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# Del Mar City Council Meeting Agenda

City of Del Mar, Town Hall  
1050 Camino del Mar, Del Mar, California 92014  
And via teleconference  
1317 Irving Avenue, Colonial Beach, VA 22443

***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, August 18, 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: July 7, 2025 Regular and Special Meeting**

Recommended Action: Approve Minutes.

Reference: Clerk's Minutes Book

**2. Ratification of List of Demands dated August 18, 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. Approval of Task Order with Michael Baker International for Citywide Curbside Management Inventory**

Recommended Action: Staff recommends the City Council: 1) Approve a \$135,500 Task Order (Attachment A) with the City's as-needed engineering consultant Michael Baker International (MBI) to conduct a citywide curbside management inventory of red curbs and available on-street parking along public streets in Del Mar; and 2) Authorize the City Manager to execute the Task Order.

Reference: Clerk's File No. 406-1

**5. Dissolution of the Shores Park Master Plan Advisory Committee**

Recommended Action: Staff recommends that the City Council adopt a Resolution (Attachment A) formally dissolving the Shores Park Master Plan Advisory Committee.

Reference: Clerk's File No. 401-5

**6. Finance Committee Reappointment**

Recommended Action: The City Council Liaisons to the Finance Committee recommend the City Council reappoint Steven McDowell as a member to the Finance Committee to serve a second full three-year term effective September 1, 2025, and ending on September 30, 2028.

Reference: Clerk's File No. 401-5

**7. One-Year Extension of Del Mar Fire Station Lease**

Recommended Action: Staff recommends that the City Council: 1) Approve a 12-month extension of the City's lease with the California Department of General Services and 22nd District Agricultural Association for the Del Mar Fire Station through June 30, 2026 (Attachment A); and 2) Authorize the City Manager to execute the lease extension.

Reference: Clerk's File No. 103-2, 406-1

**8. Second Amendment to Agreement for Contract Planning Services**

Recommended Action: Staff recommends that the City Council: 1) Approve the Second Amendment to the Agreement between the City of Del Mar and Civic Solutions, Inc. (Attachment A) for contract planning services to extend the term for an additional six-month period ending February 3, 2026, and adjust the fee schedule; and 2) Authorize the City Manager to execute the Second Amendment.

Reference: Clerk's File No. 406-1

**9. Water Utility Specialist II Compensation Adjustment**

Recommended Action: Staff recommends the City Council adopt a Resolution (Attachment A) amending the Fiscal Year 2025-2026 General Employee Compensation Plan (Exhibit A to Attachment A) to adjust the compensation for the Water Utility Specialist II position based on recent changes to the position's job duties.

Reference: Clerk's File No. 502-1

**10. Approval of Updated Public Furniture Donation Program**

Recommended Action: Staff recommends that the City Council adopted a Resolution approving updates to the City's Public Furniture Donation Program (Attachment A).

Reference: Clerk's File No. 1202-5

**VIII. 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)  
Receive Written Report (Martinez)
- 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)  
Receive Written Report (Worden)
- M. San Dieguito River Valley Regional Open Space Park JPA –Executive Committee (Gaasterland/Martinez)
- N. Other Regional Organization Reports

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

**X. 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>September 8, 2025</b>
Designation of Voting Delegate and Voting Delegate Alternate(s) to the League of California
First Amendment to Agreement with United Site Services of California, Inc. for Portable
Introduction of Ordinances to Update California Building Code and California Fire Code
Award of Construction Contract for Utility Undergrounding District X1A
Jimmy Durante Boulevard Pavement - Discussion of Proposed Striping Improvements and Approval of Design Task Order with MBI

Accessory Dwelling Unit Mid Cycle Evaluation (Housing Element Program 2E)

Consultant Contract and Scope of Work for Shores Park Master Plan

XI. 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 13th day of August, 2025 at approximately 5:15 p.m.



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

8/13/2025  
Date



**CITY OF DEL MAR  
CITY COUNCIL REGULAR MEETING MINUTES  
JULY 7, 2025  
City of Del Mar Town Hall  
1050 Camino del Mar, Del Mar California 92014  
And via Teleconference  
2659 NW 57<sup>th</sup> Street, Seattle, WA 98107**

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 Terry Gaasterland called the Regular Meeting to order at 4:34 p.m.

**ROLL CALL**

Present: Mayor Terry Gaasterland; Deputy Mayor Tracy Martinez; Councilmembers Dan Quirk (joined the meeting at 5:00 p.m. and left the meeting remotely at approximately 7:00 p.m.) and John Spelich

**CITY ATTORNEY CLOSED SESSION REPORT**

Assistant City Attorney Wendy House reported that there were no reportable actions for July 7, 2025, Closed Session meeting and that Councilmember Quirk was absent from Closed Session.

**PLEDGE OF ALLEGIANCE**

Mayor Gaasterland led the Pledge of Allegiance.

**PUBLIC ORAL COMMUNICATIONS**

Mayor Gaasterland opened public oral communications and Diana Kutlow representing Senator Blakespear spoke. Mayor Gaasterland closed public oral communications.

**CITY COUNCIL COMMUNITY ANNOUNCEMENTS**

None.

**CITY MANAGER'S REPORT**

City Manager Ashley Jones recognized City and Sheriff staff for their work in support of the community over the busy 4<sup>th</sup> of July holiday weekend including illegal firework enforcement led by the Sheriff and a significant number of water rescues, medical aids, and enforcement contacts by Del Mar Community Services enforcement and Lifeguard staff; provided information about planned restriping on 27<sup>th</sup> Street and Camino del Mar from July 7 through July 11, 2025; and reminded the public that the City Council will begin its annual summer recess following the July 7, 2025, City Council meeting with the next regular City Council meeting scheduled for August 18, 2025.

**PRESENTATIONS**

**ITEM 1: PROCLAMATION HONORING JAN MCMILLAN FOR HER SERVICE TO THE DEL MAR COMMUNITY (CLERK’S FILE NO. 1201-5)**

Mayor Gaasterland presented a proclamation to Jan McMillan honoring her for her many years of service to the Del Mar Community. Jan McMillan provided comments.

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

- 1) Betty Wheeler with a donation of time from Julie Maxey Allison
- 2) Judy Shuckit
- 3) Dwight Worden
- 4) Deborah Groban
- 5) Claire McGreal
- 6) Penny Abell

Mayor Gaasterland closed the item to public comment.

The City Council members individually expressed appreciation to Jan McMillan for all she has done for the City and 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 MAYOR GAASTERLAND, SECONDED BY DEPUTY MAYOR MARTINEZ TO APPROVE THE CONSENT CALENDAR ITEMS 2 THROUGH 14 WITH MAYOR GAASTERLAND NOTING SHE WAS RECUSED FROM THE DISCUSSION OF ITEM 10 ON THE JUNE 16, 2025, RELATED TO THE APPROVAL OF THE JUNE 16, 2025, MINUTES (ITEM 2). (VOTE 4-0)**

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

**ITEM 2: APPROVAL OF MINUTES: JUNE 16, 2025 REGULAR MEETING (CLERK’S MINUTES BOOK)**

Council approved the minutes with administrative amendments, on consent.

**ITEM 3: RATIFICATION OF LIST OF DEMANDS, DATED JULY 7, 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: APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH WEST COAST ARBORISTS FOR AS-NEEDED CITYWIDE TREE MANAGEMENT AND MAINTENANCE SERVICES (CLERK’S FILE NO. 406-1)**

Council approved an Agreement between the City of Del Mar and West Coast Arborists, Inc. for as-needed citywide tree management and maintenance services for a three-year term beginning on September 9, 2025, and ending on September 9, 2028, with an option to extend the agreement for an additional two-year period; and authorized the City Manager to execute the Agreement and any subsequent term extension amendments provided for under the Agreement contingent upon satisfactory performance by the vendor, on consent.

**ITEM 6: ADOPTION OF AN ORDINANCE TO REGULATE BICYCLES, INCLUDING ELECTRIC BICYCLES, IN THE CITY OF DEL MAR (CLERK'S FILE NO. 401-4, 401-9, 1405-1)**

Council adopted Ordinance 1020, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, AMENDING THE DEL MAR MUNICIPAL CODE CHAPTER 8.12 SAN DIEGUITO LAGOON AND RIVER, AND ADDING CHAPTER 14.54 BICYCLES, REGULATING BICYCLES, INCLUDING ELECTRIC BICYCLES, IN THE CITY OF DEL MAR", on consent.

**ITEM 7: COMMUNITY SUPPORT PROGRAM FUNDING REQUESTS AND AGREEMENTS FOR FISCAL YEARS 2025-2026 AND 2026-2027 (CLERK'S FILE NO. 406-1, 1202-3, 1202-9)**

Council approved the recommended Community Support Program Funding Agreements for Fiscal Years (FY) 2025-2026 and 2026-2027 and authorized the City Manager to execute the Agreements and related documents, on consent.

**ITEM 8: TRAFFIC AND PARKING ADVISORY COMMITTEE REAPPOINTMENT (CLERK'S FILE NO. 401-5)**

Council reappointed Ajit Venkatraman as a voting member to the Traffic and Parking Advisory Committee to serve a second full three-year term effective July 7, 2025, and ending July 31, 2028, on consent.

**ITEM 9: FINANCE COMMITTEE REAPPOINTMENT (CLERK'S FILE NO. 401-5)**

Council reappointed Laura DeMarco as a voting member to the Finance Committee to serve a second full three-year term effective July 7, 2025, and ending on July 31, 2028, on consent.

**ITEM 10: AMENDMENT TO AGREEMENT WITH SOUTHWEST TRAFFIC SIGNAL SERVICE, INC. FOR TRAFFIC SIGNAL MAINTENANCE AND REPAIR SERVICES (CLERK'S FILE NO. 406-1)**

Council approved the First Amendment to the Agreement with Southwest Traffic Signal Service, Inc for traffic signal maintenance and repair services extending the Agreement term for an additional two-year period ending June 30, 2027, and amending the service fee schedule and authorized the City Manager to execute the First Amendment, on consent.

**ITEM 11: APPOINTMENTS TO THE SUSTAINABILITY ADVISORY COMMITTEE (SAC) (CLERK'S FILE NO. 401-5)**

Council appointed Ann Feeney as a voting member of SAC to serve a full three-year term beginning August 1, 2025, and ending on August 31, 2028; reappointed Jennifer Anderson as a voting member to serve a full three-year term beginning August 1, 2025, and ending on August 31, 2028; and reappointed Nilmini Silva-Send as an ex-officio non-voting member to serve a full three-year term beginning August 1, 2025, and ending on August 31, 2028, on consent.

**ITEM 12: SECOND READING AND ADOPTION OF AN ORDINANCE TO ELIMINATE THE DESIGN REVIEW BOARD EX-OFFICIO MEMBERSHIP (CLERK’S FILE NO. 401-4, 401-5, 401-9)**

Council adopted Ordinance 1021, “AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, AMENDING SECTION 2.38.020 OF THE CITY OF DEL MAR MUNICIPAL CODE – DESIGN REVIEW BOARD MEMBERSHIP”, eliminating the two Design Review Board ex-officio membership seats, on consent.

**ITEM 13: CONSIDERATION OF THE 2025-2028 MEMORANDUM OF AGREEMENT BETWEEN THE CITY OF DEL MAR AND THE DEL MAR CITY EMPLOYEES ASSOCIATION (CLERK’S FILE NO. 406-1,502-3)**

Council adopted Resolution 2025-24, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, APPROVING THE MEMORANDUM OF AGREEMENT BETWEEN THE CITY OF DEL MAR AND THE DEL MAR CITY EMPLOYEES ASSOCIATION FOR THE PERIOD JULY 1, 2025, THROUGH JUNE 30, 2028”; authorized the City Manager to execute the Memorandum of Agreement; adopted Resolution 2025-25, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, ADOPTING THE FISCAL YEAR 2025-2026 COMPENSATION PLAN FOR GENERAL EMPLOYEES”; and adopted Resolution 2025-26. “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, AMENDING THE CITY’S PERSONNEL RULES AND REGULATIONS MANUAL”, on consent.

**ITEM 14: PROPOSED CHANGES TO THE CSA-17 ADVISORY BOARD ALTERNATE APPOINTMENT (CLERK’S FILE NO. 401-5)**

Council amended the 2025 Local and Regional Appointments to remove the City’s CSA-17 Advisory Board alternate representative appointment, on consent.

**COMMISSION AND COMMITTEE INTERVIEWS**

**ITEM 15: DESIGN REVIEW BOARD INTERVIEWS AND APPOINTMENT (CLERK’S FILE NO. 401-5)**

A presentation was provided by Administrative Services Manager Krietor. City Council interviewed the candidates.

There were no public speakers for the item.

City Council voted unanimously to appoint Adam Wallace as a voting member to the City’s Design Review Board (DRB) serving a full four-year term beginning August 1, 2025, and ending August 28, 2029.

**PUBLIC HEARING**

**ITEM 16: A DE NOVO PUBLIC HEARING OF AN APPEAL OF THE DESIGN REVIEW BOARD'S DECISION TO APPROVE A DESIGN REVIEW PERMIT DRB24-006, A MAJOR REMODEL OF AN EXISTING 1,578 SQUARE-FOOT, ONE-STORY RESIDENCE THAT WOULD INCLUDE CONSTRUCTION OF A 689 SQUARE-FOOT ADDITION AND VARIOUS IMPROVEMENTS TO THE PROJECT SITE**

**PROJECT APPLICANT: LISA PARNELL, FOOTER RESIDENCE TRUST**  
**APPELLANTS: JULIE AND DAVID FOUQUET**  
**PROJECT LOCATION: 483 AVENIDA PRIMAVERA; (APN# 299-290-04-00)**  
**ZONING: R1-10 (LOW DENSITY RESIDENTIAL)**  
**(CLERK'S FILE NO. 301-5)**

An introduction to the item was provided by City Manager Jones. A presentation was provided by Associate Planner Jean Crutchfield. Planning and Community Development Director Karen Brindley and Principal Planner Matt Bator were available to answer questions. Assistant City Attorney House provided an overview of the de novo hearing procedure.

The City Council provided the following disclosures: Councilmember Quirk disclosed that he met with neighbor T. Pat Stubbs; Councilmember Spelich disclosed that he read the agenda materials and red dots and had communications with T. Pat Stubbs; Deputy Mayor Martinez disclosed that she visited the site twice, but did not enter the home, walked the neighborhood, and met with T. Pat Stubbs; and Mayor Gaasterland disclosed that she walked the neighborhood to view the story poles from various locations, visited the site but did not enter the home, and reached out to T. Pat Stubbs to view the site from the southwest corner of the Stubbs parcel.

Mayor Gaasterland opened the public hearing. The applicant Lisa Parnell and her representatives Robert Scott and architect Jim Sneed were available to answer questions. Council questions for the applicant's representative focused on the proposed chimney and trees proposed to replace the existing olive trees.

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

- 1) The appellant Julie Fouquet provided comments.
- 2) George Zdasiuk
- 3) Eric Keeling
- 4) Jennifer McDowell
- 5) T. Pat Stubbs submitted a speaker slip in support of the DRB's unanimous approval of the project

Mayor Gaasterland closed the item to public comment.

The applicant's representative Robert Scott provided a rebuttal. Council questions focused on the removal of a hedge referenced by the public speakers.

Mayor Gaasterland closed the public hearing.

Council questions focused on the primary living area of the appellant's home; whether the trees on 471 Avenida Primavera property have ever been the subject of a Trees, Scenic Views and Sunlight (TSVS) application(s); and whether the appellant met with Planning and Community Development staff to review the plans.

Council discussion focused on the rationale of the Councilmembers who set this item for a de novo hearing.

**IT WAS MOVED BY MAYOR GAASTERLAND AND SECONDED BY DEPUTY MAYOR MARTINEZ TO UPHOLD TO DRB'S DECISION WITH THE CONDITIONS OUTLINED IN THE RESOLUTION PREPARED BY STAFF AND ADOPTED RESOLUTION 2025-27, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR, APPROVING DESIGN REVIEW PERMIT DRB24-006, A MAJOR REMODEL OF AN EXISTING 1,578 SQUARE-FOOT, ONE-STORY RESIDENCE THAT WOULD INCLUDE CONSTRUCTION A 689 SQUARE-FOOT ADDITION AND VARIOUS IMPROVEMENTS TO THE PROJECT SITE LOCATED WITHIN THE R1-10 ZONE AT 483 AVENIDA PRIMAVERA, DEL MAR, CALIFORNIA ASSESSOR PARCEL NUMBER (APN): 299-290-04-00." (VOTE 4-0)**

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

**ITEM 17: INTRODUCTION OF AN ORDINANCE TO AMEND MUNICIPAL CODE CHAPTERS 23.50 AND 23.51 RELATED TO TREES, SCENIC VIEWS, AND SUNLIGHT REGULATIONS (A25-001) AND AMENDMENTS TO CHAPTERS 30.04 AND 30.86 ESTABLISHING A MAXIMUM ALLOWED HEIGHT FOR HEDGES (ZA25-001) (CLERK'S FILE NO. 401-4, 401-9)**

An introduction to the item was provided by Mayor Gaasterland. A presentation was provided by Principal Planner Matt Bator. Planning and Community Development Director Brindley was available to answer questions.

Councilmember Quirk left the meeting during staff's presentation at approximately 7:01 p.m.

Council questions focused on consideration to remove hedges from the TSVS ordinance updates and to address separately; length of the proposed look back period; whether prior TSVS without photos could be re-opened under the new regulations if adopted; proposed fees; rationale for inclusion of the indemnification language in the proposed ordinance; appeal procedure in the proposed ordinance; whether potted plants are covered by the proposed ordinance; protected trees definition related to tree removal permits; current tree removal permit procedure; 15 day period for payment prior to issuing penalties included in the proposed ordinance; City process for resolving hedges or other landscaping that creates safety issues in the public right-of-way; proposed grandfathering of hedges in the proposed ordinance; whether the fire marshal has reviewed the vegetation on the Staver property adjacent to Del Mar Woods; fire risk mitigation related to overgrown vegetation; sunlight provisions related to primary living area in the proposed ordinance; State of California Solar Rights Act; cost shifting in the proposed regulations; and how the proposed ordinance would affect or potentially change a cost sharing agreement for a prior TSVS with a restorative action plan.

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

- 1) Catherine Cramton
- 2) Shirli Weiss with two donations of time from Shelly Duncan and Cindy Griffith
- 3) Janet Wilson with one donation of time from Nigel Hook
- 4) Lori Ritman
- 5) Judy Hunt
- 6) Karen Lare
- 7) John Stahl
- 8) Richard Jamison

- 9) Robert Anderson submitted a speaker slip but did not wish to speak. He indicated he supports regulating hedges but does not support grandfathering in existing hedges.

10) Graham Bernstein

Mayor Gaasterland closed the item to public comment.

Council discussion focused on hedge regulations; importance of sunlight provision; indemnification language; TSVS documentation requirements related to use of historical photos and/or Google Street View images; length of the proposed look back period; desire to maintain arborist oversight of any trimming or maintenance scheduled imposed by a TSVS restorative action plan; desire to address fire mitigation risk; proposed fee structure; and desire to cover potted trees under updated TSVS regulations.

Council consensus was for staff to return with a revised ordinance based on Council feedback including: protect sunlight access to all windows of a residence, not just the Primary Living Area; remove indemnification language; reassess the eligibility time period (look-back) and prevent “double jeopardy” situations; amend the proposed ordinance to consider potted trees as trees under the TSVS; the City Council directed staff to track fees recovered over a one-year period and report back to Council; and separate the proposed hedge height regulations from the TSVS ordinance update and to emphasize fire risk mitigation in any revisions to the hedge height standards.

#### **VOTE TO CONTINUE MEETING**

**IT WAS MOVED BY MAYOR GAASTERLAND SECONDED BY DEPUTY MAYOR MARTINEZ TO CONTINUE THE MEETING TIME CERTAIN UNTIL 10:20 P.M. (VOTE 3-0-1 WITH COUNCILMEMBER QUIRK ABSENT)**

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

#### **COUNCIL MEETING RECESS:**

The City Council took a meeting recess from approximately 6:33 p.m. to 6:49 p.m.

#### **CITY COUNCIL OTHER BUSINESS**

**ITEM 18: RESOLUTION SUPPORTING A 2026 STATE BALLOT INITIATIVE SPONSORED BY OUR NEIGHBORHOOD VOICES TO RESTORE LOCAL AUTHORITY OVER LAND USE PLANNING & ZONING LAW RELATED TO HOUSING (CLERK’S FILE NO. 303-1, 401-14)**

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

There were no public speakers for the item.

Council discussion focused on support for affordable housing; desire for local control over housing policies; and concerns about the methodology used by the San Diego Association of Governments (SANDAG) for the Regional Housing Needs Assessment (RHNA) allocation.

**IT WAS MOVED BY COUNCILMEMBER SPELICH AND SECONDED BY MAYOR GAASTERLAND TO ADOPT RESOLUTION 2025-28 “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, IN SUPPORT OF THE “OUR NEIGHBORHOOD VOICES” BALLOT INITIATIVE TO AMEND ARTICLE IX OF THE CONSTITUTION OF THE STATE OF CALIFORNIA TO MAKE ZONING, DEVELOPMENT, AND LAND USE MATTERS OF LOCAL AUTHORITY.” (VOTE 3-0-1 WITH COUNCILMEMBER QUIRK ABSENT)**

Ayes: Mayor Gaasterland; Deputy Mayor Martinez; Councilmember Spelich; Noes: 0; Recuse: 0;  
Absent: Councilmember Quirk; Abstain: 0.

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

None.

**ADJOURNMENT**

Mayor Gaasterland adjourned the meeting at 10:14 p.m.

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Sarah Krietor, Administrative Services Manager/  
City Clerk

DRAFT



**DEL MAR CITY COUNCIL  
SPECIAL MEETING MINUTES  
CLOSED SESSION  
JULY 7, 2025**

City of Del Mar Town Hall  
1050 Camino del Mar, Del Mar, California 92014

**CALL TO ORDER**

Mayor Terry Gaasterland called the meeting to order at 3:00 p.m.

**ROLL CALL**

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

Absent: Councilmember Dan Quirk

**CLOSED SESSION**

**A) Conference with Legal Counsel - Significant Exposure to Litigation**

Number of Cases: Two

Description: 1) Seaside Ridge Development Project; and 2) Code enforcement fines related to unpermitted Accessory Dwelling Unit (ADU)

Authority: Government Code Section 54956.9(d)(2)

Reportable Action: None.

**B) Conference with Legal Counsel- Existing Litigation**

Lazier v. City of Del Mar

San Diego Superior Court Case No. 37-2024-00009804-CU-WM-CTL

Authority: Government Code Section 54956.9(d)(1)

Reportable Action: None.

**ADJOURNMENT**

Mayor Gaasterland adjourned the meeting at 4:20 p.m.

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Sarah Krietor, Administrative Services Manager/  
City Clerk



**LIST OF DEMANDS**  
**CITY OF DEL MAR**  
*for*  
**City Council Meeting**  
**August 18, 2025**

Vendor Payment Checks	\$ 1,981,603.94
Voids	(600.00)
Electronic Fund Transfers (EFT)	3,928,994.20
Electronic Wires	2,109,410.08
Total	<u><u>\$ 8,019,408.22</u></u>

Approved by: 

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

Date: 8/6/24  
\_\_\_\_\_

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

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

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

Attachments: Check Registers

Bank : gusbnk GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4132	6/27/2025	irs01	IRS, UNITED STATES TREAS Ben180580	6/27/2025	FEDERAL TAX: PAYMENT	47,689.33	47,689.33
		Voucher: 4132					
4134	6/27/2025	edd01	EMPLOYMENT DEVELOPME Ben180584	6/27/2025	STATE TAX: PAYMENT	13,150.31	13,150.31
		Voucher: 4134					
4135	6/27/2025	per02	PERS 457 Ben180586	6/27/2025	CALPERS 457 DEFERRED COMF	2,661.25	2,661.25
		Voucher: 4135					
4136	6/27/2025	ida01	IDAHO STATE TAX COMMISE Ben180588	6/27/2025	IDAHO STATE TAX COMMISSION	350.39	350.39
		Voucher: 4136					
<b>Sub total for GENERAL ACCOUNT US BANK:</b>						<b>63,851.28</b>	<b>63,851.28</b>

Bank : eusbnk EFT GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6945	6/27/2025	mis07	107413 STATE ST BANK & TF Ben180576	6/27/2025	401A PLAN: PAYMENT	539.00	539.00
		Voucher: 6945					
6946	6/27/2025	mis08	303845 STATE ST BANK & TF Ben180568	6/27/2025	MISSION SQUARE 457B: PAYMEI	9,738.18	9,738.18
		Voucher: 6946					
6947	6/27/2025	mis09	803808 STATE ST BANK & TF Ben180578	6/27/2025	RETIREMENT HEALTH SAVINGS	721.88	721.88
		Voucher: 6947					
6948	6/27/2025	uni21	DEL MAR CITY EMPLOYEES Ben180570	6/27/2025	DMCEA DUES: PAYMENT	299.00	299.00
		Voucher: 6948					
6949	6/27/2025	nat15	NATIONAL BENEFIT SERVICE Ben180574	6/27/2025	SEC. 125 FLEXIBLE SAVINGS AC	1,389.10	1,389.10
		Voucher: 6949					
6950	6/27/2025	par21	U.S. BANK PARS FFC 674602 Ben180572	6/27/2025	PUBLIC AGENCY RETIREMENT	4,668.01	4,668.01
		Voucher: 6950					
<b>Sub total for EFT GENERAL ACCOUNT US BANK:</b>							<b>17,355.17</b>

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10 checks in this report.

Grand Total All Checks: 81,206.45



apChkLst  
06/26/2025 5:02:31PM

Final Check List  
City of Del Mar

Page: 1

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Bank : gusbnk GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4133	6/27/2025	per01 PERS Voucher: 4133	Ben180582	6/27/2025	PERS CONTRIBUTIONS: PAYMEN	55,906.19	55,906.19
<b>Sub total for GENERAL ACCOUNT US BANK:</b>							55,906.19

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Page: 1

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Bank : eusbnk EFT GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
6951	6/27/2025	lif06	GEN DIGITAL INC.	10010587947	6/15/2025	VOL LIFELOCK BENEFIT	135.92	135.92
	Voucher:	6951						
6952	6/27/2025	leg04	LEGALACCESSPLANS USA, 52636	6/1/2025	VOLUNTARY LEGALEASE INSUR	161.55	161.55	
	Voucher:	6952						
<b>Sub total for EFT GENERAL ACCOUNT US BANK:</b>							<b>297.47</b>	

Bank : gusbnk GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
8091	6/27/2025	hea02	HEALTH NET	BFC29AJUL25	6/15/2025	HEALTH INS JUL	41,390.16	41,390.16
		Voucher: 8091						
8092	6/27/2025	kai01	KAISER PERMANENTE	475311879963	6/10/2025	HEALTH INS JUL	15,069.37	15,069.37
		Voucher: 8092						
8093	6/27/2025	mut01	MUTUAL OF OMAHA	001907196809	6/16/2025	AD&D B&D JUL	4,765.08	4,765.03
		Voucher: 8093						
8094	6/27/2025	pri11	PRINCIPAL FINANCIAL GRO	1003938-10001JU	6/16/2025	DENTAL/VISION INS JUL	5,243.77	5,243.77
		Voucher: 8094						
8095	6/27/2025	sun11	SUN LIFE ASSURANCE CO, I	915639-0001JUL2	6/16/2025	FF LIFE INS JUL	54.00	54.00
		Voucher: 8095						
8096	6/27/2025	per01	PERS	17963568	6/23/2025	SURVIVOR FIRE FY25 CLASSIC	141.60	141.60
		Voucher: 8096						
8097	6/27/2025	per01	PERS	17963429	6/23/2025	SURVIVOR FIRE FY25 PEPRA	174.05	174.05
		Voucher: 8097						
139802	6/27/2025	cap01	CAPF CA PUBLIC SAFETY A	Ben180566	6/27/2025	CAPF: PAYMENT	234.00	234.00
		Voucher: 139802						
<b>Sub total for GENERAL ACCOUNT US BANK:</b>							<b>67,072.03</b>	

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11 checks in this report.

Grand Total All Checks: 123,275.69



Bank : eusbnk EFT GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
6953	7/1/2025	als02	ALS GROUP USA CORP	522503827	6/16/2025	WATER SAMPLING JUN	676.00	676.00
	Voucher:	6953						
6954	7/1/2025	cha71	CHARTER COMM HOLDINGS	189125601	6/14/2025	INTERNET CH JUN	1,390.43	
	Voucher:	6954						
				189125701	6/14/2025	CH FIBER TO FIRE JUN	412.74	
				189123801	6/14/2025	LFGRD FIBER JUN	412.74	
				189112801	6/14/2025	VIDEO TRANSPORT/PEG JUN	335.35	
				189125801	6/14/2025	VIDEO TRANSPORT/PEG JUN	335.35	
				8448 41 006 0171	6/13/2025	PUBLIC WIFI PHCC JUN	157.30	
				189125501	6/14/2025	PUBLIC WIFI CH JUN	119.99	
				189125401	6/14/2025	DMTV INTERNET JUN	119.99	
				189125201	6/14/2025	INTERNET TV STUDIO JUN	93.34	3,377.23
6955	7/1/2025	del02	DEL MAR BLUE PRINT CO, I	624910	6/20/2025	A-FRAMES CS	329.08	
	Voucher:	6955		624709	6/17/2025	LFGRD TOWER SIGNS CS	176.58	505.66
6956	7/1/2025	dev02	DEVANEY PATE MORRIS & C	10615	6/19/2025	CITY ATTORNEY MAY	35,731.79	
	Voucher:	6956		10606	6/19/2025	LEGAL FEES MAY	9,195.50	
				10604	6/19/2025	LEGAL FEES MAY	8,099.00	
				10560	6/16/2025	LEGAL FEES MAY	3,900.00	
				10605	6/19/2025	LEGAL FEES MAY	2,232.50	59,158.79
6957	7/1/2025	dix01	DIXIELINE LUMBER CO	06-0593270	4/2/2025	OPERATING SUPP CS	122.28	
	Voucher:	6957		06-0594160	4/9/2025	MAINT/REPAIR SUPP PW	118.29	
				06-0594797	4/14/2025	OPERATING SUPP CS	111.63	
				06-0594155	4/9/2025	OPERATING SUPP PW	29.31	
				06-0593366	4/2/2025	OPERATING SUPP CS	10.73	392.22
6958	7/1/2025	opt03	OPTIMIZED INVESTMENT PA	1403	6/6/2025	INVSTMT SRVCS MAY	2,952.87	2,952.87
	Voucher:	6958						
6959	7/1/2025	pho01	PHOENIX GROUP INFO SYS	052025036	6/17/2025	CITE SRVCS - MAY	25,358.15	
	Voucher:	6959		0520251036	6/17/2025	ADMN CITE SRVCS - MAY	645.87	26,004.02
6960	7/1/2025	pru01	PRUDENTIAL OVERALL SUP	132319696	6/13/2025	UNIFORMS PW - 6/13	280.09	
	Voucher:	6960		132319694	6/13/2025	MATS PW - 6/13	15.47	
				132319695	6/13/2025	SHOP TOWELS PW - 6/13	4.93	
				131018273	6/19/2025	UNIFORMS RFND PW - 6/19	-158.40	142.09
6961	7/1/2025	san56	SAN ELIJO JOINT POWERS,	05052025	5/5/2025	RECLAIMED WATER MAR/APR	29,690.45	29,690.45
	Voucher:	6961						

Bank : eusbnk EFT GENERAL ACCOUNT US BANK (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6962	7/1/2025	sol06	SOLANA CENTER FOR ENV, 570599	6/1/2025	SB 1383 SUPP SRVCS MAY	2,578.63	2,578.63
	Voucher:	6962					
6963	7/1/2025	pit07	THE PITNEY BOWES BANK I 800090001054263	6/25/2025	POSTAGE REFILL	5,754.02	5,754.02
	Voucher:	6963					
6964	7/1/2025	wex01	WEX BANK 0496-00496745-1	6/23/2025	GAS & OIL CS	1,094.13	1,094.13
	Voucher:	6964					
<b>Sub total for EFT GENERAL ACCOUNT US BANK:</b>							<b>132,326.13</b>

