



City of Del Mar Agenda Report

TO: Honorable Mayor and Members of the City Council

FROM: Monica Molina, Finance Manager/Treasurer
Ashley Jones, City Manager

DATE: June 20, 2022

SUBJECT: Fiscal Year 2022-23 Budget Update Report

REQUESTED ACTION/RECOMMENDATION:

It is recommended that the City Council review the proposed update to the Fiscal Year 2022-23 Operating and Capital Budget and take the following actions:

1. Adopt a Resolution Amending the Fiscal Year 2022-2023 Operating and Capital Budget (Attachment A);
2. Adopt a Resolution Adopting the Compensation Plans for the Management and Professional, General, Firefighter, and Miscellaneous, Part Time, Temporary and Hourly Employees for Fiscal Year 2022-2023 (Attachment B);
3. Adopt a Resolution Establishing the Fixed Charge Assessments for Bonded Indebtedness for Fiscal Year 2022-23 (Attachment C);
4. Adopt a Resolution Establishing the Appropriations Limit for Fiscal Year 2022-23 (Attachment D);
5. Adopt a Resolution Approving the Statement of Investment Policy for Fiscal Year 2022-23 (Attachment E); and
6. Adopt a Resolution Setting User Fee Schedule effective July 1, 2022 (Attachment F).

DISCUSSION/ANALYSIS

The purpose of this budget update is to review and make necessary changes to the second year of the FY 2021-22 and 2022-23 Operating and Capital Budget (Budget) that was approved by the City Council on June 21, 2021. The Budget was prepared taking into consideration the impacts of the pandemic on the City's finances with the expectation that some economic recovery would occur within the two-year budget cycle, but the City would not see a full recovery to pre-pandemic revenue levels until FY 2023-24. As predicted, although revenue projections are coming in higher than expected, some General Fund revenue sources have not reached pre-COVID levels.

Although there are significant budget adjustments being recommended as part of the FY 2022-23 Budget Update (Budget Update), which will be discussed in detail in this report, staff is pleased to present a revised balanced budget that reports a General Fund Contingency of \$3,895,728 or 24.04% (88 days of operations). The original FY 2022-23 Budget included a full restoration of operational services, with the goal to restore capital and special project expenditures as revenue becomes available. The Budget Update includes additional capital and special project expenditures related to the City work plan that was approved by the City Council during the Goal Setting Workshop on March 9, 2022, and as part of a follow-up agenda item on May 2, 2022.

For comparative purposes, the FY 2022-23 Budget approved on June 21, 2021 had an estimated June 30, 2023, General Fund Contingency of \$2,926,094 or 18.51% (68 days of operations).

While not all revenues have recovered to pre-COVID levels, the Budget Update includes restoring more substantial annual transfers to reserves including \$607,300 to the Pension Reserve Fund, \$100,000 to the Equipment Replacement Fund, and \$200,000 to the Housing Reserve Fund. This is consistent with prior Council to make replenishing the City’s reserves a priority as additional revenues become available.

REVENUE PROJECTIONS

In preparing this report, a comprehensive review of current revenue trends was analyzed to determine the new projected revenues for FY 2022-23. Based on positive trends in Transient Occupancy Tax (TOT), slower recovery of sales tax receipts, and impacts to other revenue sources, staff’s recommended revenue adjustments continue to be based on conservative projections with the idea that revenues will be closely monitored throughout the year and re-evaluated at Mid-Year. In comparison to the FY 2022-23 Budget that was adopted in June 2021, General Fund revenues included in the Budget Update are projected to increase by \$1,012,220, resulting in a new General Fund revenue total of \$18,697,150.

Property Tax

Property tax is the City’s largest source of revenue and accounts for approximately 41% of total General Fund revenues. Although slightly lower than annual average, Del Mar was fortunate to have shown property valuation increases in FY 2021-22 despite the current pandemic. Conservative projections for the current year are estimated to come in 3.5% higher than FY 2020-21. To remain conservative, staff is projecting FY 2022-23 revenues to come in at \$6.9 million, which is 4.4% higher than current year projections and lower than the 5% average annual increase. An adjustment of \$104,000 to property tax revenue is being requested at this time. Table A includes historical property tax results and percent of increase from prior year results.

Table A

Fiscal Year	Actual/Projection*	% Change
2022-23	\$6,900,000*	+4.4%
2021-22	6,610,000*	+3.5%
2020-21	6,384,954	+6.7%
2019-20	5,983,399	+5.7%
2018-19	5,662,270	+4.8%
2017-18	5,405,272	+5.4%
2016-17	5,129,723	+7.2%
2015-16	4,787,517	+6.8%

Transient Occupancy Tax (TOT)

TOT is the second largest source of revenue for the City and accounts for approximately 18% of total General Fund revenues. As reported in the FY 2021-22 Third Quarter Financial Report, TOT revenues are anticipated to reach pre-Covid levels by the end of the current fiscal year (FY 2021-22). The total pandemic related TOT revenue loss is currently at \$1.9 million. Although current year hotel occupancy averages are 28% lower than FY 2018-19, the current Average Daily Rate (ADR) is approximate 27% higher than FY 2018-19. Staff anticipates TOT revenues to increase in FY 2022-23 as the average hotel occupancy continues to increase to pre-COVID levels. Additionally, the Del Mar Motel, which has been closed since January 2021, is expected to complete renovations by the end of this fiscal year (June 30). As a result, staff is recommending adjusting TOT projections for FY 2022-23 from \$2.6 million to \$3.3 million.

Based on actual receipts received to date, staff has prepared the following historical data which includes conservative FY 2022-23 revenue projections (Table B):

Table B

Quarter	FY17-18 Actuals	FY18-19 Actuals	FY19-20 Actuals	FY20-21 Actuals	FY21-22 Actuals	FY22-23 Projection
Jul-Sep	\$981,336	\$992,252	\$983,129	\$658,185	\$1,112,707	\$1,160,000
Oct-Dec	630,656	641,705	629,725	329,677	738,449	760,000
Jan-Mar	651,617	632,955	525,042	203,910	616,448	640,000
Apr-Jun	743,360	709,928	162,609	600,318	732,396*	740,000
Totals	\$3,006,969	\$2,976,840	\$2,300,505	\$1,792,090	\$3,200,000	\$3,300,000

*Anticipated revenue collection

Sales & Use Tax:

Although sales tax revenues continue to gradually improve, they are not anticipated to reach pre-pandemic levels until FY 2023-24. HdL Companies (HdL), the City's sales tax consultant, published a Consensus Forecast in December 2021, that was used to model sales tax impacts based on an analysis of previous recessions and a review of industry, economist & news reports while also adjusting for continuing business impacts. The anticipated sales tax growth for Del Mar in FY 2022-2023 is largely based on a return of the San Diego County Fair in summer 2022, and a continued return of sales tax generating business activity following the initial COVID/economic shutdown.

As part of the City's agreement with HdL, they provide the City with revised budget estimates every six months. HdL is a well-recognized and respected firm in the government finance industry and are known to provide quality information and accurate projections. HdL's sales tax revenue projection for Del Mar in FY 2022-23 is estimated at \$2.1 million. In order to remain conservative, staff is recommending using a slightly lower adjusted sales tax projection of \$1.95 million, which is \$310,000 more than what was originally adopted for FY 2022-23 in June 2021.

As shown on Table C, the recovery of sales tax revenue is expected to be slower than other revenue sources. The total pandemic related revenue loss through the end of FY 2021-22 is expected to be around \$2.2 million.

Table C

Fiscal Year	Actual/Projection*	% Change to PY	Pandemic Loss
2022-23	\$1,950,000*	+5.4%	(\$258,416)
2021-22	\$1,850,000*	+61.2%	(358,416)
2020-21	1,147,970	-22.0%	(1,060,446)
2019-20	1,472,389	-33.3%	(736,027)
2018-19	2,208,416	+3.4%	Base
2017-18	2,136,523	-4.1%	-

In order to test the sales tax projections provided by HdL, staff conducted an analysis of sales tax activity by Major Industry Group. Table D below is the breakdown of receipts, adjusted for economic data, by Major Industry Group from FY 2018-19 to the current year, and includes staff's conservative projections for FY 2022-23.

Table D

Fiscal Year	Restaurants & Hotels	General Consumer Goods	Business and Industry	State & County Pool	Other	Totals
2022-23	1,200,000*	270,000*	80,000*	330,000*	70,000*	\$1,950,000*
2021-22	1,160,000*	240,000*	70,000*	330,000*	50,000*	\$1,850,000*
2020-21	676,638	152,548	49,879	248,895	35,260	\$1,163,220
2019-20	820,072	198,440	76,069	253,670	136,293	\$1,484,544
2018-19	1,362,209	334,512	167,922	316,915	133,557	\$2,315,115

*FY 2021-22 includes actual receipts through December 2021 and projections for the last six months of the year. FY 2022-23 are staff's recommended projections.

Parking Meter and Violations

In comparison to most revenue sources, the pandemic had an opposite effect on parking meter and violation revenues, which have seen significant increases. As summarized in Table E below, parking meter and violation revenue can significantly fluctuate year to year even during non-pandemic times. These fluctuations are largely based on local weather, which effects the number of daily visitors to the beach. Therefore, staff has re-evaluated projections and has conservatively projected parking meter revenue for FY 2022-2023 to be \$1,350,000, and parking violation revenue at \$700,000. An increase of \$150,000 is being requested at this time for parking meter revenue.

Table E

Fiscal Year	Parking Meter Actual/Projection*	% Increase	Parking Violation Actual/Projection	% Increase
2015-2016	803,137	-2.5%	351,813	-22.8%
2016-2017	831,741	+3.6%	332,558	+5.5%
2017-2018	952,412	+14.5%	446,410	+34.2%
2018-2019	1,127,508	+18.4%	508,842	+14.0%
2019-2020	1,072,694	-4.9%	593,192	+16.6%
2020-2021	1,600,304	+49.2%	896,374	+51.1%
2021-2022	1,475,000	-7.8%	750,000	-16.3%
2022-2023	1,350,000	-8.5%	700,000	-6.7%

Coronavirus State and Local Fiscal Relief Fund (CSLFRF)

In March 2021, President Biden signed the \$1.9 trillion American Rescue Plan Act (ARPA). The plan included \$350 billion in emergency funding for state, local, territorial and tribal governments, known as the Coronavirus State and Local Fiscal Recovery Funds (CSLFRF). The City of Del Mar has been allocated a total of \$1,033,196, of which half was received in July 2021 and the remaining half is anticipated to be received by the end of this fiscal year (June 30, 2022). The Final Rule issued by the U.S. Department of the Treasury offers a standard allowance for revenue loss of up to \$10 million, allowing recipients to use the full allowance for government services. Government services generally include any service traditionally provided by a government.

The Treasury has provided the following list as guidance:

- Construction of schools and hospitals
- Road building and maintenance, and other infrastructure
- Health services
- Environmental remediation
- Provisions of police, fire, and other public safety services (including purchase of fire trucks and police vehicles)

While recipients have considerable flexibility to use CSLFRF to address the diverse needs of their communities, there are some restrictions on use of funds including: offset a reduction in net tax revenue; deposits into pension funds; debt service or replenishing financial reserves; and satisfaction of settlements and judgments.

As a separate future agenda item, staff will solicit City Council feedback and direction on how to apply these funds. Sufficient time is available to decide how these funds will be used. CSLFRF monies must be allocated by December 31, 2024 and expensed by December 31, 2026. These funds are not allowed to be recorded as revenue until the year in which the money is expensed, therefore they are not currently included in the FY 2022-23 Budget Update Report.

Other General Fund Revenue Adjustments

As mentioned in the FY 2021-22 Third Quarter Report, the FY 2022-23 Budget included anticipated insurance reimbursement to the City related to a fatality claim and resulting litigation. However, this litigation was settled in FY 2021-22, and the matter has been closed out. As such, staff is recommending reducing the insurance claim reimbursement revenue of \$240,000. In addition, staff has made other minor adjustments to other General Fund revenues based on current trends and are listed in the Revenue Summary Report, which is included in Attachment A. The net decrease of these remaining adjustments is \$11,780.

