL REVENUE MID-YEAR FY2023-24	% RECV'D MID-YEAR FY2023-24	CURRENT ADOPTED BUDGET FY 2024-25	ENC & APPROP FY 2024-25	MID-YEAR BUDGET REQUEST FY2024-25	PROPOSED AMENDED BUDGET FY 2024-25	ACTUAL REVENUE MIDYEAR FY 2024-25	% RECV'D MIDYEAR 2024-25	PROJECTED REVENUE FY 2024-25
<b>OTHER REVENUE SOURCES</b>											
PARKING IN-LIEU FEE	-	13,764	6,892	50.1%	1,500	-	-	1,500	2,669	177.9%	2,700
ADMINISTRATIVE CHARGE	910,344	937,650	468,822	50.0%	990,000	-	-	990,000	482,898	48.8%	990,000
ADMINISTRATIVE CHARGE-MEASURE Q	59,875	90,528	-	0.0%	150,000	-	-	150,000	-	0.0%	150,000
EXPENDITURE REIMBURSEMENT	3,811	148,006	15,323	10.4%	5,000	-	30,000	35,000	30,766	87.9%	35,000
MISCELLANEOUS	167,314	73,594	36,860	50.1%	25,000	-	75,620	100,620	83,976	83.5%	100,620
<b>TOTAL</b>	<b>1,141,344</b>	<b>1,263,541</b>	<b>527,897</b>	<b>41.8%</b>	<b>1,171,500</b>	<b>-</b>	<b>105,620</b>	<b>1,277,120</b>	<b>600,309</b>	<b>47.0%</b>	<b>1,278,320</b>
<b>TOTAL GENERAL FUND</b>	<b>21,999,774</b>	<b>22,556,715</b>	<b>9,829,202</b>	<b>43.6%</b>	<b>22,320,310</b>	<b>-</b>	<b>685,620</b>	<b>23,005,930</b>	<b>9,785,173</b>	<b>42.5%</b>	<b>23,059,280</b>
<b>MEASURE Q FUND</b>	<b>3,401,946</b>	<b>3,780,939</b>	<b>1,911,144</b>	<b>50.5%</b>	<b>3,500,000</b>	<b>-</b>	<b>-</b>	<b>3,500,000</b>	<b>1,306,930</b>	<b>37.3%</b>	<b>3,490,000</b>
<b>ROAD MAINTENANCE REHAB ACCOUNT</b>	<b>90,384</b>	<b>107,381</b>	<b>48,309</b>	<b>45.0%</b>	<b>100,860</b>	<b>-</b>	<b>-</b>	<b>100,860</b>	<b>45,924</b>	<b>45.5%</b>	<b>99,760</b>
<b>GAS TAX FUND</b>	<b>105,890</b>	<b>114,641</b>	<b>60,442</b>	<b>52.7%</b>	<b>114,770</b>	<b>-</b>	<b>-</b>	<b>114,770</b>	<b>53,560</b>	<b>46.7%</b>	<b>117,400</b>
<b>OPEN SPACE FUND</b>											
TAXES	34,115	18,144	8,150	44.9%	12,000	-	-	12,000	2,308	19.2%	8,000
LICENSE & PERMITS	390,339	403,365	200,400	49.7%	440,000	-	-	440,000	197,115	44.8%	435,000
RENTAL INCOME	-	-	-	0.0%	221,670	-	-	221,670	73,892	33.3%	235,000
FEDERAL/STATE GRANTS	-	215,672	180,672	83.8%	-	-	-	-	-	0.0%	-
OFF-TRACK PARIMUTUEL	4,334	4,976	1,591	32.0%	5,000	-	-	5,000	911	18.2%	4,000
CONTRIBUTIONS	102,856	34,000	34,000	100.0%	203,000	1,418,673	-	1,621,673	-	0.0%	1,621,673
MISCELLANEOUS	8,021	8,952	5,414	60.5%	42,860	-	-	42,860	74,900	174.8%	42,860
<b>TOTAL OPEN SPACE FUND</b>	<b>539,665</b>	<b>685,109</b>	<b>430,227</b>	<b>62.8%</b>	<b>924,530</b>	<b>1,418,673</b>	<b>-</b>	<b>2,343,203</b>	<b>349,126</b>	<b>14.9%</b>	<b>2,346,533</b>
<b>SUPPLEMENTAL LAW FUND</b>	<b>166,847</b>	<b>192,923</b>	<b>116,180</b>	<b>60.2%</b>	<b>160,000</b>	<b>-</b>	<b>34,000</b>	<b>194,000</b>	<b>124,672</b>	<b>64.3%</b>	<b>194,000</b>
<b>REGIONAL COMMUNICATION</b>	<b>43,990</b>	<b>46,159</b>	<b>-</b>	<b>0.0%</b>	<b>45,000</b>	<b>-</b>	<b>-</b>	<b>45,000</b>	<b>-</b>	<b>0.0%</b>	<b>46,000</b>
<b>GRANTS FUND</b>	<b>71,515</b>	<b>87,833</b>	<b>25,885</b>	<b>29.5%</b>	<b>66,352</b>	<b>-</b>	<b>-</b>	<b>66,352</b>	<b>10,506</b>	<b>15.8%</b>	<b>70,000</b>
<b>HOUSING FUND</b>	<b>2,546</b>	<b>42,364</b>	<b>7,873</b>	<b>18.6%</b>	<b>30,000</b>	<b>-</b>	<b>132,850</b>	<b>162,850</b>	<b>166,481</b>	<b>102.2%</b>	<b>162,850</b>
<b>AB 939</b>	<b>159,145</b>	<b>251,345</b>	<b>77,678</b>	<b>30.9%</b>	<b>154,000</b>	<b>-</b>	<b>-</b>	<b>154,000</b>	<b>42,054</b>	<b>27.3%</b>	<b>154,000</b>
<b>PEG FEE FUND</b>	<b>43,647</b>	<b>40,405</b>	<b>20,844</b>	<b>51.6%</b>	<b>46,000</b>	<b>-</b>	<b>-</b>	<b>46,000</b>	<b>8,682</b>	<b>18.9%</b>	<b>40,000</b>