Bank : gusbnk GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
139803	7/1/2025	sbc03 AT&T	9391065520	6/20/2025	TELEPHONE - MAY ALARM	709.08	
	Voucher:	139803	9391054486	6/20/2025	TELEPHONE JUN	185.85	
			9391026230	6/20/2025	TELEPHONE JUN	62.80	
			9391031506	6/20/2025	TELEPHONE JUN	61.61	
			9391026231	6/20/2025	TELEPHONE JUN	61.61	1,080.95
139804	7/1/2025	azt02 AZTEC LANDSCAPING INC, I	J2089	6/16/2025	JANITORIAL SUPPLIES	109.09	109.09
	Voucher:	139804					
139805	7/1/2025	ber21 BERT W. SALAS, INC	06182025	6/18/2025	HOSKA/STORM DRN PROJ	22,579.76	22,579.75
	Voucher:	139805					
139806	7/1/2025	cal17 CALIFORNIA PARAMEDIC	20250599	6/19/2025	PROTOCOL/MED HANDBOOKS	193.95	
	Voucher:	139806	20250598	6/19/2025	PROTOCOL/MED HANDBOOKS	78.66	272.61
139807	7/1/2025	cit07 CITY OF SAN DIEGO	1000422568	6/17/2025	WATER TREATMENT MAY	31,524.25	31,524.25
	Voucher:	139807					
139808	7/1/2025	sol01 CITY OF SOLANA BEACH	221044	6/9/2025	SPRING CLASSES FIRE	142.00	142.00
	Voucher:	139808					
139809	7/1/2025	del06 DEL MAR AUTOMOTIVE SER	50193	6/17/2025	VEH MAINT #72 PW	237.47	
	Voucher:	139809	50154	6/11/2025	VEH MAINT #75 PW	107.39	344.85
139810	7/1/2025	bee04 DENNIS L JOBE, DBA BEE CI	187020	6/16/2025	BEE REMOVAL JUN	200.00	200.00
	Voucher:	139810					
139811	7/1/2025	gcf01 GILBERT CASTRO, DBA GC I	000184	6/9/2025	FENCING SVCS SAN DIEGUITO	3,700.00	3,700.00
	Voucher:	139811					
139812	7/1/2025	glo06 GLOBAL POWER GROUP INC	104723	6/12/2025	PM GENERATOR MTC CH	986.25	986.25
	Voucher:	139812					
139813	7/1/2025	got03 GOTSAFETY, LLC	151642	6/11/2025	OSHA SRVCS	600.00	600.00
	Voucher:	139813					
139814	7/1/2025	han23 HAN, YUE	06232025	6/23/2025	PHCC EVENT REFUND	650.00	650.00
	Voucher:	139814					
139815	7/1/2025	hin06 HINDERLITER DE LLAMAS A	SIN050945	6/15/2025	SALES TAX Q4	1,600.53	1,600.53
	Voucher:	139815					
139816	7/1/2025	jwr01 J & W LUMBER	15-0001352076-00	6/11/2025	OPERATING SUPP PW	58.11	58.11
	Voucher:	139816					
139817	7/1/2025	lie01 LIEBERT, CASSIDY WHITMO	11770	6/4/2025	WEBINAR FEES	600.00	600.00
	Voucher:	139817					
139818	7/1/2025	los03 LOS ANGELES TRUCK CENT	RA290040407:01	6/13/2025	VEH MAINT PW #77	866.08	866.00
	Voucher:	139818					

Bank : gusbk GENERAL ACCOUNT US BANK (Continued)								
Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
139819	7/1/2025	mad01	MADRIGAL, SAMUEL	142302	6/19/2025	PUMP STATION REPAIR PW	900.00	900.00
		Voucher:	139819					
139820	7/1/2025	mma01	MMASC	12978	6/11/2025	LEADERSHIP SUMMIT NORGRON	160.00	
		Voucher:	139820	13044	6/17/2025	LEADERSHIP SUMMIT HOUSTON	160.00	320.00
139821	7/1/2025	fir12	PAUL ROTTENBERG, DBA FI	2025-220	6/23/2025	FIRE STATS PROG JUN	125.00	125.00
		Voucher:	139821					
139822	7/1/2025	pro24	PROGRESSIVE TECHNOLOG	570582	6/4/2025	NEW ALARM SYS CH	10,882.00	
		Voucher:	139822	570589	6/9/2025	NEW ALARM SYS CH	4,974.00	
				570598	6/15/2025	ALARM SRVCS CH - JUN	34.20	15,890.20
139823	7/1/2025	rec01	RECON ENVIRONMENTAL IN	71499	6/17/2025	STORM WTR/SEWER IMPVTS	6,281.65	6,281.65
		Voucher:	139823					
139824	7/1/2025	san138	SAN DIEGO ELEVATOR & LIF	10185	6/14/2025	ELEVATOR MAINT JUN	200.00	200.00
		Voucher:	139824					
139825	7/1/2025	sdq02	SAN DIEGO GAS & ELECTRI	0092 4576 5583 8	6/13/2025	UTILITIES MAY	174.24	174.24
		Voucher:	139825					
139826	7/1/2025	san75	SAN DIEGO MAIN	PI 2094	6/25/2025	USPS MARKETING MAIL	350.00	350.00
		Voucher:	139826					
139827	7/1/2025	sig12	SIGNA DIGITAL SOLUTIONS	41204304	6/11/2025	COPIER CH JUN	812.64	812.64
		Voucher:	139827					
139828	7/1/2025	ver03	VERIZON WIRELESS	570653198-00008	6/18/2025	TELEPHONE JUN	353.31	353.31
		Voucher:	139828					
139829	7/1/2025	vis07	VISTA PAINT CORPORATION	2025-962748-00	6/17/2025	TRAFFIC PAINT PW	6,932.81	6,932.81
		Voucher:	139829					
139830	7/1/2025	wax02	WAXIE'S ENTERPRISES, LLC	83309283	6/17/2025	JANITORIAL SUPPLIES	1,425.96	
		Voucher:	139830	83313508	6/19/2025	JANITORIAL SUPPLIES	269.92	1,695.88
<b>Sub total for GENERAL ACCOUNT US BANK:</b>								99,350.22

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40 checks in this report.

Grand Total All Checks: 231,676.35



Bank : eusbnk EFT GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6965	7/3/2025	civ01	CIVICPLUS LLC	336583	7/1/2025	ANNUAL NEXTREQUEST LIC	6,332.92
	Voucher:	6965	340693	6/23/2025	WEBSITE ADA SFTWARE	2,500.00	8,832.92
6966	7/3/2025	itr01	ITRON INC.	709145	6/11/2025	UTILITY MTR SFTWR FY26	4,791.15
	Voucher:	6966					4,791.15
6967	7/3/2025	pac28	PACIFIC MOBILE STRUCTUR INV-00458439		7/1/2025	MOBILE OFFICE PW JUL	246.75
	Voucher:	6967					246.75
6968	7/3/2025	tyl02	TYLER TECHNOLOGIES INC 045-520675		6/1/2025	SFTWARE MAINT FY26	48,762.17
	Voucher:	6968					48,762.17
<b>Sub total for EFT GENERAL ACCOUNT US BANK:</b>							<b>62,632.93</b>

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07/01/2025 2:42:54PM

Final Check List  
City of Del Mar

Page: 1

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Bank : eusbnk EFT GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
6969	7/2/2025	del14	DEL MAR VILLAGE ASSOCIA	06242025	6/24/2025	ECONOMIC DEV SRVCS FY26	75,000.00	75,000.00
	Voucher:	6969						
<b>Sub total for EFT GENERAL ACCOUNT US BANK:</b>							<b>75,000.00</b>	

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Page: 1

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1 checks in this report.

Grand Total All Checks: 75,000.00



Bank : gusbnk GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
139831	7/3/2025	adt02	ADT SECURITY SERVICES 1146495205	6/13/2025	ALARM PW JUL	128.57	128.57
		Voucher: 139831					
139832	7/3/2025	car57	CARAHSOFT TECHNOLOGY IN2004521	6/26/2025	CLOUDFLARE ENGR SVCS	4,787.20	4,787.20
		Voucher: 139832					
139833	7/3/2025	icm06	ICMA MEMBERSHIP RENEW, 9343653	6/30/2025	MBRSHP - KRIETOR	200.00	200.00
		Voucher: 139833					
139834	7/3/2025	por10	PORTABLE STORAGE CORP 167117	6/20/2025	STORAGE CS JUL	176.00	176.00
		Voucher: 139834					
139835	7/3/2025	act03	WILLIAMS SCOTSMAN INC 9023944521	6/15/2025	MOBILE OFFICE PW JUL	156.12	156.12
		Voucher: 139835					
<b>Sub total for GENERAL ACCOUNT US BANK:</b>							<b>5,447.83</b>

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9 checks in this report.

Grand Total All Checks: 68,080.88



Bank : eusbnk EFT GENERAL ACCOUNT US \$

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6970	7/9/2025	ace02	ACE UNIFORMS LLC	SD0228248	6/18/2025	UNIFORMS - ASD	69.58
	Voucher:	6970					69.58
6971	7/9/2025	zep01	ACUITY SPECIALTY PROI	9011417914	7/1/2025	CLEANING SUPP FIRE	111.95
	Voucher:	6971					111.95
6972	7/9/2025	kay01	ADAM KAYE	JUN-25	6/30/2025	COMM SRVCS JUN	3,750.00
	Voucher:	6972					3,750.00
6973	7/9/2025	als02	ALS GROUP USA CORP	522503996	6/24/2025	WATER SAMPLING JUN	496.00
	Voucher:	6973					496.00
6974	7/9/2025	avi03	AVI SYSTEMS INC, DBA F	89064616	5/31/2025	COMPIX REPLACEMENT	15,727.32
	Voucher:	6974					15,727.32
6975	7/9/2025	cal81	CALLTOWER INC	202605699	6/25/2025	TELEPHONE JUL	337.84
	Voucher:	6975					337.84
6976	7/9/2025	cdw01	CDW GOVERNMENT	AE64N9H	6/20/2025	CLOUDFLARE ENTERP LIC	5,037.18
	Voucher:	6976					5,037.18
6977	7/9/2025	cha71	CHARTER COMM HOLDIN	189123701	6/14/2025	FIBER CONNECTION PW JUN	567.52
	Voucher:	6977		189125301	6/14/2025	CH FIBER LFGRD MAY	490.13
				189123101	6/14/2025	LIFEGUARD FIBER JUN	490.13
				189123401	6/14/2025	CABLE/INTERNET PW JUN	231.19
				189123001	6/14/2025	LFGRD CABLE/INTERNET JUI	100.00
6978	7/9/2025	coa21	COAST NEWS GROUP	00157496	6/13/2025	AD - PUBLIC HEARING	131.75
	Voucher:	6978		00157577	6/20/2025	AD - ORDIN ADOPT	73.63
				00157578	6/20/2025	AD - ORDIN INTRO	54.25
				00157579	6/20/2025	AD - ORDIN INTRO	46.50
6979	7/9/2025	cor15	CORONADO MOBILE STC	JUL-25	7/1/2025	STORAGE CONTRS JUL	255.00
	Voucher:	6979					255.00
6980	7/9/2025	cor22	CORVEL CORPORATION	1846300	6/18/2025	CORVEL - WORKERS COMP (	250.00
	Voucher:	6980		1846660	6/18/2025	CORVEL - WORKERS COMP (	37.00
6981	7/9/2025	cos06	COSCO FIRE PROTECTIC	1000726571	6/18/2025	QTLY FIRE SPKLR INSP CH	1,710.00
	Voucher:	6981					1,710.00
6982	7/9/2025	del02	DEL MAR BLUE PRINT CC	624812	6/19/2025	SCAN SRVCS PLNG	2,109.86
	Voucher:	6982		624449	6/12/2025	ENFORCEMENT SIGNS CS	228.67
				625109	6/24/2025	SIGNAGE CS	22.84
				624906	6/20/2025	RESTROOM SIGNS CS	13.05
				625001	6/23/2025	PRINTING SRVCS FIRE	13.05
							2,387.47

Bank : eusbnk EFT GENERAL ACCOUNT US E (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6983	7/9/2025	del14	DEL MAR VILLAGE ASSOC 01	7/7/2025	DMVA AGRMNT MAY	25,586.09	25,586.09
	Voucher:	6983					
6984	7/9/2025	dev02	DEVANEY PATE MORRIS 10608	6/19/2025	LEGAL FEES MAY	15,250.00	
	Voucher:	6984	10607	6/19/2025	LEGAL FEES MAY	244.00	15,494.00
6985	7/9/2025	dix01	DIXIELINE LUMBER CO 06-0604612	7/1/2025	SPRAYER CS	825.22	
	Voucher:	6985	06-0604333	6/26/2025	OPERATING SUPP CS	728.32	
			06-0604265	6/26/2025	OPERATING SUPP CS	542.53	
			06-0603079	6/18/2025	MAINT/REPAIR SUPP PW	74.53	
			06-0603076	6/18/2025	OPERATING SUPP PW	9.78	
			06-0603991	6/24/2025	OPERATING SUPP CS	5.37	2,185.75
6986	7/9/2025	gra26	GRANICUS LLC 208873	7/1/2025	SOFTWARE SVC JUL/DEC	1,551.33	1,551.33
	Voucher:	6986					
6987	7/9/2025	joh30	JOHNSON CONTROLS FII 24758939	6/2/2025	ANNUAL SRVC AGRMNT FY20	4,398.56	
	Voucher:	6987	24690093	5/1/2025	ALARM LIBRARY	258.17	4,656.73
6988	7/9/2025	kle01	KLEINFELDER 1538449	6/19/2025	CDM BRIDGE MAY	126,867.07	126,867.07
	Voucher:	6988					
6989	7/9/2025	man12	MANERI TRAFFIC CONTR 23754	6/16/2025	GUARDRAIL REPAIR PW	8,000.00	8,000.00
	Voucher:	6989					
6990	7/9/2025	mic11	MICHAEL BAKER INTERN 1252213	6/20/2025	CITY ENGR SRVCS MAY	41,248.88	41,248.88
	Voucher:	6990					
6991	7/9/2025	mik03	MIKHAIL OGAWA ENGINE 11999	5/3/2025	FOG SRVCS APR	6,344.80	
	Voucher:	6991	12051	6/5/2025	FOG SRVCS MAY	3,732.24	
			11965	4/3/2025	FOG SRVCS MAR	2,462.76	
			11964	4/3/2025	DM TRASH DEVICE MAR	205.63	
			11998	5/3/2025	DM TRASH DEVICE APR	170.47	
			12052	6/5/2025	DM TRASH DEVICE MAY	26.78	12,942.68
6992	7/9/2025	pri17	PRISM 26300023	7/1/2025	GEN LIAB PROG FY26	550,494.00	
	Voucher:	6992	26500030	7/1/2025	PROPERTY PROG 3/31-3/31/2	311,391.00	
			26100045	7/1/2025	WC EXCESS - FY26	202,887.00	1,064,772.00
6993	7/9/2025	pru01	PRUDENTIAL OVERALL S 132320846	6/20/2025	UNIFORMS PW - 6/20	119.52	
	Voucher:	6993	132132322018	6/27/2025	UNIFORMS PW - 6/27	112.99	
			132322016	6/27/2025	MATS PW - 6/27	15.47	
			132322017	6/27/2025	SHOP TOWELS PW - 6/27	4.93	252.91

Bank : eusbk EFT GENERAL ACCOUNT US E (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
6994	7/9/2025 Voucher:	uni03 6994	SAN DIEGO - UNION TRIB	0011650520	2/29/2024	AD - PC AGENDA	468.68	
				250007222	5/23/2025	SUBS RENEWAL	369.95	
				0011647883	2/15/2024	AD - DRB	346.36	
				0011645156	2/1/2024	AD - ORDIN ADOPT	29.64	
				0011650238	2/29/2024	AD - PC	618.80	1,833.43
6995	7/9/2025 Voucher:	san12 6995	SAN DIEGO COUNTY SHE	06302025	6/30/2025	LAW ENF MAY	227,387.88	227,387.83
6996	7/9/2025 Voucher:	tow05 6996	TOWNSEND PUBLIC AFF	23660	7/1/2025	LEGISLATIVE SRVCS JUL	4,500.00	4,500.00
<b>Sub total for EFT GENERAL ACCOUNT US BANK:</b>							<b>1,569,633.13</b>	

Bank : gusbnk GENERAL ACCOUNT US BAN

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
139836	7/9/2025	arj01 ARJIS	320895	7/11/2025	FY26 ASSESSMENTS	14,779.84	14,779.84
	Voucher:	139836					
139837	7/9/2025	sbc03 AT&T	9391026228	6/20/2025	TELEPHONE JUN	31.58	31.53
	Voucher:	139837					
139838	7/9/2025	azt02 AZTEC LANDSCAPING INC	J2062	5/14/2025	JANITORIAL SUPP APR	768.50	
	Voucher:	139838	J2063	5/14/2025	JANITORIAL SUPP APR	496.34	
			J2088	6/16/2025	JANITORIAL SUPPLIES	938.81	2,203.65
139839	7/9/2025	bad01 BADGER METER INC	1740700	6/24/2025	MAINT/REPAIR SUPP PW	1,643.93	
	Voucher:	139839	90057165	9/18/2024	MAINT/REPAIR SUPP RFND	-1,003.00	640.93
139840	7/9/2025	bes02 BEST, BEST & KRIEGER,	996995	5/31/2024	LEGAL FEES	1,122.77	1,122.77
	Voucher:	139840					
139841	7/9/2025	bes02 BEST, BEST & KRIEGER,	1015498	12/5/2024	LEGAL FEES NOV	86.75	86.75
	Voucher:	139841					
139842	7/9/2025	bro19 BROTHERS PEST WORKS	18137915	6/16/2025	BEE REMOVAL SRVCS	200.00	200.00
	Voucher:	139842					
139843	7/9/2025	cin02 CINTAS	5277648307	6/25/2025	FIRST AID KIT SUPPLIES CH	40.67	
	Voucher:	139843	5277648302	6/25/2025	FIRST AID KIT SUPP PW	232.15	272.82
139844	7/9/2025	coa10 COASTAL LIVESCAN SER	43498	6/30/2025	LIVESCAN SRVCS JUN	62.00	62.00
	Voucher:	139844					
139845	7/9/2025	cou01 COUNTY OF SAN DIEGO	06102025	6/10/2025	PARKING BAIL MAY	31,614.00	31,614.00
	Voucher:	139845					
139846	7/9/2025	dat05 DATEL SYSTEMS INCORP	SI-301169	6/23/2025	SECURITY CAMERAS CH	8,645.36	
	Voucher:	139846	SI-301174	6/25/2025	SECURITY CAMERAS CH	230.00	8,875.33
139847	7/9/2025	bur15 DAVID BURNINGHAM	06052025	6/5/2025	APPRAISAL SRVCS FIRE	3,450.00	3,450.00
	Voucher:	139847					
139848	7/9/2025	day03 DAY WIRELESS SYSTEMS	INV879934	6/30/2025	RADIO EQUIP CS	150.00	150.00
	Voucher:	139848					
139849	7/9/2025	del06 DEL MAR AUTOMOTIVE S	50216	6/19/2025	VEH MAINT #81 PW	748.11	
	Voucher:	139849	50204	6/18/2025	VEH MAINT #73 PW	92.55	840.63
139850	7/9/2025	dyn02 DYNAMITE ELECTRIC BIK	382	6/6/2025	NEW ELEC BIKE CS	2,663.29	
	Voucher:	139850	384	6/27/2025	ELEC BIKE EQUIP CS	147.30	2,810.59
139851	7/9/2025	der03 EVERLAST CLIMBING INC	INV-00074453	3/11/2025	BIKE MAINT/REPAIR PW	2,662.88	2,662.88
	Voucher:	139851					
139852	7/9/2025	fas03 FASTENAL COMPANY	CASAD67085	8/24/2021	FACILITY MAINT SUPP	60.00	60.00
	Voucher:	139852					

Bank : qusbk GENERAL ACCOUNT US BANK (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
139853	7/9/2025	fis12	FISHER INTEGRATED INC 2257	7/1/2025	VIDEO STREAMING JUN	1,100.00	1,100.00
		Voucher: 139853					
139854	7/9/2025	gal02	GALLS LLC 031584056	6/10/2025	UNIFORMS CS	36.97	36.97
		Voucher: 139854					
139855	7/9/2025	gcf01	GILBERT CASTRO, DBA G 000204	6/24/2025	FENCING SRVCS NOGALES	4,300.00	4,300.00
		Voucher: 139855					
139856	7/9/2025	wre01	HUMBERTO V GANDARA, 2127	6/25/2025	VEH MAINT PW	300.00	300.00
		Voucher: 139856					
139857	7/9/2025	kin02	KING GRAPHICS 50449	6/3/2025	UNIFORMS CS	1,314.79	
		Voucher: 139857	50452	6/11/2025	UNIFORMS CS	766.69	2,081.48
139858	7/9/2025	mar10	MARINE RESCUE PRODU 175476A	6/30/2025	RESCUE TUBES LFGRDS	745.00	745.00
		Voucher: 139858					
139859	7/9/2025	nob02	NOBEL SYSTEMS 16150	5/23/2025	GEOVIEWER FY26	12,000.00	12,000.00
		Voucher: 139859					
139860	7/9/2025	par35	PARADIGM MECHANICAL 112269	6/23/2025	HVAC SRVCS APR/JUN CH	2,062.00	2,062.00
		Voucher: 139860					
139861	7/9/2025	pro24	PROGRESSIVE TECHNOL 570599	6/1/2025	QTRLY ALARM JUL/SEP CH	162.00	162.00
		Voucher: 139861					
139862	7/9/2025	rev03	REYNOSO. ASHLEY 07022025	7/2/2025	PHCC EVENT REFUND	800.00	800.00
		Voucher: 139862					
139863	7/9/2025	san107	SAN DIEGO DIVERS 5373	6/25/2025	DIVE EQUIP CS	3,957.44	
		Voucher: 139863	5384	6/25/2025	DIVE EQUIP CS	2,545.40	6,502.84
139864	7/9/2025	sdq02	SAN DIEGO GAS & ELECT 0012 6209 1548	7/1/2025	UTILITIES JUL	122.55	
		Voucher: 139864	0066 5491 5032	7/3/2025	UTILITIES JUN	11.63	134.18
139865	7/9/2025	san112	SAN DIEGO HUMANE SOCIETY JUL-25	7/1/2025	ANIMAL SRVCS JUL	4,388.00	4,388.00
		Voucher: 139865					
139866	7/9/2025	san39	SANGIS/COUNTY OF SAN 2025REG COP-	1/23/2025	REG STORMWATER	3,517.83	3,517.83
		Voucher: 139866					
139867	7/9/2025	sde01	SD ELECTRIC BIKE LLC, I 13603	6/26/2025	ELEC BIKE MAINT CS	558.67	558.67
		Voucher: 139867					
139868	7/9/2025	sig12	SIGNA DIGITAL SOLUTIONS AR-S330187	6/16/2025	COPIER CH JUN	486.56	486.56
		Voucher: 139868					
139869	7/9/2025	uni25	STAXUP - UNITS LLC 19204	7/7/2025	STORAGE CS JUL	289.85	289.85
		Voucher: 139869					

Bank : gusbnk GENERAL ACCOUNT US BANK (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
139870	7/9/2025	sto18	STOVER, ADAM	07022025	7/2/2025	PHCC EVENT REFUND	800.00	800.00
	Voucher:	139870						
139871	7/9/2025	tei02	TEICHERT ENERGY & UT	06252025	6/25/2025	UUD - 1A STRATFORD CT	267,271.22	267,271.22
	Voucher:	139871						
139872	7/9/2025	ver12	VERIZON	73375358	6/20/2025	TELEPHONE JUN	128.54	128.54
	Voucher:	139872						
139873	7/9/2025	ver03	VERIZON WIRELESS	872374736-000C	6/18/2025	TELEPHONE JUN	226.06	
	Voucher:	139873		570653198-000C	6/18/2025	TELEPHONE JUN	38.01	
				872374736-000C	6/18/2025	TELEPHONE JUN	227.68	
				570653198-000C	6/18/2025	TELEPHONE JUN	40.42	
				542070053-000C	6/20/2025	TELEPHONE JUN	168.40	
				570653198-000C	6/18/2025	TELEPHONE JUN	239.53	940.10
139874	7/9/2025	wax02	WAXIE'S ENTERPRISES, I	83322472	6/24/2025	JANITORIAL SUPPLIES	1,963.86	
	Voucher:	139874		83322463	6/24/2025	JANITORIAL SUPPLIES	98.34	
				83316282	6/20/2025	JANITORIAL SUPPLIES	54.34	2,116.54
139875	7/9/2025	wes29	WEST COAST ARBORIST	230104	5/31/2025	TREE MAINT 5/16 - 5/31	17,259.07	
	Voucher:	139875		230105	5/31/2025	TREE MAINT 5/16 - 5/31	11,789.41	
				230103	5/31/2025	TREE MAINT 5/16 - 5/31	11,689.25	
				230241	6/15/2025	TREE MAINT 6/1 - 6/15	9,143.22	49,880.95
<b>Sub total for GENERAL ACCOUNT US BANK:</b>								<b>430,466.56</b>

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67 checks in this report.

Grand Total All Checks: 2,000,099.75

A handwritten signature in black ink, appearing to be 'RSG', is located below the grand total.

Bank : gusbnk GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
4137	7/11/2025	irs01	IRS, UNITED STATES TREAS	Ben180822	7/11/2025	FEDERAL TAX: PAYMENT	48,763.85	48,763.85
		Voucher:	4137					
4138	7/11/2025	per01	PERS	Ben180824	7/11/2025	PERS CONTRIBUTIONS: PAYMEN	57,785.98	57,785.93
		Voucher:	4138					
4139	7/11/2025	edd01	EMPLOYMENT DEVELOPME	Ben180826	7/11/2025	STATE TAX: PAYMENT	12,995.10	12,995.10
		Voucher:	4139					
4140	7/11/2025	per02	PERS 457	Ben180828	7/11/2025	CALPERS 457 DEFERRED COMP	2,966.86	2,966.83
		Voucher:	4140					
4141	7/11/2025	ida01	IDAHO STATE TAX COMMISE	Ben180830	7/11/2025	IDAHO STATE TAX COMMISSION	231.64	231.64
		Voucher:	4141					
<b>Sub total for GENERAL ACCOUNT US BANK:</b>							<b>122,743.43</b>	

Bank : eusbnk EFT GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6997	7/11/2025	mis07	107413 STATE ST BANK & TF Ben180818	7/11/2025	401A PLAN: PAYMENT	555.16	555.13
		Voucher: 6997					
6998	7/11/2025	mis08	303845 STATE ST BANK & TF Ben180810	7/11/2025	MISSION SQUARE 457B: PAYMEI	10,228.76	10,228.73
		Voucher: 6998					
6999	7/11/2025	mis09	803808 STATE ST BANK & TF Ben180820	7/11/2025	RETIREMENT HEALTH SAVINGS	7,272.48	7,272.43
		Voucher: 6999					
7000	7/11/2025	unl21	DEL MAR CITY EMPLOYEES Ben180812	7/11/2025	DMCEA DUES: PAYMENT	286.00	286.00
		Voucher: 7000					
7001	7/11/2025	nat15	NATIONAL BENEFIT SERVICE Ben180816	7/11/2025	SEC. 125 FLEXIBLE SAVINGS AC	1,672.86	1,672.85
		Voucher: 7001					
7002	7/11/2025	par21	U.S. BANK PARS FFC 674602 Ben180814	7/11/2025	PUBLIC AGENCY RETIREMENT	5,732.89	5,732.89
		Voucher: 7002					
<b>Sub total for EFT GENERAL ACCOUNT US BANK:</b>							<b>25,748.15</b>

11 checks in this report.

Grand Total All Checks: 148,491.56



Bank : eusbnk EFT GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7003	7/15/2025	ace02	ACE UNIFORMS LLC	SD0230055	7/1/2025	UNIFORMS FIRE	129.29
	Voucher:	7003					129.29
7004	7/15/2025	phl01	CLEAN EARTH	72404349446	7/8/2025	HSULD HAZ WASTE - JUN	254.48
	Voucher:	7004					254.48
7005	7/15/2025	cor07	CORODATA RECORDS MGT	RS7094461	6/30/2025	STORAGE SRVCS JUN	161.75
	Voucher:	7005					161.75
7006	7/15/2025	dix01	DIXIELINE LUMBER CO	06-0603380	6/19/2025	OPERATING SUPP PW	82.22
	Voucher:	7006		06-0604656	6/30/2025	OPERATING SUPP PW	73.61
				06-0603890	6/24/2025	OPERATING SUPP PW	34.80
				06-0603743	6/24/2025	OPERATING SUPP PW	34.22
				06-0604800	6/30/2025	OPERATING SUPP PW	14.69
				06-0603445	6/19/2025	OPERATING SUPP PW	11.71
7007	7/15/2025	man12	MANERI TRAFFIC CONTROL	23875	6/30/2025	STREET MAINT PW	2,508.86
	Voucher:	7007		23876	6/30/2025	STREET MAINT PW	978.75
				23866	6/27/2025	STREET MAINT PW	346.64
				109668	6/20/2025	LNDSCPNG SRVCS P/HOUSE	4,370.00
7008	7/15/2025	par51	PARKWOOD LANDSCAPE M	109668	6/20/2025	LNDSCPNG SRVCS P/HOUSE	4,370.00
	Voucher:	7008					4,370.00
7009	7/15/2025	red04	REDFLEX TRAFFIC SYSTEM	INV0102861	6/30/2025	RED LIGHT CAMERA JUN	5,283.00
	Voucher:	7009					5,283.00
7010	7/15/2025	san12	SAN DIEGO COUNTY SHERII	07142025	7/14/2025	specialized law enforcement and tr	229,648.36
	Voucher:	7010					229,648.36
7011	7/15/2025	sca12	SCA OF CA LLC	CA1003238	6/30/2025	SWEEPING SRVCS JUN	2,868.10
	Voucher:	7011					2,868.10
7012	7/15/2025	wex01	WEX BANK	0496-00-495760-1	7/6/2025	GAS & OIL FIRE	936.93
	Voucher:	7012					936.93
7013	7/15/2025	gan04	WILLIAM GANDER, DBA RES	DM-RT20250701	7/1/2025	SOLAR MONITORING JUN	200.00
	Voucher:	7013					200.00
<b>Sub total for EFT GENERAL ACCOUNT US BANK:</b>							<b>247,937.41</b>

Bank : gusbk GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
139876	7/15/2025	ame45	AMERICAN SPECIALTY HEA	07102025	7/10/2025	PHCC EVENT REFUND	800.00	800.00
		Voucher: 139876						
139877	7/15/2025	sbc03	AT&T	9391059863	7/1/2025	TELEPHONE JUN	655.07	
		Voucher: 139877		9391065056	6/27/2025	TELEPHONE JUN	30.04	
				9391065055	6/27/2025	TELEPHONE JUN	30.02	
				9391065054	6/27/2025	TELEPHONE JUN	30.02	
				9391065053	6/27/2025	TELEPHONE JUN	18.26	763.41
139878	7/15/2025	azt02	AZTEC LANDSCAPING INC, I	J2109	6/30/2025	JANITORIAL SRVCS PHCC JUN	6,336.00	
		Voucher: 139878		J2091	6/30/2025	JANITORIAL SRVCS CH JUN	2,564.00	
				J2092	6/30/2025	LNDSCPNG SRVCS PW JUN	501.00	9,401.00
139879	7/15/2025	nes01	BLUETRITON BRANDS INC, I	05F8710074974	6/24/2025	WATER CH	66.72	66.72
		Voucher: 139879						
139887	7/15/2025	cal87	CALIFORNIA BACKFLOW AN	6323	5/30/2025	TEST/CERTIFY CITY BCKFLW	3,534.00	3,534.00
		Voucher: 139887						
139888	7/15/2025	car30	CARSTENS, BLACK & MINTE	07082025	7/8/2025	SANDAG LOSSAN SRVCS JUN	2,625.00	2,625.00
		Voucher: 139888						
139889	7/15/2025	cou16	COUNTY OF SAN DIEGO - RI	25CTOFDMM12	7/1/2025	RADIO MAINT LFGRD	188.89	
		Voucher: 139889		25CTOFDMC12	7/1/2025	RCS PAGING SRVCS - JUN	70.00	258.89
139890	7/15/2025	dar05	JEFFREY SCOTT ARVESON,	07012025	7/1/2025	DEAD ANIMAL RMVL JUN	150.00	150.00
		Voucher: 139890						
139891	7/15/2025	lnc01	L.N. CURTIS & SONS	INV965050	7/2/2025	UNIFORMS - FIRE	670.12	670.12
		Voucher: 139891						
139892	7/15/2025	mun11	MUNICIPAL SEWER TOOLS	INV-000708	5/20/2025	SEWER SUPPLIES PW	228.90	228.90
		Voucher: 139892						
139893	7/15/2025	fir12	PAUL ROTTENBERG, DBA FI	2025-131	4/5/2025	FIRE STATS PROG FEB/MAR	250.00	250.00
		Voucher: 139893						
139894	7/15/2025	sdg01	SAN DIEGO GAS & ELECTRI	0042 2198 4063 2	6/17/2025	UTILITIES MAY	5,173.00	5,173.00
		Voucher: 139894						
139895	7/15/2025	sdg02	SAN DIEGO GAS & ELECTRI	0081 7377 2988 5	7/8/2025	UTILITIES JUN	8,525.19	
		Voucher: 139895		0066 5491 6833 1	7/8/2025	UTILITIES JUN	4,165.14	
				2100 0065 8024 7	7/8/2025	UTILITIES JUN	321.80	
				0085 7750 3585 7	7/8/2025	UTILITIES JUN	20.60	
				0099 5222 5392 9	7/3/2025	UTILITIES JUN	18.13	13,050.86

Bank : gusbnk GENERAL ACCOUNT US BANK (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
139896	7/15/2025	sde01	SD ELECTRIC BIKE LLC, DB/	13724	7/8/2025	ELEC BIKE EQUIP CS	255.13
	Voucher:	139896		13353	7/8/2025	ELEC BIKE EQUIP CS	159.08
				13773	7/8/2025	ELEC BIKE EQUIP CS	53.50
							467.71
139897	7/15/2025	sou08	SOUTHWEST SIGNAL SERVI	84394	6/30/2025	TRAFFIC SIGNAL MAINT JUN	721.25
	Voucher:	139897		84393	6/30/2025	PM SIGNAL INSP JUN	472.50
				84395	6/30/2025	TRAFFIC SIGNAL MAINT JUN	161.25
							1,355.00
139898	7/15/2025	ter01	TERMINIX INT CO LTD, PART	460820790	6/18/2025	PEST CONTROL SVCS FIRE	57.24
	Voucher:	139898					57.24
139899	7/15/2025	t-mo01	T-MOBILE USA INC	980755647	6/23/2025	TELEPHONE JUN	11.90
	Voucher:	139899					11.90
139900	7/15/2025	uli02	ULINE	194673234	6/26/2025	OPERATING SUPP PW	92.00
	Voucher:	139900					92.00
139901	7/15/2025	und01	UNDERGROUND SERVICE A	620250237	7/1/2025	CONT SRVCS JUN	137.65
	Voucher:	139901					137.65
139902	7/15/2025	uni31	UNITED SITE SRVCS OF, CA	114-14085589	6/26/2025	PORTABLE RESTROOM SRVCS	1,450.85
	Voucher:	139902		114-14085592	6/26/2025	PORTABLE RESTROOM SRVCS	565.25
				114-14085591	6/26/2025	PORTABLE RESTROOM SRVCS	265.25
							2,281.35
139903	7/15/2025	vis07	VISTA PAINT CORPORATION	2025-991026-00	7/1/2025	TRAFFIC PAINT PW	290.76
	Voucher:	139903					290.76
139904	7/15/2025	cal86	VULCAN MATERIALS CO	3347705	5/7/2025	OPERATING SUPP PW	2,060.42
	Voucher:	139904		3331140	4/30/2025	OPERATING SUPP PW	368.91
							2,429.33
139905	7/15/2025	wax02	WAXIE'S ENTERPRISES, LLC	83338619	7/1/2025	JANITORIAL SUPPLIES	1,997.63
	Voucher:	139905		833329524	6/26/2025	JANITORIAL SUPPLIES	1,317.08
				83328372	6/26/2025	JANITORIAL SUPPLIES	313.59
				83328368	6/26/2025	JANITORIAL SUPPLIES	52.27
				83322472	6/30/2025	JANITORIAL SUPP REFUND	-95.55
							3,585.02
<b>Sub total for GENERAL ACCOUNT US BANK:</b>							<b>47,679.86</b>

34 checks in this report.