The following Table F summarizes the requested General Fund FY 2022-23 Budget Update adjustments:

Table F

Account	Adopted Budget (June 2021)	Recommended Adjustment	Revised Budget
Property tax	\$6,796,000	\$104,000	\$6,900,000
TOT	2,600,000	700,000	3,300,000
Sales tax	1,640,000	310,000	1,950,000
Parking meter	1,200,000	150,000	1,350,000
Insurance claim reimbursement	240,000	(240,000)	-
Other revenue	5,208,930	(11,780)	5,197,150
Total	\$17,684,930	\$1,012,220	\$18,697,150

Other Non-General Fund Revenue Adjustments

Included in this report are the following non-General Fund revenue adjustments:

- An increase of \$9,000 to both Road Maintenance Rehabilitation Fund and Gas Tax Fund based on current new allocation projections provided by the State.

- An increase of \$106,000 in the Open Space Fund largely to account for the \$100,000 committed contribution by the Friends of the Powerhouse for the Tot Lot playground equipment.
- An increase to the Capital Improvement Fund of \$80,000 to account for the Community Development Block Grant (CDBG) revenues that will be utilized to fund a portion of the Beach Colony pedestrian improvements.
- An increase of \$212,700 to the TransNet Fund to account for the annual allocation that will be used for the local match portion of the Camino del Mar Bridge project; and \$20,000 to fund the remaining portion of the Beach Colony pedestrian improvements.
- An increase to the Special Projects fund of \$225,000 to account for the Housing Acceleration Program (HAP) grant for various 6th Cycle Housing Element programs.
- An increase of \$223,320 to the Water Fund and \$125,000 to the Wastewater Fund based on current activity.

All revenue projections are based on conservative calculations. Staff will return to the Finance Committee and City Council at Midyear with reevaluated revenue projections based on the year-to-date revenues and forecasted economic recovery at that time.

OPERATING EXPENDITURES

Based on the anticipated revenue for the upcoming two years, service levels are proposed to be restored to pre-COVID levels which, among other items, include street landscaping, tree trimming, and street cleaning. The FY 2022-23 Budget Update reflects an increase to the General Fund operational expenditures of \$260,650 (1.9%). Operational expenditures largely consist of Employee Services; Maintenance and Operations; and Contractual Services. The below analysis will focus on General Fund Expenditures and is consistent with the approach to expenditure increases in other Special Revenue Funds.

Employee Services

This budget category includes costs for all salaries, benefits, workers' compensation, and overtime pay to internal staff. In comparison to the FY 2022-23 Budget that was adopted in June 2021, this category increased by \$196,800 (2.7%) in the General Fund.

The adjusted budget includes the citywide staffing plan changes that were approved by the City Council on May 2, 2022, and implementation of a 2% Cost-of-Living-Adjustment (COLA) for Fire employees, based on the approved Memorandum of Agreement (MOA) that went into effect on July 1, 2021. As is standard practice, the same 2% COLA is also being proposed for all unrepresented employees. Included as a separate item tonight for the City Council's consideration is the approval of a new MOA with the Del Mar City Employee Association (DMCEA) that will go into effect on July 1, 2022. The negotiated MOA includes a 2% COLA and a 1.3% catch-up adjustment for the reduced COLA that was implemented in the current year based on a side-letter agreement with DMCEA related to the City's financial position resulting from the pandemic. The total 3.3% Cost-of-Living adjustment and other minor negotiated items are included in the FY 2022-23 Budget Update report.

Maintenance and Operations

This budget category consists of costs related to day-to-day operations and includes items like operating supplies, utility expenses, vehicle maintenance, general maintenance and supplies, and postage. Included in the Budget Update are increases to costs related to operations and maintenance that are primarily outside of the City’s control such as increases to fuel, unanticipated repairs to vehicles, replacement of broken tools and equipment, required post-COVID signage; increase in insurance premiums; restoring employee training; and restoring the City’s annual contribution to the Del Mar Village Association to the pre-COVID amount of \$50,000. In total, when compared to the FY 2022-23 Budget that was adopted in June 2021, the General Fund Maintenance and Operations category increased by \$87,250 (6.5%).

Contractual Services

This budget category consists of all contractual services provided by outside vendors and includes items such as law enforcement, landscaping, tree trimming, janitorial, audit, and consulting services. When compared to the original FY 2022-23 Budget, the General Fund Contractual Services category decreased by \$23,400 (0.4%). A large portion of the net decrease in the General Fund is related to a reduction of \$32,000 for Building services contract which was reduced based on the reduction in anticipated Building revenue. The cost of the Building services contract is based on 80% of revenue collected. The remaining \$8,600 increase is based on increases related to outside vendors.

However, it should be noted that most contractual services increases are included in the Open Space and Gas Tax Funds and are partially subsidized by the General Fund. Of the combined \$221,040 increase in these two funds, \$107,500 relates to contractual services. The majority of contractual services are being restored to pre-pandemic levels, and additional funding was added to account for increases to contractual costs based on inflation and high increases to the Consumer Price Index (CPI). In addition, funding was added for Seagrove Park exposed aggregate concrete sidewalk panel replacement; trip hazard abatement; replacement of several deteriorated curbs and gutters; median repairs and replacement plantings; and water reservoir tank cleaning.

CAPITAL IMPROVEMENT PROJECTS

The following table (Table G) reflects the FY 2022-23 Capital Improvement Projects that were approved by the City Council in June 2021:

Table G

Project Name	FY 2022-2023	Funding Source
Riverpath Extension	\$150,000	Open Space/GF
Annual Pavement Rehabilitation	100,000	GF
Major Facilities Maintenance	100,000	GF
CDM Bridge-Federal Funding	1,487,300	Federal
CDM Bridge-Local Match	192,700	GF
Public Works Building Improvements	25,000	GF
Major Arterial Bike Route Repairs	55,000	GF
Los Penasquitos Lagoon Repairs	3,000	Clean Water
Trash Full Capture Devices	20,000	Clean Water
CMP Replacement Citywide	253,000	Clean Water
Water Valve Replacement	25,000	Water

Water Infrastructure Improvements	265,000	Water
Wastewater Infrastructure Improvements	125,000	Wastewater
Total	\$2,801,000	

On April 4, 2022, the City Council adopted a resolution for the use of TransNet Local Street and Roads Program, which included using TransNet funds to pay for the Local Match of the CDM Bridge project (highlighted in green above). Included in the FY 2022-23 Budget Update is the change in funding source for this project from General Fund to TransNet funds. In addition, the following capital projects were included in the FY 2022-23 Budget Update based on City Council direction provided at the Council Goal Setting Workshop in March and as part of a related follow-up Council agenda item on May 2, 2022:

Hoska Avenue Alley Assessment and Initial Design - \$100,000

Includes preliminary assessment, engineering, and initial design alternatives for the development of City right-of-way, including drainage improvements, in the alley off of Hoska Avenue between 8th Street and 9th Street.

San Dieguito Drive Development Phase I Engineering Assessment - \$104,000

The proposed Fiscal Year 2022-23 budget includes \$104,000 for work associated with an assessment of San Dieguito Drive between Race Track View Drive and Oribia Road. This section of roadway is unusual in that the underlying ownership is private property, with an easement for public use (e.g., utilities) and through traffic. The current condition of the road is poor, and it would be in the public interest to bring the road up to current County Road Standards. The purpose of the roadway assessment is to determine what the road dimensions would need to be and the scope of work that would be necessary for the road to meet County Road Standards. This project could also evaluate what would be involved for potential installation of a sewer system since the properties in this area are currently on septic systems. Additionally, this funding amount includes resources to evaluate formation of a property owner assessment district to pay for these improvements, as well as consulting services for overall project management based on limited in-house staff capacity. If an assessment district is formed in the future, these project costs could be incorporated into the overall project cost for future reimbursement to the City.

Signalized Intersection Traffic Back-up Power Systems - \$40,000

Funding to design and install backup power systems for approximately four of the City’s seven signalized intersections. Funding for additional systems at the City’s remaining intersections will be included in the FY 2023-24 Budget.

Beach Colony Pedestrian Improvements - \$100,000

Utilize Community Development Block Grant (CDBG) funding to remove and reconstruct pedestrian ramps and sidewalks in the Beach Colony in accordance with Americans with Disability Act (ADA) requirements.

20th Street Lifeguard Driveway Assessment and Initial Design - \$30,000

Preliminary assessment, public outreach, and initial design alternatives for widening of the driveway to utilize the area vacated by encroachment from adjacent northern property.

Tot Lot at Powerhouse Park - \$151,400

The Powerhouse Park Tot Lot Renovation project includes the design and installation of a new tot lot at Powerhouse Park. The project includes a new play surface, drainage improvements, and all new play equipment. Based on updated construction estimates and upgraded playground equipment, additional funding of \$151,400 is anticipated to complete this project. For the new playground equipment, local Del Mar non-profit Friends of the Powerhouse has committed to fundraise and donate \$100,000 to cover the full cost of the equipment. The City is exploring additional community fundraising opportunities to cover the remaining anticipated increases (\$51,400) to the site preparation and construction costs.

SPECIAL PROJECTS

The following table (Table I) reflects the FY 2022-23 Special Projects that were approved by the City Council in June 2021:

Table I

PROJECT NAME	FY 2022-2023
Legal Fees for other Special Projects	\$9,000
Software Upgrades	8,500
Fairground Housing Agreement	225,000
Affordable Housing Incentives	2,000
Housing State Law Alignment #1	3,500
Digital Archiving	10,000
ADU Facilitation Measures	38,500
Housing State Law Alignment #2	5,000
6 th Cycle Zoning Programs	32,000
Totals	\$333,500

In addition, the following special projects were included in the FY 2022-23 Budget Update:

Sand Compatibility Opportunistic Use Program (SCOUP) - \$150,000

This is one of two Council priority special projects as part of the City’s shoreline management program in the process of being completed via an existing consultant contract with Moffatt & Nichol. The funds are necessary to complete processing and obtain resource agency approvals of the SCOUP, which will allow the City to accept beach quality sand when available and plan for implementation of a future City-initiated beach nourishment project. The funds will also be used to begin work on the other associated special project with this fund to facilitate preparation of a conceptual plan for a living levee along the riverbanks of the San Dieguito Lagoon. The City will be in a better position to receive grant funding for a prospective living levee project once a conceptual plan is created per the City’s initial work plan.

Short Term Rental (STR) Ordinance - \$80,000

In accordance with City Council direction on May 2, 2022, the City plans to resume work on the STR special project in early 2023 and reengage with the public outreach and community discussions by mid-2023. The requested funds will facilitate the need for gathering rental data to help establish a baseline, gathering information on potential options for collection of revenue from an STR Transient Occupancy Tax (TOT) or fee, and preparation of the associated environmental review documents.

Housing Acceleration Program (HAP) Grant - \$225,000

In March 2022, the City was awarded \$225,000 in grant funds for expenditure by June 30, 2023, from this State grant program that is administered by the San Diego Association of Governments (SANDAG). A portion of the funds (\$125,000) will be used to cover affordable housing consulting services for a variety of needs relating to implementation of the City's Housing Element and priority housing strategy to secure an agreement for development of affordable units on the State Fairgrounds property. The remaining grant funds (\$100,000) will be used to cover architectural consulting services and economic consulting/financial modeling services as set forth in four separate task orders related to preparation of Phase I and Phase II feasibility studies required for implementation on the Housing Element. These expenditures will be offset by the grant revenue that was included in the FY 2021-22 Third Quarter Financial Report.

IMPACTS TO GENERAL FUND RESERVES

Included in this report is a basic summary of the current reserves in the General Fund and their established purpose. Staff continues to work on producing a revised Reserve Policy that will establish funding levels for each reserve, policies and procedures to follow during any future economic crisis, and limits to the use of each reserve. The next step in this process includes meeting with the Pension Subcommittee of the Finance Committee to discuss the Pension Reserve Policy, as well as getting feedback from the Finance Committee regarding the Reserve Policy as a whole. Staff plans to bring an agenda item to the City Council during the first half of FY 2022-23 to facilitate a discussion and solicit feedback and direction from the City Council regarding the City's reserves and adoption of a revised Reserve Policy.