**CITY OF DEL MAR  
FISCAL YEAR 2024-25  
MID-YEAR FINANCIAL REPORT  
REVENUE SUMMARIES**

SOURCE OF FUNDS	ACTUAL REVENUE FINAL FY 2022-23	ACTUAL REVENUE FINAL FY2023-24	ACTUAL REVENUE MID-YEAR FY2023-24	% RECV'D MID-YEAR FY2023-24	CURRENT ADOPTED BUDGET FY 2024-25	ENC & APPROP FY 2024-25	MID-YEAR BUDGET REQUEST FY2024-25	PROPOSED AMENDED BUDGET FY 2024-25	ACTUAL REVENUE MIDYEAR FY 2024-25	% RECV'D MIDYEAR 2024-25	PROJECTED REVENUE FY 2024-25
<b>CAPITAL IMPROVEMENT FUND</b>											
FEDERAL/STATE GRANTS	684,949	208,899	111,102	53.2%	1,411,950	1,423,814	-	2,835,764	-	0.0%	2,672,450
MISCELLANEOUS	63,564	202,872	41,221	20.3%	-	-	-	-	-	100.0%	-
<b>TOTAL CAPITAL IMPROVEMENT FUND</b>	<b>748,513</b>	<b>411,771</b>	<b>152,323</b>	<b>37.0%</b>	<b>1,411,950</b>	<b>1,423,814</b>	<b>-</b>	<b>2,835,764</b>	<b>-</b>	<b>0.0%</b>	<b>2,672,450</b>
<b>TRANSNET FUND</b>											
	133,698	228,931	49,066	21.4%	147,000	431,000	-	578,000	11	0.0%	578,000
<b>RTCIP FUND</b>											
	23,784	4,977	228	4.6%	-	-	-	-	122	100.0%	400
<b>SPECIAL PROJECTS FUND</b>											
	225,000	-	-	0.0%	-	-	-	-	-	0.0%	-
<b>TOTAL GENERAL GOVERNMENTAL FUNDS</b>	<b>27,756,344</b>	<b>28,551,493</b>	<b>12,729,401</b>	<b>44.6%</b>	<b>29,020,772</b>	<b>3,273,487</b>	<b>852,470</b>	<b>33,146,729</b>	<b>11,893,241</b>	<b>35.9%</b>	<b>33,030,673</b>
<b>WORKERS' COMPENSATION FUND</b>											
	290,088	349,499	146,880	42.0%	290,000	-	-	290,000	176,541	60.9%	290,000
<b>WATER UTILITY FUND</b>											
WATER SALES	2,250,941	2,365,627	1,362,692	57.6%	2,375,000	-	200,000	2,575,000	1,622,079	63.0%	2,600,000
READY TO SERVE CHARGE	1,860,332	1,954,206	954,624	48.8%	1,950,000	-	-	1,950,000	1,012,982	51.9%	1,960,000
OTHER CONNECTION FEES	57,667	68,356	28,920	42.3%	54,000	-	-	54,000	20,268	37.5%	35,000
MISCELLANEOUS	101,824	200,549	31,148	15.5%	90,000	-	-	90,000	36,854	40.9%	74,000
<b>TOTAL OPERATING REVENUE</b>	<b>4,270,764</b>	<b>4,588,738</b>	<b>2,377,384</b>	<b>51.8%</b>	<b>4,469,000</b>	<b>-</b>	<b>200,000</b>	<b>4,669,000</b>	<b>2,692,183</b>	<b>57.7%</b>	<b>4,669,000</b>
<b>CLEAN WATER PROGRAM</b>											
SERVICE CHARGE	623,696	657,722	362,767	55.2%	630,000	-	-	630,000	328,840	52.2%	595,000
MISCELLANEOUS	5,266	10,973	3,662	33.4%	5,000	-	-	5,000	1,645	32.9%	41,200
<b>TOTAL CLEAN WATER PROGRAM</b>	<b>628,962</b>	<b>668,695</b>	<b>366,429</b>	<b>54.8%</b>	<b>635,000</b>	<b>-</b>	<b>-</b>	<b>635,000</b>	<b>330,485</b>	<b>52.0%</b>	<b>636,200</b>
<b>WASTEWATER FUND</b>											
SERVICE CHARGES	1,860,666	1,954,106	954,728	48.9%	1,940,000	-	60,000	2,000,000	1,077,276	53.9%	2,000,000
USAGE CHARGES	1,923,924	1,950,126	1,029,256	52.8%	2,000,000	-	-	2,000,000	1,104,367	55.2%	2,000,000
OTHER SEWER FEES	67,657	83,766	35,439	42.3%	75,000	-	-	75,000	19,331	25.8%	47,700
MISCELLANEOUS	56,127	188,378	27,468	14.6%	77,000	-	-	77,000	19,032	24.7%	48,000
<b>TOTAL WASTEWATER FUND</b>	<b>3,908,374</b>	<b>4,176,376</b>	<b>2,046,891</b>	<b>49.0%</b>	<b>4,092,000</b>	<b>-</b>	<b>60,000</b>	<b>4,152,000</b>	<b>2,220,006</b>	<b>53.5%</b>	<b>4,095,700</b>
<b>TOTAL ENTERPRISE FUNDS</b>	<b>8,808,100</b>	<b>9,433,809</b>	<b>4,790,704</b>	<b>50.8%</b>	<b>9,196,000</b>	<b>-</b>	<b>260,000</b>	<b>9,456,000</b>	<b>5,242,674</b>	<b>55.4%</b>	<b>9,400,900</b>
<b>TOTAL ALL FUNDS</b>	<b>36,854,532</b>	<b>38,334,801</b>	<b>17,666,985</b>	<b>46.1%</b>	<b>38,506,772</b>	<b>3,273,487</b>	<b>1,112,470</b>	<b>42,892,729</b>	<b>17,312,456</b>	<b>40.4%</b>	<b>42,721,573</b>