Grand Total All Checks: 295,617.27



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Final Check List  
City of Del Mar

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Bank : eusbnk EFT GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7014	7/15/2025	won05	E&M ELECTRIC & MACHINE 463053	7/1/2025	SCADA SOFTWARE RNWL	3,395.00	3,395.00
	Voucher:	7014					
7015	7/15/2025	nor13	NORTH COUNTY DISPATCH 202526-003	7/7/2025	DISPATCH FIRE - Q1	27,181.00	27,181.00
	Voucher:	7015					
<b>Sub total for EFT GENERAL ACCOUNT US BANK:</b>							<b>30,576.00</b>

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Bank : gusbnk GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
139880	7/15/2025	cal79	CALIF MARINE SAFETY CHIE 07172025	7/14/2025	FY26 ANNUAL DUES CS	500.00	500.00
		Voucher: 139880					
139881	7/15/2025	ats01	GARDA CL WEST LOCKBOX 10820461	7/1/2025	ARMORED SRVCS JUL 2025	722.65	722.65
		Voucher: 139881					
139882	7/15/2025	ost05	OSTARI INC 502735	7/1/2025	BLOCK SRVCS FY26	4,995.00	
		Voucher: 139882	502749	7/1/2025	SERVER MONITORING SUBS FY:	1,848.00	
			502713	7/1/2025	SUBS RWL FY26	1,373.29	8,216.29
139883	7/15/2025	pro24	PROGRESSIVE TECHNOLOC 570594	6/10/2025	QTRLY ALARM JUL/SEP TH	162.00	162.00
		Voucher: 139883					
139884	7/15/2025	san75	SAN DIEGO MAIN 07082025	7/8/2025	BULK MAIL POSTAGE FY26	5,000.00	5,000.00
		Voucher: 139884					
139885	7/15/2025	san20	SAN DIEGUITO RIVER PARK 26-01	7/8/2025	MEMBERSHIP FY26	81,420.00	81,420.00
		Voucher: 139885					
139886	7/15/2025	vec01	VECTOR RESOURCES INC 104515	7/14/2025	KEYFOBS CH	543.06	543.03
		Voucher: 139886					
<b>Sub total for GENERAL ACCOUNT US BANK:</b>							<b>96,564.00</b>

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9 checks in this report.

Grand Total All Checks: 127,140.00



Bank : eusbnk EFT GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
7016	7/22/2025	ace02	ACE UNIFORMS LLC	SD0230498	7/7/2025	UNIFORMS CH	135.77	135.77
		Voucher: 7016						
7017	7/22/2025	zep01	ACUITY SPECIALTY PRODU	9011381756	6/24/2025	CLEANING SUPP FIRE	1,999.56	1,999.56
		Voucher: 7017						
7018	7/22/2025	civ02	CIVIC SOLUTIONS INC	106515	7/2/2025	CONSULTING SRVCS JUN	14,070.00	
		Voucher: 7018		106516	7/2/2025	CONSULTING SRVCS JUN	1,422.00	15,492.00
7019	7/22/2025	coa21	COAST NEWS GROUP	00157663	6/27/2025	AD - PUBLIC HEARING	174.38	
		Voucher: 7019		00157847	7/11/2025	AD - PUBLIC HEARING	170.50	
				00157662	6/27/2025	AD - PUBLIC HEARING	147.25	492.13
7020	7/22/2025	cor23	CORODATA SHREDDING INC	DN 1529804	6/30/2025	SHREDDING SRVCS JUN	50.82	50.82
		Voucher: 7020						
7021	7/22/2025	cos06	COSCO FIRE PROTECTION I	1000727328	6/24/2025	ALARM MAINT/REPR CH	519.00	519.00
		Voucher: 7021						
7022	7/22/2025	dai03	DAILY DIRECT MAIL	14701-7	5/29/2025	PRINTING SRVCS MAY	1,026.00	1,026.00
		Voucher: 7022						
7023	7/22/2025	dix01	DIXIELINE LUMBER CO	06-0604477	6/26/2025	OPERATING SUPP FIRE	1,301.79	
		Voucher: 7023		06-0606408	7/14/2025	OPERATING SUPP FIRE	349.62	
				06-0602205	6/12/2025	OPERATING SUPP PW	244.98	
				06-0602490	6/12/2025	OPERATING SUPP FIRE	59.55	
				06-0604110	6/26/2025	OPERATING SUPP PW	56.52	
				06-0602545	6/12/2025	MAINT/REPAIR SUPP PW	32.45	
				06-0602481	6/12/2025	OPERATING SUPP PW	32.36	
				06-0601581	6/4/2025	OPERATING SUPP FIRE	29.32	
				06-0604292	6/26/2025	OPERATING SUPP PW	26.79	
				06-0602957	6/16/2025	OPERATING SUPP FIRE	8.80	
				06-0602590	6/12/2025	OPERATING SUPP FIRE	8.31	2,150.49
7024	7/22/2025	hel04	HELIX ENVIRONMENTAL PL	128881	7/10/2025	RIVER PATH EXT PHASE 3 JUN	188.00	188.00
		Voucher: 7024						
7025	7/22/2025	mic11	MICHAEL BAKER INTERNATI	1253815	7/8/2025	CITY ENGR SRVCS JUN	14,883.77	14,883.77
		Voucher: 7025						
7026	7/22/2025	mik03	MIKHAIL OGAWA ENGINEER	12084	7/2/2025	CLEAN WATER SRVCS JUN	23,864.77	
		Voucher: 7026		12085	7/2/2025	SAN DIEGUITO TMDL JUN	3,132.41	
				12086	7/2/2025	FOG SRVCS JUN	3,046.47	30,043.65

Bank : eusbnk EFT GENERAL ACCOUNT US BANK (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7027	7/22/2025	opt03	OPTIMIZED INVESTMENT PA 1428	7/16/2025	INVSTMT SRVCS JUN	2,623.47	2,623.47
	Voucher:	7027					
7028	7/22/2025	san56	SAN ELIJO JOINT POWERS, 07022025	7/2/2025	RECLAIMED WATER MAY/JUN	26,945.38	26,945.38
	Voucher:	7028					
7029	7/22/2025	sol06	SOLANA CENTER FOR ENV, 40-45-6-25	7/11/2025	SB1383 SUPP SRVCS JUN	2,413.24	2,413.24
	Voucher:	7029					
7030	7/22/2025	uti01	UTILITY SPECIALISTS INC 29903	6/30/2025	UP - 1B STRATFORD N MAY	39,345.50	
	Voucher:	7030	29904	6/30/2025	UP - 1A STRATFORD S MAY	24,968.75	
			29902	6/30/2025	UP - X1A CREST CNYN MAY	6,080.05	
			29906	6/30/2025	UP - 1A STRATFORD REIMB MAY	411.31	
			29905	6/30/2025	UP - 1B STRATFORD REIMB MAY	66.11	70,871.72
7031	7/22/2025	wex01	WEX BANK 0496-00-496530-7	7/6/2025	GAS & OIL PW	3,910.31	3,910.31
	Voucher:	7031					
<b>Sub total for EFT GENERAL ACCOUNT US BANK:</b>							<b>173,745.31</b>

Bank : gusbnk GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
139906	7/22/2025	cal87	CALIFORNIA BACKFLOW AN 6554	7/14/2025	TEST/CERTIFY CITY BCKFLW	3,454.00	3,454.00
		Voucher: 139906					
139907	7/22/2025	sol01	CITY OF SOLANA BEACH 221050	6/27/2025	PUMP STATION LEASE Q4	30,648.00	30,648.00
		Voucher: 139907					
139908	7/22/2025	del21	DEL MAR TELEVISION FOUN 001-25	6/30/2025	Q3 FY25 SERVICES	25,466.47	
		Voucher: 139908	002-25	6/30/2025	Q4 FY25 SRVCS	25,254.47	50,720.94
139909	7/22/2025	eve09	EVERGREEN INC DBA, CALI 15525	5/8/2025	AED PLUS DEFIBRILLATOR	14,866.00	14,866.00
		Voucher: 139909					
139910	7/22/2025	fig01	FIGNU LLC 07022025	7/2/2025	PERMIT REFUND	30,030.52	30,030.52
		Voucher: 139910					
139911	7/22/2025	hom01	HOME DEPOT CREDIT SRVC 6035 3225 0103 7	6/27/2025	OPERATING SUPP PW	477.75	477.75
		Voucher: 139911					
139912	7/22/2025	jam07	JAMES JAMESON 20250717	8/18/2025	METER UPGRADE REFUND	666.56	666.56
		Voucher: 139912					
139913	7/22/2025	jon01	JONES HALL LLP 11029	7/1/2025	LEGAL SERVICES	1,787.50	1,787.50
		Voucher: 139913					
139914	7/22/2025	lie01	LIEBERT, CASSIDY WHITMO 300351	6/30/2025	LEGAL FEES JUN	495.00	
		Voucher: 139914	291125	3/31/2025	LEGAL FEES MAR	300.00	795.00
139915	7/22/2025	nap01	NAPA AUTO PARTS 737753	6/25/2025	VEHICLE MAINT SUPP FIRE	173.50	173.50
		Voucher: 139915					
139916	7/22/2025	nat16	NATIONAL SAFETY COMPLI 101571	6/30/2025	EMPLOYEE TESTING	216.82	216.82
		Voucher: 139916					
139917	7/22/2025	par03	PARKHOUSE TIRE INC 3020304375	6/26/2025	FIRE ENGINE TIRES	3,229.50	3,229.50
		Voucher: 139917					
139918	7/22/2025	plu01	PLUMBERS DEPOT INC. PD-59083	6/27/2025	MAINT/REPAIR SUPP PW	3,985.00	3,985.00
		Voucher: 139918					
139919	7/22/2025	rec01	RECON ENVIRONMENTAL IN 71573	7/1/2025	CDM SEAWALL	5,259.00	
		Voucher: 139919	71651	7/14/2025	STORM WTR/SEWER IMPVTS	5,203.75	10,462.75
139920	7/22/2025	sdg02	SAN DIEGO GAS & ELECTRI 0066 5392 2766 7	7/8/2025	UTILITIES JUN	1,504.10	
		Voucher: 139920	0069 0908 1676 1	7/8/2025	UTILITIES JUN	439.23	
			0067 3735 0888 1	7/7/2025	UTILITIES JUN	333.31	
			0092 4576 5583 8	7/15/2025	UTILITIES JUN	158.12	2,434.75
139921	7/22/2025	tei02	TEICHERT ENERGY & UTILI 07152025	7/15/2025	UUD - 1A STRATFORD CT - MAR	368,309.83	368,309.83
		Voucher: 139921					

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Sub total for GENERAL ACCOUNT US BANK: 522,258.43

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07/22/2025 4:02:43PM

Final Check List  
City of Del Mar

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32 checks in this report.

Grand Total All Checks: 696,003.74  
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Bank : eusbnk EFT GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
7032	7/22/2025	ace02	ACE UNIFORMS LLC	SD0231885	7/16/2025	UNIFORMS - FIRE	935.21	935.21
	Voucher:	7032						
7033	7/22/2025	avi03	AVI SYSTEMS INC, DBA FOR 89077900		7/18/2025	ANNUAL SUPPORT AGRMT FY26	17,218.00	17,218.00
	Voucher:	7033						
7034	7/22/2025	cdw01	CDW GOVERNMENT	AE8NS6F	7/9/2025	CROWDSTRIKE PREV	3,960.29	3,960.29
	Voucher:	7034						
7035	7/22/2025	civ01	CIVICPLUS LLC	#342805	9/1/2025	ANNUAL WEBSITE HOSTING	7,472.69	7,472.69
	Voucher:	7035						
7036	7/22/2025	del31	DELL MARKETING L.P.	10826102900	7/19/2025	EDMS SERVER	12,266.31	12,266.31
	Voucher:	7036						
7037	7/22/2025	dix01	DIXIELINE LUMBER CO	06-0605202	7/3/2025	OPERATING SUPP PW	85.90	
	Voucher:	7037		06-0605613	7/8/2025	OPERATING SUPP PW	44.03	
				06-0605544	7/7/2025	OPERATING SUPP PW	16.23	
				06-0605390	7/7/2025	OPERATING SUPP PW	12.52	158.68
7038	7/22/2025	nor13	NORTH COUNTY DISPATCH	#202526-004	7/7/2025	DISPATCH - PW Q1	983.85	983.85
	Voucher:	7038						
7039	7/22/2025	par36	PPT HOLDINGS I LLC, PARK	PUSA1009018643	7/10/2025	EXTENDED SERVER WARRANTI	2,225.39	2,225.39
	Voucher:	7039						
7040	7/22/2025	pri17	PRISM	26400922	7/14/2025	LIABILITY PROG FY26	64,041.00	
	Voucher:	7040		26400212	7/8/2025	CYBER LIAB FY26	8,055.00	
				26400507	7/8/2025	CRIME PROG FY26	2,737.00	
				26400407	7/8/2025	POLLUTION PRG FY26	2,657.00	77,490.00
7041	7/22/2025	san56	SAN ELIJO JOINT POWERS,	07092025	7/9/2025	OPERATION/MAINT 1Q	311,426.00	311,426.00
	Voucher:	7041						
<b>Sub total for EFT GENERAL ACCOUNT US BANK:</b>								<b>434,136.42</b>

Bank : gusbk GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
139922	7/22/2025	ari01	ARJIS	320944	7/14/2025	JPA FEES FY26	5,193.00	5,193.00
		Voucher:	139922					
139923	7/22/2025	can08	CANTEEN	SAN125975	7/7/2025	COFFEE SUPPLIES PW	309.38	309.38
		Voucher:	139923					
139924	7/22/2025	ens01	DAVID ENSIGN	07092025	7/9/2025	PERMIT REFUND	3,926.14	3,926.14
		Voucher:	139924					
139925	7/22/2025	del06	DEL MAR AUTOMOTIVE SER	50304	7/7/2025	VEH MAINT #85 PW	124.72	
		Voucher:	139925	50354	7/14/2025	VEHICLE MAINT CS #392	17.12	141.84
139926	7/22/2025	req02	GOVERNMENT TRAINING AC	18164	7/15/2025	CCMA ANNUAL FEE FY26	1,500.00	1,500.00
		Voucher:	139926					
139927	7/22/2025	hac01	HACH COMPANY	321426109	7/7/2025	MAINT/REPAIR SUPP PW	539.73	539.73
		Voucher:	139927					
139928	7/22/2025	hof06	HOFFMAN, HERBERT	07172025	7/17/2025	PERMIT REFUND	3,706.18	3,706.18
		Voucher:	139928					
139929	7/22/2025	mar11	MARSHALLS INDUSTRIAL H/	791216/1	7/7/2025	OPERATING SUPP PW	252.85	252.85
		Voucher:	139929					
139930	7/22/2025	mma01	MMASC	13443	7/20/2025	MBRSHP RWL	125.00	125.00
		Voucher:	139930					
139931	7/22/2025	boh02	NANCY K. BOHL INC. DBA:, T	INV105197	7/2/2025	EAP SERVICES	390.00	390.00
		Voucher:	139931					
139932	7/22/2025	nct01	NCTD	721078	7/7/2025	TRAILHEAD LEASE - FY26	43,653.05	43,653.05
		Voucher:	139932					
139933	7/22/2025	pac05	PACIFIC PIPELINE SUPPLY	S100477854.001	7/3/2025	WATER METER PARTS	2,562.50	2,562.50
		Voucher:	139933					
139934	7/22/2025	sta31	STATE WATER RESOURCES	07212025	7/21/2025	21ST PUMP LOAN - #13	344,017.01	344,017.01
		Voucher:	139934					
139935	7/22/2025	sta25	STATEWIDE STRIPES INC	20032	7/10/2025	CDM/27TH IMPRVMTS	14,300.00	14,300.00
		Voucher:	139935					
139936	7/22/2025	sun05	SUNBELT RENTALS INC	171237442-0001	7/8/2025	CONCRETE MIXER PW	361.80	361.80
		Voucher:	139936					
139937	7/22/2025	dis05	THE REINALT-THOMAS COR	1657755	7/10/2025	TIRES - PW	1,603.32	1,603.32
		Voucher:	139937					
139938	7/22/2025	tra05	TRAUMA INTERVENTION PR	2025-5021	7/16/2025	CRISIS RESPONSE - FY26	640.65	640.65
		Voucher:	139938					

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Bank : gusbnk GENERAL ACCOUNT US BANK (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
139939	7/22/2025	was02	WASTE MANAGEMENT OF C 95240	6/30/2025	MULCH PW	556.88	556.88
	Voucher:	139939					
139940	7/22/2025	wax02	WAXIE'S ENTERPRISES, LLC 83351370	7/8/2025	JANITORIAL SUPPLIES	765.96	765.96
	Voucher:	139940					
<b>Sub total for GENERAL ACCOUNT US BANK:</b>							<b>424,545.23</b>

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29 checks in this report.

Grand Total All Checks: 858,681.71



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07/23/2025 9:25:44AM

Final Check LList  
City of Del Mar

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Bank : eusbnk EFT GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7042	7/24/2025	iba02	IBANK, CA INFRASTRUCTUR	16-113-825	7/1/2025	CITY HALL LOAN	695,275.60
	Voucher:	7042	15-110-825	7/1/2025	WASTEWATER LOAN	203,051.49	898,327.09
<b>Sub total for EFT GENERAL ACCOUNT US BANK:</b>							<b>898,327.09</b>

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1 checks in this report.

Grand Total All Checks: 898,327.03



Bank : gusbk GENERAL ACCOUNT US BANK

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
8098	7/23/2025	per01	PERS	100000017970032	7/1/2025	PERS UAL FIRE 1ST TIER	512,901.00	512,901.00
	Voucher:	8098						
8099	7/23/2025	per01	PERS	100000017970041	7/1/2025	PERS UAL 2ND TIER	251.00	251.00
	Voucher:	8099						
8100	7/23/2025	per01	PERS	100000017970060	7/1/2025	PERS UAL FIRE PEPRA	2,613.00	2,613.00
	Voucher:	8100						
8101	7/23/2025	per01	PERS	100000017970013	7/1/2025	PERS UAL MISC 1ST TIER	922,503.00	922,503.00
	Voucher:	8101						
8102	7/23/2025	per01	PERS	100000017970052	7/1/2025	PERS UAL MISC 2ND TIER	12,536.00	12,536.00
	Voucher:	8102						
8103	7/23/2025	per01	PERS	100000017970080	7/1/2025	PERS UAL MISC PEPRA	7,456.00	7,456.00
	Voucher:	8103						
8104	7/23/2025	per01	PERS	100000017970071	7/1/2025	PERS UAL OTHER SAFETY PEPF	760.00	760.00
	Voucher:	8104						
8105	7/23/2025	per01	PERS	100000017970023	7/1/2025	PERS UAL OTHER SAFETY 1ST 1	148,692.00	148,692.00
	Voucher:	8105						
<b>Sub total for GENERAL ACCOUNT US BANK:</b>							<b>1,807,712.00</b>	

8 checks in this report.

Grand Total All Checks: 1,607,712.00



Bank : gusbnk GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
4142	7/25/2025	irs01	IRS, UNITED STATES TREAS	Ben181037	7/25/2025	FEDERAL TAX: PAYMENT	46,784.03	46,784.03
	Voucher:	4142						
4143	7/25/2025	per01	PERS	Ben181039	7/25/2025	PERS CONTRIBUTIONS: PAYMENT	57,074.63	57,074.63
	Voucher:	4143						
4144	7/25/2025	edd01	EMPLOYMENT DEVELOPME	Ben181041	7/25/2025	STATE TAX: PAYMENT	12,735.69	12,735.69
	Voucher:	4144						
4145	7/25/2025	per02	PERS 457	Ben181043	7/25/2025	CALPERS 457 DEFERRED COMP	2,966.86	2,966.86
	Voucher:	4145						
4146	7/25/2025	ida01	IDAHO STATE TAX COMMIS	Ben181045	7/25/2025	IDAHO STATE TAX COMMISSION	223.10	223.10
	Voucher:	4146						
<b>Sub total for GENERAL ACCOUNT US BANK:</b>							<b>119,784.31</b>	

Bank : eusbnk EFT GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7043	7/25/2025	mis07	107413 STATE ST BANK & TF Ben181033	7/25/2025	401A PLAN: PAYMENT	555.16	555.16
	Voucher:	7043					
7044	7/25/2025	mis08	303845 STATE ST BANK & TF Ben181025	7/25/2025	MISSION SQUARE 457B: PAYMEI	10,224.05	10,224.05
	Voucher:	7044					
7045	7/25/2025	mis09	803808 STATE ST BANK & TF Ben181035	7/25/2025	RETIREMENT HEALTH SAVINGS	743.52	743.52
	Voucher:	7045					
7046	7/25/2025	uni21	DEL MAR CITY EMPLOYEES Ben181027	7/25/2025	DMCEA DUES: PAYMENT	286.00	286.00
	Voucher:	7046					
7047	7/25/2025	nat15	NATIONAL BENEFIT SERVICE Ben181031	7/25/2025	SEC. 125 FLEXIBLE SAVINGS AC	1,672.86	1,672.86
	Voucher:	7047					
7048	7/25/2025	par21	U.S. BANK PARS FFC 674602 Ben181029	7/25/2025	PUBLIC AGENCY RETIREMENT S	5,966.19	5,966.19
	Voucher:	7048					
<b>Sub total for EFT GENERAL ACCOUNT US BANK:</b>							<b>19,447.79</b>

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11 checks in this report.

Grand Total All Checks: 139,232.C9

Bank : qusbnk GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
139941	7/29/2025	bad01	BADGER METER INC 1744269	7/14/2025	MAINT/REPAIR SUPP PW	796.13	796.13
		Voucher: 139941					
139942	7/29/2025	cal67	CALIFORNIA BUILDING S 07282025	7/28/2025	BLDG STANDARDS FEE APR/	224.00	224.00
		Voucher: 139942					
139943	7/29/2025	com04	DEL MAR COMMUNITY C 07282025	7/28/2025	RENTAL ASSIST PRGM - TRU	93.50	93.50
		Voucher: 139943					
139944	7/29/2025	dep07	DEPT OF CONSERVATION 07282025	7/28/2025	SMIP FEES APR/JUN	728.61	728.61
		Voucher: 139944					
139945	7/29/2025	sdq01	SAN DIEGO GAS & ELECT 0042 2198 4063	7/17/2025	UTILITIES JUN	6,452.73	6,452.73
		Voucher: 139945					
139946	7/29/2025	str29	STREAMLINE AUTOMATIC 2025-32	5/1/2025	STREAMLINE SFTWR RWL FI	2,032.00	2,032.00
		Voucher: 139946					
<b>Sub total for GENERAL ACCOUNT US BANK:</b>							<b>10,326.97</b>

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07/28/2025 2:37:18PM

Final Check List  
City of Del Mar

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6 checks in this report.

Grand Total All Checks: 10,326.97 *069 7/28/24*

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Bank : eusbnk EFT GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
7049	7/29/2025	ace02	ACE UNIFORMS LLC	SD0231718	7/15/2025	UNIFORMS CS	147.39	147.39
	Voucher:	7049						
7050	7/29/2025	cha71	CHARTER COMM HOLDINGS	189125301	7/14/2025	CH FIBER LFGRD JUL	490.13	
	Voucher:	7050						
				189123101	7/14/2025	LIFEGUARD FIBER JUL	490.13	
				8448 41 006 0171	7/13/2025	PUBLIC WIFI PHCC JUL	166.25	
				189123001	7/14/2025	LFGRD CABLE/INTERNET JUL	100.00	1,246.51
7051	7/29/2025	coa21	COAST NEWS GROUP	00157840	7/11/2025	AD - ORDIN ADOPT	62.00	
	Voucher:	7051		00157841	7/11/2025	AD - ORDIN ADOPT	54.25	116.25
7052	7/29/2025	pac28	PACIFIC MOBILE STRUCTUR	INV-00465205	8/1/2025	MOBILE OFFICE PW AUG	246.75	246.75
	Voucher:	7052						
7053	7/29/2025	pru01	PRUDENTIAL OVERALL SUP	132323192	7/4/2025	UNIFORMS PW - 7/4	129.70	
	Voucher:	7053		132324360	7/11/2025	UNIFORMS PW - 7/11	51.12	
				132324358	7/11/2025	MATS PW - 7/11	15.47	
				132324359	7/11/2025	SHOP TOWELS PW - 7/11	4.41	200.73
<b>Sub total for EFT GENERAL ACCOUNT US BANK:</b>								1,957.63

Bank : gusbnk GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
139947	7/29/2025	adv02	ADVANTAGE LASER PRODU 170220	7/15/2025	AP & PR BLANK CHECKS - FIN	293.49	293.49
		Voucher: 139947					
139948	7/29/2025	sbc03	AT&T 9391031506	7/20/2025	TELEPHONE JUL	61.61	61.61
		Voucher: 139948					
139949	7/29/2025	nes01	BLUETRITON BRANDS INC, I 05G8710074974	7/23/2025	WATER JUL	324.76	324.76
		Voucher: 139949					
139950	7/29/2025	com16	COMMUNITY RESOURCE CE 07242025	7/24/2025	CONTRIBUTIONS FY26	5,000.00	5,000.00
		Voucher: 139950					
139951	7/29/2025	cou01	COUNTY OF SAN DIEGO LC25-61	7/1/2025	MBRSHPLAFCO - FY26	9,597.67	9,597.67
		Voucher: 139951					
139952	7/29/2025	del06	DEL MAR AUTOMOTIVE SER 50409	7/25/2025	VEHICLE MAINT CS #390	4,600.72	4,600.72
		Voucher: 139952					
139953	7/29/2025	com04	DEL MAR COMMUNITY CONI 07282025	7/28/2025	RENT ASSIST PRGM - FY26	61,657.00	
		Voucher: 139953	07242025	7/24/2025	SENIOR SUPP SRVCS FY26	60,000.00	121,657.00
139954	7/29/2025	con17	OCCUPATIONAL HEALTH CT 87323921	7/1/2025	EMPLOYEE TESTING JUL	173.00	173.00
		Voucher: 139954					
139955	7/29/2025	pac05	PACIFIC PIPELINE SUPPLY S100478026.001	7/8/2025	WATER METER PARTS	3,032.16	
		Voucher: 139955	S100478052.001	7/8/2025	WATER METER PARTS	205.36	3,237.52
139956	7/29/2025	las09	PETER LASENSKY 07282025	7/28/2025	CITATION REFUND	600.00	600.00
		Voucher: 139956					
139957	7/29/2025	plu01	PLUMBERS DEPOT INC. PD-59188	7/9/2025	MAINT/REPAIR SUPP PW	1,296.24	1,296.24
		Voucher: 139957					
139958	7/29/2025	por10	PORTABLE STORAGE CORP 167688	7/21/2025	STORAGE CS AUG	176.00	176.00
		Voucher: 139958					
139959	7/29/2025	reg09	REG TASK FORCE ON HOME 07242025	7/24/2025	CONTRIBUTIONS FY26	2,000.00	2,000.00
		Voucher: 139959					
139960	7/29/2025	ros17	ROSE, MARCELLA 07172025	7/17/2025	PHCC EVENT REFUND	476.00	476.00
		Voucher: 139960					
139961	7/29/2025	san107	SAN DIEGO DIVERS 5606	7/15/2025	DIVE EQUIP MAINT CS	59.89	
		Voucher: 139961	5574	7/12/2025	DIVE EQUIP MAINT CS	17.00	76.89
139962	7/29/2025	sde01	SD ELECTRIC BIKE LLC, DB/ 14162	7/18/2025	ELEC BIKE MTC CS	55.82	55.82
		Voucher: 139962					
139963	7/29/2025	sig12	SIGNA DIGITAL SOLUTIONS AR-S331332	7/10/2025	COPIER CS	330.39	330.39
		Voucher: 139963					

Bank : gusbnk GENERAL ACCOUNT US BANK (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
139964	7/29/2025	sig12	SIGNA DIGITAL SOLUTIONS	41398730	7/12/2025	COPIER PW JUL	138.74	138.74
	Voucher:	139964						
139965	7/29/2025	ver03	VERIZON WIRELESS	570653198-00008	7/18/2025	TELEPHONE JUL	354.93	354.93
	Voucher:	139965						
139966	7/29/2025	act03	WILLIAMS SCOTSMAN INC	9024151469	7/15/2025	MOBILE OFFICE PW AUG	156.12	156.12
	Voucher:	139966						
Sub total for GENERAL ACCOUNT US BANK:							150,606.90	

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25 checks in this report.

Grand Total All Checks: 152,564.50



VoidCkEP  
07/29/25 8:14AM

Void Check Posting List  
City of Del Mar

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Document #: 909476      Void Date: 07/29/2025      Posting #: 35827      Group: eescalante  
Check #: 139956      Bank code: gusbnk      Check Date: 07/29/25  
Vendor: las09 PETER LASENSKY  
Post into: 01/2026      Check amount: 600.00

Doc Source	Account Number	Description	Amount
disb	B 01.2110.0000	A/P GENERAL	600.00 CR
disb	S* B 01.1100.0000	CASH AND INVESTMENTS	600.00 DB
disb	S* B 72.1160.0000	UNION BANK - GENER	600.00 DB
disb	S* B 72.1100.0000	CASH AND INVESTMENTS	600.00 CR
<b>Balance Sheet Totals:</b>		1,200.00 DB	1,200.00 CR
			Difference: 0.00

S\* = Automatic Summary

Page: 1

Summary Documents

Document #: 909477                      Posting #: 35827                      Date: 07/29/25  
Reference: 01  
Description: disb - FUND 01 SUMMARY  
Post Into: 01/2026

Account Number	Description	Amount
B 01.1100.0000	Automatic Summary	600.00 DB

Balance Sheet Totals:                      600.00 DB                      CR                      Difference:

Document #: 909478                      Posting #: 35827                      Date: 07/29/25  
Reference: 72  
Description: disb - FUND 72 SUMMARY  
Post Into: 01/2026

Account Number	Description	Amount
B 72.1160.0000	Automatic Summary	600.00 DB
B 72.1100.0000	Automatic Summary	600.00 CR

Balance Sheet Totals:                      600.00 DB                      600.00 CR                      Difference:                      0.00



VoidCKEP  
07/29/25 8:14AM

Void Check Posting List  
City of Del Mar

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		<i>Balance Sheet Fund Totals</i>		
<u>Fund</u>		<u>Debits</u>	<u>Credits</u>	<u>Difference</u>
01	GENERAL	600.00	600.00	0.00
72	INVESTMENTS	600.00	600.00	0.00

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S\* = Automatic Summary

Page: 3

VoidCKEP  
07/29/25 8:14AM

**Void Check Postings List**  
City of Del Mar

Page: 4

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*Errors / Warnings*

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Documents with errors : 0  
Documents with warnings : 0

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S\* = Automatic Summary

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apChkLst  
07/29/2025 9:10:59AM

Final Check List  
City of Del Mar

Page: 1

Bank : gusbnk GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
139967	7/29/2025	las09 Voucher: 139967	PETER LASENSKY 07282025	7/29/2025	CITATION REFUND	600.00	600.00
Sub total for GENERAL ACCOUNT US BANK:							600.00



Page: 1

apChkLst  
07/29/2025 9:10:59AM

Final Check List  
City of Del Mar

Page: 2

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1 checks in this report.