Year-End Transfers

Based on the unknown recovery of revenues when the two-year budget was adopted in June 2021, the City Council approved reduced annual transfers to the General Fund Pension Reserve of \$250,000; a \$100,000 transfer to the Equipment Replacement Reserve; and a \$100,000 transfer to the Housing Reserve. Since the Council has directed that reserves be restored as a priority, and revenue projections are anticipated to be greater than originally anticipated, staff is recommending increasing the Pension Reserve by \$357,300 to a total transfer of \$607,300; and increasing the Housing Reserve by \$100,000, resulting in a \$200,000 transfer for the year.

Self-Insurance Reserve

There are sufficient funds available in the Self-Insurance Reserve at this time. This reserve was established to pay for claims that are below the City's \$100,000 self-insurance retainer (similar to an insurance deductible), for which the City covers the entire expense. This fund typically maintains a reserve of \$300,000 to \$500,000. Although these costs are typically paid through the operating budget, reserves are set aside for times when the City receives multiple high value claims around the same time. Staff feels that the current \$300,000 self-insurance reserve balance is sufficient based on recent activity. Audits on self-insurance funds are performed periodically which provide suggested reserve levels. Staff will return to the City Council if increases to the reserve are needed in the future.

Leave Liability

There are sufficient funds available in the Leave Liability Reserve at this time. This reserve is used to pay out employee leave as required upon separation of employment with the City. It has been the City's practice to pay out employee leave through the operating budget. However, due to budget constraints, there are times where the operating budget may not have sufficient funds available. In years where this is the case, the Leave Liability Reserve is used to cover the payout.

The current leave liability as of June 30, 2021, is \$710,000. The current \$100,000 reserve balance represents 14% of the current liability and staff is not recommending adjusting the balance to this reserve at this time.

Equipment Replacement

The Equipment Replacement Reserve was established for the annual purchase of replacement equipment and machinery. The value of the City's current equipment and machinery as of June 30, 2021, is approximately \$2.4 million. The current Equipment Replacement Reserve balance of \$985,400 represents approximately 40% of total assets. It should also be noted that there are two major assets that require replacement in upcoming years that the City needs to be preparing for.

First, the City's primary fire engine has reached its useful life and is need of replacement, and the City's reserve engine is no longer operable. As such, the City will need to plan for the purchase of a new engine in FY 2022-23, which is anticipated to cost between \$800,000 and \$1 million. As mentioned previously, staff will be returning to the City Council, prior to the FY 2022-23 Mid-Year Financial Report, to provide recommended options for use of CSLFRF monies. As part of this recommendation, staff will recommend that the Council consider using the CSLFRF funds to purchase the required new fire engine. This would eliminate the need to use or increase the funds available in the Equipment Replacement reserve fund.

The second item that the City needs to be planning for is the replacement of the City's financial software system. The City has recently been notified that the current financial software that was purchased in 1999, will sunset in 2026. Software conversion is a multi-year project and other local cities who recently completed this process spent up to \$1.5 million. Staff will begin to price out conversion costs over the next fiscal year. We anticipate the one-time cost will be high and setting aside funds for this expense is highly recommended. Staff is recommending continuing to transfer a minimum of \$100,000 each year to this reserve.

Pension Reserve

The Pension Reserve was established in 2014, with the goal to have sufficient funds in this reserve to cover the City's unfunded pension liability balance by 2029. The City's current unfunded accrued liability reported in the CalPERS valuation report as of June 30, 2020, is approximately \$13 million. Based on the Pension Sinking Fund Model created by the Pension Subcommittee of the Finance Committee, the balance in this reserve at the end of FY 2022-23 (Year 9) should be approximately \$7.3 million. However, due to COVID and the required deferral of transferring funds to the Pension Reserve Fund for two years, the reserve balance for Year 7 is projected to be \$5.2 million.

At this time, at least one Councilmember has expressed concerns to staff about the amount of money that is being reserved for Pension Liability. The unfunded accrued liability portion of the City's pension is amortized and required payments are made to CalPERS on an annual basis towards the unfunded liability. Every year the required unfunded liability payment is included in the operating budget and the City has never had to use reserve funds to cover these payments, even during the pandemic. The current annual pension contribution, including the unfunded liability portion, is approximately \$1.4 million. The estimated reserve balance of \$4.4 million at the end of FY 2022-23 would be sufficient to cover 3 years of pension contributions if at any time the City needed to use reserve funds to make the required annual payment.

Based on feedback provided to staff, staff will be seeking future Council confirmation and direction regarding annual transfers to the Pension Reserve and potential use of the funds for other essential items such as street paving and maintenance of City infrastructure.

General Fund Contingency

The City's prior General Fund Contingency policy was to produce an annual budget that resulted in a General Fund Contingency between 10-20%, with any funds that exceeded the 20% contingency, being available for transfer to the Capital Reserve Fund for future capital improvement projects, upon City Council approval.

During the adoption of the Fiscal Year 2019-20 and 2020-21 Budget, the City Council directed staff to try and achieve a General Fund Contingency of 25%, by increasing the contingency by 1% each year until the full 25% is reached. Due to the pandemic, the goal of reaching a 25% contingency was placed on hold until revenues were restored to pre-COVID levels.

As the City's revenues continue to recover, the City is in a better position to be able to resume working toward the 25% contingency goal. However, based on the same concern that was raised with regard to the Pension Reserve, as part of a future Council discussion regarding reserves, the City Council will be asked to take the need to complete critical projects such as infrastructure repairs and improvements and development of affordable housing into consideration when setting contingency goals for the City. Staff will be recommending that the City Council reconsider the contingency goal of 25% and instead consider setting a goal to produce an annual budget (typically in June of each year) with a contingency that is between 20-25%. Any contingency funds above 20% could be considered by the Council for transfer to the Capital Reserve Fund for future capital improvement projects.

Measure Q

The City's agreement with HdL for sales tax audit services includes the review and audit of Measure Q funds. Using consensus forecasting, HdL has projected Measure Q revenue at \$3.3 million for FY 2022-23. Although Measure Q revenues have also been greatly impacted by the pandemic, the recovery of these funds has been much faster. This is largely due to the fact that online sales made by Del Mar residents are allocated directly to Del Mar and not included in the County pool. The City is also directly allocated 1% of Measure Q Funds for vehicle purchases made by Del Mar residents outside of Del Mar. It is expected that Measure Q revenues will reach pre-COVID levels in FY 2022-23. In order to remain conservative, staff is recommending increasing Measure Q revenues by \$600,000 resulting in a new projection of \$3.0 million.

In July 2021, additional funding was added to the Measure Q budget for Tewa Court/10th Street, and undergrounding areas 1A and X1A. As such, a request to add \$500,000 to the FY 2022-23 Budget Update related to Undergrounding Utility District 1A for paving Stratford Court from curb to curb for the entire 3,300-foot length of the project. Currently the budget only installs asphalt on top of the Undergrounding Trench.

If the \$500,000 budget adjustment described above is approved, the new projected ending fund balance at June 30, 2023, for Measure Q fund will be \$6,144,136.

OVERALL SUMMARY

After a very thorough review of current trends for revenues and expenditures, staff is recommending an increase of \$1,012,220 to projected General Fund revenues, and an increase of \$260,650 in General Fund expenditures. If all adjustments are approved, the new General Fund Contingency balance will increase from \$2,926,094 as reported on June 21, 2021, to \$3,895,728, which represents a 24.04% contingency (88 days of operations) and equates to a \$969,634 gain.

FEEDBACK FROM THE FINANCE COMMITTEE

Staff presented the FY 2022-23 Budget Update Report to the City's Finance Committee on June 8, 2022. The committee was highly complementary of staff's hard work, and unanimously passed the following motion: The Finance Committee recommends that the City Council adopt the recommendations as outlined in the June 8, 2022, staff report to the Finance Committee for revenue and expenditure increases.

It should be noted that, based on the most current revenue results received to date and the completion of DMCEA negotiations, the proposed General Fund Contingency presented in this report is slightly higher than what was presented to the Finance Committee on June 8, 2022.

BUDGET RELATED RESOLUTIONS

In conjunction with the approval of the FY 2022-23 Budget Update, the City Council is required to approve the following resolutions, which are described in more detail as attachments to this report:

- 1) Adopting the Compensation Plan for Firefighters and General Employees for Fiscal Years 2022-2023, based on approved MOA, and for the Management and Professional, Seasonal Employees for Fiscal Year 2022-2023(Attachment B);
- 2) Fixed charge assessments for bonded indebtedness (Attachment C);
- 3) Establishing the Appropriations Limit (Attachment D);
- 4) Adopting the Statement of Investment Policy (Attachment E);
- 5) Setting the User Fee Schedule effective July 1, 2022 (Attachment F);

ATTACHMENTS:

- Attachment A - Resolution Amending the Fiscal Year 2022-2023 Operating and Capital Budget
- Attachment B - Resolution Adopting the Compensation Plans for the Management and Professional, General, Firefighter, and Miscellaneous, Part Time, Temporary and Hourly Employees for Fiscal Year 2022-2023
- Attachment C - Resolution Establishing the Fixed Charge Assessments for Bonded Indebtedness for Fiscal Year 2022-2023
- Attachment D - Resolution Establishing the Appropriations Limit for Fiscal Year 2022-2023
- Attachment E - Resolution Approving the Statement of Investment Policy for Fiscal Year 2022-2023
- Attachment F - Resolution Setting User Fee Schedule effective July 1, 2022

RESOLUTION NO. 2022-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, AMENDING THE FISCAL YEAR 2022-2023 OPERATING AND CAPITAL BUDGET

WHEREAS, on June 21, 2021, the City Council of the City of Del Mar passed Resolution 2021-26 adopting the Fiscal Years 2021-22 and 2022-23 Operating and Capital Budget; and

WHEREAS, information not available at the time of the budget adoption requires a Budget Update of the FY 2022-23 Operating and Capital Budget in order to deliver the services expected by the City Council; and

WHEREAS, the City Council has been presented with and has accepted and approved the Budget Update of the Fiscal Year 2022-23 Operating and Capital Budget along with additional recommendations and appropriations setting the levels of reserves, and transfer in and transfer out between funds, and other related expenditures; and

WHEREAS, the City Council gives authorization to the City Manager to approve the purchase of Capital Equipment that has been previously approved by the City Council and is included in the Fiscal Year 2022-23 Operating and Capital Budget. The items and appropriation are as follows:

Replace Utility Truck – Public Works Department	\$45,000
Equipment Trailer – Community Services Department	5,000

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; and
2. The Fiscal Year 2022-23 Operating and Capital Budget is accepted and amended as shown on Exhibit “A” to the resolution; and
3. The City Manager has the authority to make the equipment replacement purchases identified above and move appropriations between programs as long as the total dollars do not exceed that approved by the City Council.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Del Mar, California, at the Regular Meeting held this 20th day of June 2022.