**CITY OF DEL MAR  
FISCAL YEAR 2024-2025  
MID-YEAR FINANCIAL REPORT  
EXPENDITURE SUMMARIES**

DEPARTMENT	ACTUAL EXP FINAL FY 2022-23	ACTUAL EXP FINAL FY 2023-24	ACTUAL EXP MID-YEAR FY 2023-24	% EXPENSED MID-YEAR FY 2023-24	CURRENT ADOPTED BUDGET FY 2024-25	ENC & APPROP FY 2024-25	MID-YEAR BUDGET REQUEST FY 2024-25	PROPOSED AMENDED BUDGET FY 2024-25	ACTUAL EXP MIDYEAR FY 2024-25	% EXP MIDYEAR FY 2024-25	PROJECTED EXP FY 2024-25
<b>GENERAL FUND</b>											
<b>GENERAL GOVERNMENT</b>											
CITY COUNCIL	23,400	41,603	12,012	28.9%	35,280	-	-	35,280	10,440	29.6%	39,870
LEGAL SERVICES	625,181	700,194	134,040	19.1%	506,000	-	100,000	606,000	201,991	33.3%	600,000
CITY MANAGER	714,344	878,774	412,969	47.0%	922,090	-	-	922,090	418,517	45.4%	920,095
HUMAN RESOURCES	226,829	258,453	130,000	50.3%	249,590	-	-	249,590	145,932	58.5%	274,860
CITY CLERK	337,212	361,529	169,585	46.9%	364,740	-	-	364,740	227,303	62.3%	448,500
INFORMATION SYSTEMS	504,087	548,153	337,507	61.6%	544,960	-	-	544,960	349,802	64.2%	561,200
FINANCE SERVICES	736,709	764,865	376,321	49.2%	809,760	650	-	810,410	352,223	43.5%	814,690
RISK MANAGEMENT	280,408	368,636	315,510	85.6%	481,350	-	-	481,350	401,001	83.3%	428,000
PLANNING SERVICES	1,196,048	1,508,816	698,502	46.3%	1,876,690	650	-	1,877,340	956,054	50.9%	1,830,700
CODE ENFORCEMENT	148,242	161,031	93,517	58.1%	149,550	-	-	149,550	99,344	66.4%	170,390
BUILDING SERVICES	485,477	476,118	183,886	38.6%	403,500	-	-	403,500	247,615	61.4%	403,500
<b>TOTAL</b>	<b>5,277,937</b>	<b>6,068,172</b>	<b>2,863,849</b>	<b>47.2%</b>	<b>6,343,510</b>	<b>1,300</b>	<b>100,000</b>	<b>6,444,810</b>	<b>3,410,222</b>	<b>52.9%</b>	<b>6,491,805</b>
<b>PUBLIC SAFETY</b>											
LAW ENFORCEMENT	2,687,591	2,747,809	948,141	34.5%	2,962,340	-	-	2,962,340	978,161	33.0%	2,848,940
LIFEGUARD SERVICES	1,393,458	1,516,815	797,723	52.6%	1,547,960	-	-	1,547,960	866,376	56.0%	1,626,080
PARKING ENFORCEMENT	1,084,591	1,046,838	525,204	50.2%	1,189,520	-	-	1,189,520	573,396	48.2%	1,221,730
FIRE PROTECTION	2,442,988	2,741,927	1,405,147	51.2%	2,894,330	35,732	102,000	3,032,062	1,481,517	48.9%	3,024,020
HAZARDOUS WASTE MANAGEMENT	17,632	20,077	20,077	100.0%	22,960	-	-	22,960	21,907	95.4%	22,910
SOLID WASTE	3,508	3,001	1,109	37.0%	5,000	-	-	5,000	191	3.8%	4,000
EMERGENCY PREPAREDNESS	2,884	3,152	1,347	42.7%	5,750	-	-	5,750	1,327	23.1%	5,580
<b>TOTAL</b>	<b>7,632,652</b>	<b>8,079,619</b>	<b>3,698,748</b>	<b>45.8%</b>	<b>8,627,860</b>	<b>35,732</b>	<b>102,000</b>	<b>8,765,592</b>	<b>3,922,875</b>	<b>44.8%</b>	<b>8,753,260</b>
<b>PUBLIC WORKS</b>											
ENGINEERING SERVICES	137,256	284,858	50,254	17.6%	263,750	-	-	263,750	73,229	27.8%	250,000
STORM DRAIN	154,487	199,913	95,132	47.6%	205,750	16,033	-	221,783	147,414	66.5%	249,300
FACILITIES	237,242	284,889	134,901	47.4%	359,280	-	-	359,280	102,166	28.4%	328,090
<b>TOTAL</b>	<b>528,985</b>	<b>769,660</b>	<b>280,287</b>	<b>36.4%</b>	<b>828,780</b>	<b>16,033</b>	<b>-</b>	<b>844,813</b>	<b>322,809</b>	<b>38.2%</b>	<b>827,390</b>
<b>NON-DEPARTMENTAL</b>											
COMMUNITY SUPPORT	415,129	385,398	244,666	63.5%	427,510	-	-	427,510	287,159	67.2%	442,200
TV STUDIO	97,575	89,375	13,578	15.2%	119,420	-	-	119,420	16,373	13.7%	124,200
CITY MEMBERSHIPS	93,740	101,741	97,971	96.3%	109,890	-	-	109,890	101,308	92.2%	105,170
CITY HALL - GENERAL	157,091	156,326	75,775	48.5%	185,750	-	-	185,750	100,817	54.3%	185,000
<b>TOTAL</b>	<b>763,535</b>	<b>732,840</b>	<b>431,990</b>	<b>58.9%</b>	<b>842,570</b>	<b>-</b>	<b>-</b>	<b>842,570</b>	<b>505,657</b>	<b>60.0%</b>	<b>856,570</b>
<b>TOTAL GENERAL FUND BEFORE EQUIPMENT REPLACEMENT</b>	<b>14,203,109</b>	<b>15,650,291</b>	<b>7,274,874</b>	<b>46.5%</b>	<b>16,642,720</b>	<b>53,065</b>	<b>202,000</b>	<b>16,897,785</b>	<b>8,161,563</b>	<b>48.3%</b>	<b>16,929,025</b>
EQUIPMENT REPLACEMENT	987,427	270,159	4,562	1.7%	182,240	47,159	28,500	257,899	60,953	23.6%	257,900
<b>TOTAL GENERAL FUND INCLUDING EQUIPMENT REPLACEMENT</b>	<b>15,190,536</b>	<b>15,920,450</b>	<b>7,279,436</b>	<b>45.7%</b>	<b>16,824,960</b>	<b>100,224</b>	<b>230,500</b>	<b>17,155,684</b>	<b>8,222,516</b>	<b>47.9%</b>	<b>17,186,925</b>