Grand Total All Checks: 600.00



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apChkLst  
07/30/2025 10:28:10AM

Final Check List  
City of Del Mar

Page: 1

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Bank : eusbnk EFT GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7054	7/31/2025	lif06	GEN DIGITAL INC.	10010596813	7/15/2025	VOL LIFELOCK BENEFIT	135.92
	Voucher:	7054					<del>135.92</del>
7055	7/31/2025	leg04	LEGALACCESSPLANS USA, 53969	7/1/2025	VOLUNTARY LEGALEASE INSUR	161.55	161.55
	Voucher:	7055					
<b>Sub total for EFT GENERAL ACCOUNT US BANK:</b>							<b>297.47</b>

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Bank : gusbnk GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
8106	7/31/2025	edd01	EMPLOYMENT DEVELOPME L1084710352	7/25/2025	UI BENEFIT CHARGE Q2 2025	46.00	46.00
	Voucher:	8106					
8107	7/31/2025	hea02	HEALTH NET BFC29AAUG25	7/15/2025	HEALTH INS AUG	46,197.22	46,197.22
	Voucher:	8107					
8108	7/31/2025	kai01	KAISER PERMANENTE 475311872739	7/10/2025	HEALTH INS AUG	16,388.14	16,388.14
	Voucher:	8108					
8109	7/31/2025	mut01	MUTUAL OF OMAHA 001924441950	7/17/2025	AD&D LIFE B&D AUG	4,909.10	4,909.10
	Voucher:	8109					
8110	7/31/2025	pri11	PRINCIPAL FINANCIAL GROU 1003938-10001AU	7/17/2025	DENTAL/VISION INS AUG	4,980.38	4,980.38
	Voucher:	8110					
8111	7/31/2025	sun11	SUN LIFE ASSURANCE CO, ( 915639-0001AUG:	7/18/2025	FF LIFE INS AUG	54.00	54.00
	Voucher:	8111					
139968	7/31/2025	cap01	CAPF CA PUBLIC SAFETY AI Ben181023	7/25/2025	CAPF: PAYMENT	234.00	234.00
	Voucher:	139968					
139969	7/31/2025	irs01	IRS, UNITED STATES TREAS Q1 2025 941X QTI	7/29/2025	Q1 2025 941X QTRLY	25.86	25.86
	Voucher:	139969					
<b>Sub total for GENERAL ACCOUNT US BANK:</b>						<b>72,834.70</b>	

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10 checks in this report.

Grand Total All Checks: 73,132.17



Bank : eusbnk EFT GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7056	8/5/2025	ace02	ACE UNIFORMS LLC	SD0232415	7/21/2025	UNIFORMS FIRE	24.77
7057	8/5/2025	cha71	CHARTER COMM HOLDINGS	189125601	7/14/2025	INTERNET CH JUL	1,390.13
				189123701	7/14/2025	FIBER CONNECTION PW JUL	567.52
				189125701	7/14/2025	CH FIBER TO FIRE JUL	412.74
				189123801	7/14/2025	LFGRD FIBER JUL	412.74
				189125801	7/14/2025	VIDEO TRANSPORT PEG JUL	335.35
				189112801	7/14/2025	VIDEO TRANSPORT/PEG JUL	335.35
				189123401	7/14/2025	CABLE/INTERNET PW JUL	231.19
				189125501	7/14/2025	PUBLIC WIFI CH JUL	119.99
				189125401	7/14/2025	DMTV INTERNET JUL	119.99
				189125201	7/14/2025	INTERNET TV STUDIO JUL	93.34
7058	8/5/2025	cos06	COSCO FIRE PROTECTION	1000729884	7/1/2025	FIRE ALARM MONITORING FY26	1,080.00
7059	8/5/2025	dix01	DIXIELINE LUMBER CO	06-0605950	7/10/2025	TOOLS PW	148.87
				06-0608180	7/28/2025	OPERATING SUPP FIRE	122.28
				06-0606559	7/15/2025	OPERATING SUPP PW	93.26
				06-0607161	7/18/2025	MAINT/REPAIR SUPP PW	66.73
				06-0608171	7/28/2025	OPERATING SUPP PW	56.75
				06-0606353	7/14/2025	OPERATING SUPP PW	51.86
				06-0607532	7/22/2025	OPERATING SUPP PW	18.99
7060	8/5/2025	pru01	PRUDENTIAL OVERALL SUP	132325510	7/18/2025	UNIFORMS PW - 7/18	50.77
7061	8/5/2025	uni29	UNIVERSAL SITE SERVICES	114-14091911	7/8/2025	PORTABLE RESTROOM SRVCS	6,697.80
				114-14093611	7/10/2025	PORTABLE RESTROOM SRVCS	320.82
7062	8/5/2025	wex01	WEX BANK	0496-00-496745-1	7/23/2025	GAS & OIL CS	1,023.01
<b>Sub total for EFT GENERAL ACCOUNT US BANK:</b>							<b>13,774.25</b>

Bank : gusbk GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
139970	8/5/2025	adt02	ADT SECURITY SERVICES 1152586374	7/13/2025	ALARM PW AUG	132.98	132.98
139971	8/5/2025	sbc03	AT&T 9391054486	7/20/2025	TELEPHONE JUL	185.79	
			9391026230	7/20/2025	TELEPHONE JUL	62.80	
			9391026231	7/20/2025	TELEPHONE JUL	61.61	
			9391026228	7/20/2025	TELEPHONE JUL	31.58	341.73
139972	8/5/2025	bab03	BABCOCK LABORATORIES, CG51057-10666	7/21/2025	ROUTINE AND AS-NEEDED WATI	630.00	630.00
139973	8/5/2025	emb02	CHRISTOPHER J GIAQUINTA 872338	7/17/2025	EMBROIDERY SRVCS PW	41.64	41.64
139974	8/5/2025	cin02	CINTAS 5282318811	7/23/2025	FIRST AID KIT SUPP PW	214.96	214.96
139975	8/5/2025	cit07	CITY OF SAN DIEGO 1000425683	7/18/2025	METRO SEWER Q1	5,647.00	5,647.00
139976	8/5/2025	cos04	CO'S TRAFFIC CONTROL, II 00182700	7/31/2025	PARKING SIGNS CS	2,172.63	2,172.63
139977	8/5/2025	del06	DEL MAR AUTOMOTIVE SER 50383	7/17/2025	VEHICLE MAINT PW #75	161.10	
			50363	7/15/2025	VEHICLE MAINT PW #71	124.72	285.82
139978	8/5/2025	duk02	DUKE'S ROOT CONTROL INC 35544	7/18/2025	EQUIP MAINT/REPAIR PW	380.63	380.63
139979	8/5/2025	ell06	ELLIOT, TRACEY 07242025	7/24/2025	PHCC EVENT REFUND	800.00	800.00
139980	8/5/2025	fus01	FUSION LEARNING, INC 07232025	7/23/2025	PHCC EVENT REFUND	800.00	800.00
139981	8/5/2025	gra02	GRAINGER 9568413984	7/10/2025	UNIFORMS PW	498.93	498.93
139982	8/5/2025	joh32	JOHNSON CONTROLS SEC : 41530017	7/12/2025	ALARM LIBRARY AUG/OCT	1,003.41	1,003.41
139983	8/5/2025	kas01	KASSBOHRER ALL TERRAIN 90610940	7/8/2025	BEACH CLNR HELAC PARTS	7,203.33	7,203.33
139984	8/5/2025	ken20	KENNEDY, ELIZABETH 07242025	7/24/2025	JR LFGRD REFUND	200.00	200.00
139985	8/5/2025	mad01	MADRIGAL, SAMUEL 2025-001	7/6/2025	WATER DISTRIBUTION SRVCS	1,350.00	1,350.00
139986	8/5/2025	man14	MANDUJANO, RUDY 07302025	7/30/2025	PHCC EVENT REFUND	800.00	800.00
139987	8/5/2025	mar53	MARTINEZ, TIMOTHY 07242025	7/24/2025	PHCC EVENT REFUND	800.00	800.00
139988	8/5/2025	nap01	NAPA AUTO PARTS 738710	7/9/2025	VEHICLE MAINT SUPP PW	207.01	207.01
139989	8/5/2025	con17	OCCUPATIONAL HEALTH CT 87386055	7/2/2025	EMPLOYEE TESTING	211.00	211.00
139990	8/5/2025	par35	PARADIGM MECHANICAL CC 112494	7/11/2025	HVAC SRVCS CH	615.00	
			112526	7/14/2025	HVAC SRVCS CH	185.00	800.00
139991	8/5/2025	rea05	READ, SWAYZIE 07242025	7/24/2025	PHCC EVENT REFUND	800.00	800.00
139992	8/5/2025	sig12	SIGNA DIGITAL SOLUTIONS AR-S331867	7/23/2025	COPIER PW	428.12	428.12
139993	8/5/2025	sta36	STANDARD PLUMBING SUPPLY YCN23	7/15/2025	WATER METER PARTS	15.42	15.42
139994	8/5/2025	ter01	TERMINIX INT CO LTD, PART 461872825	7/18/2025	PEST CONTROL SRVCS PW	140.98	
			461762742	7/15/2025	PEST CONTROL SRVCS FIRE	57.24	198.22
139995	8/5/2025	tir01	TLR & SONS HYDRAULICS II 9-1397	7/10/2025	VEH MAINT PW	1,250.19	1,250.13

Bank : gusbnk GENERAL ACCOUNT US BANK (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
139996	8/5/2025	ver03	VERIZON WIRELESS	570653198-00006	7/18/2025	TELEPHONE JUL	239.53	
				872374736-00004	7/18/2025	TELEPHONE JUL	226.06	
				570653198-00009	7/18/2025	TELEPHONE JUL	40.42	
				570653198-00007	7/18/2025	TELEPHONE JUL	38.01	544.02
139997	8/5/2025	vis07	VISTA PAINT CORPORATION	2025-019575-00	7/22/2025	STREET PAINT PW	554.16	554.16
139998	8/5/2025	war07	WARREN, MATTHEW S	07232025	7/23/2025	PHCC EVENT REFUND	180.00	180.00
139999	8/5/2025	wax02	WAXIE'S ENTERPRISES, LLC	83366321	7/15/2025	JANITORIAL SUPPLIES	1,189.56	
				83382741	7/22/2025	JANITORIAL SUPPLIES	1,542.50	2,732.06
<b>Sub total for GENERAL ACCOUNT US BANK:</b>							<b>31,223.31</b>	

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37 checks in this report.

Grand Total All Checks: 44,997.56



Bank : eusbnk EFT GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7063	8/5/2025	dev02	DEVANEY PATE MORRIS & C 10684	7/15/2025	CITY ATTORNEY JUN	31,981.20	
	Voucher:	7063	10688	7/15/2025	LEGAL FEES JUN	18,413.33	
			10687	7/15/2025	LEGAL FEES JUN	6,973.00	
			10686	7/15/2025	LEGAL FEES JUN	5,361.21	
			10690	7/15/2025	LEGAL FEES JUN	1,952.00	
			10399	5/7/2025	LEGAL FEES APR	676.00	
			10689	7/15/2025	LEGAL FEES JUN	381.50	
			10628	6/19/2025	LEGAL FEES MAY	364.00	
			10685	7/15/2025	LEGAL FEES JUN	21.63	66,123.87
7064	8/5/2025	nce01	NORTH COUNTY EVS INC 8994	5/29/2025	VENTILATION FANS FIRE	5,802.34	5,802.34
	Voucher:	7064					
7065	8/5/2025	par51	PARKWOOD LANDSCAPE M/ 109690	6/30/2025	LANDSCAPE SRVCS PW JUN	17,930.00	17,930.00
	Voucher:	7065					
7066	8/5/2025	pho01	PHOENIX GROUP INFO SYS' 062025036	7/16/2025	CITE SRVCS - JUN	26,021.37	
	Voucher:	7066	0620251036	7/16/2025	ADMIN CITE SRVCS - JUN	519.25	26,540.62
7067	8/5/2025	san03	SAN DIEGO COUNTY WATEF 0625-2	7/9/2025	RAW WATER JUN	92,227.00	92,227.00
	Voucher:	7067					
7068	8/5/2025	tru09	TRUE NORTH COMPLIANCE DM25-06	7/18/2025	BLDG CODE PC INSP JUN	17,177.94	17,177.94
	Voucher:	7068					
<b>Sub total for EFT GENERAL ACCOUNT US BANK:</b>							<b>225,801.77</b>

Bank : gusbk GENERAL ACCOUNT US BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
140000	8/5/2025	cit07	CITY OF SAN DIEGO	1000425897	7/22/2025	WATER TREATMENT JUN	8,849.82	8,849.82
		Voucher: 140000						
140001	8/5/2025	sol01	CITY OF SOLANA BEACH	07282025	7/28/2025	OFF TRACK FEB	1,118.54	1,118.54
		Voucher: 140001						
140002	8/5/2025	cla15	CLAIMS MANAGEMENT ASS	522193	7/2/2025	CLAIMS ADMIN JUL/DEC	750.00	
		Voucher: 140002		522195	7/11/2025	CLAIMS ADMIN JAN/JUN	750.00	1,500.00
140003	8/5/2025	cou01	COUNTY OF SAN DIEGO	07102025	7/10/2025	PARKING BAIL JUN	36,171.50	36,171.50
		Voucher: 140003						
140004	8/5/2025	int09	GREGORY CONLEY, DBA IN1	478	7/11/2025	SCADA MAINT JUN	286.22	286.22
		Voucher: 140004						
140005	8/5/2025	san138	SAN DIEGO ELEVATOR & LIF	10043	5/30/2025	ELEVATOR MAINT MAY	200.00	200.00
		Voucher: 140005						
140006	8/5/2025	san20	SAN DIEGUITO RIVER PARK	07282025	7/28/2025	OFF TRACK FEB	559.27	559.27
		Voucher: 140006						
140007	8/5/2025	tei02	TEICHERT ENERGY & UTILI	07212025	7/21/2025	UUD - 1A STRATFORD CT	114,034.48	114,034.43
		Voucher: 140007						
140008	8/5/2025	uni31	UNITED SITE SRVCS OF, CA	114-14085982	6/26/2025	PORTABLE RESTROOM SRVCS	320.82	320.82
		Voucher: 140008						
<b>Sub total for GENERAL ACCOUNT US BANK:</b>							<b>163,040.65</b>	

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15 checks in this report.

Grand Total All Checks: 388,842.42





# City of Del Mar Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Ashlea Houston, Management Analyst  
Via Ashley Jones, City Manager

DATE: August 18, 2025

SUBJECT: Approval of Task Order with Michael Baker International for Citywide Curbside Management Inventory

## REQUESTED ACTION/RECOMMENDATION:

Staff recommends the City Council: 1) Approve a \$135,500 Task Order (Attachment A) with the City's as-needed engineering consultant Michael Baker International (MBI) to conduct a citywide curbside management inventory of red curbs and available on-street parking along public streets in Del Mar; and 2) Authorize the City Manager to execute the Task Order.

## BACKGROUND:

In many instances, cities limit or prohibit parking, with either curb markings (e.g., colored curbs) or signage, to enhance the safety of City streets for pedestrians and vehicles in congested areas. Federal and state laws provide requirements and guidelines to limit parking related to specific areas for public safety.

In addition, the City operates a paid parking program that creates frequent parking turnover and increased coastal access for visitors in high-traffic areas along the Del Mar shoreline. Under the City's Paid Parking Coastal Development Permit (CDP), the City is required to submit an annual parking monitoring report to the California Coastal Commission (CCC) to ensure the program is meeting its goals and objectives consistent with the Coastal Act and the City's certified Local Coastal Program.

In 2019, the City conducted a colored curb inventory that identified the location of all colored curbs on public streets throughout the City. This document assists Public Works staff during curb repainting; supports Parking Enforcement with the issuance of citations and validation of contested violations; and is used for City public parking monitoring and reporting needs. At present, the City does not have a digital database or Geographic Information System (GIS) layer for this information—only physical and PDF versions of the inventory are available.

In recent years, increased fire risk and other public safety concerns have prompted the City to consider a comprehensive citywide inventory of colored curbs, parking spaces, and street widths for the purposes of assessing ingress and egress during emergency

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## City Council Action:

evacuations, and emergency vehicle access on Del Mar’s streets. The information could inform future street improvements that would be presented for City Council consideration. The data would also support the City’s annual parking monitoring report to the CCC by providing an updated public parking space supply for the City.

Finally, this Task Order would support the City’s required reporting and development of a Parking Management Plan per Section 30.80.020 (H) of the Del Mar Municipal Code (DMMC), which was implemented with the City’s adopted Parking Code Amendments on September 18, 2023. As such, the Fiscal Year (FY) 2025-2026 City Council Work Plan includes a citywide curbside management inventory as a Tier 2 priority.

DISCUSSION/ANALYSIS:

The City has an existing agreement with MBI for as-needed engineering services. The proposed Task Order will authorize MBI to conduct a citywide curbside management inventory of all colored curbs and on-street public parking throughout the City, and will build on the street width data collected by Buckman Infrastructure Group as part of the citywide street condition assessment that was completed in 2024.

MBI will work with City staff, including the Fire Department, to review intersections and non-conforming streets for emergency vehicle accessibility and will confirm and review the City’s existing inventory of colored curbs for applicability. There may be some areas of the City where colored curbs are determined to be needed and other areas where existing red curbs are not appropriate and may not have been installed by the City. The data will also be used to calculate the City’s available public parking supply to assist with compliance reporting requirements of the City’s Paid Parking CDP.

MBI will develop a citywide Computer Aided Design (CAD) file delineating the edge of pavement for all public roadways and conduct a detailed inventory of existing colored curbs and “no-parking” signage. This information will be compiled into a citywide GIS database that is compatible with the City’s existing GIS system. The updated database will support parking enforcement efforts and enable the City to accurately assess the total length of colored curbs, signed no-parking zones, and driveway locations.

Using the GIS database, MBI will meet with City staff and Emergency Services personnel, including the Fire Department and Sheriff’s Department, to review the existing street widths for safety and accessibility concerns. Based on City feedback, MBI will develop truck turn templates for emergency vehicles at key intersections identified with the highest safety concern. These templates could inform future changes to on-street parking or colored curb lengths to improve accessibility for emergency vehicles at designated intersections.

MBI will use the GIS curb data to conduct a citywide parking inventory. MBI will estimate the total number of regular, Americans with Disability Act (ADA), time restricted, limited time, and reserved or permit parking spaces available on public streets throughout the City. To support compliance with the City’s Paid Parking CDP requirements, MBI will also

conduct an inventory of public off-street parking facilities associated with the CDP. This information will assist the City in completing its annual parking monitoring report for submittal to the CCC.

The approach, methodology, and results of the curbside management analysis will be documented in a comprehensive Curbside Management Report. This report, along with the associated GIS database, will be compared to the City’s existing colored curb inventory prepared in 2019. In coordination with City staff, MBI will review and evaluate existing colored curb markings to identify candidates for removal based on public safety considerations, variances from the 2019 inventory, or other relevant factors. These markings will be incorporated into a separate GIS layer for future reference and to support the City’s ongoing curbside management and enforcement efforts. The City may also add new curb markings based on public safety recommendations.

The project is scheduled to begin in late August 2025 and be completed by the end of the fiscal year, as outlined in the Project Schedule in Exhibit B to Attachment A.

FISCAL IMPACT:

There is no fiscal action to be taken by the City Council associated with this item. Sufficient funds have been included in the approved Fiscal Year 2025-2026 Operating and Capital Budget to cover the \$135,500 Task Order.

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:

Citywide Curbside Management Inventory is a Tier 2 City Council priority for FY 2025-2026.

ATTACHMENTS:

- Attachment A – MBI Task Order
  - Exhibit A to Attachment A – Scope of Work and Fee Estimate
  - Exhibit B to Attachment A – Project Schedule



# CITY OF DEL MAR

August 18, 2025

Michael Baker International  
Attn: Tim Thiele  
5050 Avenida Encinas, Suite 260  
Carlsbad, CA 92008  
[TThiele@mbakerintl.com](mailto:TThiele@mbakerintl.com)

SENT VIA EMAIL

**RE: TASK ORDER & NOTICE TO PROCEED FOR CITYWIDE CURBSIDE MANAGEMENT INVENTORY OF RED CURBS AND ON-STREET PARKING ALONG PUBLIC STREETS IN DEL MAR (ACCOUNT 49.8000.8037)**

This Task Order (TO) and Notice to Proceed (NTP) is issued pursuant to the terms and conditions contained in the as-needed Civil Engineering, Traffic Engineering, and Development Review Services Agreement between the City of Del Mar and Michael Baker International (Consultant), the term for which is December 7, 2020, to December 7, 2025.

Consultant shall execute tasks related to the Citywide Curbside Management Inventory Project, as described in the Consultant’s proposed scope of work dated February 27, 2025, and included as Exhibit A to this Task Order. The project cost for this Task Order shall not exceed \$135,500. The project schedule shall commence upon execution of this Task Order/Notice to Proceed and be completed by March 27, 2026, to the satisfaction of the City Manager, in accordance with the proposed scope of work in Exhibit A and project schedule included in Exhibit B.

The primary contact for this Task Order and invoicing is Ashlea Houston, Management Analyst, who can be reached at [ahouston@delmar.ca.us](mailto:ahouston@delmar.ca.us) and (858) 704-3631.

Please sign and return a copy of this Task Order electronically through OneSpan, the City’s electronic document routing program. Please contact Management Analyst Denise Galvan at [dgalvan@delmar.ca.us](mailto:dgalvan@delmar.ca.us) or (858) 704-3657 with any questions about executing this Task Order.

Approved by:

Accepted by:

\_\_\_\_\_  
Ashley Jones  
City Manager

Date

\_\_\_\_\_  
Tim Thiele  
Vice President

Date

- cc: Joe Bride, Public Works Director  
Karen Brindley, Planning & Community Development Director  
Clement Brown, Assistant City Manager  
Jonathan Edelbrock, Community Services Director/Lifeguard Chief  
Ashlea Houston, Management Analyst

- Exhibit A: Scope of Work and Fee Estimate for Citywide Curbside Management Inventory  
Exhibit B: Project Schedule for Citywide Curbside Management Inventory

City of Del Mar  
Public Works Department  
2240 Jimmy Durante Blvd,  
Del Mar, CA 92014

February 27, 2025

**Subject: City of Del Mar – Curbside Management**

To the City of Del Mar,

As requested, Michael Baker has developed the following scope (Attachment A) and fee (Attachment B) to conduct a citywide curbside management inventory of all of the red curb and on-street parking along public streets.

## **Attachment A – Scope of Work**

### Task 1: Citywide CAD File

In order to compile a city-wide CAD file showing the edge of pavement of all public roadways, Michael Baker will:

- 1.1) Review previous Pavement Management Plan (March 2024) and utilize available records. This information will be confirmed against actual field conditions during Task 1.4.
- 1.2) Conduct a review all of the readily available existing topo files that have been compiled over the years through various projects MBI has been involved with. The edge of pavement linework from all of the various individual files will be compiled into one city-wide CAD drawing (see subtask 1.5).
- 1.3) Fill gaps in the linework where existing topo is not available utilizing readily available aerial imagery (i.e. Google Earth or Near Maps). This will include the approximate locations of all driveways access public roads.
- 1.4) Field verify roadway widths against aerial imagery where the topo is not available.
- 1.5) Compile city-wide CAD base file of approximate curb/edge of pavement locations within city right-of-way.

### Task 2: Curbside Management / “No Parking” Inventory

Building upon the work completed in Task 1 to draw the edge of pavement of all public roadways, Michael Baker will establish the “No Parking” zones throughout the City by:

- 2.1) Conducting a detailed inventory of the existing red curbs and “no-parking” signage throughout the City through a detailed GIS enabled field verification. Using the ESRI phone application, Michael Baker will conduct a detailed driving tour of the entire city to geo-locate the beginning and end of each red curb zone as well as all signed no-parking zones. This scope assumes the driving tour will require one driver and one GIS operator.
- 2.2) During the driving tour, Michael Baker will utilize a vehicle mounted video camera to record City streets. Michael Baker staff will review the camera footage to verify curb markings and signage. The recorded footage allows for screen shots and rewind/rewatch capabilities to backcheck and verify GIS inventory.

### Task 3: GIS Delivery

The results of the CAD drawings from Task 1 and the curbside inventory from Task 2 will be converted and documented into one City-wide GIS database which will be delivered in a format compatible with the City's current system to be determined (anticipated to be a shapefile or geodatabase). The "no-parking" areas will be summarized on a separate layer to allow for an automated ticket validation to be able to enforce tickets. The GIS database will include the following:

- Lengths of red curb
- Lengths of other curb utilization (green, yellow, blue, white)
- Lengths of signed no parking (with different parking categories)
- Driveway locations

MBI will generate a PDF "Map Book" using a city-wide grid system. Each individual map will be developed at a discernable scale where curb color would be legible. In addition to the PDF maps, a spreadsheet database will be exported from the GIS files.

### Task 4: Emergency Services Coordination

Upon completion of Task's 1 & 2, Michael Baker will meet with City Staff and Emergency Services personnel (including Fire and Police) to review the existing street widths. The purpose of this detailed review is to:

- Review intersections with turning movement and accessibility concerns;
- Review areas of general parking compliance/non-compliance that may be reinstated or removed;

This scope assumes up to 3 meetings with City staff and Emergency Services personnel.

### Task 5: Truck Turn Templates

Based on the feedback provided in Task 4, Michael Baker will coordinate with the City staff to identify the intersection locations with the highest concern. At these priority locations, Michael Baker will conduct truck turning templates utilizing typical dimensions of emergency fire trucks.

For the purposes of this scope and fee, it is assumed truck turn templates will be developed for up to twenty (20) separate turn movements. It should be noted that multiple turn movements may be required at the same intersection (i.e. northbound right-turn movement **and** southbound left-turn movement is counted as two turn movements). It is assumed the City of Encinitas will provide emergency vehicle design parameters to Michael Baker and work will not begin prior to receipt of emergency vehicle information.

### Task 6: Parking Supply Inventory

Michael Baker will review the GIS curb data compiled in Task 3 to estimate the total number of on-street parking available on public streets throughout the City. Unmarked parallel parking spaces will be estimated based on the lengths of curb where there are no parking restrictions. Marked parking spaces will be counted individually.

Using the recorded footage from Task 2 as well as Google Earth Streetview, the parking inventory will be broken down by the type of parking and will include the following categories:

- Regular spaces;
- ADA;
- Time restricted ;
- Limited time (i.e. 20-minute or 2-hour);
- Reserved / Permit Only.

### Task 7: CDP Required Off-Street Parking Inventory

Michael Baker will conduct a field inventory of public off-street parking facilities associated with the City's CDP requirements. Parking type and categories similar to those included in Task 6 will also be recorded. This includes the following:

- a) City Hall
- b) Community Services
- c) Public Works
- d) Shores Park
- e) Trailhead Parking Lot at Jimmy Durante Blvd
- f) Trailhead Parking Lot at San Dieguito Drive
- g) Trailhead Parking Lot at St. Peters

Off-street private parking lots outside of the public right-of-way is not included as part of this task.

### Task 8: Curbside Management Report

Michael Baker will document the approach, methodology, and results of the curbside management and parking assessment in a technical report. This scope assumes a total of two submittals of the technical report (draft & final). If more than two submittals of the report are required, an addendum to this scope of work and fee will be prepared. The technical report will include dates and times of field observations, approach, and methodology of all assessments, as well as all supporting maps, figures, exhibits and tables.

### Task 9: Red Curb Verification

Based on conversations with City Staff, the City currently records all legitimate red-curb markings throughout the City in a physical document. Michael Baker will coordinate with City staff to review this documentation and cross reference against the digital databases created in Tasks 2 & 3 The purpose of this review is to identify curb markings for potential removal by the City. All locations identified for potential removal will be recorded in a separate GIS layer.

### Deliverables:

- CAD Files of existing edge of pavement and curb lines with approximate location of driveways
- GIS & excel spreadsheets of painted curbs throughout the City to allow for ticketing validations
- Curbside Management Report (Draft & Final)

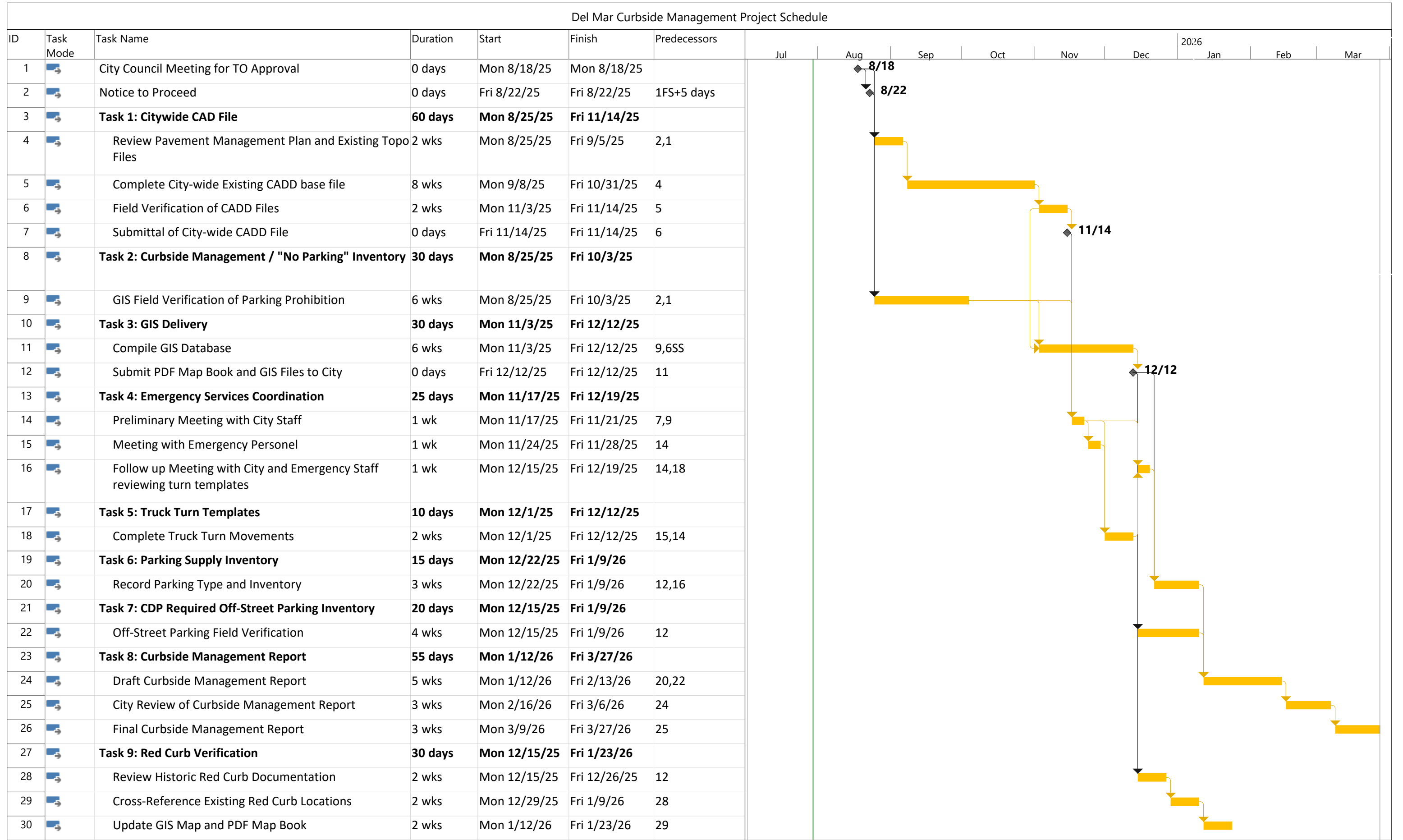
Exclusions:

- New Topo Survey
- Parking Utilization Study
- Printed materials (all deliverables will be submitted electronically)
- Development of field application for ticket validation.
- Off-Street Private Parking Inventory

## Attachment B – Fee Estimate

Michael Baker will complete Tasks 1-9 outlined in this scope and fee on time and materials basis no to exceed **\$135,500**. The estimate by task is shown below.