Dwight Worden, Mayor
City of Del Mar

APPROVED AS TO FORM:

Leslie E. Devaney, City Attorney
City of Del Mar

ATTEST AND CERTIFICATION:

STATE OF CALIFORNIA
COUNTY OF SAN DIEGO
CITY OF DEL MAR

I, Sarah Krietor, Administrative Services Manager/City Clerk of the City of Del Mar, California, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 2022-XX, adopted by the City Council of the City of Del Mar, California, at a Regular Meeting held the 20th day of June 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

**CITY OF DEL MAR
FISCAL YEAR 2022-2023
BUDGET UPDATE REPORT
RESERVE SUMMARY**

		BEGINNING BALANCE JUL 1, 2022 ACTUAL	REVENUES FY 2023	O & M EXPENDITURES FY 2023	CIP EXPENDITURES FY 2023	TRANSFERS IN FY 2023	(OUT) FY 2023	ENDING BALANCE JUN 30, 2023 ESTIMATE
GENERAL FUND								
CONTINGENCY	24.04%	4,176,281	18,609,950	(13,892,480)	-	237,000	\$ (5,235,023)	3,895,728
RESTRICTED:								
SELF-INSURANCE		378,447	-	(398,450)	-	320,003	-	300,000
DESIGNATED:								
ENCUMBRANCES		-	-	-	-	-	-	-
COASTAL PARKING REVENUE		-	81,900	(81,900)	-	-	-	-
SIDEWALK CAFÉ		-	5,300	(5,300)	-	-	-	-
PENSION RESERVE		2,292,700	-	-	-	607,300	-	2,900,000
LEAVE LIABILITY		100,000	-	-	-	-	-	100,000
EQUIPMENT REPLACEMENT		900,000	-	(14,600)	-	100,000	-	985,400
TOTAL GENERAL FUND		7,847,428	18,697,150	(14,392,730)	-	1,264,303	(5,235,023)	8,181,128
MEASURE Q								
		3,719,136	3,000,000	-	(575,000)	-	-	6,144,136
EMERGENCY EXPENDITURE FUND								
		-	-	-	-	-	-	-
ROAD MAINTENANCE REHABILITATION ACCT								
		-	97,000	-	-	-	(97,000)	-
GAS TAX FUND								
		-	129,000	(760,910)	-	631,910	-	-
OPEN SPACE FUND								
		-	519,860	(1,173,490)	-	653,630	-	-
DESIGNATED								
ENCUMBRANCES		-	-	-	-	-	-	-
CAPITAL IMPROVEMENT PROJECTS		-	-	-	(331,400)	331,400	-	-
OPEN SPACE ACQUISITION		86,388	-	-	-	-	-	86,388
TREE RESERVE		34,267	-	-	-	-	-	34,267
TOTAL OPEN SPACE FUND		120,655	519,860	(1,173,490)	(331,400)	985,030	-	120,655
SUPPLEMENTAL LAW ENFORCEMENT FUND								
		-	100,000	-	-	-	(100,000)	-
REGIONAL COMMUNICATIONS FUND								
		7,051	48,000	(59,760)	-	11,760	-	7,051

**CITY OF DEL MAR
FISCAL YEAR 2022-2023
BUDGET UPDATE REPORT
RESERVE SUMMARY**

	BEGINNING BALANCE JUL 1, 2022 ACTUAL	REVENUES FY 2023	O & M EXPENDITURES FY 2023	CIP EXPENDITURES FY 2023	TRANSFERS IN FY 2023	(OUT) FY 2023	ENDING BALANCE JUN 30, 2023 ESTIMATE
GRANTS FUND	125,607	51,470	(53,970)	-	-	-	123,107
HOUSING FUND	153,201	3,000	(99,550)	-	-	-	56,651
HOUSING RESERVE	300,000	-	-	-	200,000	-	500,000
TOTAL HOUSING FUND	453,201	3,000	(99,550)	-	200,000	-	556,651
AB 939 FUND	247,542	68,000	(73,590)	-	-	-	241,952
PEG FEE FUND	10,493	46,000	(6,800)	-	-	(40,000)	9,693
CAPITAL IMPROVEMENT FUND	-	1,567,300	-	(2,091,300)	524,000	-	-
ENCUMBRANCES	-	-	-	-	-	-	-
RESERVE FOR CAPITAL	-	-	-	-	-	-	-
DEBT SERVICE	-	-	(904,290)	-	904,290	-	-
TOTAL CAPITAL IMPROVEMENT FUND	-	1,567,300	(904,290)	(2,091,300)	1,428,290	-	-
SPECIAL PROJECT FUND	-	225,000	-	(788,500)	563,500	-	-
TRANSNET FUND	21,090	417,700	(417,700)	-	-	-	21,090
RTCIP	7,965	-	-	-	-	-	7,965
WORKERS' COMPENSATION FUND	401,166	271,500	(290,000)	-	-	-	382,666
WATER FUND							
NET POSITION	816,646	3,870,460	(3,782,180)	-	-	(509,500)	395,426
RESTRICTED:							
CONTRIBUTED CAPITAL	4,028,272	-	-	-	-	-	4,028,272
DESIGNATED							
ENCUMBRANCES	-	-	-	-	-	-	-
SELF-INSURANCE	50,000	-	-	-	-	-	50,000
RATE STABILIZATION	200,000	-	-	-	-	-	200,000
CAPITAL REPLACEMENT	-	-	-	(290,000)	290,000	-	-
NET PENSION LIABILITY	(1,536,001)	-	-	-	-	-	(1,536,001)
PENSION RESERVE	780,500	-	-	-	219,500	-	1,000,000
OPERATING RESERVE	475,000	-	-	-	-	-	475,000
EQUIPMENT REPLACEMENT	367,100	-	(18,900)	-	-	-	348,200
UTILITY PLANT IN SERVICE	6,697,655	-	(370,000)	-	-	-	6,327,655
TOTAL WATER FUND	11,879,172	3,870,460	(4,171,080)	(290,000)	509,500	(509,500)	11,288,552

**CITY OF DEL MAR
FISCAL YEAR 2022-2023
BUDGET UPDATE REPORT
RESERVE SUMMARY**

	BEGINNING BALANCE JUL 1, 2022 ACTUAL	REVENUES FY 2023	O & M EXPENDITURES FY 2023	CIP EXPENDITURES FY 2023	TRANSFERS IN FY 2023	(OUT) FY 2023	ENDING BALANCE JUN 30, 2023 ESTIMATE
CLEANWATER FUND							
NET POSITION	-	562,000	(676,230)	-	114,230	-	-
DESIGNATED							
UTILITY PLANT IN SERVICE	20,000			-			20,000
ENCUMBRANCES	-		-	-	-		-
CAPITAL REPLACEMENT RESERVE	-			(273,000)	273,000		-
TOTAL CLEAN WATER FUND	20,000	562,000	(676,230)	(273,000)	387,230	-	20,000
WASTEWATER FUND							
NET POSITION	67,027	3,745,000	(3,626,460)	-	-	(128,000)	57,567
RESTRICTED							
IBANK RESERVE	228,828	-	-	-	-	-	228,828
CONTRIBUTED CAPITAL	650,814	-	-	-	-	-	650,814
LOAN RESERVE-STATE REVOLVING	332,979	-	-	-	-	-	332,979
DESIGNATED							
ENCUMBRANCES	-	-	-	-	-	-	-
SELF-INSURANCE	50,000	-	-	-	-	-	50,000
CAPITAL REPLACEMENT	-	-	-	(125,000)	125,000	-	-
NET PENSION LIABILITY	(1,544,128)	-	-	-	-	-	(1,544,128)
PENSION RESERVE	817,000	-	-	-	3,000	-	820,000
OPERATING RESERVE	100,000	-	-	-	-	-	100,000
EQUIPMENT REPLACEMENT	67,100	-	(61,900)	-	-	-	5,200
UTILITY PLANT IN SERVICE	7,953,413	-	(695,000)	-	-	-	7,258,413
RATE STABILIZATION	200,000	-	-	-	-	-	200,000
TOTAL WASTEWATER FUND	8,923,033	3,745,000	(4,383,360)	(125,000)	128,000	(128,000)	8,159,673
TOTAL ENTERPRISE FUNDS	20,822,205	8,177,460	(9,230,670)	(688,000)	1,024,730	(637,500)	19,468,225
TOTAL - ALL FUNDS	33,783,539	33,418,440	(27,463,460)	(4,474,200)	6,109,523	(6,109,523)	35,264,319

**CITY OF DEL MAR
FISCAL YEAR 2022-2023
BUDGET UPDATE REPORT
REVENUE SUMMARIES**

SOURCE OF FUNDS	ACTUAL REVENUE FINAL FY 2018-19	ACTUAL REVENUE FINAL FY 2019-20	ACTUAL REVENUE FINAL FY 2020-21	PROPOSED AMENDED BUDGET FY 2021-22	ADOPTED BUDGET (6/17/21) FY 2022-23	BUDGET UPDATE REQUEST FY 2022-23	PROPOSED AMENDED BUDGET FY 2022-23
GENERAL FUND							
TAXES							
PROPERTY TAX	5,662,270	5,983,399	6,384,954	6,610,000	6,796,000	104,000	6,900,000
VLF IN LIEU OF PROPERTY TAX	603,682	641,659	680,800	701,060	736,110	-	736,110
SALES AND USE TAX	2,208,416	1,472,389	1,147,970	1,850,000	1,640,000	310,000	1,950,000
TRANSIENT OCCUPANCY TAX	2,982,510	2,300,504	1,792,090	3,200,000	2,600,000	700,000	3,300,000
BUSINESS LICENSE TAX	243,198	235,557	229,534	225,000	225,000	35,000	260,000
FRANCHISE TAX	424,931	390,482	324,804	375,000	390,000	(20,000)	370,000
REAL PROPERTY TRANSFER TAX	202,674	160,983	220,962	150,000	150,000	20,000	170,000
TOTAL	12,327,680	11,184,973	10,781,114	13,111,060	12,537,110	1,149,000	13,686,110
LICENSES & PERMITS							
LICENSES & PERMITS	21,786	5,778	10,096	5,000	5,000	-	5,000
JUNIOR LIFEGUARD	52,103	39,651	-	97,800	97,800	-	97,800
PARKING PERMITS	34,755	29,465	21,315	25,000	25,000	-	25,000
TOTAL	108,644	74,894	31,411	127,800	127,800	-	127,800
FINES & FORFEITURES							
MOVING VIOLATIONS/VEHICLE CODE FINES	90,538	78,894	47,019	70,000	70,000	(20,000)	50,000
PARKING VIOLATIONS	508,842	593,192	896,374	700,000	700,000	-	700,000
PENALTIES	13,119	13,257	12,106	12,000	12,000	-	12,000
ADMINISTRATIVE CITATIONS	26,245	23,893	27,600	22,000	22,000	20,000	42,000
RED LIGHT ENFORCEMENT	102,118	88,651	65,903	70,000	75,000	(20,000)	55,000
TOTAL	740,862	797,887	1,049,003	874,000	879,000	(20,000)	859,000
REVENUE FROM USE OF ASSETS							
INV EARN-GENERAL	229,761	135,117	48,673	60,000	60,000	-	60,000
RENTAL INCOME	221,258	195,857	133,190	190,000	190,000	-	190,000
PARKING METER INCOME	1,127,508	1,072,694	1,600,304	1,475,000	1,200,000	150,000	1,350,000
SIDEWALK CAFÉ USER FEE	10,424	5,194	2,940	5,300	3,000	-	3,000
TOTAL	1,588,951	1,408,862	1,785,107	1,730,300	1,453,000	150,000	1,603,000
REVENUE FROM OTHER AGENCIES							
MOTOR VEHICLE LICENSE FEE	2,075	3,523	3,130	3,530	3,530	470	4,000
PUBLIC SAFETY AUGMENTATION FUND	83,629	81,422	85,433	83,900	83,900	6,100	90,000
HOMEOWNER EXEMPT	36,175	37,492	36,737	38,740	38,740	-	38,740
STATE MANDATED COST REIMB	215	6,583	-	3,000	3,000	-	3,000
FEDERAL/STATE GRANTS	24,363	-	21,325	-	-	-	-
CONTRACT SOLANA BEACH	18,975	2,925	-	-	-	-	-
OFF-TRACK PARIMUTUEL	19,208	5,026	2,417	-	15,000	(10,000)	5,000
SOLID WASTE	29,807	30,369	23,853	28,000	28,000	-	28,000
TOTAL	214,447	167,341	172,895	157,170	172,170	(3,430)	168,740
CHARGES - PLANNING SERVICES							
PLANNING SERVICES	424,409	364,135	505,823	480,000	480,000	40,000	520,000
ENGINEERING SERVICES	114,511	128,420	170,688	155,000	155,000	-	155,000
BUILDING SERVICES	323,506	325,694	504,913	460,000	460,000	(40,000)	420,000
TOTAL	862,426	818,249	1,181,424	1,095,000	1,095,000	-	1,095,000