**CITY OF DEL MAR  
FISCAL YEAR 2024-2025  
MID-YEAR FINANCIAL REPORT  
EXPENDITURE SUMMARIES**

DEPARTMENT	ACTUAL EXP FINAL FY 2022-23	ACTUAL EXP FINAL FY 2023-24	ACTUAL EXP MID-YEAR FY 2023-24	% EXPENSED MID-YEAR FY 2023-24	CURRENT ADOPTED BUDGET FY 2024-25	ENC & APPROP FY 2024-25	MID-YEAR BUDGET REQUEST FY 2024-25	PROPOSED AMENDED BUDGET FY 2024-25	ACTUAL EXP MIDYEAR FY 2024-25	% EXP MIDYEAR FY 2024-25	PROJECTED EXP FY 2024-25
<b>MEASURE Q FUND</b>	1,325,555	1,174,333	18,250	1.6%	7,843,200	5,562,625	150,000	13,555,825	490,157	3.6%	9,752,400
<b>ROAD MAINTENANCE REHAB ACCOUNT</b>	-	-	-	0.0%	-	-	-	-	-	0.0%	-
<b>GAS TAX FUND</b>											
STREET MAINTENANCE	276,033	269,233	115,916	43.1%	382,420	65	-	382,485	151,983	39.7%	318,505
STREET LIGHTS/SIGNS	161,080	174,857	73,126	41.8%	198,850	-	15,000	213,850	52,538	24.6%	178,640
STREET LANDSCAPING	272,320	314,882	196,796	62.5%	306,180	-	-	306,180	126,681	41.4%	285,780
<b>TOTAL GAX TAX FUND</b>	<b>709,433</b>	<b>758,972</b>	<b>385,838</b>	<b>50.8%</b>	<b>887,450</b>	<b>65</b>	<b>15,000</b>	<b>902,515</b>	<b>331,202</b>	<b>36.7%</b>	<b>782,925</b>
<b>OPEN SPACE FUND</b>											
POWERHOUSE OPERATIONS	379,591	426,569	203,613	47.7%	485,030	4,169	-	489,199	199,801	40.8%	472,600
BEACH MAINTENANCE	363,402	334,473	179,510	53.7%	451,620	59	-	451,679	152,942	33.9%	406,450
PARK MAINTENANCE	309,117	434,342	163,499	37.6%	493,710	-	-	493,710	195,166	39.5%	498,080
<b>TOTAL OPEN SPACE FUND</b>	<b>1,052,110</b>	<b>1,195,384</b>	<b>546,622</b>	<b>45.7%</b>	<b>1,430,360</b>	<b>4,228</b>	<b>-</b>	<b>1,434,588</b>	<b>547,909</b>	<b>38.2%</b>	<b>1,377,130</b>
<b>SUPPLEMENTAL LAW ENFORCEMENT</b>	-	-	-	0.0%	-	-	-	-	-	0.0%	-
<b>REGIONAL COMMUNICATION FUND</b>	40,960	44,521	-	0.0%	61,250	-	-	61,250	-	0.0%	61,250
<b>GRANTS FUND</b>	69,752	68,491	12,729	18.6%	67,522	-	-	67,522	12,695	18.8%	67,520
<b>HOUSING FUND</b>	101,143	45,684	45,684	100.0%	40,000	-	17,240	57,240	57,234	100.0%	57,240
<b>AB 939</b>	35,989	64,849	27,020	41.7%	118,890	-	-	118,890	29,403	24.7%	119,530
<b>PEG FEE FUND</b>	18,510	10,736	6,319	58.9%	31,200	-	-	31,200	3,837	12.3%	43,530
<b>TOTAL GENERAL O&amp;M FUNDS</b>	<b>18,543,988</b>	<b>19,283,420</b>	<b>8,321,898</b>	<b>43.2%</b>	<b>27,304,832</b>	<b>5,667,142</b>	<b>412,740</b>	<b>33,384,714</b>	<b>9,694,953</b>	<b>29.0%</b>	<b>29,448,450</b>
<b>CAPITAL IMPROVEMENT FUNDS</b>											
OPEN SPACE CIP	584,768	146,197	64,747	44.3%	81,000	1,660,398	-	1,741,398	106,267	6.1%	1,741,398
GENERAL FUND CIP	909,191	2,230,198	508,814	22.8%	2,627,550	2,299,375	45,000	4,971,925	817,743	16.4%	4,971,925
DEBT SERVICE-CITY HALL	904,283	902,860	684,093	75.8%	904,290	-	-	904,290	689,595	76.3%	904,290
TRANSNET II CIP	133,264	228,756	49,066	21.4%	147,000	431,000	-	578,000	-	0.0%	578,000
RTCIP FUND	-	-	-	0.0%	-	-	-	-	-	0.0%	-
<b>TOTAL CAPITAL IMPROVEMENT FUNDS</b>	<b>2,531,506</b>	<b>3,508,011</b>	<b>1,306,720</b>	<b>37.2%</b>	<b>3,759,840</b>	<b>4,390,773</b>	<b>45,000</b>	<b>8,195,613</b>	<b>1,613,605</b>	<b>19.7%</b>	<b>8,195,613</b>
<b>SPECIAL PROJECT FUND</b>	452,662	430,060	127,014	29.5%	669,460	798,574	70,240	1,538,274	102,043	6.6%	1,488,274
<b>TOTAL GENERAL GOVERNMENTAL FUNDS</b>	<b>21,528,156</b>	<b>23,221,491</b>	<b>9,755,632</b>	<b>42.0%</b>	<b>31,734,132</b>	<b>10,856,489</b>	<b>527,980</b>	<b>43,118,601</b>	<b>11,410,601</b>	<b>26.5%</b>	<b>39,132,337</b>