<b>LABOR COSTS</b>	<b>AMOUNT</b>
Task 1: Citywide CAD Drawings	\$40,000
Task 2: Curbside Management / “No Parking” Inventory	\$15,000
Task 3: GIS Delivery	\$12,500
Task 4: Emergency Services Coordination	\$3,500
Task 5: Truck Turn Templates	\$7,500
Task 6: Parking Supply Inventory	\$8,000
Task 7: CDP Required Off-Street Inventory	\$8,000
Task 8: Curbside Management Report	\$25,000
Task 9: Red Curb Verification	\$14,000
<b>LABOR COST SUBTOTAL</b>	<b>\$134,000</b>
<b>DIRECT COSTS</b>	<b>AMOUNT</b>
<i>Mileage Reimbursements</i>	\$1,500
<b>DIRECT COSTS SUBTOTAL</b>	<b>\$1,500</b>
<b>TOTAL FEE</b>	<b>\$135,500</b>





# City of Del Mar Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Sarah Krietor, Administrative Services Manager/City Clerk  
Denise Galvan, Management Analyst  
Via Ashley Jones, City Manager

DATE: August 18, 2025

SUBJECT: Dissolution of the Shores Park Master Plan Advisory Committee

## REQUESTED ACTION/RECOMMENDATION:

Staff recommends that the City Council adopt a Resolution (Attachment A) formally dissolving the Shores Park Master Plan Advisory Committee.

## DISCUSSION/ANALYSIS:

The Shores Park Master Plan Committee (Committee) was established by Council Resolution 2014-07 on May 5, 2014. Its mission was to provide input on the vision, stakeholder input, needs assessment, and alternatives for the Del Mar Shores Park property master planning process.

The Committee played a key role in assisting the community with prioritizing the various proposed uses for the Del Mar Shores Park property and potential park amenities. In collaboration with local non-profit organizations, the Committee organized fundraising activities, facilitated community forums, and worked closely with City staff and the City's consultant, Schmidt Design Group, Inc., to initiate and complete the first phase of the master planning process. The overall master planning effort was structured into three phases, and the completed work on the project resulted in the development of three conceptual plans for the site.

The Committee stopped meeting in 2018, with the deferral of the master planning process that was due to a variety of factors, including litigation between the City and Winston School and later the onset of the COVID-19 pandemic. The Committee was formally placed on hold by the City Council on December 7, 2021, pending the resumption of the master planning process.

At its meeting on June 16, 2025, the City Council directed staff to reinstate the Shores Park master planning process and to form a subcommittee of the Parks and Recreation Advisory Committee that would be tasked with advising the Council on the master plan

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## City Council Action:

instead of reactivating the Committee. This subcommittee will provide staff and the City Council with advisory input during the completion of the draft master plan for Shores Park.

On the next Parks and Recreation Advisory Committee meeting agenda (September 3, 2025), staff will include an agenda item to select the subcommittee that will advise staff on the completion of the draft master plan. Accordingly, staff recommends that the City Council adopt a Resolution (Attachment A) to formally dissolve the Shores Park Master Plan Advisory Committee.

Additionally, staff will be facilitating a robust discussion with the City Council on the scope of work, guiding principles, preferred amenities, and next steps for the Shores Park master planning process as a separate agenda item next month.

FISCAL IMPACT:

There is no fiscal impact or action to be taken by the City Council related to this agenda item.

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 the direct or indirect physical change in the environment.

NEXUS TO CITY COUNCIL GOALS AND PRIORITIES:

The Shores Park Master Planning Process is a Tier 2 work plan item on the Fiscal Year 2025-2026 City Council Work Plan.

ATTACHMENTS:

Attachment A – Resolution Dissolving Shores Park Master Plan Advisory Committee

## RESOLUTION NO. 2025-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, DISSOLVING THE SHORES PARK MASTER PLAN ADVISORY COMMITTEE

WHEREAS, on May 5, 2014, the City Council adopted Resolution No. 2014-07 establishing the Shores Park Master Plan Advisory Committee tasked to provide input on the Shores Park master plan process, vision, stakeholder input, needs assessment, alternatives, and master plan development; and

WHEREAS, the Committee charter was subsequently amended by Resolutions 2014-25, 2014-40, and 2022-06; and

WHEREAS, the City Council has determined that the Shores Park Master Plan Advisory Committee has effectively fulfilled its designated scope and objectives. Given that the committee has remained inactive since 2018 the committee is deemed to have concluded its function; and

WHEREAS, it is the City Council's desire to dissolve the Shores Park Master Plan Advisory Committee, in light of the recommendation to establish a subcommittee under the City's existing Parks and Recreation Advisory Committee to collaborate with staff on completing a draft master plan of the Shores Park Master Planning process; and

WHEREAS, the City Council thanks the past volunteers on the Shores Park Master Plan Advisory Committee for their efforts toward assisting the City with fundraising and their tireless input throughout Phases I, II, and III of the Shores Park Master Planning process, which resulted in the development of three concepts.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Del Mar, California, does hereby dissolve the Shores Park Master Plan Advisory Committee by rescinding Resolution No. 2022-06.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Del Mar, California, at a Regular Meeting held this 18th day of August, 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 18<sup>th</sup> day of August 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: Deputy Mayor and City Councilmembers

FROM: Mayor Terry Gaasterland and Councilmember John Spelich, Council Liaisons to the Finance Committee  
Prepared by Denise Galvan, Management Analyst

DATE: August 18, 2025

SUBJECT: Finance Committee Reappointment

## REQUESTED ACTION/RECOMMENDATION:

The City Council Liaisons to the Finance Committee recommend the City Council reappoint Steven McDowell as a member to the Finance Committee to serve a second full three-year term effective September 1, 2025, and ending on September 30, 2028.

## DISCUSSION/ANALYSIS:

The Finance Committee (Committee) serves as an advisory committee to the City Council and provides recommendations on City finances including updates to the City's operating and capital budgets, budget forecasts and trends in revenues, expenditures, project costs, and cash flows. The Committee also reviews the City's Annual Comprehensive Financial Report (ACFR), CalPERS Cost Sharing Pool Reports and the related annual contributions to the Pension Reserve Fund, Pension Reserve Policy, City financial metrics, and other assignments from the Council, such as long-term planning, fee assessments, and sources of possible revenues. The Committee currently consists of six (6) resident voting members with the membership to be reduced to five (5) voting members over time through attrition, not affecting members completing their first term.

There is currently one upcoming member vacancy on the Committee due Steven McDowell first term expiration on August 31, 2025. City staff advertised the vacancy, and two Citizen Interest Forms were received during the recruitment period from Steven McDowell and Marcelo Penha (Attachment A). The Council Liaisons to the Committee have reviewed the applications and recommend that the City Council reappoint Steven McDowell as a voting member for a second full three-year term starting on September 1, 2025, and ending on September 30, 2028.

If the recommended appointment is approved by the City Council, the Committee will have a full member roster. A copy of the current Committee roster is included as Attachment B for Council's reference.

## ATTACHMENTS:

Attachment A – Citizen Interest Forms  
Attachment B – Finance Committee Roster

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City Council Action:

# DEL MAR CITIZEN INTEREST FORM



## I. APPLICANT INFORMATION

McDowell \_\_\_\_\_ Steven \_\_\_\_\_ Allen \_\_\_\_\_  
Last Name First Name Middle Initial

\_\_\_\_\_ Del Mar, CA  
Home Street Address\* City, State

*\*Applicants are required to provide a physical residency address. Mailing addresses or Post Office boxes will not be accepted. The City will maintain all residency addresses strictly confidential.*

\_\_\_\_\_ City, State  
Business Street Address (if applicable)

\_\_\_\_\_ \_\_\_\_\_  
Home Phone Number Business Phone Number E-mail Address

## II. APPLICATION DETAILS

I am interested in serving on the following Committees, Board(s) or Commission(s) in order of preference (indicate 1<sup>st</sup>, 2<sup>nd</sup> choice, etc.):

- |  |  |
|--|--|
| <input type="checkbox"/> Arts Advisory Committee               | <input type="checkbox"/> Parks and Recreation Committee            |
| <input type="checkbox"/> Design Review Board                   | <input type="checkbox"/> Planning Commission                       |
| <input checked="" type="checkbox"/> Finance Committee          | <input type="checkbox"/> Sustainability Advisory Committee         |
| <input type="checkbox"/> Lagoon Committee                      | <input type="checkbox"/> Traffic and Parking Advisory Committee    |
| <input type="checkbox"/> Measure Q Citizen Oversight Committee | <input type="checkbox"/> Undergrounding Program Advisory Committee |
| <input type="checkbox"/> Other(s) (please indicate): _____     |  |

**Qualifications for appointment and/or reasons for application (attach additional pages as needed):**

I have enjoyed serving my first term on the Finance Committee and would like to continue to serve with other members of our community that have the same shared desire to help our great city.

My qualifications include over 25 years in various financial corporate leadership roles, serving on the Del Mar School District where I gained valuable experience in public governance, public financing and long range bond offerings. All skills I have put to use while on the board the last 4 years and skills I would like to continue to offer.

**Education:**

Bachelor of Science in Finance from SDSU  
Master's in Business Administration from USD.

**Relevant Experience (job or volunteer etc.):**

25+ Years working in Finance for various San Diego based firms.  
15+ Years volunteering in a board capacity for two different youth sport organizations.  
2+ Years being part of the Del Mar Rotary Club

**Name all of the Del Mar Committees/Boards/Commissions that you now serve on:**

Currently Serve on this Committee and on Measure Q

**Please name all the Boards/Commissions/Committee/Task Forces that you have served on in the past, and if you can, the dates of your service:**

Del Mar Traffic and Parking Advisory Committee – 3 Terms, 2004 to 2018

**Optional: Please list three Del Mar residents who can provide a reference\*\*:**

NAME	STREET NAME (no house number)	Phone Number
Mark Filanc	Forest Way	[REDACTED]
Alice Brown	Avenida Primavera	[REDACTED]
Jeff Sturgis	6 <sup>th</sup> Street	[REDACTED]

*\*\*Due to Brown Act limitations that restrict communications between Councilmembers regarding upcoming actions of the City Council, please do not include a current sitting Councilmember as a reference for your appointment.*

**Residency**

	Month	Year
I have been a resident of California since:	June	1964
I have been a resident of San Diego County since:	June	1964
I have been a resident of Del Mar since:	November	2001

What part of town do you live in? Geographic diversity is desirable and will be taken into account. Check the [neighborhood map](#) to verify your neighborhood.

- North Bluff
- North Beach
- South Beach
- Village Center
- South Bluff
- South Hills
- North Hills
- Valley

Are you a full-time or part-time resident of Del Mar?  Full-time  Part-time

Is Del Mar your primary place of residence?  Yes  No

Are you a registered voter in Del Mar?  Yes  No

This is a test of the brothers printer

**iii. COMMITTEE SPECIFIC QUESTIONS**

The following are additional questions related to specific committees. Please answer the questions only for the committee(s) you are applying for.

**1. Arts Advisory Committee**

Membership on the Arts Advisory Committee is set by category. Which membership category do you best fit in? Select all that apply. (Note that City staff, consultants, and vendors are precluded from serving on the Arts Advisory Committee.)

- Resident with an art background
- Resident without an art background
- Business Owner- Art related business
- Del Mar Foundation Representative
- Del Mar Village Association Representative
- Ex-Officio (non-voting) – with Art related expertise
- Other (please explain): \_\_\_\_\_

**Describe your experience and skills as they relate to the world of community art and fine art.**

**Why in your opinion is public art valuable to the Del Mar community?**

**What is your public art philosophy?**

**2. Finance Committee**

The Finance Committee is looking for applicants with financial expertise and background.

**Please describe your experience reviewing financial reports, conducting financial studies or any related experience. Please include any experience specific to public entities.**

4 Years on the Del Mar School Board during which conducted research on and voted on several multi year bond offerings, sell and purchase of public property, negotiation of long term union contracts. Prepared financials used in two IPOs. Helped several companies with their compliance reporting, audit, and data migration.

**What aspects of the City's finances most interest you and why?**

A City has limited resources available for its use and has to take into consideration both the current needs along with trying to have resources available for emergency and the future. I enjoy being involved in discussing the paths that could be taken and being a small part of where those funds are ultimately used.

10. Design Review Board and/or Planning Commission

Briefly describe your qualifications and experience as it relates to serving on the Design Review Board or Planning Commission. The required qualifications for each can be found in the Del Mar Municipal Code (DMMC) Chapters 2.34 and 2.38. You will be able to provide more information at a City Council public meeting during an open interview process.

11. For All Committees: Thank you for completing the Citizen Interest Form. Is there anything else you would like to add to your application for the City Council to consider?

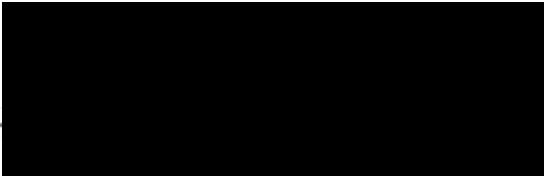
**IV. SIGNATURE AND ACKNOWLEDGEMENT**

Please review the important information below before signing and submitting your application. Please note that recommendations for appointments to City advisory committees (other than the Planning Commission and Design Review Board) are made by the Council Liaisons to that Committee. The appointments are then placed on the consent calendar for consideration for approval by the full City Council at the next available City Council meeting. For reasons of privacy, the individual candidates are not discussed at the meeting.

Additionally, the Del Mar Conflict of Interest Code requires that members of the Design Review Board, Planning Commission, and Finance Committee file Conflict of Interest Statements with the Administrative Services Department in conformance with the Fair Political Practices Commission and the City's Conflict of Interest Code. Other advisory committee members are not required to file Conflict of Interest Statements.

By signing below, you are acknowledging that you have reviewed the Committee webpage for which you are applying and that you understand the conflict of interest filing requirement, if applicable. Part of your service may include ethics and anti-harassment training upon appointment and bi-annually. Visit the City's Conflict of Interest Code webpage to learn more about the requirement.

By submitting this application, you are signing under penalty of perjury that the information you are providing, is true and correct to the best of your knowledge.

Signature 

Date 7/21/2025

Within three (3) business days you will receive a confirmation email that your application is received. If you have questions, please email [cityclerk@delmar.ca.us](mailto:cityclerk@delmar.ca.us) or call (858) 755-9313 and a staff member will get back to you promptly.



# CITY OF DEL MAR

## CITIZEN INTEREST FORM

**IMPORTANT:** Save the form on your computer prior to filling it out. Do not fill out the form in the Internet browser.

Thank you for your interest in serving the Del Mar Community. Please use this Citizen Interest Form to apply to serve on a City of Del Mar advisory committee, Planning Commission, or Design Review Board. The City of Del Mar greatly values the many talented citizens who volunteer to serve in city government. We encourage you to get involved. Please indicate whether you are seeking to serve on the Del Mar Planning Commission, Design Review Board, or one or more of the City's many advisory committees, and please note your order of preference indicating 1<sup>st</sup>, 2<sup>nd</sup> choice, etc.

Before making your selection, we encourage you to spend some time learning about what each entity does, what its mission is, and what your role would be if you were appointed. Please note that in addition to the general questions below to be answered by all applicants, there are also specific questions tailored to service on the Planning Commission, Design Review Board, or an advisory committee to be answered as well.

Before applying, you are encouraged to attend or watch a [committee meeting](#) and review recent committee [agendas and meeting minutes](#). If appointed, you will be expected to attend the meetings, which typically last about 2 hours in length, or more depending on the agenda, and require about 1 hour of preparation time for each meeting. Please note that in accordance with City Council Policy 200, committee members must not miss more than three meetings in a given calendar year. Committee meeting times vary, so please review the website calendar to make sure the meeting times for the committee you are applying for work for your schedule: [Public Meeting Calendar](#).

You can also view current [committee webpages, charters, and member rosters](#) to get more information about each committee. In accordance with *Council Policy 200- City Council Advisory Committees, Boards and Commissions* members of the public may serve on two boards, committees or commissions concurrently except in special circumstances as determined by the Council. Additionally, the number of consecutive terms that an individual may serve on a committee is two unless the City Council makes an exception if they feel it is to the benefit of the committee to re-appoint an individual to a third term. Please note that ex-officio members are non-voting and may be non-residents.

**Form Submittal:** Citizen Interest Forms must be submitted by the [published deadline](#). Forms can be submitted in-person or by mail at: Del Mar City Hall, 1050 Camino del Mar, Del Mar 92014; or via email: [cityclerk@delmar.ca.us](mailto:cityclerk@delmar.ca.us). **Please note:** City Hall is closed to the public for in-person services on Fridays, and Citizen Interest Forms should be submitted via email only on Fridays. Citizen Interest Forms can be submitted in-person or via email Monday through Thursday.



**Relevant Experience (job or volunteer etc.):**

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**Name all of the Del Mar Committees/Boards/Commissions that you now serve on:**

--

**Please name all the Boards/Commissions/Committee/Task Forces that you have served on in the past, and if you can, the dates of your service:**

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**Optional: Please list three Del Mar residents who can provide a reference\*\*:**

NAME	STREET NAME (no house number)	Phone Number

*\*\*Due to Brown Act limitations that restrict communications between Councilmembers regarding upcoming actions of the City Council, please do not include a current sitting Councilmember as a reference for your appointment.*

**Residency**

	Month	Year
I have been a resident of California since:		
I have been a resident of San Diego County since:		
I have been a resident of Del Mar since:		

What part of town do you live in? Geographic diversity is desirable and will be taken into account. Check the [neighborhood map](#) to verify your neighborhood.

- |   |                                      |
|---|--------------------------------------|
| <input type="checkbox"/> North Bluff    | <input type="checkbox"/> South Bluff |
| <input type="checkbox"/> North Beach    | <input type="checkbox"/> South Hills |
| <input type="checkbox"/> South Beach    | <input type="checkbox"/> North Hills |
| <input type="checkbox"/> Village Center | <input type="checkbox"/> Valley      |

Are you a full-time or part-time resident of Del Mar?  Full-time  Part-time

Is Del Mar your primary place of residence?  Yes  No

Are you a registered voter in Del Mar?  Yes  No

**III. COMMITTEE SPECIFIC QUESTIONS**

**The following are additional questions related to specific committees. Please answer the questions only for the committee(s) you are applying for.**

**1. Arts Advisory Committee**

Membership on the Arts Advisory Committee is set by category. Which membership category do you best fit in? Select all that apply. (Note that City staff, consultants, and vendors are precluded from serving on the Arts Advisory Committee.)

- Resident with an art background
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- Other (please explain): \_\_\_\_\_

**Describe your experience and skills as they relate to the world of community art and fine art.**

**Why in your opinion is public art valuable to the Del Mar community?**

**What is your public art philosophy?**

**2. Finance Committee**

The Finance Committee is looking for applicants with financial expertise and background.

**Please describe your experience reviewing financial reports, conducting financial studies or any related experience. Please include any experience specific to public entities.**

**What aspects of the City's finances most interest you and why?**

3. [Measure Q Citizen Oversight Committee](#)

Membership on the Measure Q Citizen Oversight Committee is set by category. Which membership category do you best fit in? (Select all that apply)

- Current (or within past 5 years) Finance Committee Member
- Business Community Member
- At-large Resident Member
- Other (please explain): \_\_\_\_\_

4. [Traffic and Parking Advisory Committee](#)

Which membership category do you best fit in? (Select all that apply)

- Business representative (can be a non-resident)
- Resident
- Other (please explain): \_\_\_\_\_

**Do you have any special expertise or experience related to traffic and parking? If yes, please explain:**

5. [Parks and Recreation Committee](#)

The Parks and Recreation Committee is looking for applicants with an interest in the City's parks and open spaces.

**Please describe your personal or professional experience related to parks, open spaces, trails, public recreation or any similar experience.**

**What aspects of the City's parks and recreation most interest you and why?**

6. [Lagoon Committee](#)

The Lagoon Committee is looking for applicants interested in the preservation of the lagoon and surrounding area.

**What aspect(s) of being on the Lagoon Committee most interest you and why?**

7. [Shores Advisory Committee](#)

The Shores Advisory Committee is looking for applicants interested in the Shores Park property and planning process.

**What aspects of being on the Shores Advisory Committee most interest you and why?**

**Please describe your vision for the future of Shores Park.**

8. [Sustainability Advisory Committee](#)

The Sustainability Advisory Committee members are community leaders on environmental issues.

**In what ways would you like to contribute to a more sustainable world either in your personal life or on a broader community level?**

**Please describe any outreach or public education efforts you have participated in related to environmental issues or in other areas. Do you have skills or experience in outreach that you could bring to the Sustainability Advisory Committee?**

9. [Undergrounding Program Advisory Committee](#)

The Undergrounding Program Advisory Committee is seeking applicants with an interest in the citywide undergrounding project.

**Is your utility service undergrounded? What involvement did you have, if any?**

**What aspects of being on the Utility Undergrounding Advisory Committee most interest you?**

10. [Design Review Board](#) and/or [Planning Commission](#)

Briefly describe your qualifications and experience as it relates to serving on the Design Review Board or Planning Commission. The required qualifications for each can be found in the Del Mar Municipal Code (DMMC) [Chapters 2.34](#) and [2.38](#). You will be able to provide more information at a City Council public meeting during an open interview process.

11. **For All Committees:** Thank you for completing the Citizen Interest Form. Is there anything else you would like to add to your application for the City Council to consider?

**IV. SIGNATURE AND ACKNOWLEDGEMENT**

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By submitting this application, you are signing under penalty of perjury that the information you are providing, is true and correct to the best of your knowledge.

Signature

Date

Within three (3) business days you will receive a confirmation email that your application is received. If you have questions, please email [cityclerk@delmar.ca.us](mailto:cityclerk@delmar.ca.us) or call (858) 755-9313 and a staff member will get back to you promptly.

City of Del Mar

# Finance Committee

## Board Roster

□ **Steven Allen Mcdowell**

**1st Term** Aug 01, 2022 - Aug 31, 2025

**Appointing Authority** City Council

**Position** Secretary

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□ **Michael Minter**

**1st Term** Nov 14, 2022 - Nov 30, 2025

**Appointing Authority** City Council

**Position** Vice Chair

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□ **Kenneth E Barrett**

**1st Term** Sep 05, 2023 - Sep 30, 2026

**Appointing Authority** City Council

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□ **Bret D'vincent**

**1st Term** Sep 23, 2024 - Sep 30, 2027

**Appointing Authority** City Council

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□ **John Fry**

**1st Term** Jan 21, 2025 - Jan 31, 2028

**Appointing Authority** City Council

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□ **Laura S Demarco**

**2nd Term** Jul 07, 2025 - Jul 31, 2028

**Appointing Authority** City Council

**Position** Chair



# City of Del Mar Agenda Report

TO: Honorable Mayor and City Councilmembers

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

DATE: August 18, 2025

SUBJECT: One-Year Extension of Del Mar Fire Station Lease

## REQUESTED ACTION/RECOMMENDATION:

Staff recommends that the City Council: 1) Approve a 12-month extension of the City's lease with the California Department of General Services and 22<sup>nd</sup> District Agricultural Association for the Del Mar Fire Station through June 30, 2026 (Attachment A); and 2) Authorize the City Manager to execute the lease extension.

## BACKGROUND:

For more than 50 years, the City of Del Mar has leased facilities at the Del Mar Fairgrounds to operate the Del Mar Fire Station. The City's most recent lease agreement with the California Department of General Services and 22<sup>nd</sup> District Agricultural Association (22<sup>nd</sup> DAA) was executed on October 12, 2000, and expired on June 30, 2025 (Attachment B).

## DISCUSSION/ANALYSIS:

On the southern boundary of the Del Mar Fairgrounds property, the City leases two buildings from the 22<sup>nd</sup> DAA to operate the Del Mar Fire Station. A one-story wood-framed building is used as offices and living quarters for firefighters and a one-story metal-clad vehicle storage building is used as an engine bay. Included in the lease is the use of 19 associated parking spaces.

Under the terms of the current lease, the 22<sup>nd</sup> DAA is responsible for HVAC, plumbing and electrical systems, exterior, and building structural repairs. The City, as lessee, may make improvements with prior consent from the 22<sup>nd</sup> DAA, and is responsible for maintaining those improvements.

As the current lease term has expired, staff from the City and 22<sup>nd</sup> DAA are proposing to extend the existing terms and conditions of the lease for a period of 12 months to ensure

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City Council Action:

sufficient time to facilitate the negotiation of a new lease agreement. Consistent with the existing lease terms, the annual rent payment for Fiscal Year 2025-26 will be \$135,450.

**FISCAL IMPACT:**

There is no fiscal action to be taken by the City Council associated with this item. Sufficient funds to cover the FY 2025-26 annual rent payment of \$135,450 have been included in the approved Fiscal Year 2025-2026 Operating and Capital Budget to cover the 12-month lease extension.

**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 – Lease Extension  
Attachment B – Executed 2000 Facility Lease

AGENCY: 22<sup>nd</sup> District Agricultural Association

Project ID No: n/a  
Lease File No.: L-1846  
Amendment No.: One (1)

AMENDMENT TO LEASE

This Amendment to License, dated June 18, 2025 for reference purposes only, by and between the State of California, at the direction of the 22<sup>nd</sup> District Agricultural Association, acting by and through the Director of the Department of General Services (DGS), hereinafter collectively referred to as State, and the City of Del Mar. State and Lessee may also be referred to as "Party" or "Parties".

WITNESSETH:

WHEREAS, State and Lessee hereto entered into that certain Lease Agreement dated October 12, 2000 (the "Lease") covering certain premises located at the Del Mar Fairgrounds in the City of Del Mar, State of California; and

WHEREAS, State and Lessee hereto desire to amend said lease to: (1) modify the Term of the Lease;

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, it is mutually agreed between the parties as follows, effective July 1, 2025:

- 1. Paragraph 2, "TERM" of the Lease shall be amended to terminate on June 30, 2026.

Except as amended herein, all the terms of said lease hereinabove referred to shall remain unchanged and in full force and effect.

REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK

The persons who have executed this Amendment represent and warrant that they are duly authorized to execute it in their individual or representative capacity as indicated. This amendment may be executed in any number of counterpart copies, each of which shall be deemed an original, but all of which together shall constitute a single instrument.

IN WITNESS WHEREOF, this amendment has been executed by the parties below and is effective upon the date identified on page 1.

STATE OF CALIFORNIA

LESSEE

APPROVED:

DEPARTMENT OF GENERAL SERVICES  
REAL ESTATE SERVICES DIVISION  
ASSET MANAGEMENT BRANCH

CITY OF DEL MAR

By \_\_\_\_\_  
Trevor Johnson, Manager  
State Owned Leasing & Development

By \_\_\_\_\_

Date \_\_\_\_\_

CONSENT:

22<sup>ND</sup> DISTRICT AGRICULTURAL  
ASSOCIATION

By \_\_\_\_\_  
Carlene Moore, CEO

STATE OF CALIFORNIA

DEPARTMENT OF GENERAL SERVICES  
REAL ESTATE SERVICES DIVISION

**FACILITY LEASE**

<u>LEASE COVERING PREMISES LOCATED AT</u>
22 <sup>ND</sup> District Agricultural Association
<u>AGENCY</u>
Department of Food and Agriculture

Lease No.: L-1846

THIS LEASE, dated for reference purposes only, October 12, 2000, is made by and between the State of California, acting by and through the 22<sup>nd</sup> District Agricultural Association, with the approval of the Department of Food and Agriculture and the Department of General Services, hereinafter called STATE, and, the City of Del Mar, hereinafter called LESSEE.

**WITNESSETH:**

DESCRIPTION

1. STATE does hereby lease to LESSEE, and LESSEE hereby hires from STATE approximately .436 acres of property situated on the south side of the Del Mar Fairgrounds, in the City of Del Mar, County of San Diego, State of California, hereinafter called the Premises, as outlined and more particularly described in Exhibit "A" consisting of three (3) pages attached hereto and incorporated herein by this reference.

TERM

2. The term of this Lease shall commence on July 1, 2000, and shall terminate on June 30, 2025, with such rights of termination as set forth in Paragraph 7 of this Lease.

USE

3. LESSEE shall use the leased Premises for the operation of a fire station, and for no other purposes. LESSEE shall have exclusive use of the adjacent parking lot containing 19 parking spaces, as shown on Exhibit "A" hereto, together with the right of ingress and egress to the leased Premises. LESSEE shall have access to the leased Premises twenty-four (24) hours per day, seven (7) days per week.

RENT

4. (a) The first annual rental payment of FORTY THOUSAND AND NO/100 DOLLARS (\$40,000.00) is due and payable at the time of execution of this Lease, for the period of July 1, 2000 through June 30, 2001. Thereafter, rents shall be paid annually in advance, on or before the 1<sup>st</sup> day of July, continuing throughout the term of the Lease, as adjusted in Paragraph 5 of this Lease.

(b) Rental payments shall be paid directly to:

22<sup>nd</sup> District Agricultural Association (L-1846)  
Del Mar Fairgrounds  
2260 Jimmy Durante Boulevard  
Del Mar, CA 92014-2216

LESSEE'S method of payment shall be paid directly to the above address, shall display the STATE's lease number as shown on page 1 of this document, and shall not require receipt of an invoice prior to issuance of payment.

NOV 20 2000 ITEM 13

**CPI ESCALATOR**

5. (a) Beginning on July 1, 2001 and each July thereafter during the term of this Lease, the STATE will automatically increase the annual rent payable under this Lease. The amount of the annual rental adjustment shall be determined by multiplying \$40,000.00 by the percentage which the Consumer's Price Index (CPI)\*\* for the preceding April increased over the same Index for the month of April 2000 which shall be the base period; or 5% per annum, whichever is greater. The annual rental increase shall not exceed 10% during the term of the Lease.

In the event the above-mentioned Index is discontinued prior to the expiration of this Lease, the STATE shall immediately request the Bureau of Labor Statistics of the U.S. Department of Labor to supply a formula for the conversion of the above-mentioned index to a similar index then available; and, said formula shall thenceforth be the basis for computation.

\*\*U.S. Bureau of Labor Statistics, U.S. City Average, All Items Series A (1982-1984=100), "Urban Wage Earners and Clerical Workers."

**UTILITIES**

6. (a) STATE shall pay all water and sewer costs or charges. LESSEE agrees to utilize their best efforts to conserve water and sewer usage.

(b) LESSEE shall pay said rent as herein provided and all electric and gas (propane) costs or charges. LESSEE shall also be responsible for payment of all telephone installation costs as well as the telephone service and repair costs in connection with LESSEE's use of said Premises during the term of this Lease.

**TERMINATION**

7. The parties hereto agree that LESSEE may terminate this Lease at any time by giving notice to the STATE in writing sixty (60) days prior to the date when such termination shall become effective. On or after March 1, 2002, STATE may terminate this Lease if the STATE's Master Plan for the Del Mar Fairgrounds requires another use of the Premises by giving LESSEE twenty-four (24) months prior written notice of the date such termination shall become effective. Written notice shall be delivered as listed in Paragraph 9 (Notices Paragraph) of this Lease.

**RELOCATION**

8. In the event STATE's Master Plan for the Del Mar Fairgrounds as referenced in Paragraph 7 of this Lease, requires another use of the Premises, STATE will offer an alternate location on the Premises to be used by LESSEE for the purpose of a fire station lease only. According to the twenty-four (24) month prior written termination notice required of STATE in Paragraph 7 of this Lease, upon said notice of termination, LESSEE will have twelve (12) months to complete lease negotiations for a new fire station lease at an alternate location. If said new Lease is not consummated (as evidenced by execution by all parties of a new Lease document) within said twelve-month period, LESSEE will have no further rights under this Lease agreement.

**NOTICES**

9. All notices herein provided to be given or which may be given by either party to the other shall be deemed to have been fully given when made in writing and deposited in the United States mail, certified, postage prepaid and addressed as follows:

To the LESSEE: City Clerk  
City of Del Mar  
1050 Camino Del Mar  
Del Mar, CA 92014

12

Notice to STATE shall not be considered to be given unless made to both the District and the Department of General Services.

The address to which notices may be mailed as aforesaid to either party, may be changed by written notice given by subject party to the other, as provided herein; but nothing herein contained shall preclude the giving of any such notice by personal service.

REGULATION BY STATE

10. LESSEE shall not commit, suffer or permit any waste on said Premises or any acts to be done thereon in violation of any laws or ordinances, and will permit the STATE or its agents to enter said Premises at any reasonable time to inspect the same. LESSEE shall promptly notify STATE of any damage to leased Premises.

HOLDING OVER

11. (a) Any holding over after the expiration of the said term or any extension thereof, with the written consent of the STATE expressed or implied, shall be deemed a tenancy only from month to month and shall otherwise be on the terms and conditions specified so far as applicable.

(b) STATE offers and LESSEE accepts no assurance that the leased Premises or any other comparable space or facilities at the site described herein will be made available to LESSEE beyond the term stated above or as said term is reduced as provided herein.

ASSIGNMENT AND SUBLETTING

12. LESSEE shall not assign this Lease in any event, shall not sublet the leased Premises or any part thereof and will not permit the use of the Premises by anyone other than LESSEE.

CONDITION OF PREMISES

13. LESSEE has had continuous and uninterrupted possession of the Premises since 1964, is aware of the current condition of the Premises, and accepts the Premises in "As Is" condition.

LESSEE has inspected said Premises and it is agreed that the acreage stated herein and on the attached Exhibit "A" is only approximate and the STATE does not hereby warrant or guarantee the actual acreage included hereunder.

REPAIRS AND MAINTENANCE

14. (a) LESSEE shall, at its sole cost and expense, during the term of this Lease furnish the following maintenance and repair services:

- (1) Maintain leased Premises in compliance with the sanitation laws and regulations of the State of California.
- (2) Maintain the interior and exterior of the buildings in good, clean, operating condition and repair.