**CITY OF DEL MAR
FISCAL YEAR 2022-2023
BUDGET UPDATE REPORT
REVENUE SUMMARIES**

SOURCE OF FUNDS	ACTUAL REVENUE FINAL FY 2018-19	ACTUAL REVENUE FINAL FY 2019-20	ACTUAL REVENUE FINAL FY 2020-21	PROPOSED AMENDED BUDGET FY 2021-22	ADOPTED BUDGET (6/17/21) FY 2022-23	BUDGET UPDATE REQUEST FY 2022-23	PROPOSED AMENDED BUDGET FY 2022-23
OTHER REVENUE SOURCES							
PARKING IN-LIEU FEE	5,253	-	1,554	1,550	1,550	-	1,550
SALE OF PROPERTY	18,723	-	-	28,600	-	-	-
ADMINISTRATIVE CHARGE	841,650	875,320	910,340	937,650	965,780	-	965,780
CONTRIBUTIONS	2,831	17,939	214,996	43,720	-	-	-
CORONAVIRUS RELIEF FUNDS (CSLFRF)	-	-	-	-	-	-	-
ADMINISTRATIVE CHARGE-MEASURE Q	-	154,603	53,259	130,000	135,000	-	135,000
WC/STD REIMBURSEMENTS	54,871	43,456	39,320	20,500	-	-	-
INSURANCE CLAIM REIMBURSEMENT	577,174	596,159	682,619	134,000	240,000	(240,000)	-
EXPENDITURE REIMBURSEMENT	40,111	210,622	55,042	5,170	5,170	-	5,170
MISCELLANEOUS	89,135	65,590	166,013	73,350	73,350	(23,350)	50,000
TOTAL	1,629,748	1,963,690	2,123,143	1,374,540	1,420,850	(263,350)	1,157,500
TOTAL GENERAL FUND	17,472,758	16,415,896	17,124,097	18,469,870	17,684,930	1,012,220	18,697,150
MEASURE Q FUND	2,863,314	2,320,275	2,339,901	2,850,000	2,400,000	600,000	3,000,000
EMERGENCY EXPENDITURE FUND	-	77,494	53,167	-	-	-	-
ROAD MAINTENANCE REHAB ACCOUNT	80,755	78,438	79,664	86,990	88,000	9,000	97,000
GAS TAX FUND	94,697	108,677	101,400	119,380	120,000	9,000	129,000
OPEN SPACE FUND							
TAXES	12,636	2,528	10,958	6,000	6,000	6,000	12,000
LICENSE & PERMITS	361,938	185,712	109,794	270,000	360,000	-	360,000
FEDERAL/STATE GRANTS	-	-	-	215,000	-	-	-
OFF-TRACK PARIMUTUEL	7,427	3,351	1,612	1,500	5,000	-	5,000
CONTRIBUTIONS	23,230	15,000	-	-	-	100,000	100,000
MISCELLANEOUS	45,235	51,900	39,667	42,860	42,860	-	42,860
TOTAL OPEN SPACE FUND	450,467	258,491	162,031	535,360	413,860	106,000	519,860
SUPPLEMENTAL LAW FUND	155,948	156,727	101,850	161,280	100,000	-	100,000
REGIONAL COMMUNICATION	44,702	48,001	44,186	48,000	48,000	-	48,000
GRANTS FUND	44,914	149,340	69,787	58,920	51,470	-	51,470
HOUSING FUND	33,467	31,413	51,620	3,000	3,000	-	3,000
AB 939	66,108	71,308	51,475	200,400	68,000	-	68,000
PEG FEE FUND	47,946	45,479	44,183	46,000	46,000	-	46,000
CAPITAL IMPROVEMENT FUND							
FEDERAL/STATE GRANTS	702,155	656,854	144,140	744,788	1,487,300	80,000	1,567,300
CONTRIBUTIONS	2,500	-	-	-	-	-	-
LOAN PROCEEDS	1,587,535	-	-	-	-	-	-
MISCELLANEOUS	25,739	-	-	-	-	-	-
TOTAL CAPITAL IMPROVEMENT FUND	2,317,929	656,854	144,140	744,788	1,487,300	80,000	1,567,300
TRANSNET FUND	196,019	214,328	75,050	223,000	205,000	212,700	417,700

**CITY OF DEL MAR
FISCAL YEAR 2022-2023
BUDGET UPDATE REPORT
REVENUE SUMMARIES**

SOURCE OF FUNDS	ACTUAL REVENUE FINAL FY 2018-19	ACTUAL REVENUE FINAL FY 2019-20	ACTUAL REVENUE FINAL FY 2020-21	PROPOSED AMENDED BUDGET FY 2021-22	ADOPTED BUDGET (6/17/21) FY 2022-23	BUDGET UPDATE REQUEST FY 2022-23	PROPOSED AMENDED BUDGET FY 2022-23
RTCIP FUND	2,565	2,658	2,715	2,600	-	-	-
SPECIAL PROJECTS FUND	-	-	147,170	-	-	225,000	225,000
TOTAL GENERAL GOVERNMENTAL FUNDS	23,871,589	20,635,377	20,592,435	23,549,588	22,715,560	2,253,920	24,969,480
WORKERS' COMPENSATION FUND	262,053	273,518	240,157	266,500	271,500	-	271,500
WATER UTILITY FUND							
INVESTMENT EARNINGS	43,365	43,510	32,206	26,260	26,260	(11,260)	15,000
WATER SALES	1,911,396	2,049,166	2,394,497	2,250,000	2,063,820	186,180	2,250,000
READY TO SERVE CHARGE	1,376,898	1,533,110	1,644,154	1,600,000	1,471,600	28,400	1,500,000
OTHER CONNECTION FEES	27,178	72,400	64,876	31,400	31,400	20,000	51,400
MISCELLANEOUS	33,182	20,623	160,215	150,000	54,060	-	54,060
TOTAL OPERATING REVENUE	3,392,019	3,718,809	4,295,948	4,057,660	3,647,140	223,320	3,870,460
CLEAN WATER PROGRAM							
INVESTMENTS	846	244	1,445	500	500		500
SERVICE CHARGE	545,045	559,754	589,891	560,000	560,000		560,000
MISCELLANEOUS	3,282	2,595	30,951	37,050	1,500		1,500
TOTAL CLEAN WATER PROGRAM	549,173	562,593	622,287	597,550	562,000	-	562,000
WASTEWATER FUND							
INVESTMENT EARNINGS	84,156	69,079	24,622	35,000	35,000		35,000
SERVICE CHARGES	1,473,337	1,592,732	1,677,265	1,700,000	1,750,000	-	1,750,000
USAGE CHARGES	1,754,980	1,647,404	1,672,477	1,800,000	1,750,000	100,000	1,850,000
OTHER SEWER FEES	19,331	99,875	74,101	75,000	55,000	25,000	80,000
MISCELLANEOUS	9,281	22,808	233,705	30,000	30,000		30,000
TOTAL WASTEWATER FUND	3,341,084	3,431,897	3,682,170	3,640,000	3,620,000	125,000	3,745,000
TOTAL ENTERPRISE FUNDS	7,282,275	7,713,300	8,600,405	8,295,210	7,829,140	348,320	8,177,460
TOTAL ALL FUNDS	31,415,917	28,622,194	29,432,997	32,111,298	30,816,200	2,602,240	33,418,440

**CITY OF DEL MAR
FISCAL YEAR 2022-2023
BUDGET UPDATE REPORT
EXPENDITURE SUMMARIES**

DEPARTMENT	ACTUAL EXP FINAL FY 2018-19	ACTUAL EXP FINAL FY 2019-20	ACTUAL EXP FINAL FY 2020-21	PROPOSED AMENDED BUDGET FY 2021-22	ADOPTED BUDGET (6/17/21) FY 2022-23	BUDGET UPDATE REQUEST FY 2022-23	PROJECTED ADOPTED BUDGET FY 2022-23
GENERAL FUND							
GENERAL GOVERNMENT							
CITY COUNCIL	84,861	71,543	22,669	22,780	24,280	-	24,280
LEGAL SERVICES	1,204,636	1,047,924	569,951	542,450	658,450	-	658,450
CITY MANAGER	919,151	1,049,395	971,234	886,660	890,390	52,230	942,620
HUMAN RESOURCES	169,371	186,593	191,669	188,450	202,320	29,720	232,040
CITY CLERK	277,157	283,423	252,426	264,640	324,730	(20,410)	304,320
INFORMATION SYSTEMS	432,371	457,784	392,818	468,190	500,110	(9,460)	490,650
FINANCE SERVICES	761,238	718,672	715,272	770,580	770,510	(52,960)	717,550
RISK MANAGEMENT	196,567	328,290	416,184	274,500	265,790	39,410	305,200
PLANNING SERVICES	1,057,049	1,102,865	954,394	1,194,290	1,233,290	122,840	1,356,130
CODE ENFORCEMENT	91,341	124,211	129,128	126,950	127,980	10,960	138,940
BUILDING SERVICES	309,959	287,513	423,102	369,350	369,000	(32,000)	337,000
TOTAL	5,503,701	5,658,213	5,038,847	5,108,840	5,366,850	140,330	5,507,180
PUBLIC SAFETY							
LAW ENFORCEMENT	2,409,932	2,545,856	2,647,355	2,667,210	2,812,740	3,000	2,815,740
LIFEGUARD SERVICES	1,066,742	1,141,311	1,125,842	1,241,520	1,294,450	16,120	1,310,570
PARKING ENFORCEMENT	817,868	689,980	742,191	839,620	867,390	34,060	901,450
FIRE PROTECTION	2,153,420	2,328,292	2,373,982	2,546,880	2,538,460	7,480	2,545,940
HAZARDOUS WASTE MANAGEMENT	15,185	16,417	17,648	20,250	20,250	-	20,250
SOLID WASTE	4,060	2,845	4,207	5,000	5,000	-	5,000
EMERGENCY PREPAREDNESS	2,010	2,878	1,318	4,550	4,550	-	4,550
TOTAL	6,469,217	6,727,579	6,912,543	7,325,030	7,542,840	60,660	7,603,500
PUBLIC WORKS							
ENGINEERING SERVICES	252,122	238,745	174,469	220,000	195,000	-	195,000
STORM DRAIN	79,060	104,104	91,273	130,890	132,530	22,110	154,640
FACILITIES	168,492	196,114	238,954	277,290	232,450	12,550	245,000
TOTAL	499,674	538,963	504,696	628,180	559,980	34,660	594,640
NON-DEPARTMENTAL							
COMMUNITY SUPPORT	313,847	302,690	274,573	358,330	290,560	25,000	315,560
TV STUDIO	87,902	101,613	80,574	111,170	111,820	-	111,820
CITY MEMBERSHIPS	80,029	89,063	88,191	91,640	94,680	-	94,680
CITY HALL - GENERAL	169,953	125,338	111,432	147,450	150,750	-	150,750
TOTAL	651,731	618,704	554,770	708,590	647,810	25,000	672,810
TOTAL GENERAL FUND BEFORE EQUIPMENT REPLACEMENT	13,124,320	13,543,459	13,010,855	13,770,640	14,117,480	260,650	14,378,130
EQUIPMENT REPLACEMENT	137,517	75,149	55,423	165,200	39,600	(25,000)	14,600
TOTAL GENERAL FUND INCLUDING EQUIPMENT REPLACEMENT	13,261,837	13,618,608	13,066,278	13,935,840	14,157,080	235,650	14,392,730

**CITY OF DEL MAR
FISCAL YEAR 2022-2023
BUDGET UPDATE REPORT
EXPENDITURE SUMMARIES**

DEPARTMENT	ACTUAL EXP FINAL FY 2018-19	ACTUAL EXP FINAL FY 2019-20	ACTUAL EXP FINAL FY 2020-21	PROPOSED AMENDED BUDGET FY 2021-22	ADOPTED BUDGET (6/17/21) FY 2022-23	BUDGET UPDATE REQUEST FY 2022-23	PROJECTED ADOPTED BUDGET FY 2022-23
MEASURE Q FUND	4,102,363	3,009,140	202,171	2,433,425	75,000	500,000	575,000
EMERGENCY EXPENDITURE FUND	-	65,693	30,316	-	-	-	-
ROAD MAINTENANCE REHAB ACCOUNT	-	-	-	-	-	-	-
GAS TAX FUND							
STREET MAINTENANCE	129,560	175,828	132,780	212,690	234,800	128,000	362,800
STREET LIGHTS/SIGNS	126,611	141,233	101,422	130,610	124,870	5,100	129,970
STREET LANDSCAPING	250,266	242,857	199,692	250,430	256,180	11,960	268,140
TOTAL GAX TAX FUND	506,437	559,918	433,894	593,730	615,850	145,060	760,910
OPEN SPACE FUND							
POWERHOUSE OPERATIONS	384,173	373,555	240,099	389,900	425,130	1,490	426,620
BEACH MAINTENANCE	302,391	312,320	310,229	356,380	355,650	36,580	392,230
PARK MAINTENANCE	229,995	256,872	222,509	306,700	316,730	37,910	354,640
TOTAL OPEN SPACE FUND	916,559	942,747	772,837	1,052,980	1,097,510	75,980	1,173,490
SUPPLEMENTAL LAW ENFORCEMENT	223,155	252,745	-	-	-	-	-
REGIONAL COMMUNICATION FUND	72,217	79,273	86,302	59,760	59,760		59,760
GRANTS FUND	23,895	127,277	29,309	53,970	53,970		53,970
HOUSING FUND	109,232	102,908	87,035	99,550	99,550		99,550
AB 939	16,567	47,158	88,477	172,120	51,720	21,870	73,590
PEG FEE FUND	5,663	5,780	6,949	6,500	6,800		6,800
TOTAL GENERAL O&M FUNDS	19,237,925	18,811,247	14,803,570	18,407,875	16,217,240	978,560	17,195,800
CAPITAL IMPROVEMENT FUNDS							
OPEN SPACE CIP	101,557	188,091	84,595	556,728	150,000	181,400	331,400
GENERAL FUND CIP	4,064,322	1,759,265	298,818	1,529,580	1,960,000	131,300	2,091,300
DEBT SERVICE-CITY HALL	909,542	922,153	906,996	905,670	904,290	-	904,290
TRANSNET II CIP	196,019	193,004	59,859	205,000	205,000	212,700	417,700
RTCIP FUND	-	-	-	5,000	-	-	-
TOTAL CAPITAL IMPROVEMENT FUNDS	5,271,440	3,062,513	1,350,268	3,201,978	3,219,290	525,400	3,744,690
SPECIAL PROJECT FUND	228,213	840,409	297,055	810,492	333,500	455,000	788,500
TOTAL GENERAL GOVERNMENTAL FUNDS	24,737,578	22,714,169	16,450,893	22,420,345	19,770,030	1,958,960	21,728,990
WORKERS' COMPENSATION FUND	275,226	354,414	286,439	258,000	275,000	15,000	290,000