**CITY OF DEL MAR  
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EXPENDITURE SUMMARIES**

DEPARTMENT	ACTUAL EXP FINAL FY 2022-23	ACTUAL EXP FINAL FY 2023-24	ACTUAL EXP MID-YEAR FY 2023-24	% EXPENSED MID-YEAR FY 2023-24	CURRENT ADOPTED BUDGET FY 2024-25	ENC & APPROP FY 2024-25	MID-YEAR BUDGET REQUEST FY 2024-25	PROPOSED AMENDED BUDGET FY 2024-25	ACTUAL EXP MIDYEAR FY 2024-25	% EXP MIDYEAR FY 2024-25	PROJECTED EXP FY 2024-25
<b>WORKERS' COMPENSATION FUND</b>	<b>380,724</b>	<b>261,612</b>	<b>231,003</b>	<b>88.3%</b>	<b>304,000</b>	-	-	<b>304,000</b>	<b>237,279</b>	<b>78.1%</b>	<b>304,000</b>
<b>WATER FUND</b>											
GENERAL ADMINISTRATION	1,653,945	2,051,373	746,519	36.4%	2,157,790	2,282	22,450	2,182,522	867,612	39.8%	2,178,010
RISK MANAGEMENT	132,948	162,220	154,514	95.2%	187,540	-	-	187,540	200,403	106.9%	202,900
RAW WATER SUPPLY	1,677,581	1,717,992	791,098	46.0%	1,902,040	-	200,000	2,102,040	922,902	43.9%	2,100,000
TREATMENT/DELIVERY	441,012	374,796	72,700	19.4%	461,090	-	-	461,090	150,427	32.6%	450,000
<b>TOTAL WATER FUND O&amp;M</b>	<b>3,905,486</b>	<b>4,306,381</b>	<b>1,764,831</b>	<b>41.0%</b>	<b>4,708,460</b>	<b>2,282</b>	<b>222,450</b>	<b>4,933,192</b>	<b>2,141,344</b>	<b>43.4%</b>	<b>4,930,910</b>
WATER CAP IMPROVEMENT	1,367	-	16,315	100.0%	622,000	119,217	-	741,217	16,665	2.2%	741,210
<b>TOTAL WATER FUND</b>	<b>3,906,853</b>	<b>4,306,381</b>	<b>1,781,146</b>	<b>41.4%</b>	<b>5,330,460</b>	<b>121,499</b>	<b>222,450</b>	<b>5,674,409</b>	<b>2,158,009</b>	<b>38.0%</b>	<b>5,672,120</b>
<b>CLEAN WATER FUND</b>											
PLANNING	66,315	78,255	35,205	45.0%	71,460	-	20,000	91,460	46,496	50.8%	90,630
CODE ENFORCEMENT	37,415	39,025	22,888	58.6%	39,560	-	-	39,560	25,625	64.8%	42,390
CLEAN WATER MANAGEMENT	281,209	307,573	132,277	43.0%	344,030	-	-	344,030	103,177	30.0%	341,500
PUBLIC WORKS	275,141	287,993	140,559	48.8%	330,420	364	20,000	350,784	159,493	45.5%	350,590
<b>TOTAL CLEAN WATER O &amp; M</b>	<b>660,080</b>	<b>712,846</b>	<b>330,929</b>	<b>46.4%</b>	<b>785,470</b>	<b>364</b>	<b>40,000</b>	<b>825,834</b>	<b>334,791</b>	<b>40.5%</b>	<b>825,110</b>
CLEAN WATER CAP IMPROVEMENT	3,462	-	4,208	100.0%	416,500	65,822	-	482,322	10,746	2.2%	416,500
<b>TOTAL CLEAN WATER FUND</b>	<b>663,542</b>	<b>712,846</b>	<b>335,137</b>	<b>47.0%</b>	<b>1,201,970</b>	<b>66,186</b>	<b>40,000</b>	<b>1,308,156</b>	<b>345,537</b>	<b>26.4%</b>	<b>1,241,610</b>
<b>WASTEWATER FUND</b>											
RISK MANAGEMENT	131,867	162,220	154,514	95.2%	196,540	-	-	196,540	200,403	102.0%	200,500
WASTEWATER TRANSPORTATION	102,276	57,498	29,702	51.7%	139,740	-	-	139,740	59,404	42.5%	134,000
WASTEWATER TREATMENT	909,145	927,290	627,909	67.7%	1,039,550	-	130,000	1,169,550	463,246	39.6%	1,167,000
DEBT SERVICE	150,176	563,446	544,430	96.6%	568,850	-	-	568,850	545,735	95.9%	568,850
WASTEWATER PROGRAM	2,109,626	2,550,377	935,543	36.7%	2,752,790	2,282	46,950	2,802,022	938,029	33.5%	2,804,070
<b>TOTAL WASTEWATER FUND O&amp;M</b>	<b>3,403,090</b>	<b>4,260,831</b>	<b>2,292,098</b>	<b>53.8%</b>	<b>4,697,470</b>	<b>2,282</b>	<b>176,950</b>	<b>4,876,702</b>	<b>2,206,817</b>	<b>45.3%</b>	<b>4,874,420</b>
WASTEWATER CAPITAL IMPROVEMENT	-	(501,927)	1,390	0.0%	425,000	372,679	-	797,679	5,887	0.7%	797,680
<b>TOTAL WASTEWATER FUND</b>	<b>3,403,090</b>	<b>3,758,904</b>	<b>2,293,488</b>	<b>61.0%</b>	<b>5,122,470</b>	<b>374,961</b>	<b>176,950</b>	<b>5,674,381</b>	<b>2,212,704</b>	<b>39.0%</b>	<b>5,672,100</b>
<b>TOTAL ENTERPRISE FUNDS</b>	<b>7,973,485</b>	<b>8,778,131</b>	<b>4,409,771</b>	<b>50.2%</b>	<b>11,654,900</b>	<b>562,646</b>	<b>439,400</b>	<b>12,656,946</b>	<b>4,716,250</b>	<b>37.3%</b>	<b>12,585,830</b>
<b>TOTAL EXPENDITURES</b>	<b>29,882,365</b>	<b>32,261,234</b>	<b>14,396,406</b>	<b>44.6%</b>	<b>43,693,032</b>	<b>11,419,135</b>	<b>967,380</b>	<b>56,079,547</b>	<b>16,364,130</b>	<b>29.2%</b>	<b>52,022,167</b>