(b) STATE, shall, at its sole cost and expense, during the term of this Lease furnish the following maintenance and repair services:

- (1) With prior written authorization from STATE, LESSEE shall be reimbursed for agreed upon costs of major maintenance and permanent improvements performed by LESSEE. LESSEE shall provide STATE a

REPAIRS AND  
MAINTENANCE  
(CONT.)

written itemization of prior agreed upon expenses when submitting invoices for reimbursement. Reimbursement of said costs may be made from the following year's rent payment.

- (2) STATE shall provide maintenance of HVAC, plumbing and electrical systems. STATE shall also provide all exterior maintenance and repairs to the structure (excluding painting), walkways, parking area and fencing of the Leased Premises. LESSEE shall be responsible for all painting of the interior and exterior of the structure, with the STATE's prior written approval.

CEQA

15. Any physical change to the improvements at the Premises shall comply with the California Environmental Quality Act.

REPAIRS AND  
IMPROVEMENTS

16. (a) LESSEE shall not call on STATE to make any improvements or repairs on said Premises, but LESSEE agrees to keep the same in good order and condition at its own expense. LESSEE does hereby waive all rights to make repairs at the expense of STATE as provided in Section 1942 of the Civil CODE, and all rights provided for by Section 1941 of said Civil Code. LESSEE must obtain prior written approval from STATE prior to commencing any improvement or repair to the leased Premises.

(b) LESSEE may install equipment necessary or desirable for the operation of leased Premises during the term of this Lease after first receiving written approval by STATE. At the expiration or earlier termination of this Lease, said equipment shall be removed at LESSEE's sole cost and expense. All damages to the leased Premises as a result of the removal of equipment shall be repaired at the LESSEE's sole cost and expense.

(c) All work performed by LESSEE on the Premises shall be done in a lawful manner and in conformity with all applicable laws, ordinances, and regulations. The Premises shall be kept free from any and all liens and charges for labor or materials used in or as contribution to any work thereon.

(d) Beginning on September 1, 2001, and every subsequent September 1<sup>st</sup> during the term of this Lease, LESSEE shall provide STATE with a written accounting of all improvements to the leased Premises performed or provided by LESSEE pursuant to this paragraph.

Nothing in this paragraph or Lease shall be construed to permit LESSEE to undertake any alterations, additions, improvements or repairs including any additional communication or utility services to the Premises or any part thereof without first obtaining STATE's prior written consent.

OWNERSHIP OF  
IMPROVEMENTS

17. During the term of this Lease all buildings, structures and improvements constructed on the Premises by LESSEE shall be vested in LESSEE. At the expiration or termination of this Lease, all buildings, structures and improvements constructed on the Premises by LESSEE shall vest in STATE. LESSEE shall deliver said buildings, structures and improvements to STATE in the good repair and condition, reasonable wear and tear excepted, without compensation to LESSEE, any subtenant or third party, free and clear of all claims to or against them by LESSEE, any subtenant or third party. LESSEE shall defend and hold STATE harmless from all liability arising from such claims or from the exercise by STATE of its rights under this paragraph.

**OWNERSHIP OF IMPROVEMENTS (CONT.)**

In the event said buildings, structures and improvements are not delivered to STATE in good condition and repair, reasonable wear and tear excepted, STATE shall make the necessary maintenance and repairs and LESSEE shall be liable to and shall reimburse STATE for any such expenditures made, plus interest at the rate of 10%.

**HOLD HARMLESS**

18. This Lease is made upon the express condition that the State of California is to be free from all liability and claims for damages by reason of any injury to any person or persons, including LESSEE, or property of any kind whatsoever and to whomsoever belonging, including LESSEE, from any cause or causes whatsoever while, upon, or in any way connected with the Premises during the term of this Lease or any occupancy hereunder, except those arising out of the sole negligence of the STATE. LESSEE agrees to defend, indemnify and save harmless the State of California from all liability, loss, cost or obligation on account or arising out of any such injury or loss, however occurring.

LESSEE further agrees to provide necessary Worker's Compensation Insurance for all employees of LESSEE upon said Premises at the LESSEE's sole cost and expense.

**INSURANCE**

19. LESSEE shall furnish a certificate of insurance with STATE's Lease Number indicated on the face of said certificate, issued to STATE with amounts of Commercial General Liability of at least \$1,000,000 per occurrence, and shall maintain personal injury, property damage and fire insurance of at least \$1,000,000 naming the State of California, its officers, agents and employees as additional insureds. Said certificate of insurance shall be issued by an insurance company with a Best Insurance Guide rating that is acceptable to the Department of General Services, Office of Risk and Insurance Management. STATE shall have the right to reconsider these insurance requirements during the term of this Lease.

STATE shall not be liable for the payment of any premiums or assessments on the insurance coverage required by this paragraph. The certificate of insurance shall provide that the insurer will not cancel the insured's coverage without thirty (30) days prior written notice to STATE. LESSEE agrees that the insurance herein provided for shall be in effect at all times during the term of the Lease. In the event said insurance coverage expires at any time or times during the term of this Lease, LESSEE agrees to provide STATE at least thirty (30) days prior to said expiration date, a new certificate of insurance evidencing insurance coverage as provided for herein for not less than one (1) year. In the event LESSEE fails to keep in effect at all times insurance coverage as herein provided, STATE may, in addition to any other remedies it may have, terminate this Lease upon the occurrence of such event.

*If LESSEE is self-insured, LESSEE shall provide STATE with written acknowledgment of this fact at the time of the execution of this Lease. LESSEE shall annually thereafter, on the anniversary date of execution of this Lease, provide STATE with a written acknowledgment of the continuation of its self-insured status. If, at any time after the execution of this Lease, LESSEE abandons its self-insured status, LESSEE shall immediately notify STATE of this fact.*

**NON-DISCRIMINATION**

20. In the performance of this Lease, the LESSEE will not discriminate against any employee or application for employment because of race, color, creed, sex, national origin, ancestry, age, handicap or religion. LESSEE will take action to insure that applicants for employment and employees are treated during employment without regard to their race, color, creed, sex, national origin, ancestry, age, handicap or religion. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer,

**NON-DISCRIMINATION (CONT.)**

recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. LESSEE shall post in conspicuous places available to employees and applicants for employment, notices to be provided by the STATE setting forth the provisions of this Fair Employment Practices Section. [(Government Code, Section 12920-12994)]

**Remedies for willful violations:**

a. The STATE may determine a willful violation of the Fair Employment Practices provision to have occurred upon receipt of a final judgment having that effect from a court in an action to which the LESSEE was a party, or upon receipt of a written notice from the Fair Employment Practices Commission that it has investigated and determined that the LESSEE has violated the Fair Employment Practices Act and has issued an order pursuant to the appropriate provisions of the Government Code.

b. The STATE shall have the right to terminate this Lease and any loss of revenue sustained by the STATE by reason thereof shall be borne and paid for by the LESSEE.

**RECOVERY OF LEGAL FEES**

21. If action is brought by the STATE for the recovery of any rent due under the provisions hereof or for any breach hereof, or to restrain the breach of any agreement contained herein, or for the recovery of possession of said leased Premises, or to protect any rights given to the STATE against LESSEE, and if the STATE shall prevail in such action, the LESSEE shall pay to the STATE such amount in attorney's fees in said action as the court shall determine to be reasonable, which shall be fixed by the court as part of the costs of said action.

**DAMAGE OR DESTRUCTION OF PREMISES**

22. (a) In the event leased Premises are damaged by fire or any other cause during the term of this Lease or extension thereof, other than through the fault and negligence of LESSEE, repairs shall be made by STATE (District), at its sole expense, and with all reasonable dispatch, and LESSEE shall be allowed a reduction in rent in proportion to the ratio of the damaged area to the entire leased Premises. Such a reduction in rent shall continue during the time required for STATE (District) to make such repairs. If, after factual inquiry the parties determine that LESSEE can use and occupy the leased Premises without substantial inconvenience, there shall be no reduction in rent.

If the leased Premises cannot be occupied without substantial inconvenience, LESSEE shall not be liable for any rent until repairs and reconstruction have been made by STATE (District), so that the leased Premises are again ready for occupancy.

(b) Subject to STATE approval relative to repairs, LESSEE shall make, at its sole cost and expense, all repairs to the leased Premises required by reason of the fault or negligence of LESSEE, its officers or employees, or persons using the leased Premises to conduct business with LESSEE.

**LOSSES**

23. The STATE will not be responsible for losses or damage to personal property, equipment or materials of the LESSEE and all losses shall be reported to the STATE immediately upon discovery.

**DEBT LIABILITY DISCLAIMER**

24. The STATE will not be liable for any debts or claims that arise from the operation of this Lease.

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**PARTNERSHIP  
DISCLAIMER**

25. LESSEE and any and all agents and employees of LESSEE shall act in an independent capacity and not as officers or employees of STATE. Nothing herein contained shall be construed as constituting the parties herein as partners.

**COMPLIANCE  
WITH LAWS**

26. LESSEE shall, at its sole cost and expense, comply with all of the requirements of all municipal, state, and federal authorities now in force, or which may be in force pertaining to the Premises and use of the Premises as provided by this Lease.

**TAXES AND  
ASSESSMENTS**

27. LESSEE agrees to pay all lawful taxes, assessments, or charges which at any time may be levied upon interest in this agreement. It is understood that this lease may create a possessory interest subject to property taxation and LESSEE may be subject to the payment of property taxes levied on such interest.

**PROTECTION OF  
PREMISES**

28. No dumping of refuse by LESSEE is permitted in any area of the Premises, LESSEE shall not commit or suffer to be committed any waste or nuisance upon the Premises; and, LESSEE agrees not to cut or remove any trees or brush thereon except as approved in writing by STATE. LESSEE further agrees that it shall at all times exercise due diligence in the protection of the Premises against damage or destruction by fire or other cause.

**SURRENDER OF  
PREMISES**

29. Upon termination of this Lease for any cause, the LESSEE shall remove any and all of its equipment, and restore the entire Premises to its condition at the time of execution of this Lease. However, the STATE may approve, in writing, any deviation from this requirement.

LESSEE agrees that on the last day of the term, or sooner termination of this Lease, to surrender up to STATE the Premises with any appurtenances or improvements therein, in the same condition as when received, reasonable use and wear thereof and damage by act of God, or by the elements excepted.

**FAILURE TO  
PERFORM**

30. In the event of the failure, neglect, or refusal of LESSEE to do or perform work, or any part thereof, or any act or thing in this Lease provided to be done and performed by LESSEE, STATE shall, at its option, have the right to do and perform the same, and LESSEE hereby covenants and agrees to pay STATE the cost thereof on demand.

**RIGHT TO ENTER**

31. During continuance in force of this Lease, there shall be and is hereby expressly reserved to STATE and to any of its agencies, contractors, agents, employees, representatives or licensees, the right at any and all times, and any and all places, to temporarily enter upon said Premises for survey, inspection, or any other lawful STATE purposes.

**EASEMENTS AND  
RIGHTS OF WAY**

32. This Lease is subject to all existing easements and rights of way. STATE further reserves the right to grant additional public utility easements which do not unreasonably interfere with LESSEE's use of the property, whether recorded or unrecorded, as may be necessary and LESSEE hereby consents to the granting of any such easement. The public utility will be required to reimburse LESSEE for any damages caused by the construction work on the easement area.

**RELOCATION**

33. LESSEE understands that STATE may either eventually sell or otherwise modify the use of the property such that LESSEE's use is no longer desirable, and that STATE has the absolute right, at its own discretion, to terminate this Lease pursuant to Paragraphs 7 and 33. In the event that STATE terminates this Lease pursuant to Paragraphs 7 and 33, LESSEE acknowledges and agrees that it has no claim against STATE for Relocation Payments, Relocation Advisory Assistance, or costs pursuant to the Government Code sections 7260 et seq. or any regulations implementing or interpreting such sections. LESSEE further agrees that it has no claim in either law or equity against STATE for damages or other relief should the Lease be terminated, and waives any such claims it may have.

**MINERAL RIGHTS**

34. LESSEE agrees not to interfere, in any way, with the interests of any person or persons that may presently, or in the future, hold oil, gas, or other mineral interests upon or under said Premises; nor shall LESSEE, in any way, interfere with the rights of ingress and egress of said interest holders.

**HAZARDOUS SUBSTANCES**

35. LESSEE agrees that it will comply with all laws, either Federal, State, or local, existing during the term of this Lease pertaining to the use, storage, transportation, and disposal of any hazardous substance as that term is defined in such applicable law. In the event STATE or any of its affiliates, successors, principals, employees, or agents should incur any liability, cost, or expense, including attorney's fees and costs, as a result of the LESSEE's illegal or alleged illegal use, storage, transportation, or disposal of any hazardous substance, including any petroleum derivative, the LESSEE shall indemnify, defend, and hold harmless any of these individuals against such liability. Where the LESSEE is found to be in breach of this provision due to the issuance of a government order directing the LESSEE to cease and desist any illegal action in connection with a hazardous substance, or to remediate a contaminated condition caused by the LESSEE or any person acting under LESSEE's direct control and authority, LESSEE shall be responsible for all costs and expenses of complying with such order, including any and all expenses imposed on or incurred by STATE in connection with or in response to such government order. In the event a government order is issued naming the LESSEE or the LESSEE incurs any liability, during or after the term of the Lease, in connection with contamination which pre-existed, the LESSEE's obligations and occupancy under this Lease or which were not caused by the LESSEE, STATE shall hold harmless, indemnify, and defend the LESSEE in connection therewith and shall be solely responsible as between LESSEE and STATE for all efforts and expenses therefor.

**CANCELLATION**

36. Any willful violation of the terms of this Lease shall be grounds for immediate cancellation of the Lease and removal of LESSEE.

**ENCUMBRANCE**

37. LESSEE and STATE hereby acknowledge and agree that LESSEE does not intend to encumber by deed of trust LESSEE's interest in leased Premises, for the purpose of constructing improvements thereon. Any such encumbrance is void without prior written consent from STATE.

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LESSEE'S  
AUTHORIZATION

38. If LESSEE is a corporation or governmental entity, each individual executing this Lease on behalf of said corporation or governmental entity represents and warrants that he/she is duly authorized to execute and deliver this Lease on behalf of said corporation or governmental entity in accordance with a duly adopted resolution of the Board of Directors or governing board, and that this Lease is binding upon said corporation or governmental entity in accordance with its terms. **LESSEE shall, within thirty (30) days after execution of this Lease, deliver to STATE a certified copy of resolution of the Board of Directors or governing board authorizing or ratifying execution of this Lease.**

SMOKING  
RESTRICTION

39. Smoking is not allowed in the buildings on leased Premises. LESSEE is required to clearly post signage at all entrances, exits and other conspicuous locations notifying occupants that smoking is prohibited within the building, and within 15 feet of any entrance. The signs shall be in bold print and legible from a distance of 25 feet.

WAIVER

40. If STATE waives the performance of any term, covenant or condition contained in this Lease, such waiver shall not be deemed to be a waiver of that or any subsequent term, covenant or condition. Failure by STATE to enforce any of the terms, covenants or conditions of this Lease for any length of time shall not be deemed to waive or decrease STATE's right to insist thereafter upon strict performance by LESSEE. Waiver by STATE of any term, covenant, or condition contained in this Lease may only be made by a written document properly signed by an authorized STATE representative.

BINDING

41. The terms of this Lease and the covenants and agreements herein contained shall apply to and shall bind and inure to the benefit of the heirs, representatives, assigns and successors in interest of the parties hereto.

SEVERABILITY

42. If any provision of this Lease is determined to be illegal or unenforceable, this determination shall not affect any other provision of this Lease, and all other provisions shall remain in full force and effect.

LEASE  
MODIFICATION

43. This Lease, together with its exhibits, contains all agreements of the parties hereto and supersedes any prior negotiations. There have been no representations by STATE or understandings made between STATE and LESSEE other than those set forth in this Lease and its exhibits. This Lease may not be modified except by a written instrument duly executed by the parties hereto.

SECTION  
HEADINGS

44. All section headings contained herein are for convenience of reference only and are not intended to define or limit the scope of any provision of this Lease.

GOVERNING  
AUTHORITY/  
EXECUTION OF  
LEASE

45. This Lease and all subsequent lease amendments shall be subject to Section 4051 of the Food and Agricultural Code, and is not deemed as "executed" on behalf of the STATE until it has been approved by the Department of Food and Agriculture and the Department of General Services.

ESSENCE OF TIME

46. Time is of the essence for each and all of the provisions, covenants and conditions of this Lease.

IN WITNESS WHEREOF, this agreement has been executed by the parties hereto as of the written below.

STATE OF CALIFORNIA

Approval Recommended:

22nd DISTRICT AGRICULTURAL ASSOCIATION

LESSEE:

CITY OF DEL MAR

By: ROBIN PARSKY, President

By: \_\_\_\_\_  
Title: \_\_\_\_\_

DIRECTOR OF DEPARTMENT OF GENERAL SERVICES

By: CHERYL ALLEN, Manager  
State Owned Leasing and Development

DIVISION OF FAIRS AND EXPOSITIONS

By: ELIZABETH HOUSER, Director

APPROVED:

DEPARTMENT OF FOOD AND AGRICULTURE

BY: CHRIS WAGAMAN, Deputy Secretary

EXECUTED DATE: \_\_\_\_\_

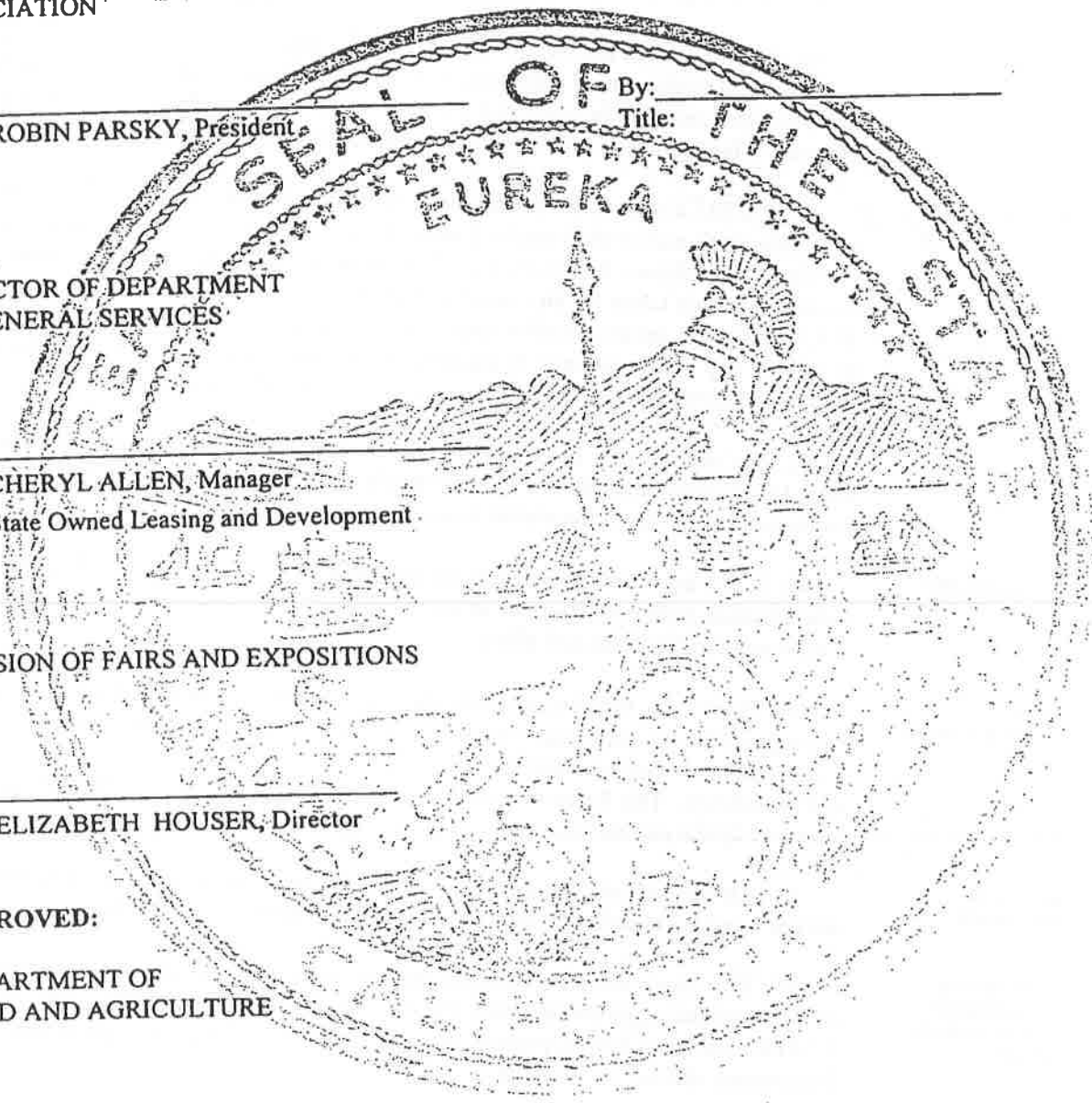


EXHIBIT "A"

(Page 1 of 3)

The Fire Station Facility at 2200 Jimmy Durante Boulevard consists of approximately 19,000 square feet or .436 acre of land in Del Mar, California. This property is a portion of Assessor's Parcel No. 299-030-01. Pursuant to the May 19, 1999, appraisal report the boundaries of the property are described as being between the 22<sup>nd</sup> District Agricultural Association fence on the West and North sides, Jimmy Durante Boulevard on the South side, and the vacated road (RS 47) to the East.

The Facility is located at the southwest corner of San Diego County Fairgrounds with approximately 100 feet of frontage on Jimmy Durante Boulevard, and consists of the following:

Buildings and Site Improvements

Buildings

- 1 - One-story framed Building
- 1 - One-story metal clad Vehicle Storage Building

Gross Leaseable Area

2,156  
4,000

Site Improvements

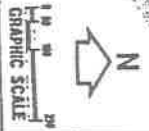
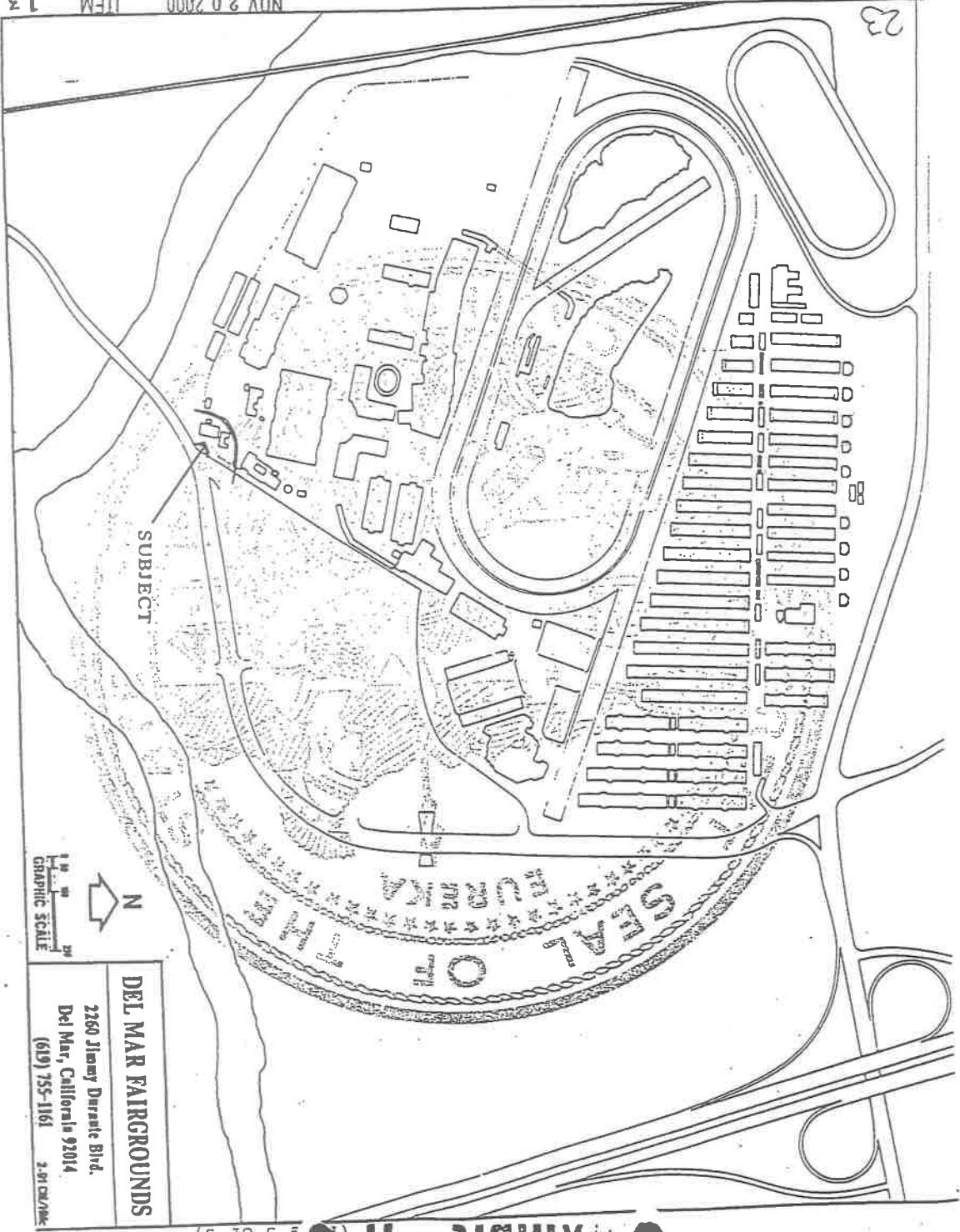
- Fencing
- 19 - Parking Spaces

See Assessor's Map and Appraisal Project Map Attached.

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**DEL MAR FAIRGROUNDS**  
 2260 Jimmy Durante Blvd.  
 Del Mar, California 92014  
 (619) 755-1161 2.01/CM/AMK

• Exhibit • A • ( 3 OF 3 )





# City of Del Mar Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Kseniia Izgarskaia, Senior Management Analyst  
Nestor Machado, Management Analyst  
Karen Brindley, Planning & Community Development Director  
Via Ashley Jones, City Manager

DATE: August 18, 2025

SUBJECT: Second Amendment to Agreement for Contract Planning Services

## REQUESTED ACTION/RECOMMENDATION:

Staff recommends that the City Council: 1) Approve the Second Amendment to the Agreement between the City of Del Mar and Civic Solutions, Inc. (Attachment A) for contract planning services to extend the term for an additional six-month period ending February 3, 2026, and adjust the fee schedule; and 2) Authorize the City Manager to execute the Second Amendment.

## BACKGROUND:

On August 3, 2023, the City of Del Mar entered into a one-year agreement with Civic Solutions, Inc. (Attachment B) to provide contract planning services to help cover workload during periods of increased permit activity and longer than anticipated vacancies in the Planning and Community Development Department (Planning Department). On July 8, 2024, the City authorized a First Amendment to the agreement extending the term of services for 12 months and adjusting the fee schedule for a 5% Consumer Price Index (CPI) increase.

Since approval of the agreement, Civic Solutions has assigned a planner to assist the City on a part-time basis for approximately 24 hours per week working on projects at the level of the Associate/Senior Planner positions that were vacant for an extended period. While the City has successfully filled all vacant positions in the Planning Department, there have been leaves of absence in the Department that are expected to continue into early 2026.

## DISCUSSION/ANALYSIS:

The current agreement with Civic Solutions expired on August 3, 2025. Based on the current and anticipated needs and the workload of the Planning Department, it is recommended that the agreement be extended for an additional six-month period to

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City Council Action:

complete the projects currently being managed by the contract planner, ensure sufficient staffing coverage, and provide continuity of service to the public.

Due to escalating labor costs resulting from inflation and a competitive labor market, Civic Solutions has requested a 3.8% CPI increase to their fee schedule (Exhibit A to Attachment A) for the term extension period. As the agreement does not provide for a CPI adjustment, an amendment to the agreement is needed to revise and formally approve the updated service rates. Additionally, their mailing address will be updated via the amendment.

FISCAL IMPACT:

The anticipated costs for contract planning services totaling \$50,000 were included in the approved FY 2025-26 Operating and Capital Improvement Budget. There is no fiscal action to be taken by the City Council 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.

NEXUS TO COUNCIL GOALS AND PRIORITIES:

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

ATTACHMENTS:

- Attachment A – Second Amendment to Agreement for Contract Planning Services
- Exhibit A to Attachment A – Updated Fee Schedule
- Attachment B – Original Agreement with Civic Solutions, Inc.
- Attachment C – First Amendment to Agreement for Contract Planning Services

**SECOND AMENDMENT TO AGREEMENT BETWEEN  
THE CITY OF DEL MAR AND CIVIC SOLUTIONS, INC.  
FOR CONTRACT PLANNING SERVICES**

THIS SECOND AMENDMENT to the Agreement (Second Amendment) is made and entered into effective the 4th day of August 2025, by and between the City of Del Mar, a Charter City and municipal corporation (“City”), and Civic Solutions, Inc. (“Consultant”) (collectively “Parties”).

**RECITALS**

WHEREAS, on August 3, 2023, the City and Consultant entered into an Agreement establishing the terms and conditions for Consultant to provide contract planning services to the City for a one-year period terminating August 3, 2024; and

WHEREAS, on August 3, 2024, the City and Consultant entered into a First Amendment amending the fee schedule and extending the Agreement for a 12-month period terminating on August 3, 2025; and

WHEREAS, the Parties now desire to extend the term of the Agreement for an additional six-month period; and

WHEREAS, the Parties now desire to amend the compensation rates for contract planner services included in Exhibit A of the Agreement to provide for a 3.8% Consumer Price Index (CPI) increase; and

WHEREAS, the Parties now desire to update the Consultant’s notification mailing address; and

WHEREAS, the Second Amendment is necessary in order to extend the term of the Agreement, update Consultant’s notification address, and to amend the fee schedule.

NOW, THEREFORE, the Parties hereby agree to amend the Agreement as follows:

Section 1. Section 2.1 of the Agreement is amended as follows:

**2. DURATION OF AGREEMENT**

**2.1 Term, Time for Performance.** The term of the Agreement is for a period commencing on August 3, 2023, and terminating February 3, 2026, (“Termination Date”) unless terminated earlier as set forth herein.

Section 2. The fee schedule in Exhibit A to the Agreement (“Scope of Work”) is hereby removed and replaced by the new Exhibit A fee schedule included with this Second Amendment to provide for a Consumer Price Index based price increase of 3.8% for contract planning services.

Section 3. Section 15 of the Agreement is amended as follows:

**15. NOTICES** All communications to either party by the other party shall be delivered to the persons listed below. Any such written communications by mail shall be conclusively deemed to have been received by the addressee five (5) calendar days after the deposit thereof in the United States Mail, postage prepaid and properly addressed as noted below.

If to City:  
City of Del Mar  
City Clerk  
1050 Camino del Mar  
Del Mar, CA 92014  
[Cityclerk@delmar.ca.us](mailto:Cityclerk@delmar.ca.us)

If to Consultant:  
Thomas G. Merrell, President  
111 Corporate Drive  
Suite 120  
Ladera Ranch, CA 92694  
[merrell@civicsolutions.com](mailto:merrell@civicsolutions.com)

Section 4. Except as otherwise provided in this Second Amendment, all terms and conditions, and attachments and exhibits thereto, of the Agreement and First Amendment shall remain in full force and effect.

**IN WITNESS WHEREOF**, the parties have caused this Second Amendment to be effective as of the date first written above.

**CITY OF DEL MAR,**  
a municipal corporation

**CIVIC SOLUTIONS, INC.**

By: \_\_\_\_\_  
Ashley Jones, City Manager

By: \_\_\_\_\_  
Thomas G. Merrell, President

ATTEST:

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

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Leslie E. Devaney, City Attorney



**Contract Planning Services**  
**City of Del Mar**

**FEE SCHEDULE FY '25-'26**

<b>POSITION</b>	<b>HOURLY RATES</b>
PRINCIPAL PLANNER	\$174
SENIOR PLANNER	\$164
ASSOCIATE PLANNER	\$145
ASSISTANT PLANNER	\$134
PIANNING TECHNICIAN	\$119
CLERICAL	\$93

The above hourly rates apply only to authorized services provided under the scope and contract, and do not apply to contract administration activities such as invoicing, contract performance discussions, etc. Work performed on a time and material basis will be billed monthly, and will be due in accordance with the terms of the contract.

When the above fee schedule is made part of an on-call contract, fees are subject to annual review and adjustments, unless otherwise specified in the consulting services agreement.

**CONTACT INFORMATION**

Corporate Name	Civic Solutions, Inc.
<b>Please note new address:</b>	
Corporate Office	111 Corporate Drive, Suite 120, Ladera Ranch, CA 92694
Phone	(949) 489-1442
Web Address	www.civicsolutions.com
Federal Tax ID	33-0689860
President	Thomas G. Merrell
Senior Vice President	George Buell

**PROFESSIONAL SERVICES AGREEMENT BETWEEN  
THE CITY OF DEL MAR AND CIVIC SOLUTIONS, INC.  
FOR CONTRACT PLANNING SERVICES**

This Professional Services Agreement ("Agreement") is made and entered into this 3rd day of August, 2023 by and between the City of Del Mar, a Charter City and a municipal corporation ("City"), and Civic Solutions, Inc. ("Consultant") (collectively "Parties").