**CITY OF DEL MAR
FISCAL YEAR 2022-2023
BUDGET UPDATE REPORT
EXPENDITURE SUMMARIES**

DEPARTMENT	ACTUAL EXP FINAL FY 2018-19	ACTUAL EXP FINAL FY 2019-20	ACTUAL EXP FINAL FY 2020-21	PROPOSED AMENDED BUDGET FY 2021-22	ADOPTED BUDGET (6/17/21) FY 2022-23	BUDGET UPDATE REQUEST FY 2022-23	PROJECTED ADOPTED BUDGET FY 2022-23
WATER FUND							
GENERAL ADMINISTRATION	1,655,909	1,685,804	1,739,596	1,843,010	1,820,230	119,320	1,939,550
RISK MANAGEMENT	52,789	65,813	94,604	108,450	126,400	-	126,400
RAW WATER SUPPLY	1,398,376	1,440,942	1,607,704	1,651,560	1,701,110	-	1,701,110
TREATMENT/DELIVERY	277,414	299,852	346,427	392,250	404,020	-	404,020
TOTAL WATER FUND O&M	3,384,488	3,492,411	3,788,331	3,995,270	4,051,760	119,320	4,171,080
WATER CAP IMPROVEMENT	832,312	127,379	16,619	1,053,000	290,000	-	290,000
TOTAL WATER FUND	4,216,800	3,619,790	3,804,950	5,048,270	4,341,760	119,320	4,461,080
CLEAN WATER FUND							
PLANNING	49,620	58,320	48,032	47,770	48,950	5,810	54,760
CODE ENFORCEMENT	25,083	30,425	32,856	34,320	34,330	3,100	37,430
CLEAN WATER MANAGEMENT	254,781	235,516	211,351	299,500	310,050	-	310,050
PUBLIC WORKS	231,990	231,490	201,981	250,300	249,430	24,560	273,990
TOTAL CLEAN WATER O & M	561,474	555,751	494,220	631,890	642,760	33,470	676,230
CLEAN WATER CAP IMPROVEMENT	-	62,607	20,832	334,890	273,000	-	273,000
TOTAL CLEAN WATER FUND	561,474	618,358	515,052	966,780	915,760	33,470	949,230
WASTEWATER FUND							
RISK MANAGEMENT	115,154	175,772	98,838	153,450	165,400	-	165,400
WASTEWATER TRANSPORTATION	79,619	335,446	216,715	164,400	164,800	-	164,800
WASTEWATER TREATMENT	814,173	709,837	736,349	912,500	937,000	-	937,000
DEBT SERVICE	573,560	565,740	564,625	570,440	569,940	-	569,940
WASTEWATER PROGRAM	2,188,037	2,532,350	2,014,779	2,271,240	2,449,690	96,530	2,546,220
TOTAL WASTEWATER FUND O&M	3,770,543	4,319,145	3,631,306	4,072,030	4,286,830	96,530	4,383,360
WASTEWATER CAPITAL IMPROVEMENT	484,222	62,848	16,368	462,470	125,000	-	125,000
TOTAL WASTEWATER FUND	4,254,765	4,381,993	3,647,674	4,534,500	4,411,830	96,530	4,508,360
TOTAL ENTERPRISE FUNDS	9,033,039	8,620,141	7,967,676	10,549,550	9,669,350	249,320	9,918,670
TOTAL EXPENDITURES	34,045,843	31,688,724	24,705,007	33,227,895	29,714,380	2,223,280	31,937,660

City of Del Mar
Cash Flow Report
General Fund
Fiscal Year 2022-23

	Adopted FY 2023 (6/21/21) <u>(A)</u>	Budget Update FY 2023 (6/20/22) <u>(B)</u>	Difference <u>(C=B-A)</u>
Total Revenue	17,684,930	18,697,150	1,012,220
Total Expenditures	14,157,080	14,392,730	235,650
Transfers			
Measure Q Loan	-	-	-
Emergency Fund	-	-	-
Gas Tax	495,850	631,910	136,060
Open Space	683,650	653,630	(30,020)
SLESF	(100,000)	(100,000)	-
Regional Comm	11,760	11,760	-
Housing Fund Transfer	100,000	200,000	100,000
Clean Water (non-CIP)	80,760	114,230	33,470
RMRA Reimb	(88,000)	(97,000)	(9,000)
PEG Fee Reimb	(40,000)	(40,000)	-
Total Transfers	<u>1,144,020</u>	<u>1,374,530</u>	<u>230,510</u>
City Hall Debt	904,290	904,290	-
Cash Flow (before CIP & SP)	\$ 1,479,540	\$ 2,025,600	\$ 546,060
Transfer to CIP			
Open Space	150,000	331,400	181,400
General Fund	472,700	524,000	51,300
RTCIP	-	-	-
Clean Water	273,000	273,000	-
Total CIP	<u>895,700</u>	<u>1,128,400</u>	<u>232,700</u>
Transfer to Special Projects	333,500	563,500	230,000
Cash Flow (after CIP & SP)	\$ 250,340	\$ 333,700	\$ 83,360
Reserves			
Contingency Reserves	2,926,094	3,895,728	969,634
Self-Insurance	300,000	300,000	-
Pension Reserves	1,720,200	2,900,000	1,179,800
Leave Liability	63,123	100,000	36,877
Equipment Replcement	782,050	985,400	203,350
	<u>5,791,467</u>	<u>8,181,128</u>	<u>2,389,661</u>

RESOLUTION NO. 2022-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, ADOPTING THE COMPENSATION PLANS FOR THE MANAGEMENT AND PROFESSIONAL, GENERAL, FIREFIGHTER, AND MISCELLANEOUS, PART-TIME, TEMPORARY AND HOURLY EMPLOYEES

WHEREAS, on June 21, 2021, the City Council of the City of Del Mar adopted Resolution 2021-23, approving the Memorandum of Agreement (MOA) between the City of Del Mar and the Del Mar Firefighters Association (“Firefighter group”) for the period July 1, 2021 through June 30, 2023; and

WHEREAS, on June 20, 2022, the City Council of the City of Del Mar adopted Resolution 2022-XX, approving the MOA between the City of Del Mar and the Del Mar City Employees Association (“General group”) for the period July 1, 2022 through June 30, 2025; and

WHEREAS, in accordance with the Del Mar Firefighters Association MOA, effective July 1, 2022, the City will convert the current Firefighter group twelve-step compensation plan to a five-step compensation plan, and shall receive a 2% salary increase; and

WHEREAS, in accordance with the Del Mar City Employees Association MOA, general group employees shall receive a 3.3% salary increase effective July 1, 2022; and

WHEREAS, the City Council also desires to provide Management and Professional, and Miscellaneous, Part-Time, Temporary and Hourly Del Mar employees with a 2% salary increase effective July 1, 2022, in order to ensure competitive wages for all City employees; and

WHEREAS, the City Council has been presented with and has reviewed the compensation plans for Management and Professional, General, Firefighter, and Miscellaneous, Part-Time, Temporary and Hourly employees for inclusion in the Fiscal Year 2022-23 Operating and Capital Budget.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Del Mar, California, that the above recitals are true and correct.

BE IT FURTHER RESOLVED that the City Council does hereby approve and adopt the amended compensation plans for the Management and Professional, General, Firefighter, and Miscellaneous, Part-Time, Temporary and Hourly employees as shown in Exhibit “A”.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Del Mar, California, at the Regular Meeting held this 20th day of June 2022.

Dwight Worden, Mayor
City of Del Mar

APPROVED AS TO FORM:

Leslie E. Devaney, City Attorney
City of Del Mar

ATTEST AND CERTIFICATION:

STATE OF CALIFORNIA
COUNTY OF SAN DIEGO
CITY OF DEL MAR

I, Sarah Krietor, Administrative Services Manager/City Clerk of the City of Del Mar, California, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 2022-XX, adopted by the City Council of the City of Del Mar, California, at a Regular Meeting held the 20th day of June 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

**CITY OF DEL MAR
FIRE EMPLOYEE COMPENSATION PLAN
SALARY INCREASE 2.0%**

EFFECTIVE JULY 1, 2022

POSITION TITLE	RANGE	ANNUAL SALARY	
Administratvie Fire Battalion Chief	F519		
-Hourly		46.1458 -	56.0905
-Bi-Weekly		5,168.33 -	6,282.14
-Monthly		11,198.05 -	13,611.30
-Annual		134,376.62 -	163,335.62
Fire Battalion Chief*	F510		
-Hourly		42.1929 -	51.2858
-Bi-Weekly		4,725.61 -	5,744.01
-Monthly		10,238.82 -	12,445.35
-Annual		122,865.87 -	149,344.23
Fire Captain	F480		
-Hourly		31.2949 -	38.0391
-Bi-Weekly		3,505.03 -	4,260.38
-Monthly		7,594.22 -	9,230.83
-Annual		91,130.69 -	110,769.92
Fire Engineer	F465		
-Hourly		26.9558 -	32.7650
-Bi-Weekly		3,019.05 -	3,669.68
-Monthly		6,541.28 -	7,950.97
-Annual		78,495.36 -	95,411.60
Firefighter/Paramedic	F462		
-Hourly		26.1631 -	31.8014
-Bi-Weekly		2,930.26 -	3,561.75
-Monthly		6,348.90 -	7,717.13
-Annual		76,186.84 -	92,605.59

CITY OF DEL MAR
 FIRE EMPLOYEE COMPENSATION PLAN
 SALARY INCREASE 2.0%

EFFECTIVE JULY 1, 2022

POSITION TITLE	RANGE	A	B	C	D	E
Administrative Fire Battalion Chief	F519					
-Hourly		46.1458	48.4531	50.8758	53.4196	56.0905
-Bi-Weekly		5,168.33	5,426.75	5,698.09	5,982.99	6,282.14
-Monthly		11,198.05	11,757.95	12,345.85	12,963.14	13,611.30
-Annual		134,376.62	141,095.45	148,150.22	155,557.73	163,335.62
Fire Battalion Chief	F510					
-Hourly		42.1929	44.3026	46.5177	48.8436	51.2858
-Bi-Weekly		4,725.61	4,961.89	5,209.99	5,470.48	5,744.01
-Monthly		10,238.82	10,750.76	11,288.30	11,852.72	12,445.35
-Annual		122,865.87	129,009.16	135,459.62	142,232.60	149,344.23
Fire Captain	F480					
-Hourly		31.2949	32.8596	34.5026	36.2277	38.0391
-Bi-Weekly		3,505.03	3,680.28	3,864.29	4,057.51	4,260.38
-Monthly		7,594.22	7,973.94	8,372.63	8,791.26	9,230.83
-Annual		91,130.69	95,687.22	100,471.58	105,495.16	110,769.92
Fire Engineer	F465					
-Hourly		26.9558	28.3036	29.7188	31.2047	32.7650
-Bi-Weekly		3,019.05	3,170.00	3,328.50	3,494.93	3,669.68
-Monthly		6,541.28	6,868.34	7,211.76	7,572.35	7,950.97
-Annual		78,495.36	82,420.12	86,541.13	90,868.19	95,411.60
Firefighter/Paramedic	F462					
-Hourly		26.1631	27.4712	28.8448	30.2870	31.8014
-Bi-Weekly		2,930.26	3,076.78	3,230.62	3,392.15	3,561.75
-Monthly		6,348.90	6,666.35	6,999.67	7,349.65	7,717.13
-Annual		76,186.84	79,996.19	83,996.00	88,195.80	92,605.59