City of Del Mar  
Cash Flow Report  
General Fund  
Fiscal Year 2024-25

	Adopted FY 2025 (6/19/23) (A)	Budget Update FY 2025 (6/17/24) (B)	Mid-Year Proposed FY 2025 (3/25/25) (C)	Difference (D=C-B)
<b>Total Revenue</b>	20,730,540	22,320,310	23,005,930	685,620
<b>Total Expenditures</b>	15,813,560	16,824,960	17,155,684	330,724
<b>Transfers</b>				
RMRA Reimb	(90,000)	(100,860)	(208,245)	(107,385)
Gas Tax	731,110	772,680	787,745	15,065
Open Space	679,820	571,830	510,058	(61,772)
SLESF	(100,000)	(160,000)	(194,000)	(34,000)
Regional Comm	18,301	13,897	13,897	-
Housing Fund	25,888	(26,375)	-	26,375
Clean Water (non-CIP)	131,060	150,470	126,772	(23,698)
PEG Fee Reimb	(40,000)	(20,000)	(10,000)	10,000
Total Transfers	1,356,179	1,201,642	1,026,227	(175,415)
<b>City Hall Debt</b>	904,290	904,290	904,290	-
<b>Cash Flow (before CIP &amp; SP)</b>	<b>\$ 2,656,511</b>	<b>\$ 3,389,418</b>	<b>\$ 3,919,729</b>	<b>\$ 530,311</b>
<b>Transfer to CIP/Reserves</b>				
Open Space CIP	81,000	81,000	81,000	-
General Fund CIP	767,500	927,500	1,212,808	285,308
CIP Reserve Transfer	200,000	2,500,000	2,500,000	-
RTCIP	-	-	-	-
Clean Water CIP	365,000	365,000	416,500	51,500
Total CIP	1,413,500	3,873,500	4,210,308	336,808
<b>Transfer to Special Projects</b>	616,960	669,460	739,700	70,240
<b>Cash Flow (after CIP &amp; SP)</b>	<b>\$ 626,051</b>	<b>\$ (1,153,542)</b>	<b>\$ (1,030,279)</b>	<b>\$ 123,263</b>
<b>Reserves</b>				
Contingency Reserves	4,804,462	4,837,122	5,683,024	845,902
Self-Insurance	350,003	300,000	300,000	-
Housing Reserve	1,700,000	1,650,000	1,650,000	-
Pension Reserves	4,120,000	4,760,000	4,781,894	21,894
Leave Liability	100,000	100,000	100,000	-
Equipment Replacement	1,054,800	678,460	657,342	(21,118)
	12,129,265	12,325,582	13,172,260	846,678
<b>Other Reserves</b>				
Capital Reserve	600,000	3,150,000	3,150,000	-

City of Del Mar  
Summary of Encumbrances and Continuing Appropriations  
Fiscal Year 2023-24

Project Name	Department	Account Number	Amounts
<u>General Fund</u>			
Central Square Tech (PO52-00091)	ASD	01.5400.3200	650
Central Square Tech (PO52-00091)	PL	01.5530.3200	650
Central Square Tech (PO52-00091)	PW	Various Accounts	33
Sonsray Machinery (PO58-00763)	PW	01.5840.2600	16,000
Custom Truck & Body (PO58-00780)	PW	01.5890.5997	1,435
AVI Systems (PO52-00088)	ASD	01.5890.5997	45,724
Air Compressor	ASD	01.5730.2600	35,000
Wildland Hose Packs (PO 57-00126)	Fire	01.5730.2600	732
Total Fund			\$ 100,224
<u>Measure Q Fund</u>			
Utility Specialist (PO58-00543)	PW	02.7000.7001	21,456
Undergrounding - General	PW	02.7000.7001	32,307
Pavement Rehabilitation	PW	02.7000.7009	45,500
Utility Specialist (PO58-00795)	PW	02.7000.7202	425,228
Undergrounding 1A - Stratford Ct. South	PW	02.7000.7202	2,675,290
Utility Specialist (PO58-00530)	PW	02.7000.7203	284,909
Helix Env (PO58-00531)	PW	02.7000.7203	33,007
Undergrounding X1A - Crest Cyn	PW	02.7000.7203	1,498,136
West Coast Arborist (PO58-00729)	PW	02.7000.7204	1,245
Utility Specialist (PO58-00530)	PW	02.7000.7204	389,092
Undergrounding 1B -Stratford Ct. North	PW	02.7000.7204	60,307
Utility Specialist (PO58-00530)	PW	02.7000.7205	8,364
Undergrounding 3 - South Hill	PW	02.7000.7206	87,784
Total Fund			\$ 5,562,625
<u>Gas Tax Fund</u>			
Central Square Tech (PO52-00091)	PW	Various Accounts	65
Total Fund			\$ 65
<u>Open Space Fund</u>			
Central Square Tech (PO52-00091)	PW	Various Accounts	\$ 59
Johnson Controls (PO56-00247)	CS	21.5635.3200	4,169
Total Fund			\$ 4,228
<u>Open Space CIP</u>			
Riverpath Del Mar	PW	21.7000.7007	\$ 1,418,673 *
Landscape Enhancements	PW	21.7000.7008	115,000
17th St Lifeguard Tower Improvements	PW	21.7000.7042	13,423
20th St Lifeguard Driveway Improv	PW	21.7000.7051	113,302
Total Fund			\$ 1,660,398

<u>General Fund CIP</u>			
Pavement Rehabilitation	PW	40.7000.7009	\$ 212,080
Major Facility Repairs	PW	40.7000.7010	44,973
CDM Bridge over San Dieguito	PW	40.7000.7011	1,423,814 *
Jimmy Durante Blvd Bluff Repairs	PW	40.7000.7026	146,360
Major Arterial Bike Route Repairs	PW	40.7000.7041	29,726
Hoska Ave Alley Assessment	PW	40.7000.7047	435,075
San Dieguito Dr Development	PW	40.7000.7048	7,347
Total Fund			<u>\$ 2,299,375</u>
 <u>TransNet CIP</u>			
Pavement Rehabilitation	PW	44.7000.7009	\$ 431,000 *
Total Fund			<u>\$ 431,000</u>
 <u>Special Projects</u>			
NC/PC Zone Code Amendment	PL	49.8000.8011	\$ 15,000
Fairgrounds Housing Agreement	PL	49.8000.8013	350,571
Update Community Plan Safety Element	PL	49.8000.8018	43,500
Environmental Justice Element	PL	49.8000.8019	5,000
Affordable Housing Incentives	PL	49.8000.8020	79,000
SB35 Streamlining Procedures	PL	49.8000.8021	1,500
Objective Design Standards	PL	49.8000.8022	16,092
ADU Facilitation Measures	PL	49.8000.8026	22,724
Housing State Law Alignment #2	PL	49.8000.8027	5,000
6th Cycle Zoning Programs	PL	49.8000.8028	27,127
HAP Grant Expenditures	PL	49.8000.8029	17,060
TSVS Updates	PL	49.8000.8030	120,000
Update Public Tree Policy	PL	49.8000.8031	26,000
Shoreline/Living Levee	PL	49.8000.8032	70,000
Total Fund			<u>\$ 798,574</u>
 <u>Water Fund</u>			
Central Square Tech (PO52-00091)	PW	51.5840.3200	\$ 228
Custom Truck Body (PO58-00780)	PW	51.5840.5500	2,054
Infrastructure Improvements	PW	51.7000.7017	60,432
Valve Replacements	PW	51.7000.7037	58,785
			<u>\$ 121,499</u>
 <u>Clean Water Fund</u>			
Central Square Tech (PO52-00091)	PW	55.5840.3200	\$ 39
Custom Truck Body (PO58-00780)	PW	55.5840.5500	325
Storm Drain Improvements	PW	55.7000.7032	65,822
			<u>\$ 66,186</u>
 <u>Wastewater Fund</u>			
Central Square Tech (PO52-00091)	PW	57.5840.3200	\$ 228
Custom Truck Body (PO58-00780)	PW	57.5840.5500	2,054
Infrastructure Improvements	PW	57.7000.7024	372,679
			<u>\$ 374,961</u>
Total Encumbrances			<u><u>\$ 11,419,135</u></u>

\* Offset with Federal, State, and Local funds which will be reflected in the Revenue Summary Report.