**WHEREAS**, the City desires to employ a consultant to provide contract planning services ("Consulting Services"). Said work is to be performed in accordance with the terms and conditions set forth below and as described in the scope of services, attached hereto as Exhibit "A" and incorporated herein; and

**WHEREAS**, the City has initially determined that Consultant is qualified by experience and ability to perform the services desired by City, and Consultant is willing to perform such services; and

**WHEREAS**, Consultant will conduct all the work as described and detailed in this Agreement to be provided to the City.

**NOW, THEREFORE**, the Parties hereto mutually covenant and agree with each other as follows:

**1. CONSULTING SERVICES.**

**1.1 Scope of Services.** The Consultant shall perform the Consulting Services as set forth in the written Scope of Services, attached hereto as Exhibit "A" and incorporated herein. Such services shall be provided at the direction of the City.

**1.2. Project Coordinator.** Karen Brindley, Planning and Community Development Director, is hereby designated as the Project Coordinator for City and will monitor the progress and execution of this Agreement. Consultant shall assign a single Project Director to provide supervision and have overall responsibility for the progress and execution of this Agreement for Consultant. George Buell, Senior Vice President, is hereby designated as the Project Director for Consultant. City shall provide Consultant access to appropriate staff and resources for the coordination and provision of services.

**1.3. City Modification of Scope of Services.** City may order changes to the Scope of Services within the general scope of this Agreement consisting of additions, deletions, or other revisions. If such changes cause a change in the Consultant's cost of, or time required for, completion of the Scope of Services, an equitable adjustment to Consultant's compensation and/or contract time shall be made, subject to the City's approval. All such changes shall be authorized in writing, executed by Consultant and City. If such a change results in an extension of the term of this Agreement or increases the maximum amount to be paid under this Agreement, no such change shall have any force or effect unless an amendment to this Agreement is approved by the City Council.

## **2. DURATION OF AGREEMENT.**

**2.1 Term, Time for Performance.** This Agreement shall be effective for a period of one (1) year beginning on August 3, 2023 and ending August 3, 2024. The agreement may be extended for an six (6) month period, upon written approval of both parties.

Time is of the essence for this Agreement and each provision of this Agreement, unless otherwise specified in this Agreement.

**2.2 Delay.** Any delay occasioned by causes beyond the control of Consultant may merit an extension of time for the completion of the Scope of Services. When such delay occurs, Consultant shall immediately notify the Project Coordinator in writing of the cause and the extent of the delay, whereupon the Project Coordinator shall ascertain the facts and the extent of the delay and grant an extension of time for the completion of the Consulting Services when justified by the circumstances provided that no extension of time shall be granted which would extend the time for performance beyond the date specified in section 2.1 above.

**2.3 City's Right to Terminate for Default.** Should Consultant be in default of any covenant or condition hereof, City may immediately terminate this Agreement for cause if Consultant fails to cure the default within ten (10) calendar days of receiving written notice of the default.

**2.4 City's Right to Terminate without Cause.** Without limiting its rights in the event of Consultant's default, City may terminate this Agreement, without cause, by giving written notice to Consultant. Such termination shall be effective upon receipt of the written notice. Consultant shall be compensated for all effort and material expended on behalf of City under the terms of this Agreement, up to the effective date of termination. All personal property remaining in City facilities or on City property thirty (30) days after the expiration or termination of this Agreement shall be, at City's election, considered the property of City.

**3. PERFORMANCE AFTER TERMINATION.** Upon termination of this Agreement as provided herein, Consultant shall, within such reasonable time period as may be directed by City Manager, complete those items of work which are in various stages of completion and which City Manager determines are necessary to be completed by Consultant to allow the project to be completed in a timely, logical, and orderly manner. Upon termination, all finished or unfinished documents, data, studies, surveys, drawings, models, photographs, reports, and other materials prepared by Consultant shall be delivered to the City Manager, upon his request, as property of City.

## **4. COMPENSATION.**

**4.1 Total Amount.** Compensation to Consultant shall be provided in accordance with the rates described in the Scope of Services contained in Exhibit "A" Consultant shall bill the City for work provided and shall present a written request for such payment monthly. City shall pay all invoices in arrears and shall in no event be required to pay for any services provided by Consultant in advance. Consultant acknowledges that it is not guaranteed any particular amount of work.

**4.2 Additional Services.** City may, as the need arises or in the event of an emergency, request additional services of Consultant. Should such additional services be

Consulting Services Agreement  
For Contract Planning Services  
Page 3 of 11

required, Compensation therefore shall be paid to the Consultant in accordance with Scope of Services contained in Exhibit "A." City and Consultant shall agree to the costs prior to commencement of such work.

**5. INDEPENDENT CONTRACTOR.** Consultant is, for all purposes arising out of this Agreement, an independent contractor. The Consultant has and shall retain the right to exercise full control and supervision of all persons assisting the Consultant in the performance of said services hereunder, the City only being concerned with the finished results of the work being performed. Neither Consultant nor Consultant's employees shall in any event be entitled to any benefits to which City employees are entitled, including, but not limited to, overtime, any retirement benefits, workers' compensation benefits, any injury leave or other leave benefits, Consultant being solely responsible for all such matters, as well as, compliance with social security and income tax withholding and all other regulations and laws governing such matters.

**6. STATEMENT OF EXPERIENCE.** Consultant agrees that it has the financial resources, service experience, completion ability, personnel, and experience in dealing with public agencies necessary for performing the Scope of Services and that such performance shall be in accordance with the standards customarily adhered to by an experienced and competent Consultant using the degree of care and skill ordinarily exercised by reputable Consultants practicing in the same field of service in the State of California. By executing this Agreement, Consultant represents that it has demonstrated trustworthiness and possesses the quality, fitness, and capacity to perform the Agreement in a manner satisfactory to City. Additionally, Consultant and all of Consultant's employees or agents shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of services pursuant to this Agreement.

**7. AUDIT OF RECORDS.**

**7.1** At any time during normal business hours and as often as may be deemed necessary, the Consultant shall make available to a representative of City for examination all of its records with respect to all matters covered by this Agreement and shall permit City to audit, examine, and/or reproduce such records. Consultant shall retain such financial and program service records for at least four (4) years after termination or final payment under this Agreement.

**7.2** The Consultant shall include the City's right to audit under this section in any and all of their subcontracts, and shall ensure that these sections are binding upon all subcontractors.

**8. CONFIDENTIALITY.** All Consulting services performed by Consultant, including, but not limited to, all drafts, data, correspondence, proposals, reports, research and estimates compiled or composed by Consultant, pursuant to this Agreement, are for the sole use of the City, its agents and employees. Neither the documents nor their contents shall be released to any third party without the prior written consent of the City. This provision does not apply to information that (a) was publicly known, or otherwise known to Consultant, at the time that it was disclosed to Consultant by the City, (b) subsequently becomes publicly known through no act or omission of Consultant or (c) otherwise becomes known to Consultant other than through disclosure by the City. Except for any subcontractors that may be allowed upon prior agreement, neither the documents nor their contents shall be released to any third party without the prior written consent of the City. The sole purpose of this section is to prevent disclosure of City's confidential and proprietary information by Consultant or subcontractors.

## 9. CONFLICTS OF INTEREST.

9.1 Consultant shall at all times comply with all federal, state and local conflict of interest laws, regulations, and policies applicable to public contracts and procurement practices, including, but not limited to, California Government Code §§ 81000 et seq. (Political Reform Act) and §§ 1090 et seq. Consultant shall immediately disqualify itself and shall not use its official position to influence in any way any matter coming before the City in which the Consultant has a financial interest as defined in Government Code § 87103. Consultant represents that it has no knowledge of any financial interests, which would require it to disqualify itself from any matter on which it might perform services for the City.

9.2 Consultant shall comply with all of the reporting requirements of the Political Reform Act. The Consultant shall file a Fair Political Practices Commission Form 700 (Assuming Office Statement) within thirty (30) calendar days of the City's determination that the Consultant is subject to a conflict of interest code, if applicable. The Consultant shall also file a Form 700 (Annual Statement) on or before April 1, disclosing any financial interests held during the previous calendar year for which the Consultant was subject to a conflict of interest code.

9.3 If, in performing the Consulting Services set forth in this Agreement, the Consultant makes, or participates in, a "governmental decision" as described in Title 2, section 18701(a)(2) of the California Code of Regulations, or performs the same or substantially all the same duties for the City that would otherwise be performed by a City employee holding a position specified in the department's conflict of interest code, the Consultant shall be subject to a conflict of interest code requiring the completion of one or more statements of economic interests disclosing the Consultant's relevant financial interests.

10. **OWNERSHIP OF DOCUMENTS.** All documents, data, studies, drawings, maps, models, photographs and reports prepared by Consultant under this Agreement shall be considered the property of City. Consultant shall be permitted to reference and use said materials for use in future studies, work, and marketing so long as said materials are considered "public documents" and are not subject to attorney-client privilege, or the subject of pending closed or executive session discussions.

## 11. INSURANCE

11.1 Consultant shall procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Consultant, their agents, representatives, employees or subcontractors. Insurance shall be placed with insurers with a current A.M. Best's rating of no less than "A" and "VII" and are admitted to do business in the State of California, unless otherwise approved in writing by the City's Risk Manager.

11.2 Consultant's liabilities, including but not limited to Consultant's indemnity obligations, under this Agreement, shall not be deemed limited in any way to the insurance coverage required herein. All policies of insurance required hereunder must provide that the City is entitled to thirty (30) days prior written notice (ten (10) days for cancellation due to non-payment of premium) of cancellation or non-renewal of the policy or policies. Maintenance of specified insurance coverage is a material element of this Agreement.

**11.3 Types and Amounts Required.** Consultant shall maintain, at minimum, the following insurance coverage for the duration of this Agreement:

**11.3.1 Commercial General Liability (CGL).** Insurance written on an ISO Occurrence form CG 00 01 07 98 or equivalent providing coverage at least as broad which shall cover liability arising from any and all personal injury or property damage in the amount of **\$1,000,000** per occurrence and subject to an annual aggregate of **\$2,000,000**. There shall be no endorsement or modification of the CGL limiting the scope of coverage for either insured vs. insured claims or contractual liability. All defense costs shall be outside the limits of the policy.

**11.3.2 Commercial Automobile Liability.** For all of the Consultant's automobiles including owned, hired and non-owned automobiles, automobile insurance written on an ISO form CA 00 01 12 90 or a later version of this form or an equivalent form providing coverage at least as broad for bodily injury and property damage for a combined single limit of **\$300,000** per occurrence. Insurance certificate shall reflect coverage for any automobile (any auto).

**11.3.3 Workers' Compensation.** For all of the Consultant's employees who are subject to this Agreement and to the extent required by applicable state or federal law, a Workers' Compensation policy providing at minimum **\$1,000,000** employers' liability coverage. The Consultant shall provide an endorsement that the insurer waives the right of subrogation against the City and its respective elected officials, officers, employees, agents and representatives.

**11.3.4 Consulting Liability.** Consulting liability (errors and omissions) coverage with a limit of **\$1,000,000** per claim and **\$2,000,000** annual aggregate. The Consultant shall ensure both that (1) the policy retroactive date is on or before the date of commencement of the Scope of Services; and (2) the policy will be maintained in force for a period of three years after substantial completion of the Scope of Services or termination of this Agreement whichever occurs last. The Consultant agrees that for the time period defined above, there will be no changes or endorsements to the policy that increase the City's exposure to loss. All defense costs shall be outside the limits of the policy.

**11.4 Deductibles and Self-Insured Retentions.** Any deductibles or self-insured retentions are the responsibility of the Consultant and must be declared to and approved by the City. At the option of the City, either (1) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its officers, officials, employees, and volunteers, or (2) the Consultant shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration, and defense expenses.

**11.5 Additional Required Provisions.** The commercial general liability and automobile liability policies shall contain, or be endorsed to contain, the following provisions:

**11.5.1** The City, its officers, officials, employees, and representatives shall be named as additional insureds. The City's Additional Insured status must be reflected on additional insured endorsement form which shall be submitted to the City.

**11.5.2** The policies are primary and non-contributory to any insurance that may be carried by the City, as reflected in an endorsement which shall be submitted to the City.

**11.6 Verification of Coverage.** Consultant shall furnish the City with original certificates and amendatory endorsements effecting coverage required by this Section 11. The endorsement should be on forms provided by the City or on other than the City's forms provided those endorsements conform to City requirements. All certificates and endorsements are to be received and approved by the City before work commences. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.

## **12. DEFENSE AND INDEMNIFICATION.**

**12.1** Consultant agrees to indemnify, defend (with attorneys approved by City), and hold harmless the City, and its officers, officials, agents and employees (the "Indemnified Parties") from any and all claims, demands, costs or liability that arise out of, or pertain to, or relate to the Consultant, its employees, agents, and subcontractors performance of services under this Agreement. Consultant's duty to indemnify under this section shall not include liability for damages for death or bodily injury to persons, injury to property, or other loss, damage or expense arising from the sole negligence or willful misconduct by the City or its elected officials, officers, agents, and employees. Consultant's indemnification obligations shall not be limited by the insurance provisions of this Agreement. The Parties expressly agree that any payment, attorney's fees, costs or expense City incurs or makes to or on behalf of an injured employee under the City's self-administered workers' compensation is included as a loss, expense, or cost for the purposes of this section, and that this section will survive the expiration or early termination of this Agreement.

**12.2** This indemnity is in addition to any other rights or remedies which City may have under the law or this Agreement. In the event of any claim or demand made against any party which is entitled to be indemnified hereunder, City may, at its sole discretion, reserve, retain or apply any monies due to Consultant under this Agreement for the purpose of resolving such claims; provided however, that City may release such funds if Consultant provides City with reasonable assurances of protection of the City's interest. The City shall, in its sole discretion determine whether such assurances are reasonable.

**12.3** Consultant agrees that its duty to defend arises upon an allegation of liability based upon the performance of services under this Agreement by Consultant, its officers, agents, representatives, employees, sub-consultants, or anyone for whom Consultant is liable and that an adjudication of Consultant's liability is not a condition precedent to Consultant's duty to defend.

## **13. SUBCONTRACTORS.**

**13.1** The Consultant's hiring or retaining of third parties (i.e. subcontractors) to perform services related to the Project is subject to prior approval by the City.

**13.2** All contracts entered into between the Consultant and its subcontractor shall also provide that each subcontractor shall obtain insurance policies, which shall be kept in full force and effect during any and all work on this Project and for the duration of this Agreement. The Consultant shall require the subcontractor to obtain all policies described in section 11 of this

Consulting Services Agreement  
 For Contract Planning Services  
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Agreement in the amounts required by the City, which shall not be greater than the amounts required of the Consultant.

**13.3** In any dispute between the Consultant and its subconsultants, the City shall not be made a party to any judicial or administrative proceeding to resolve the dispute. The Consultant agrees to defend and indemnify the City as described in section 12 of this Agreement should the City be made a party to any judicial or administrative proceeding to resolve any such dispute or should the City incur any costs in responding to third-party discovery requests.

**14. NON-DISCRIMINATION.** Consultant shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, ancestry, physical or mental disability, medical condition, genetic information, marital status, military or veteran status, gender, gender identity, gender expression, sexual orientation, or any other class protected under state, federal, or local law. Consultant shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to any class or category protected under state, federal, or local law and shall make reasonable accommodation to qualified individuals with disabilities. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, transfer, recruitment, or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. Consultant agrees to post in conspicuous places available to employees and applicants for employment any notices provided by City setting forth the provisions of this non-discrimination clause.

**15. NOTICES.** All communications to either party by the other party shall be delivered to the persons listed below. Any such written communications by mail shall be conclusively deemed to have been received by the addressee five (5) calendar days after the deposit thereof in the United States Mail, postage prepaid and properly addressed as noted below.

If to City:  
 City of Del Mar  
 City Clerk  
 1050 Camino del Mar  
 Del Mar, CA 92014  
[Cityclerk@delmar.ca.us](mailto:Cityclerk@delmar.ca.us)

If to Consultant  
 Thomas G. Merrell  
 President  
 27362 Calle Arroyo  
 San Juan Capistrano, CA 92675  
[merrell@civicsolutions.com](mailto:merrell@civicsolutions.com)

**16 ASSIGNABILITY.** This Agreement and any portion thereof shall not be assigned or transferred, nor shall any of the Consultant's duties be delegated or sub-contracted, without the express written consent of the City.

**17. RESPONSIBILITY FOR EQUIPMENT.** City shall not be responsible nor held liable for any damage to persons or property consequent upon the use, misuse, or failure of any equipment used by Consultant or any of Consultant's employees or subcontractors, even if such equipment has been furnished, rented, or loaned to Consultant by City. The acceptance or use of any such equipment by Consultant, Consultant's employees, or subcontractors shall be construed to mean that Consultant accepts full responsibility for and agrees to exonerate, indemnify and hold harmless City from and against any and all claims for any damage whatsoever resulting from the use, misuse, or failure of such equipment.

**18. CALIFORNIA LAW; VENUE/MISC.** This Agreement shall be construed and interpreted according to the laws of the State of California. Any action brought to enforce or

Consulting Services Agreement  
 For Contract Planning Services  
 Page 8 of 11

interpret any portion of this Agreement shall be brought in the county of San Diego, California. Consultant hereby waives any and all rights it might have pursuant to California Code of Civil Procedure section 394.

**19. COMPLIANCE WITH LAWS.** The Consultant shall comply with all laws, ordinances, regulations, and policies of the federal, state, and local governments applicable to this Agreement, including California Labor Code section 1720, et seq., relating to payment of prevailing wages for public works projects, if applicable. Consultant shall indemnify and defend the Indemnified Parties from and against any liability incurred due to any failure on the part of Consultant to comply with any applicable Laws.

To the extent Consultant is required to comply with prevailing wage requirements, Consultant does hereby acknowledge that they are aware of, have read, and understand the terms and implications of SB 854 and Consultant and any subconsultants ensure that they are familiar with and comply with its requirements. Such requirements include, but are not limited to, the registration requirement with the Department of Industrial Relations, State of California (DIR), pursuant to Labor Code section 1725.5. As of March 1, 2015, in compliance with SB 854, the City requires all affected contractors and consultants to be registered with the DIR prior to submitting a bid or proposal on any eligible District project. As of April 1, 2015, failure to comply with the requirements of SB 854 by any contractor or consultant, including registration with the DIR pursuant to Labor Code section 1725.5, shall be a material breach of this Agreement which may be terminated by the City in its sole and absolute discretion. Where applicable, this project is subject to compliance monitoring and enforcement by the DIR.

**20. CONSULTANT'S CERTIFICATION OF AWARENESS OF IMMIGRATION REFORM AND CONTROL ACT OF 1986.** Consultant certifies that Consultant is aware of the requirements of the Immigration Reform and Control Act of 1986 (8 USC §§ 1101-1525) and has complied and will comply with these requirements, including, but not limited to, verifying the eligibility for employment of all agents, employees, subcontractors, and consultants that are included in this Agreement.

**21. ENTIRE AGREEMENT.** This Agreement sets forth the entire understanding of the Parties with respect to the subject matters herein. There are no other understandings, terms or other agreements expressed or implied, oral or written, except as set forth herein.

**22. AMENDMENTS.** This Agreement may be modified or amended only by a written document executed by both Consultant and City and approved as to form by the City Attorney. No change, alteration, or modification of the terms or conditions of this Agreement, and no verbal understanding of the Parties, their officers, agents, or employees shall be valid unless agreed to in writing by both Parties.

**23. NO WAIVER.** No failure of either the City or the Consultant to insist upon the strict performance by the other of any covenant, term or condition of this Agreement, nor any failure to exercise any right or remedy consequent upon a breach of any covenant, term, or condition of this Agreement shall constitute a waiver of any such breach of such covenant, term or condition.

**24. SEVERABILITY.** The unenforceability, invalidity, or illegality of any provision of this Agreement shall not render any other provision unenforceable, invalid, or illegal.

**25. DRAFTING AMBIGUITIES.** The Parties agree that they are aware that they have the right to be advised by counsel with respect to the negotiations, terms and conditions of this Agreement, and the decision of whether or not to seek advice of counsel with respect to this Agreement is a decision which is the sole responsibility of each Party. This Agreement shall not be construed in favor of or against either Party by reason of the extent to which each Party participated in the drafting of the Agreement.

**26. LEGAL FEES.** In the event of the bringing of any action or suit by either party hereto against the other party hereunder to enforce or interpret any of the provisions, covenants or conditions of this Agreement, or arising out of any tortious conduct by either party incident to this Agreement, the prevailing party in such action or suit shall be entitled to recover all costs and expenses of suit, including reasonable attorneys' fees. In any action or suit brought to enforce this Agreement, the damages available shall be limited to specific performance or other such equitable relief that the court may order.

**27. CONFLICTS BETWEEN TERMS.** If an apparent conflict or inconsistency exists between the main body of this Agreement and the Exhibits, the main body of this Agreement shall control. If a conflict exists between an applicable federal, state, or local law, rule, regulation, order, or code and this Agreement, the law, rule, regulation, order, or code shall control. Varying degrees of stringency among the main body of this Agreement, the Exhibits, and laws, rules, regulations, orders, or codes are not deemed conflicts, and the most stringent requirement shall control. Each Party shall notify the other immediately upon the identification of any apparent conflict or inconsistency concerning this Agreement.

**28. EXHIBITS INCORPORATED.** All Exhibits referenced in this Agreement are incorporated into the Agreement by this reference.

**29. SIGNING AUTHORITY.** The representative for each Party signing on behalf of a corporation, partnership, joint venture, or governmental entity hereby declares that authority has been obtained to sign on behalf of the corporation, partnership, joint venture, or entity and agrees to hold the other Party or Parties hereto harmless if it is later determined that such authority does not exist.


**[SIGNATURES ON THE FOLLOWING PAGE]**

Consulting Services Agreement  
For Contract Planning Services  
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**IN WITNESS WHEREOF**, the Parties hereto have executed this Agreement the day and year first hereinabove written.

**CITY OF DEL MAR,**  
a municipal corporation

**CIVIC SOLUTIONS, INC.**

By:   
Ashley Jones, City Manager

By:   
Thomas G. Merrell, President

ATTEST:

  
Sarah Krietor, Administrative Services Manager/City Clerk

APPROVED AS TO FORM:

  
Leslie E. Devaney, City Attorney

EXHIBIT A  
SCOPE OF WORK

August 1, 2023

Ms. Karen Brindley  
 Planning and Community Development Director  
 City of Del Mar  
 1050 Camino del Mar  
 Del Mar, CA 92014

**Subject: Professional Planning Services Proposal**

Dear Ms. Brindley:

This letter is provided to follow up on our meeting yesterday and serves as a proposal to perform professional planning services in your Department. As discussed, Civic Solutions is available to work with your Planning team. The following are examples of the types of service we can provide:

**Zoning Review & Customer Service**

- Work with applicants, residents, and industry professionals at public counter
- Respond to phone and email inquiries relating to the planning and permitting process
- Respond to public records requests
- Perform planning application intake
- Perform research and analysis
- Review construction plans for building permitting
- Review and process ministerial and administrative permit applications
- Calculate fees relating to planning application review and permits
- Maintain records

**Development Review**

- Work with applicants on submittal requirements and advise on the development review process
- Attend staff review and pre-application meetings
- Review and examine project applications and associated drawings, specifications, and supporting records to confirm compliance with the City's ordinances, policies and guidelines
- Coordinate with and manage staff, technical professionals and stakeholders
- Respond to inquiries from stakeholders from among the public and internal and external agencies and departments
- Manage the CEQA and other similar processes required by federal, state and local laws (e.g. NEPA, tribal consultation)



- Report issues of concern to appropriate staff
- Prepare draft staff reports, resolutions, ordinances and other related documents
- Present at design review board, Planning Commission, City Council, and other public meetings.

We have staff capable of working on Advance Planning initiatives and preparing CEQA documentation up to and including Mitigated Negative Declarations, and through a subconsulting relationship with another local firm we can also provide GIS programming, analysis, and mapping services.

All of Civic Solutions' professional planners are thoroughly vetted and must meet rigorous qualifications prior to employment. Two of those requirements are 1) a firm commitment to working in the public interest as an extension of our client counterparts, and 2) to have experience working with public agencies. With that commitment and experience, our objectives are to come alongside your team as seamlessly as possible, learn your codes, policies, procedures, and technology, and provide a high level of service throughout the duration of our engagement. As part of this, our staff will also strive to develop excellent working relationships with your staff and other internal and external stakeholders. In all things, Civic Solutions' staff embrace integrity, transparency, quality, courtesy, friendliness, and efficiency.

It would be my pleasure to serve as your primary point of contact on this engagement for the purpose of contract administration and staff resource management.

Thank you for this opportunity to submit this proposal, and we hope to be working with you and your staff in the near future!

Sincerely,  
CIVIC SOLUTIONS, INC.

A handwritten signature in blue ink, appearing to read "George Buell", written in a cursive style.

George Buell  
Senior Vice President

Attachments:

1. Company Profile
2. Fee Schedule



## Company Profile

Civic Solutions, Inc. was established in 1991 and has maintained its focused commitment to serve public agencies for over 30 years. We are a community development consulting firm that provides comprehensive planning, entitlement, and management services to municipalities, special districts and other public agencies. The firm is established around the principle that community planning and development ultimately serve the public interest.

The idea for Civic Solutions emanated from its founder Tom Merrell's passion for public service. After serving in various capacities in public Planning and Community Development departments as an employee, he started Civic Solutions by providing services for cities in the Southern California area and has grown the firm to provide urban planning and community development services state-wide.

We are a local business with company headquarters in San Juan Capistrano and a satellite office in the city of Ontario. The company is a California Corporation, and Tom Merrell serves as President and Chairman of the Board. Guided by the company philosophy that planning is for people, Civic Solutions is ideally equipped to successfully complete community development projects to the satisfaction of our clients and the communities we serve.

We provide "added value" service in all planning functions. The experienced professionals who staff our firm have extensive backgrounds in public sector service. Our services include all functions of a municipal planning department, including discretionary case processing, public information services, code compliance/plan checking, site visits, mitigation monitoring, code enforcement, zoning code amendments, architectural design guidelines, specific plans, policy planning, general plan updates, and management services. We provide support services in the form of graphics, design evaluation, analysis of alternatives, report writing, environmental impact documentation, annexations, grant writing, housing elements, citizen participation programs and other community development activities.



**Contract Planning Services**  
**City of Del Mar**

**FEE SCHEDULE**

<b>POSITION</b>	<b>FY '23-'24</b>
PRINCIPAL PLANNER	\$160
SENIOR PLANNER	\$150
ASSOCIATE PLANNER	\$135
ASSISTANT PLANNER	\$125
PLANNING TECHNICIAN	\$110
CLERICAL	\$85

The above hourly rates apply only to authorized services provided under the scope and contract, and do not apply to contract administration activities such as invoicing, contract performance discussions, etc. Work performed on a time and material basis will be billed monthly, and will be due in accordance with the terms of the contract.

**REIMBURSABLE EXPENSES**

- Reproductions of plans
- Large duplication or document publishing projects
- Specialized graphic projects
- Transmittals sent via USPS, FedEx, UPS, etc.

Rates are in effect only for FY '23-'24, and are subject to annual review and adjustment on July 1 each year thereafter.

**CONTACT INFORMATION**

Corporate Name	Civic Solutions, Inc.
Corporate Office	27362 Calle Arroyo, San Juan Capistrano, CA 92675
Phone	(949) 489-1442
Web Address	<a href="http://www.civicsolutions.com">www.civicsolutions.com</a>
Federal Tax ID	33-0689860

President	Thomas G. Merrell
Senior Vice President	George Buell
Vice President	Mary Wright

August 1, 2023

**FIRST AMENDMENT TO AGREEMENT BETWEEN  
THE CITY OF DEL MAR AND CIVIC SOLUTIONS, INC.  
FOR CONTRACT PLANNING SERVICES**

THIS FIRST AMENDMENT to the Agreement (First Amendment) is made and entered into effective the 3rd day of August, 2024, by and between the City of Del Mar, a Charter City and municipal corporation (“City”), and Civic Solutions, Inc. (“Consultant”) (collectively “Parties”).

**RECITALS**

WHEREAS, on August 3, 2023, the City and Consultant entered into an Agreement establishing the terms and conditions for Consultant to provide contract planning services to the City for a one-year period terminating August 3, 2024; and

WHEREAS, the Parties now desire to extend the term of the Agreement for an additional one-year period; and

WHEREAS, the Parties now desire to amend the compensation rates for contract planner services included in Exhibit A of the Agreement to provide for a 5% Consumer Price Index (CPI) increase; and

WHEREAS, the First Amendment is necessary in order to extend the term of the Agreement and to provide for a 5% Consumer Price Index (CPI) based increase to the fee schedule.

NOW, THEREFORE, the Parties hereby agree to amend the Agreement as follows:

Section 1. Section 2.1 of the Agreement is amended as follows:

**2. DURATION OF AGREEMENT**

**2.1 Term, Time for Performance.** The term of the Agreement is for a period commencing on August 3, 2023, and terminating August 3, 2025, (“Termination Date”) unless terminated earlier as set forth herein.

Section 2. The fee schedule in Exhibit A to the agreement (“Scope of Work”) is hereby removed and replaced by the new Exhibit A fee schedule included with this First Amendment to provide for a Consumer Price Index based price increase of 5% for contract planning services.

Section 3. Except as otherwise provided in this First Amendment, all terms and conditions, and attachments and exhibits thereto, of the Agreement shall remain in full force and effect.

**IN WITNESS WHEREOF**, the parties have caused this First Amendment to be effective as of the date first written above.

**CITY OF DEL MAR,**  
a municipal corporation

**CIVIC SOLUTIONS, INC.**

E-SIGNED by Ashley Jones  
on 2024-07-09 19:19:45 PDT  
By: \_\_\_\_\_  
Ashley Jones, City Manager

E-SIGNED by Thomas Merrell  
on 2024-07-09 18:09:43 PDT  
By: \_\_\_\_\_  
Thomas G. Merrell, President

ATTEST:

E-SIGNED by Sarah Krietor  
on 2024-07-10 07:29:35 PDT  
By: \_\_\_\_\_  
Sarah Krietor, Administrative Services  
Manager/City Clerk

APPROVED AS TO FORM:

E-SIGNED by Leslie Devaney  
on 2024-07-16 09:16:29 PDT  
By: \_\_\_\_\_  
Leslie E. Devaney, City Attorney



**Contract Planning Services**  
**City of Del Mar**

Exhibit A

**FEE SCHEDULE FY '24-'25**

<b>Position</b>	<b>Hourly Rates</b>
PRINCIPAL PLANNER	\$168
SENIOR PLANNER	\$158
ASSOCIATE PLANNER	\$140
ASSISTANT PLANNER	\$130
PLANNING TECHNICIAN	\$115
CLERICAL	\$90

The above hourly rates apply only to authorized services provided under the scope and contract, and do not apply to contract administration activities such as invoicing, contract performance discussions, etc. Work performed on a time and material basis will be billed monthly, and will be due in accordance with the terms of the contract.

**REIMBURSABLE EXPENSES**

- Reproductions of plans
- Large duplication or document publishing projects
- Specialized graphic projects
- Transmittals sent via USPS, FedEx, UPS, etc.

Rates are in effect through June 30, 2025, and are subject to annual review and adjustment on July 1 each year thereafter.

**CONTACT INFORMATION**

Corporate Name	Civic Solutions, Inc.
Corporate Office	27362 Calle Arroyo, San Juan Capistrano, CA 92675
Phone	(949) 489-1442
Web Address	<a href="http://www.civicsolutions.com">www.civicsolutions.com</a>
Federal Tax ID	33-0689860

President	Thomas G. Merrell
Senior Vice President	George Buell

6/24



# City of Del Mar Agenda Report

TO: Honorable Mayor and City Councilmembers

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

DATE: August 18, 2025

SUBJECT: Water Utility Specialist II Compensation Adjustment

**REQUESTED ACTION/RECOMMENDATION:**

Staff recommends the City Council adopt a Resolution (Attachment A) amending the Fiscal Year 2025-2026 General Employee Compensation Plan (Exhibit A to Attachment A) to adjust the compensation for the Water Utility Specialist II position based on recent changes to the position's job duties.

**BACKGROUND:**

The Public Works Department (Department) is responsible for maintaining the City's essential infrastructure and facilities, including potable water storage reservoirs and associated distribution network delivering water purchased through various interagency agreements. Maintaining the quality of potable water is paramount for ensuring public health, protecting ecosystems, fostering economic stability, and preserving this vital resource for the future.

The City is required to report water quality information to the California State Water Resources Control Board (SWRCB) to ensure compliance with safe drinking water regulations and protect public health. This reporting is mandated by both state and federal laws and is crucial for monitoring and maintaining water quality standards. The City has a third-party certified laboratory contractor that performs water quality sampling and testing services, but it is City staff's responsibility to review the results and submit the appropriate reporting to regulatory agencies.