CITY OF DEL MAR
GENERAL EMPLOYEE COMPENSATION PLAN
SALARY INCREASE 3.3%
 (Employees hired before 1/1/2016)

EFFECTIVE JULY 1, 2022

POSITION TITLE	RANGE	ANNUAL SALARY	
Cross Connection Utility Specialist II	G145	65,794.76 -	79,973.94
Code Enforcement Officer II	G145	65,794.76 -	79,973.94
Utility Specialist II	G145	65,794.76 -	79,973.94
Network Systems Technician II	G138	61,367.94 -	74,593.12
Cross Connection Utility Specialist I	G133	58,389.52 -	70,972.82
Utility Specialist I	G133	58,389.52 -	70,972.82
Accounting Technician II	G128	55,555.62 -	67,528.20
Senior Parking Enforcement Officer	G128	55,555.62 -	67,528.20
Administrative Assistant II	G128	55,555.62 -	67,528.20
Project Assistant	G128	55,555.62 -	67,528.20
Utility/Landscape Specialist	G128	55,555.62 -	67,528.20
Network Technician I	G123	51,170.62 -	64,250.74
Accounting Technician I	G123	51,170.62 -	64,250.74
Administrative Assistant I	G123	51,170.62 -	64,250.74
Utility Worker II	G123	51,170.62 -	64,250.74

CITY OF DEL MAR
GENERAL EMPLOYEE COMPENSATION PLAN
SALARY INCREASE 3.3%

(Employees hired before 1/1/2016)

EFFECTIVE JULY 1, 2022

POSITION TITLE	Grade	A	B	C	D	E
Cross Connection Utility Specialist II	G145					
Utility Specialist II						
Code Enforcement Officer II						
-Hourly		31,632.1	33,213.7	34,874.4	36,618.1	38,449.0
-Bi-Weekly		2,530.57	2,657.10	2,789.95	2,929.45	3,075.92
-Monthly		5,482.90	5,757.04	6,044.89	6,347.14	6,664.50
-Annual		65,794.76	69,084.50	72,538.72	76,165.66	79,973.94
Network Systems Technician II	G138					
-Hourly		29,503.8	30,979.0	32,528.0	34,154.4	35,862.1
-Bi-Weekly		2,360.31	2,478.32	2,602.24	2,732.35	2,868.97
-Monthly		5,114.00	5,369.69	5,638.18	5,920.09	6,216.09
-Annual		61,367.94	64,436.34	67,658.16	71,041.06	74,593.12
Cross Connection Utility Specialist I	G133					
Utility Specialist I						
-Hourly		28,071.9	29,475.5	30,949.3	32,496.7	34,121.5
-Bi-Weekly		2,245.75	2,358.04	2,475.94	2,599.74	2,729.72
-Monthly		4,865.79	5,109.08	5,364.54	5,632.76	5,914.40
-Annual		58,389.52	61,308.99	64,374.44	67,593.16	70,972.82
Accounting Technician II	G128					
Senior Parking Enforcement Officer						
Administrative Assistant II						
Project Assistant						
Utility/Landscape Specialist						
-Hourly		26,709.4	28,044.9	29,447.1	30,919.5	32,465.5
-Bi-Weekly		2,136.75	2,243.59	2,355.77	2,473.56	2,597.24
-Monthly		4,629.63	4,861.12	5,104.17	5,359.38	5,627.35
-Annual		55,555.62	58,333.40	61,250.07	64,312.57	67,528.20
Network Technician I	G123					
Accounting Technician I						
Administrative Assistant I						
Utility Worker II						
-Hourly		25,413.1	26,683.8	28,017.9	29,418.8	30,889.8
-Bi-Weekly		2,033.05	2,134.70	2,241.44	2,353.51	2,471.18
-Monthly		4,404.94	4,625.18	4,856.44	5,099.27	5,354.23
-Annual		52,859.24	55,502.21	58,277.32	61,191.18	64,250.74

**CITY OF DEL MAR
GENERAL EMPLOYEE COMPENSATION PLAN
SALARY INCREASE 3.3%**
(Employees hired after 1/1/2016)

EFFECTIVE JULY 1, 2022

POSITION TITLE	RANGE	ANNUAL SALARY	
Water Utility Specialist II	G145	60,951.72 -	79,973.94
Wastewater Utility Specialist II	G145	60,951.72 -	79,973.94
Utility Specialist II	G145	60,951.72 -	79,973.94
Code Enforcement Officer II	G145	60,951.72 -	79,973.94
Network Systems Technician II	G138	56,850.75 -	74,593.12
Water Utility Specialist I	G133	54,091.57 -	70,972.82
Wastewater Utility Specialist I	G133	54,091.57 -	70,972.82
Utility Specialist I	G133	54,091.57 -	70,972.82
Code Enforcement Officer I	G133	54,091.57 -	70,972.82
Accounting Technician II	G128	51,466.27 -	67,528.20
Senior Parking Enforcement Officer	G128	51,466.27 -	67,528.20
Administrative Assistant II	G128	51,466.27 -	67,528.20
Project Assistant	G128	51,466.27 -	67,528.20
Utility/Landscape Specialist	G128	51,466.27 -	67,528.20
Beach and Community Patrol Officer II	G128	51,466.27 -	67,528.20
Network Systems Technician I	G123	48,968.37 -	64,250.74
Administrative Assistant I	G123	48,968.37 -	64,250.74
Accounting Technician I	G123	48,968.37 -	64,250.74
Utility Worker II	G123	48,968.37 -	64,250.74
Facilities Coordinator	G117	46,130.43 -	60,527.12
Senior Maintenance Worker	G112	43,891.51 -	57,589.48
Utility Worker I	G112	43,891.51 -	57,589.48
Senior Lifeguard	G112	43,891.51 -	57,589.48
Maintenance Worker	G107	40,938.40 -	53,714.73
Parking Enforcement Officer	G107	40,938.40 -	53,714.73
Beach and Community Patrol Officer I	G107	40,938.40 -	53,714.73

CITY OF DEL MAR
GENERAL EMPLOYEE COMPENSATION PLAN
SALARY INCREASE 3.3%

(Employees hired after 1/1/2016)

EFFECTIVE JULY 1, 2022

POSITION TITLE	Grade	A	B	C	D	E	F	G	H	I	J	K	L
Water Utility Specialist II	G145												
Wastewater Utility Specialist II													
Utility Specialist II													
Code Enforcement Officer II													
-Hourly		29,3037	30,0363	30,7872	31,5569	32,3458	33,1545	33,9833	34,8329	35,7037	36,5963	37,5112	38,4490
-Bi-Weekly	2,344.30	2,402.90	2,462.98	2,524.55	2,587.67	2,652.36	2,718.67	2,786.63	2,856.30	2,927.71	3,000.90	3,075.92	
-Monthly	5,079.31	5,206.29	5,336.45	5,469.86	5,606.61	5,746.77	5,890.44	6,037.70	6,188.65	6,343.36	6,501.95	6,664.50	
-Annual	60,951.72	62,475.51	64,037.40	65,638.34	67,279.30	68,961.28	70,685.31	72,452.44	74,263.75	76,120.35	78,023.36	79,973.94	
Network Systems Technician II	G138												
-Hourly		27,3321	28,0154	28,7158	29,4337	30,1695	30,9238	31,6968	32,4893	33,3015	34,1340	34,9874	35,8621
-Bi-Weekly		2,186.57	2,241.23	2,297.26	2,354.69	2,413.56	2,473.90	2,535.75	2,599.14	2,664.12	2,730.72	2,798.99	2,868.97
-Monthly		4,737.56	4,856.00	4,977.40	5,101.84	5,229.38	5,360.12	5,494.12	5,631.47	5,772.26	5,916.57	6,064.48	6,216.09
-Annual		56,850.75	58,272.02	59,728.82	61,222.04	62,752.60	64,321.41	65,929.45	67,577.68	69,267.12	70,998.80	72,773.77	74,593.12
Water Utility Specialist I	G133												
Wastewater Utility Specialist I													
Code Enforcement Officer I													
Utility Specialist I													
-Hourly		26,0056	26,6557	27,3221	28,0051	28,7053	29,4229	30,1585	30,9124	31,6853	32,4774	33,2893	34,1215
-Bi-Weekly	2,080.44	2,132.46	2,185.77	2,240.41	2,296.42	2,353.83	2,412.68	2,473.00	2,534.82	2,598.19	2,663.15	2,729.72	
-Monthly	4,507.63	4,620.32	4,735.83	4,854.23	4,975.58	5,099.97	5,227.47	5,358.16	5,492.11	5,629.41	5,770.15	5,914.40	
-Annual	54,091.57	55,443.86	56,829.95	58,250.70	59,706.97	61,199.64	62,729.63	64,297.87	65,905.32	67,552.95	69,241.78	70,972.82	
Administrative Assistant II	G128												
Senior Parking Enforcement Officer													
Accounting Technician II													
Project Assistant													
Utility/Landscape Specialist													
Beach and Community Patrol Officer II													
-Hourly	24,7434	25,3620	25,9960	26,6459	27,3121	27,9949	28,6948	29,4121	30,1474	30,9011	31,6736	32,4655	
-Bi-Weekly	1,979.47	2,028.96	2,079.68	2,131.67	2,184.97	2,239.59	2,295.58	2,352.97	2,411.79	2,472.09	2,533.89	2,597.24	
-Monthly	4,288.86	4,396.08	4,505.98	4,618.63	4,734.09	4,852.45	4,973.76	5,098.10	5,225.55	5,356.19	5,490.10	5,627.35	
-Annual	51,466.27	52,752.92	54,071.75	55,423.54	56,809.13	58,229.36	59,685.09	61,177.22	62,706.65	64,274.31	65,881.17	67,528.20	
Network Systems Technician I	G123												
Accounting Technician I													
Administrative Assistant I													
Utility Worker II													
-Hourly		23,5425	24,1310	24,7343	25,3527	25,9865	26,6362	27,3021	27,9846	28,6842	29,4013	30,1364	30,8898
-Bi-Weekly	1,883.40	1,930.48	1,978.75	2,028.21	2,078.92	2,130.89	2,184.17	2,238.77	2,294.74	2,352.11	2,410.91	2,471.18	
-Monthly	4,080.70	4,182.71	4,287.28	4,394.46	4,504.33	4,616.93	4,732.36	4,850.67	4,971.93	5,096.23	5,223.64	5,354.23	
-Annual	48,968.37	50,192.58	51,447.39	52,733.58	54,051.91	55,403.21	56,788.29	58,208.00	59,663.20	61,154.78	62,683.65	64,250.74	

CITY OF DEL MAR
GENERAL EMPLOYEE COMPENSATION PLAN
SALARY INCREASE 3.3%

(Employees hired after 1/1/2016)