**City of Del Mar**  
**Summary of Cash and Investments for the Quarter Ended December 31, 2024**

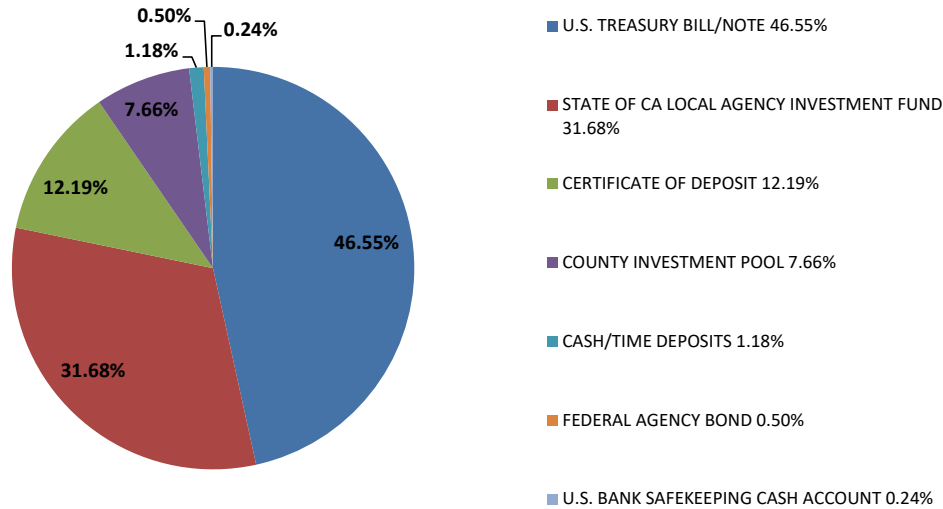
Portfolio Assets	Par Value (1)	Market Value (2)	Book Value (3)	% of Portfolio
<b>Cash &amp; Investments Held by City</b>				
<b>Investment Portfolio</b>				
<b>Managed Investments</b>				
U.S. Bank Safekeeping Cash Account	\$ 94,651	\$ 94,651	\$ 94,651	0.24%
U.S. Treasury Bill/ Note	18,543,000	18,253,650	18,185,983	46.36%
Federal Agency Bond	200,000	195,337	200,000	0.51%
Certificate of Deposit	4,858,000	4,778,505	4,858,000	12.38%
<b>Managed Investments Subtotal</b>	<b>\$ 23,695,651</b>	<b>\$ 23,322,143</b>	<b>\$ 23,338,634</b>	<b>59.50%</b>
<b>Pooled Investments</b>				
State of CA Local Agency Investment Fund	\$ 12,422,283	\$ 12,422,283	\$ 12,422,283	31.67%
County Investment Pool	3,005,107	3,005,107	3,005,107	7.66%
<b>Pooled Investments Subtotal</b>	<b>\$ 15,427,390</b>	<b>\$ 15,427,390</b>	<b>\$ 15,427,390</b>	<b>39.33%</b>
<b>Investment Portfolio Subtotal</b>	<b>\$ 39,123,041</b>	<b>\$ 38,749,534</b>	<b>\$ 38,766,024</b>	<b>98.83%</b>
<b>Cash/Time Deposits</b>	\$ 460,894	\$ 460,894	\$ 460,894	1.17%
<b>Funds Available for Investment</b>	<b>\$ 39,583,935</b>	<b>\$ 39,210,428</b>	<b>\$ 39,226,918</b>	<b>100.00%</b>
<b>Accrued Interest</b>	\$ 13,739	\$ 13,739	\$ 13,739	
<b>Total Cash &amp; Investments Held by City</b>	<b>\$ 39,597,674</b>	<b>\$ 39,224,166</b>	<b>\$ 39,240,657</b>	

## Notes:

1. Par value is the principal amount of the investment on maturity.
2. Market values contained herein are received from sources we believe are reliable; however, we do not guarantee their accuracy.
3. Book value is par value of the security plus or minus any premium or discount on the security.

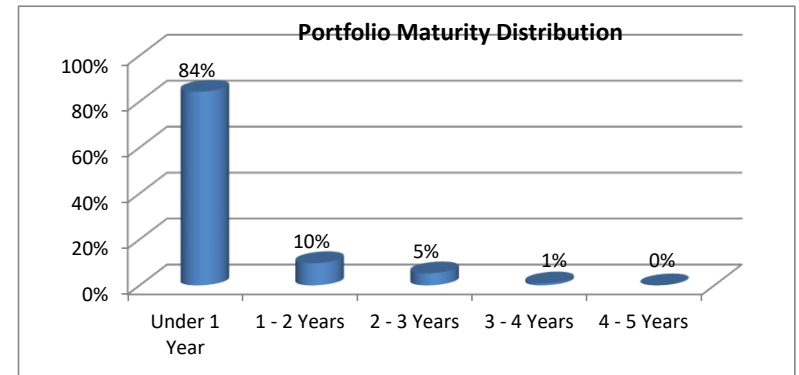
**City of Del Mar  
Investment Report for the Quarter Ended December 31, 2024**

**Investment Portfolio Summary and Key Statistics**



Portfolio Key Statistics	
PAR Value	\$ 39,123,041
Book Value (COST)	\$ 38,766,024
Market Value	\$ 38,749,534
Weighted Average Maturity (in years)	<b>0.65</b>
Weighted Yield to Maturity*	<b>3.97%</b>