**DISCUSSION/ANALYSIS:**

Currently, the City's Public Works Operations Manager is responsible for reviewing water quality testing results and preparing and submitting the necessary reports, under the Public Works Director's oversight. As part of a recent reorganization within the Department, it was determined that it would be more operationally efficient to transition the water reporting function to the Water Utility Specialist II position as an additional duty, as this position possesses in-depth knowledge of the City's water distribution system. If approved, the Water Utility Specialist II would serve as the City's Water Systems Operator for purposes of

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**City Council Action:**

regulatory reporting including reviewing and authorizing the submittal of water quality and other compliance reporting to the regulatory agencies in partnership with Department management and administrative staff. These additional duties would enable an incumbent in the position to provide a higher level of specialized and valuable expertise and take on additional tasks for the overall benefit of the City.

The Water Utility Specialist II position is represented by the Del Mar City Employees Association (DMCEA). Staff met and conferred with the DMCEA and the affected employee, and all parties agreed to the revisions to the position's job description. Per the City's Personnel Rules and Regulations Manual, the City Manager may update job descriptions as needed.

As a result of the changes to the job description and to ensure the position is being fairly compensated to reflect these additional responsibilities, staff recommends that the Council adopt a resolution amending the General Employee Compensation Plan to increase the Water Utility Specialist II position's compensation (pay grade) by 2.5%.

CalPERS regulations require all City employee compensation to be reflected on a publicly available compensation plan approved by the City Council. As such, updating the Water Utility Specialist II position's compensation (pay grade) requires the City Council to adopt a Resolution (Attachment A) approving amendments to the Fiscal Year 2025-2026 General Employee Compensation Plan (Exhibit A to Attachment A).

**FISCAL IMPACT:**

Approval of the recommended action would result in an annual fiscal impact of approximately \$3,000. Sufficient funds are available in the adopted Fiscal Year 2025-2026 Capital and Operating Budget. No additional budgetary action is required by the Council 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:**

The proposed action is operational in nature and intended to facilitate accomplishing the goals and priorities outlined in the City Council Fiscal Year 2025-2026 Work Plan.

**ATTACHMENTS:**

Attachment A- Resolution Amending FY25-26 General Employee Compensation Plan  
Exhibit A to Attachment A- FY 2025-2026 General Employee Compensation Plan

## RESOLUTION NO. 2025-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, AMENDING THE FISCAL YEAR 2025-2026 COMPENSATION PLAN FOR GENERAL EMPLOYEES TO CHANGE THE COMPENSATION FOR THE WATER UTILITY SPECIALIST II POSITION

WHEREAS, on July 7, 2025, the City Council adopted Resolution 2025-25, approving the Fiscal Year 2025-2026 General Employee Compensation Plan; and

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

WHEREAS, based on an evaluation of the City's and the Public Works Department's operational needs, it is determined that amending the Water Utility Specialist II position's job duties to add water system related compliance reporting would enable an incumbent to have a higher level of specialized and valuable expertise, take on additional tasks, and be overall beneficial to the City; and

WHEREAS, in order to fairly compensate the position for these changes, a compensation adjustment is needed to reflect the additional job duties; and

WHEREAS, as a result of updating the compensation for the Water Utility Specialist II position, the City Council desires to amend the General Employees Compensation Plan (Exhibit "A") to reflect the change; and

WHEREAS, on August 18, 2025, the City Council reviewed and approved this revision to the Fiscal Year 2025-2026 General Employee Compensation Plan.

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. The City Council does hereby approve and adopt the amended General Employees Compensation Plan as shown in Exhibit "A" to the Resolution reflecting the change in the Water Utility Specialist II position's compensation.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Del Mar, California, at the Regular Meeting held this 18<sup>th</sup> day of August 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 18<sup>th</sup> day of August 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

<b>CITY OF DEL MAR</b>	
<b>GENERAL EMPLOYEE COMPENSATION PLAN</b>	
<b>SALARY INCREASE</b>	3.0%
<b>MARKET RATE INCREASES</b>	
Maintenance Worker	1.2%
Utility Worker I	13.3%
Utility Worker II	5.1%
Accounting Technician II	2.0%
Wastewater Utility Specialist I	4.0%
Water Utility Specialist II	21.1%

**EFFECTIVE JULY 1, 2025**

<b>POSITION TITLE</b>	<b>Grade</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>
<b>Water Utility Specialist II *</b>	<b>G148</b>					
-Hourly		42,696.7	44,831.5	47,073.1	49,426.8	51,898.1
-Bi-Weekly		3,415.74	3,586.52	3,765.85	3,954.14	4,151.85
-Monthly		7,400.76	7,770.80	8,159.34	8,567.31	8,995.67
-Annual		88,809.13	93,249.58	97,912.06	102,807.67	107,948.05
<b>Wastewater Utility Specialist II</b>	<b>G145</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		34,397.5	36,117.3	37,923.2	39,819.4	41,810.3
-Bi-Weekly		2,751.80	2,889.39	3,033.86	3,185.55	3,344.83
-Monthly		5,962.23	6,260.34	6,573.35	6,902.02	7,247.12
-Annual		71,546.70	75,124.04	78,880.24	82,824.25	86,965.46
<b>Network Systems Technician II</b>	<b>G138</b>					
-Hourly		32,083.1	33,687.3	35,371.6	37,140.2	38,997.2
-Bi-Weekly		2,566.65	2,694.98	2,829.73	2,971.22	3,119.78
-Monthly		5,561.07	5,839.13	6,131.08	6,437.64	6,759.52
-Annual		66,732.89	70,069.53	73,573.01	77,251.66	81,114.24
<b>Wastewater Utility Specialist I</b>	<b>G136</b>					
-Hourly		31,747.0	33,334.4	35,001.1	36,751.2	38,588.7
-Bi-Weekly		2,539.76	2,666.75	2,800.09	2,940.09	3,087.10
-Monthly		5,502.82	5,777.96	6,066.86	6,370.20	6,688.71
-Annual		66,033.83	69,335.53	72,802.30	76,442.42	80,264.54
<b>Water Utility Specialist I</b>	<b>G133</b>					
<b>Utility Specialist I</b>						
<b>Utility/Landscape Specialist I</b>						
<b>Code Enforcement Officer I</b>						
<b>Maintenance Supervisor I</b>						
-Hourly		30,526.0	32,052.3	33,654.9	35,337.7	37,104.5
-Bi-Weekly		2,442.08	2,564.18	2,692.39	2,827.01	2,968.36
-Monthly		5,291.17	5,555.73	5,833.52	6,125.19	6,431.45
-Annual		63,494.07	66,668.77	70,002.21	73,502.32	77,177.44
<b>Accounting Technician II</b>	<b>G130</b>					
-Hourly		29,625.3	31,106.6	32,661.9	34,295.0	36,009.8
-Bi-Weekly		2,370.03	2,488.53	2,612.95	2,743.60	2,880.78
-Monthly		5,135.06	5,391.81	5,661.40	5,944.47	6,241.69
-Annual		61,620.68	64,701.72	67,936.80	71,333.64	74,900.32
<b>Parking Enforcement Officer II</b>	<b>G128</b>					
<b>Administrative Assistant II</b>						
<b>Beach and Community Patrol Officer II</b>						
<b>Facilities Coordinator II</b>						
<b>Utility Worker II</b>						
-Hourly		29,044.4	30,496.7	32,021.5	33,622.6	35,303.7
-Bi-Weekly		2,323.56	2,439.73	2,561.72	2,689.81	2,824.30
-Monthly		5,034.37	5,286.09	5,550.39	5,827.91	6,119.31
-Annual		60,412.43	63,433.05	66,604.70	69,934.94	73,431.69
<b>Utility Worker I</b>	<b>G126</b>					
-Hourly		28,064.1	29,467.3	30,940.7	32,487.7	34,112.1
-Bi-Weekly		2,245.13	2,357.38	2,475.25	2,599.01	2,728.97
-Monthly		4,864.44	5,107.66	5,363.05	5,631.20	5,912.76
-Annual		58,373.30	61,291.96	64,356.56	67,574.39	70,953.11

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

<b>Network Systems Technician I</b>	<b>G123</b>					
<b>Accounting Technician I</b>						
<b>Administrative Assistant I</b>						
-Hourly		27.6348	29.0165	30.4673	31.9907	33.5902
-Bi-Weekly		2,210.78	2,321.32	2,437.39	2,559.26	2,687.22
-Monthly		4,790.03	5,029.53	5,281.01	5,545.06	5,822.31
-Annual		57,480.33	60,354.35	63,372.06	66,540.67	69,867.70
<b>Facilities Coordinator I</b>	<b>G117</b>					
-Hourly		26.0332	27.3349	28.7016	30.1367	31.6435
-Bi-Weekly		2,082.66	2,186.79	2,296.13	2,410.94	2,531.48
-Monthly		4,512.42	4,738.05	4,974.95	5,223.69	5,484.88
-Annual		54,149.09	56,856.54	59,699.37	62,684.34	65,818.56
<b>Senior Maintenance Worker</b>	<b>G112</b>					
-Hourly		24.7697	26.0082	27.3086	28.6740	30.1077
-Bi-Weekly		1,981.58	2,080.66	2,184.69	2,293.92	2,408.62
-Monthly		4,293.42	4,508.09	4,733.49	4,970.17	5,218.68
-Annual		51,521.00	54,097.05	56,801.91	59,642.00	62,624.10
<b>Maintenance Worker</b>	<b>G109</b>					
-Hourly		23.3804	24.5494	25.7769	27.0657	28.4190
-Bi-Weekly		1,870.43	1,963.95	2,062.15	2,165.26	2,273.52
-Monthly		4,052.60	4,255.23	4,467.99	4,691.39	4,925.96
-Annual		48,631.21	51,062.77	53,615.91	56,296.70	59,111.54
<b>Parking Enforcement Officer I</b>	<b>G107</b>					
<b>Beach and Community Patrol Officer I</b>						
-Hourly		23.1032	24.2583	25.4712	26.7448	28.0820
-Bi-Weekly		1,848.25	1,940.66	2,037.70	2,139.58	2,246.56
-Monthly		4,004.55	4,204.77	4,415.01	4,635.76	4,867.55
-Annual		48,054.55	50,457.28	52,980.15	55,629.15	58,410.61

*\*Amended by Resolution 2025-xx on August 18, 2025*



# City of Del Mar Agenda Report

TO: Honorable Mayor and City Councilmembers

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

DATE: August 18, 2025

SUBJECT: Approval of Updated Public Furniture Donation Program

**REQUESTED ACTION/RECOMMENDATION:**

Staff recommends that the City Council adopted a Resolution approving updates to the City's Public Furniture Donation Program (Attachment A).

**BACKGROUND:**

Since at least 1987, the City has accepted private donations for public furniture throughout the City to recognize and memorialize individuals, groups, or historical figures with a connection to Del Mar. The Public Furniture Donation Program (Program) provides donation opportunities to the public and financially supports the long-term preservation and maintenance of the City's public furniture assets. These donations contribute to the enjoyment of Del Mar's public spaces, preserve the visual character of the community, and ensure ongoing and timely maintenance of City-owned public furniture.

The Public Works Department has managed administration of the Program for the past 15 years, which includes coordinating with current and potential donors, maintaining an inventory of donated items, and repairing all the public furniture assets in the City's parks and beaches. The public benches in the downtown area have been administered and maintained by the Del Mar Village Association (DMVA), as discussed further in this report.

In 2013-2014, staff worked on a draft policy to update the Program, but the draft policy was never agendized for City Council consideration. Similarly, the Parks and Recreation Committee explored an updated process for replacing public furniture in 2014; however, nothing was ever formally recommended by the Committee to staff or the Council for consideration.

**Historical Role of DMVA**

DMVA has played a key role in improving the public space of downtown Del Mar through its stewardship of the well-known Trio benches at the north end of Camino Del Mar and

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**City Council Action:**

15th Street. In 2012, DMVA successfully fundraised to purchase and install 15 Trio benches, which have since become a signature feature of the downtown area. Over the past 13 years, DMVA has maintained the benches, plaques, and the ongoing relationships with all original donors, ensuring continued community support and involvement with the project.

During the downtown streetscape improvements in 2018, DMVA actively helped select and identify the best locations for the new Wells Concrete Works benches, tables, and chairs, further boosting the vibrancy and comfort of the downtown area. Additionally, in 2022, DMVA replaced all plaques on the Trio benches, preserving the legacy of the donors and DMVA's commitment to maintaining the quality and look of downtown Del Mar's public spaces.

#### DISCUSSION/ANALYSIS:

Since 2024, the Program has been on hold to allow staff to perform a comprehensive analysis and make recommendations to streamline program management and improve the donor experience. Since the Program's inception, there has been significant public interest to participate in the Program. However, under the Program's current structure donation term limits were not established, which has resulted in little donor turnover, fewer donation opportunities, and a sizeable waitlist of interested parties. In many cases, individuals have maintained their donation plaques on public furniture for decades. As of August 2025, there are 125 potential donors on the waitlist.

For these reasons, staff is proposing to revise the Program to provide clearer guidelines for implementation by the City Manager's Office and Public Works Department. These improvements should increase opportunities for private donors to sponsor public furniture and stabilize associated administrative and maintenance costs associated with Program implementation. Staff thoroughly researched the furniture donation policies of other cities in San Diego County and elsewhere in the state, and the Program updates described below are consistent with other municipalities' best practices.

#### **Key Updates**

- The Program will now include all city-owned public furniture, including the donated benches in the downtown area that have been previously administered and maintained by DMVA. DMVA will share all necessary information with City staff to ensure a smooth transition, and current DMVA donors will be notified of the Program changes.
- The Program will include donation opportunities for City-owned benches, chairs, tables, picnic tables, and water bottle filling stations/drinking fountains. Other types of furniture may be eligible with approval by the City Manager.

- The initial phase of the updated Program would only offer donation opportunities for City-owned furniture assets at existing locations. New public furniture locations may be considered in a subsequent Program phase.
- Donations will be for 10 years or the end of the asset's useful life, whichever comes first. Donors may sponsor only one piece of furniture at a time, and they cannot automatically renew their donation at the end of their 10-year donation term. The guidelines will ensure that parties on the waitlist have a reasonable opportunity to eventually sponsor a piece of public furniture.
- The City Manager's Office will administer the Program, and the Public Works Department will oversee the installation and maintenance of City-owned furniture.
- Plaques recognizing the donors will be consistent, follow clear guidelines, and conform with the City's approved branding guidelines.

A detailed overview of the Program along with the required donor application and agreement are also included as Exhibit A to Attachment A of this report.

### **Donor Costs**

As in the past, Program donors will be required to pay all costs associated with the public furniture asset that will be sponsored by their donation. Staff will provide donors with current costs at the time of the donation. It is important to note that the fees paid by the donor are considered to be a donation to the City and in no way entitle the donor to any full or partial ownership of the public furniture asset. All donated furniture assets are owned and maintained by the City.

Donation cost estimates for existing public furniture have been updated to reflect administration costs, ongoing maintenance expenditures, and plaque costs (including shipping and installation). To simplify the cost to the donor, a one-time fee of 10% will be charged to cover administration and maintenance costs for the 10-year term of the donation. In certain cases, a furniture asset may require replacement at the time of a donation due to the end of its useful life or its degraded condition; in others, the asset may be in good condition and therefore not require replacement. Donors will have the opportunity to sponsor an existing furniture asset, or purchase a new, replacement furniture asset.

Program revenues will offset the City's costs to implement the Program and ensure that the City's public furniture assets are well-maintained and replaced timely. Due to factors outside of the City's control, such as inflation or potential supply chain issues, the costs identified below are estimates and subject to periodic change based on actual costs to the City.

<b>Estimated Donor Costs for Existing Public Furniture (Includes Plaque, Administration, and 10-Years of Maintenance Costs)</b>	
<b><u>Furniture Type</u></b>	<b><u>Cost</u></b>
Wood Composite Bench	\$750
Wood Composite Picnic Table	\$850
Trio Bench	\$1,120
Concrete Bench	\$1,000
Concrete Table	\$835
Concrete Chair	\$770
Water Fountain/Bottle Filling Station	\$1,350
Other Furniture	TBD

<b>Estimated Donor Costs for New Public Furniture (Includes Asset Replacement Cost, Plaque, Administration, and 10-Years of Maintenance Costs)</b>	
<b><u>Furniture Type</u></b>	<b><u>Cost</u></b>
Wood Composite Bench	\$2,950
Wood Composite Picnic Table	\$3,500
Trio Bench	\$5,095
Concrete Bench	\$4,435
Concrete Table	\$3,500
Concrete Chair	\$3,170
Water Fountain/Bottle Filling Station	\$6,250
Other Furniture	TBD

**Market Cost Comparison**

In Carlsbad, donors may sponsor existing benches for a contribution ranging from \$1,200 to \$2,000. Memorial plaques are available for an additional cost. The City of Rocklin assesses a fee of \$3,200 for new park benches. In La Mesa, benches may be donated for \$2,500 and picnic tables for \$4,500.

**Next Steps**

The goal of the Program update is to streamline and make the donation process more efficient for both staff and members of the public. If the City Council approves the Program updates described above by adopting the proposed Resolution (Attachment A), the Public Works Department will complete an inventory and condition assessment of all public furniture assets, and the City Manager’s Office will begin outreach to current donors and interested parties on the waitlist. Communication to existing and prospective donors on the waitlist will provide updated Program information, explain changes that may affect existing donors, and confirm parties’ interest in donating.

**FISCAL IMPACT:**

There is no fiscal action to be taken by the City Council 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:

The Furniture Donation Program was a Tier 3 City Council priority for FY 2024-2025.

ATTACHMENTS:

Attachment A – Resolution Approving the Public Furniture Donation Program  
Exhibit A to Attachment A - City of Del Mar Public Furniture Donation Program  
Overview, Donor Application, Donor Agreement

RESOLUTION NO. 2025-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA APPROVING UPDATES TO THE CITY'S PUBLIC FURNITURE DONATION PROGRAM

WHEREAS, since at least 1987, the City of Del Mar has accepted private donations for public furniture throughout the City; and

WHEREAS, residents of and visitors to the City have been interested in recognizing and memorializing individuals, groups, or historical figures with a connection to Del Mar; and

WHEREAS, the City's Public Furniture Donation Program (Program) provides donation opportunities to the public and financially supports the long-term preservation and maintenance of the City's public furniture assets; and

WHEREAS, donations received by the City through the Program contribute to the enjoyment of Del Mar's public spaces, preserve the visual character of the community, and ensure ongoing and timely maintenance of City-owned public furniture; and

WHEREAS, updates to the Program will increase opportunities for private donors to sponsor public furniture and stabilize associated administrative and maintenance costs; and

WHEREAS, Program updates are consistent with the best practices of other municipalities.

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. The City Council hereby adopts the updated Public Furniture Donation Program included as Exhibit "A" to this Resolution.
3. The City Manager is authorized to make administrative updates to the Program as may be needed from time to time to ensure operational efficiency of the Program.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Del Mar, California, at the Regular Meeting held this 18<sup>th</sup> day of August 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 18<sup>th</sup> day of August 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

## PUBLIC FURNITURE DONATION PROGRAM

### I. PROGRAM OVERVIEW

The City of Del Mar (City) Public Furniture Donation Program (Program) administrative procedures for public furniture that recognize and memorialize individuals or significant historical figures with a connection to Del Mar. The Program provides opportunities to the public and financially supports the long-term preservation and of the City's public furniture.

### II. FURNITURE DONATIONS

A plaque for each Program donor will adorn each piece of public furniture purchased with a donation. Donations contribute to the enjoyment of Del Mar's public spaces, preserve the visual character of the community, and ensure ongoing maintenance of public furniture throughout the City.

#### Eligible Public Furniture (Public Furniture):

- Benches
- Chairs
- Tables
- Picnic Tables
- Bottle Filling/Water Drinking Fountains
- Other City-Approved Furniture

### III. REQUESTS AND SELECTION PROCESS

Program Applications (Exhibit A) are processed in the order received. Upon receipt of a Program Application, the City will add the applicant to the Program interest list and contact the applicant to provide information on the next steps in the process.

Only one piece of Public Furniture shall be dedicated to any one person, family, group, or historical person with a connection to Del Mar. The City will allow one donation plaque per Public Furniture. Should the maximum number of Public Furniture allowed per donor or total opportunities available in the community be reached, the applicant will be placed on a waitlist maintained by the City and offered the opportunity to donate when available.

All Program applications must be submitted to the following mailing address or via email:

**City of Del Mar**  
**Attn: Public Furniture Donation Program**  
**1050 Camino Del Mar**  
**Del Mar, CA 92014**  
[citymanager@delmar.ca.us](mailto:citymanager@delmar.ca.us)

#### **IV. LOCATIONS**

All Public Furniture to be purchased and placed under this Program will be located within City limits at approved, existing locations as determined by the City and will be available for public use. Given the limited availability of donation locations, requests for specific locations and Public Furniture will be considered but not guaranteed. New Public Furniture locations will not be considered. The City will make the final determination of a donation following receipt of a Program Application.

Once purchased, the donated Public Furniture will belong to the City, not the donor. While unlikely, the City has the right to relocate, replace, or remove any Public Furniture if needed, whether due to unforeseen circumstances or for any other purpose. If donated Public Furniture needs to be moved, the City will attempt to notify the donor in advance as a courtesy. The proceeds furnished by the Public Furniture donor are considered to be a donation to the City, and in no way entitle the requestor to any full or partial ownership of the City-donated Public Furniture or land thereof. Each donated piece of Public Furniture is fully owned by the City of Del Mar. Donors must acknowledge that the donated Public Furniture will be open and available for public use consistent with City policies and ordinances.

#### **V. PLAQUE SPECIFICATIONS**

The City will provide and install the donation plaques on donated Public Furniture, which will be of a pre-approved style and design that meets City brand and logo guidelines. Plaques are purchased from the City's plaque vendor after the City approves an application and receives the required donation associated with the Program. Donors will not be permitted to include other types of plaques on the furniture.

##### **Plaque Inscription Requirements**

- 100-alpha-character max (including spaces)
- No pictures
- No religious or political language
- No symbols or codes
- No quotes

##### **Plaque Language Examples:**

- In memory of Jane Doe
- In memory of Jane Doe and John Doe
- Honoring Doe Family
- Donated by Business X

#### **VI. FEES AND AGREEMENT**

After being approved to donate and assigned a piece Public Furniture with a specified location, the donor will be required to pay up-front for the administration, purchase, and installation of the Public Furniture donation and related plaque. The donation amount will be based on the current market rate cost of the Public Furniture to be donated and related administration and installation costs. Donation costs will be evaluated and adjusted annually to account for inflation and other cost increases and shared with the donor at the time of donation.

## Del Mar Public Furniture Donation Program

Should the donor not provide these funds in a reasonable timeframe stipulated by City staff, the City may elect to rescind the donated Public Furniture approval and place the donor back on the Public Furniture waiting list. The City may also elect to remove their request entirely from the applicable donated Public Furniture waiting list and eliminate their request from future consideration.

Donors must also sign a Program Agreement (Exhibit B) with the City of Del Mar.

### **VII. TERM OF DONATION**

Donations will be made for a 10-year period or the useful life of the Public Furniture, whichever comes first (Donation Term).

At the conclusion of the Donation Term, donors will be notified that their plaque is being removed from the Public Furniture and will have the option to keep the plaque. Donors must pick up plaques within 30 days of the conclusion of the Donation Term. Otherwise, the plaque will be recycled by the City.

Given the high level of public interest in participating in the Program, donors will not have the first right of refusal to continue donating toward the replacement of Public Furniture in the same location. If donors are interested in continuing to participate in the Program, they will be placed on the waitlist and contacted when there is another opportunity to donate.

All Public Furniture donated prior to the original adoption of this Program will fall under these terms and conditions effective immediately after the implementation of this Program. If the term of the original donation has expired, or the useful life of the Public Furniture has been reached, the City may remove the existing donor plaque or withdraw the Public Furniture from the inventory eligible for donation.

Donations to the Program may be tax deductible, which will need to be determined by individual donors and their tax advisors. The City is unable to advise on this.

**EXHIBIT "A"**  
**CITY OF DEL MAR PUBLIC FURNITURE DONATION PROGRAM**  
**APPLICATION**

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

Name of Person(s) to be honored: \_\_\_\_\_

Donor Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Secondary Contact Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Preferred Furniture, Location & General Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Proposed Dedication Inscription (*100-character limit, including spaces*):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I have reviewed the City of Del Mar Public Furniture Donation Program and understand and agree to the terms.

\_\_\_\_\_  
Donor Signature

\_\_\_\_\_  
Date

**EXHIBIT "B"**  
**THE CITY OF DEL MAR PUBLIC FURNITURE DONATION PROGRAM**  
**DONOR AGREEMENT**

This City of Del Mar Public Furniture Donation Program Agreement ("Agreement") is entered into this \_\_\_\_ day of \_\_\_\_\_, 2025, by and between the City of Del Mar ("City") and \_\_\_\_\_ ("Donor"), together herein referred to as the ("Parties"), and sets forth the terms and conditions under which the City shall facilitate the acceptance of a donation for a piece of Public Furniture funded by Donor.

**1. COSTS AND FEES.** Donor agrees to provide the City an up-front, pre-determined donation for a chosen piece of Public Furniture upon signature of Agreement. The donation will cover the administration, purchase, and installation of the donation plaque (with a maximum of one hundred [100] characters of text, including spaces, designated by the Donor and approved by the City), cost of new furniture item, if applicable, and maintenance of the furniture as needed over a ten (10) year term.

**1.1 Instructions.** Complete and sign the Agreement. Send a check in the amount of \$ \_\_\_\_\_, payable to the City of Del Mar, 1050 Camino Del Mar, Del Mar, CA 92014, Attn: Public Furniture Donation Program.

**2. LOCATION.** The piece of donated Public Furniture will be placed at \_\_\_\_\_. The Donor understands and agrees there is no guarantee that the Public Furniture will remain at this location. While unlikely, the City has the right to relocate the Public Furniture, if necessary, whether due to unforeseen circumstances or for any other purpose.

**3. INSTALLATION AND MAINTENANCE.** The City agrees to install and maintain the donated Public Furniture and related donation plaque.

**4. TERM OF DONATION.** The term of the donation will be for a period of ten (10) years or the useful life of the donated item, whichever comes first. The term of the donation may not be extended.

**5. REMOVAL AND/OR REPLACEMENT.** City retains the right to remove Public Furniture at any time for any purpose. If Public Furniture removal is required due to deterioration, vandalism, or any other cause, the decision to replace or relocate the furniture will be at the City's sole discretion.

**6. OWNERSHIP.** Donor shall acquire no right, title, or interest in the donated Public Furniture or location beyond that expressly identified in this Agreement and incorporated documents. Donor acknowledges and understands that the donated Public Furniture will be open and available for public use consistent with City policy and practices. Donors shall have the option to obtain their plaque within 30-days following the conclusion of the term of their donation. If not obtained within 30-days, the City retains the right to recycle the plaque.

**7. CALIFORNIA LAW AND VENUE.** This Agreement shall be governed exclusively by California law.

**8. SEVERABILITY.** Each provision of this Agreement is independent, separate, and divisible. If any provision of this Agreement is found invalid, unenforceable, or contravening any applicable federal or state law or regulation, such provision shall be deemed not to be a part of

Del Mar Public Furniture Donation Program

this Agreement. It shall not affect the validity or enforceability of the remaining provisions. Nothing in this Agreement shall be construed to require the commission of any acts contrary to law. Wherever there is a conflict between any provision of this Agreement and any present or future law or regulation, such provision shall be limited to the extent necessary to make it comply with such law or regulation.

**9. ENTIRE AGREEMENT.** This Agreement and the documents incorporated by reference represent the entire agreement among and between the Parties concerning the subject matter set forth above. Donor expressly agrees that, except as outlined in writing in this Agreement, there are no other obligations or duties on the part of the City concerning the donated furniture.

**10. MODIFICATION.** This Agreement may not be modified orally or in any manner except by written agreement by the Parties or by their respective successors in interest.

**IN WITNESS WHEREOF,** the Parties hereto have executed this Agreement the day and year first hereinabove written.

**CITY OF DEL MAR**

**DONOR**

By: \_\_\_\_\_  
Ashley Jones, City Manager

By: \_\_\_\_\_  
[Insert Donor Name]



# City of Del Mar Council Liaison Report

TO: Honorable Mayor and City Councilmembers

FROM: Tracy Martinez, Deputy Mayor

Date: July 17, 2025

- 1) **NCTD Board: RECEIVED A PRESENTATION ON SANDAG's DRAFT 2025 REGIONAL PLAN:** The North County Transit – San Diego Railroad (NCTD) Board of Directors (Board) received a presentation from the San Diego Association of Governments (SANDAG) Chief Executive Officer Mario Orso and staff regarding the draft 2025 Regional Plan. The Regional Plan is a federal and state mandated long-range planning document that is updated every four years to address the transportation, infrastructure, land use, housing, and environmental needs of the San Diego region. NCTD's priorities for the Regional Plan include: double tracking along the SPRINTER and COASTER corridors; grade separation projects to improve safety and reduce congestion in surrounding communities; increased BREEZE capacity on key corridors; implementation of NCTD+ microtransit in strategic settings to support access to existing transit services; and ensuring new proposed services promote connections at key transit hubs. SANDAG staff stressed the importance of collaboration between SANDAG and NCTD as a transit operator and owner of the railroad corridors in North San Diego County to develop and implement the 2025 Regional Plan. SANDAG includes grade separation in the Regional Plan and NCTD is working with regional stakeholders to advance and seek funding for priority grade separation projects along the COASTER and SPRINTER corridors. Grade separation projects remain a priority for NCTD to promote safety and reduce congestion in communities the agency serves. The Plan also proposes 15 Rapid Bus routes in North County, stabilization and double track projects along the LOSSAN rail corridor, and microtransit zones in North County, as well as several highway projects. NCTD Board members stressed the importance of increased collaboration between SANDAG and NCTD to meet the goals of the Regional Plan, especially to secure funding for new and expanded services and capital projects.
  
- 2) **RECEIVED UPDATE REGARDING NCTD BUS AND MAINTENANCE OPERATIONS INSOURCING:** The Board received an update on the agency's insourcing of BREEZE bus operations and maintenance services. The transition formally began on June 29, 2025, marking a major milestone in NCTD's history. NCTD CEO Shawn M. Donaghy expressed pride and gratitude for all NCTD employees who worked tirelessly to ensure the smooth transition of BREEZE bus operations to in-house management. This effort included issuing over 55 purchase orders for essential services and specialty equipment; onboarding approximately 450 employees from NCTD's private contractor MV Transportation; and executing Memoranda of Understanding with Teamsters Local 542 and ATU Local 1309. Complementary initiatives to the insourcing effort included the integration of hydrogen and electric buses and fueling station and expansions of the NCTD+ microtransit service. In the upcoming fiscal year, NCTD's bus operations and maintenance division will upgrade bus facilities, optimize internal systems, and invest in workforce development through a partnership with Palomar College to ensure the highest quality service to NCTD's customers.



# City of Del Mar Council Liaison Report

TO: Honorable Mayor and City Council Members

FROM: Dwight Worden, Del Mar Representative to the METRO JPA

DATE: August 7, 2025

## **Update on Second Amendment and Restaed Agreement (SARA):**

### **COMMENTS AND IMPRESSIONS - These comments reflect my personal impressions.**

The SARA is the document that will govern the Metro JPA and Commission. It is in the process of a major re-write. On August 7, 2025, the METRO JPA Board heard an update of the status from staff. Some highlights:

- Discussions have been had with all interested member agencies and their attorneys about the draft, including my review and comments in consultation with Joe Bride and City Manager Ashley Jones on behalf of Del Mar. A revised redline draft has been prepared and is in circulation.
- One remaining issue under discussion is the voting structure for revisions to the SARA once adopted. There is consensus that it is impractical to require every amendment to be routed through all JPA members [Chula Vista, Coronado, Del Mar, El Cajon, Imperial Beach, La Mesa, National City and Poway; the Lemon Grove Sanitation District; the Padre Dam Municipal and Otay Water Districts; and the County of San Diego (on behalf of the Winter Gardens Sewer Maintenance District, and the Alpine, Lakeside and Spring Valley Sanitation Districts).]
- Accordingly, the draft SARA will allow some amendments by Metro JPA/Commission vote. Under discussion is what the vote requirement should be: simple majority? Weighted by agency flow? By 2/3 vote of members? Unanimous vote? We expect this issue to be resolved soon.
- The schedule anticipates the SARA being approved in final form for recommendation to the member agencies within the next few months. Each member agency's governing body, including Del Mar's council, will have to approve the SARA for it to become effective—the Metro JPA can only make a recommendation. We hope to have this all done by the end of the year.
- We also heard a staff update on an article from the U.T. [https://edition.pagesuite.com/popovers/dynamic\\_article\\_popover.aspx?guid=334ad6a1-2c50-478a-afc0-26695e4efb99&v=sdk](https://edition.pagesuite.com/popovers/dynamic_article_popover.aspx?guid=334ad6a1-2c50-478a-afc0-26695e4efb99&v=sdk). contending the region may have too much water with the planned Clean Water Program. Staff advises this is not the case and will be making a full presentation at a future meeting. I will update you when that is available.