\*Note: Cash/time deposits not included in WYTM



Excludes Pooled Investments and U.S. Bank Custodial Cash Account

**U.S. Treasury Yields - Quarterly Comparison**

Maturity	Dec 2024	Sep-24	Change
3-Month	4.37%	4.73%	-0.36%
1-Year	4.16%	3.98%	0.18%
2-Year	4.25%	3.66%	0.59%
3-Year	4.27%	3.58%	0.69%
5-Year	4.38%	3.58%	0.80%
10-Year	4.58%	3.81%	0.77%

Portfolio Maturity	PAR Maturing	% Maturing
Under 1 Year	\$ 19,892,000	84%
1 - 2 Years	\$ 2,275,000	10%
2 - 3 Years	\$ 1,234,000	5%
3 - 4 Years	\$ 200,000	1%
4 - 5 Years	\$ -	0%
<b>Total</b>	<b>\$ 23,601,000</b>	<b>100%</b>

**2-Year U.S. Treasury Yield - Historical Data**

Dec 2024	Dec 2023	Dec 2022	Dec 2021
4.25%	4.23%	4.41%	0.73%

Interest Earnings	FY 23-24	FY 24-25	Change
Oct	\$	<b>134,554</b>	\$ <b>134,554</b>
Nov	\$	<b>120,951</b>	\$ <b>120,951</b>
Dec	\$	<b>115,020</b>	\$ <b>115,020</b>
<b>Total for Quarter</b>	<b>\$ -</b>	<b>\$ 370,525</b>	<b>\$ 370,525</b>

Note: Interest Earnings figures do not include capital gains or losses

**CITY OF DEL MAR**  
**CERTIFICATE OF DEPOSITS (with U.S. BANK)**  
As of December 31, 2024

CUSIP	PRINCIPAL AMOUNT	NOMINAL COUPON	Annualized Rate of Return	Portfolio Weighting	Weighted Coupon	MATURITY DATE	
Cross River Bank NJ	227563CJ0	240,000.00	4.85000	4.85000	4.94%	0.23960478	5/19/2025
Capital One	14042RRL7	245,000.00	3.10000	3.10000	5.04%	0.15634006	5/25/2025
Chartway FCU	16141BAK7	200,000.00	5.25000	5.25000	4.12%	0.21613833	8/1/2025
BMW Bank North America	05580AXF6	249,000.00	0.50000	0.50000	5.13%	0.02562783	9/25/2025
Texas Exchange Bank Crowley	88241TJN1	225,000.00	0.60000	0.60000	4.63%	0.02778921	11/25/2025
Trustone Financial Credit Union	89841MBZ9	240,000.00	4.40000	4.40000	4.94%	0.21737340	12/12/2025
BMO Harris Bank NA	05600XBY5	200,000.00	0.55000	0.55000	4.12%	0.02264306	2/18/2026
Bank United NA	066519QV4	200,000.00	0.95000	0.95000	4.12%	0.03911075	4/14/2026
UBS Bank USA	90348JP61	248,000.00	0.90000	0.90000	5.10%	0.04594483	7/8/2026
Synchrony Bank Draper	87165FA38	200,000.00	0.95000	0.95000	4.12%	0.03911075	9/17/2026
Hapo Community Credit Union	41138NAD0	240,000.00	5.40000	5.40000	4.94%	0.26677645	9/29/2026
State Bank of India New York	856285YH8	248,000.00	1.15000	1.15000	5.10%	0.05870729	10/29/2026
Austin Felco Fed Credit Union	052392EA1	249,000.00	4.30000	4.30000	5.13%	0.22039934	12/14/2026
Greenstate Cr Un Liberty	39573LCE6	248,000.00	1.35000	1.35000	5.10%	0.06891725	1/14/2027
American Express National Bank	02589ABQ4	247,000.00	2.00000	2.00000	5.08%	0.10168794	3/9/2027
Capital One Bank (USA) NA	14042TFJ1	245,000.00	2.70000	2.70000	5.04%	0.13616715	4/13/2027
Discover Bank	254673G83	246,000.00	3.15000	3.15000	5.06%	0.15951009	6/14/2027
Preferred Bank LA CA	740367QF7	248,000.00	4.00000	4.00000	5.10%	0.20419926	9/30/2027
Liberty First Credit Union	530520AK1	200,000.00	4.70000	4.70000	4.12%	0.19349527	8/7/2028
Bank of America NA	06051XDT6	200,000.00	5.00000	5.00000	4.12%	0.20584603	5/22/2026
Goldman Sachs Bank	38150VUZ0	240,000.00	5.05000	5.05000	4.94%	0.24948538	6/11/2026
		<b>\$ 4,858,000.00</b>	<b>2.89762</b>	<b>2.89762</b>	<b>100.00%</b>	<b>2.89487443</b>	

**UNITED STATES TREASURY BILLS**  
As of December 31, 2024

CUSIP	PRINCIPAL AMOUNT	NOMINAL COUPON	Annualized Rate of Return	Portfolio Weighting	Weighted Coupon	MATURITY DATE	
U.S. Treasury Bill	912797LR6	\$ 2,375,000	0.00000	0.00000	12.81%	0.00000000	01/02/2025
U.S. Treasury Bill	912797LY1	\$ 2,253,000	0.00000	0.00000	12.15%	0.00000000	01/16/2025
U.S. Treasury Bill	912797KJ5	\$ 4,400,000	0.00000	0.00000	23.73%	0.00000000	03/20/2025
U.S. Treasury Bill	912797MV6	\$ 1,020,000	0.00000	0.00000	5.50%	0.00000000	04/03/2025
U.S. Treasury Bill	912797NV5	\$ 4,085,000	0.00000	0.00000	22.03%	0.00000000	06/20/2025
U.S. Treasury Bill	912797NL7	\$ 4,160,000	0.00000	0.00000	22.43%	0.00000000	11/28/2025
U.S. Treasury Bill	91282CLY5	\$ 250,000	4.25000	4.25000	1.35%	0.05729925	11/30/2026
		<b>\$ 18,543,000.00</b>	<b>0.60714</b>	<b>0.60714</b>	<b>100.00%</b>	<b>0.05729925</b>	

**GOVERNMENT AGENCIES**  
As of December 31, 2024

Federal Home Loan Mtg Corp	3134GWPT7	200,000.00	0.60000	0.60000	100.00%	0.60000000	8/19/2025
		<b>\$ 200,000.00</b>	<b>0.60000</b>	<b>0.30000</b>	<b>100.00%</b>	<b>0.60000000</b>	