EFFECTIVE JULY 1, 2022

POSITION TITLE	Grade	A	B	C	D	E	F	G	H	I	J	K	L
Facilities Coordinator	G117												
-Hourly		22,178.1	22,732.5	23,300.9	23,883.4	24,480.5	25,092.5	25,719.8	26,362.8	27,021.8	27,697.4	28,389.8	29,099.6
-Bi-Weekly		1,774.25	1,818.60	1,864.07	1,910.67	1,958.44	2,007.40	2,057.58	2,109.02	2,161.75	2,215.79	2,271.19	2,327.97
-Monthly		3,844.20	3,940.31	4,038.81	4,139.79	4,243.28	4,349.36	4,458.10	4,569.55	4,683.79	4,800.88	4,920.90	5,043.93
-Annual		46,130.43	47,283.69	48,465.78	49,677.42	50,919.36	52,192.34	53,497.15	54,834.58	56,205.44	57,610.58	59,050.85	60,527.12
Senior Maintenance Worker	G112												
Utility Worker I													
Senior Lifeguard													
-Hourly		21,101.7	21,629.2	22,170.0	22,724.2	23,292.3	23,874.6	24,471.5	25,083.3	25,710.4	26,353.1	27,012.0	27,687.3
-Bi-Weekly		1,688.14	1,730.34	1,773.60	1,817.94	1,863.39	1,909.97	1,957.72	2,006.66	2,056.83	2,108.25	2,160.96	2,214.98
-Monthly		3,657.63	3,749.07	3,842.79	3,938.86	4,037.34	4,138.27	4,241.73	4,347.77	4,456.46	4,567.87	4,682.07	4,799.12
-Annual		43,891.51	44,988.80	46,113.52	47,266.36	48,448.02	49,659.22	50,900.70	52,173.22	53,477.55	54,814.49	56,184.86	57,589.48
Maintenance Worker	G107												
Parking Enforcement Officer													
Beach and Community Patrol Officer I													
-Hourly		19,681.9	20,174.0	20,678.3	21,195.3	21,725.2	22,268.3	22,825.0	23,395.6	23,980.5	24,580.0	25,194.5	25,824.4
-Bi-Weekly		1,574.55	1,613.92	1,654.27	1,695.62	1,738.01	1,781.46	1,826.00	1,871.65	1,918.44	1,966.40	2,015.56	2,065.95
-Monthly		3,411.53	3,496.82	3,584.24	3,673.85	3,765.69	3,859.84	3,956.33	4,055.24	4,156.62	4,260.54	4,367.05	4,476.23
-Annual		40,938.40	41,961.86	43,010.91	44,086.18	45,188.33	46,318.04	47,475.99	48,662.89	49,879.47	51,126.45	52,404.61	53,714.73

CITY OF DEL MAR
 MANAGEMENT AND PROFESSIONAL COMPENSATION PLAN
 SALARY INCREASE 2.0%

EFFECTIVE JULY 1, 2022

POSITION TITLE	RANGE	ANNUAL SALARY	
City Manager	M500	Contract	240,000.00
Assistant City Manager	M900	157,825.76 -	207,081.07
Department Directors	M850	140,915.85 -	184,893.81
Deputy Directors/Managers	M800	110,482.63 -	144,962.79
Finance Officer	M780	101,068.92 -	132,611.20
Information Technology Manager II	P287	98,878.05 -	129,736.57
Public Works Operations Manager II	P287	98,878.05 -	129,736.57
Maintenance & Construction Superintendent II	P276	88,626.74 -	116,285.97
Associate Engineer	P276	88,626.74 -	116,285.97
Information Technology Manager I	P274	86,880.44 -	113,994.67
Senior Management Analyst	P274	86,880.44 -	113,994.67
Senior Planner	P274	86,880.44 -	113,994.67
Public Works Operations Manager I	P274	86,880.44 -	113,994.67
Maintenance & Construction Superintendent I	P269	82,663.76 -	108,462.02
Associate Management Analyst	P259	74,834.42 -	98,189.25
Associate Planner	P259	74,834.42 -	98,189.25
Facilities Supervisor	P249	67,746.63 -	88,889.45
Management Analyst	P244	64,458.60 -	84,575.27
Assistant Planner II	P244	64,458.60 -	84,575.27
Assistant Management Analyst	P233	57,775.77 -	75,806.82
Parking Enforcement Sergeant	P233	57,775.77 -	75,806.82
Lifeguard Sergeant	P233	57,775.77 -	75,806.82
Assistant Planner I	P229	55,521.37 -	72,848.85

CITY OF DEL MAR
 MANAGEMENT AND PROFESSIONAL COMPENSATION PLAN
 SALARY INCREASE 2.0%

EFFECTIVE JULY 1, 2022

POSITION TITLE	Grade	A	B	C	D	E	F	G	H	I	J	K	L
Assistant City Manager	M900												
-Hourly		75,877.78	77,774.7	79,719.1	81,712.1	83,754.9	85,848.7	87,994.9	90,194.8	92,449.7	94,760.9	97,130.0	99,558.2
-Bi-Weekly		6,070.22	6,221.98	6,377.53	6,536.96	6,700.39	6,867.90	7,039.60	7,215.59	7,395.98	7,580.87	7,770.40	7,964.66
-Monthly		13,152.15	13,480.95	13,817.97	14,163.42	14,517.51	14,880.45	15,252.46	15,633.77	16,024.61	16,425.23	16,835.86	17,256.76
-Annual		157,825.76	161,771.40	165,815.69	169,961.08	174,210.11	178,565.36	183,029.49	187,605.23	192,295.36	197,102.75	202,030.32	207,081.07
Department Directors	M850												
-Hourly		67,748.0	69,441.7	71,177.7	72,957.2	74,781.1	76,650.6	78,566.9	80,531.1	82,544.4	84,608.0	86,723.2	88,891.3
-Bi-Weekly		5,419.84	5,555.34	5,694.22	5,836.58	5,982.49	6,132.05	6,285.35	6,442.49	6,603.55	6,768.64	6,937.85	7,111.30
-Monthly		11,742.99	12,036.56	12,337.48	12,645.91	12,962.06	13,286.11	13,618.27	13,958.72	14,307.69	14,665.38	15,032.02	15,407.82
-Annual		140,915.85	144,438.75	148,049.72	151,750.96	155,544.73	159,433.35	163,419.19	167,504.67	171,692.28	175,984.59	180,384.20	184,893.81
Deputy Directors/Managers*	M800												
-Hourly		53,116.7	54,444.6	55,805.7	57,200.8	58,630.8	60,096.6	61,599.0	63,139.0	64,717.5	66,335.4	67,993.8	69,693.6
-Bi-Weekly		4,249.33	4,355.57	4,464.45	4,576.07	4,690.47	4,807.73	4,927.92	5,051.12	5,177.40	5,306.83	5,439.50	5,575.49
-Monthly		9,206.89	9,437.06	9,672.98	9,914.81	10,162.68	10,416.75	10,677.17	10,944.09	11,217.70	11,498.14	11,785.59	12,080.23
-Annual		110,482.63	113,244.70	116,075.82	118,977.71	121,952.15	125,000.96	128,125.98	131,329.13	134,612.36	137,977.67	141,427.11	144,962.79
Finance Officer	M780												
-Hourly		48,590.8	49,805.6	51,050.7	52,327.0	53,635.2	54,976.1	56,350.5	57,759.2	59,203.2	60,683.3	62,200.4	63,755.4
-Bi-Weekly		3,887.27	3,984.45	4,084.06	4,186.16	4,290.82	4,398.09	4,508.04	4,620.74	4,736.26	4,854.66	4,976.03	5,100.43
-Monthly		8,422.41	8,632.97	8,848.80	9,070.02	9,296.77	9,529.19	9,767.41	10,011.60	10,261.89	10,518.44	10,781.40	11,050.93
-Annual		101,068.92	103,595.66	106,185.55	108,840.19	111,561.19	114,350.22	117,208.98	120,139.20	123,142.68	126,221.25	129,376.78	132,611.20
Information Technology Manager II	P287												
Public Works Operations Manager II													
-Hourly		47,537.5	48,726.0	49,944.1	51,192.7	52,472.5	53,784.3	55,129.0	56,507.2	57,919.9	59,367.9	60,852.1	62,373.4
-Bi-Weekly		3,803.00	3,898.08	3,995.53	4,095.42	4,197.80	4,302.75	4,410.32	4,520.57	4,633.59	4,749.43	4,868.16	4,989.87
-Monthly		8,239.84	8,445.83	8,656.98	8,873.40	9,095.24	9,322.62	9,555.69	9,794.58	10,039.44	10,290.43	10,547.69	10,811.38
-Annual		98,878.05	101,350.00	103,883.75	106,480.85	109,142.87	111,871.44	114,668.23	117,534.93	120,473.31	123,485.14	126,572.27	129,736.57
Maintenance & Construction Superintendent II	P276												
Associate Engineer													
-Hourly		42,609.0	43,674.2	44,766.1	45,885.2	47,032.4	48,208.2	49,413.4	50,648.7	51,914.9	53,212.8	54,543.1	55,906.7
-Bi-Weekly		3,408.72	3,493.94	3,581.29	3,670.82	3,762.59	3,856.65	3,953.07	4,051.90	4,153.20	4,257.03	4,363.45	4,472.54
-Monthly		7,385.56	7,570.20	7,759.46	7,953.44	8,152.28	8,356.09	8,564.99	8,779.11	8,998.59	9,223.55	9,454.14	9,690.50
-Annual		88,626.74	90,842.41	93,113.47	95,441.31	97,827.34	100,273.02	102,779.85	105,349.35	107,983.08	110,682.66	113,449.72	116,285.97
Information Technology Manager I	P274												
Senior Management Analyst													
Senior Planner													
Public Works Operations Manager I													
-Hourly		41,769.4	42,813.7	43,884.0	44,981.1	46,105.7	47,258.3	48,439.7	49,650.7	50,892.0	52,164.3	53,468.4	54,805.1
-Bi-Weekly		3,341.56	3,425.09	3,510.72	3,598.49	3,688.45	3,780.66	3,875.18	3,972.06	4,071.36	4,173.14	4,277.47	4,384.41
-Monthly		7,240.04	7,421.04	7,606.56	7,796.73	7,991.65	8,191.44	8,396.22	8,606.13	8,821.28	9,041.81	9,267.86	9,499.56
-Annual		86,880.44	89,052.45	91,278.77	93,560.73	95,899.75	98,297.25	100,754.68	103,273.54	105,855.38	108,501.77	111,214.31	113,994.67

* Deputy Directors/Managers

- Deputy Chief Lifeguard/Community Services Director
- Principal Engineer
- Environmental Sustainability & Special Projects Manager
- Finance Manager/City Treasurer
- Principal Planner/Planning Manager
- Administrative Services Manager/City Clerk

CITY OF DEL MAR
 MANAGEMENT AND PROFESSIONAL COMPENSATION PLAN
 SALARY INCREASE 2.0%

EFFECTIVE JULY 1, 2022

POSITION TITLE	Grade	A	B	C	D	E	F	G	H	I	J	K	L
Maintenance & Construction Superintendent I	P269												
-Hourly		39,7422	40,7357	41,7541	42,7980	43,8679	44,9646	46,0888	47,2410	48,4220	49,6326	50,8734	52,1452
-Bi-Weekly		3,179.38	3,258.86	3,340.33	3,423.84	3,509.44	3,597.17	3,687.10	3,779.28	3,873.76	3,970.60	4,069.87	4,171.62
-Monthly		6,888.65	7,060.86	7,237.38	7,418.32	7,603.78	7,793.87	7,988.72	8,188.44	8,393.15	8,602.98	8,818.05	9,038.50
-Annual		82,663.76	84,730.35	86,848.61	89,019.83	91,245.32	93,526.46	95,864.62	98,261.23	100,717.76	103,235.71	105,816.60	108,462.02
Associate Management Analyst Associate Planner	P259												
-Hourly		35,9781	36,8775	37,7995	38,7445	39,7131	40,7059	41,7236	42,7666	43,8358	44,9317	46,0550	47,2064
-Bi-Weekly		2,878.25	2,950.20	3,023.96	3,099.56	3,177.05	3,256.47	3,337.88	3,421.33	3,506.86	3,594.54	3,684.40	3,776.51
-Monthly		6,236.20	6,392.11	6,551.91	6,715.71	6,883.60	7,055.69	7,232.08	7,412.88	7,598.21	7,788.16	7,982.87	8,182.44
-Annual		74,834.42	76,705.28	78,622.92	80,588.49	82,603.20	84,668.28	86,784.99	88,954.61	91,178.48	93,457.94	95,794.39	98,189.25
Facilities Supervisor	P249												
-Hourly		32,5705	33,3848	34,2194	35,0749	35,9517	36,8505	37,7718	38,7161	39,6840	40,6761	41,6930	42,7353
-Bi-Weekly		2,605.64	2,670.78	2,737.55	2,805.99	2,876.14	2,948.04	3,021.74	3,097.29	3,174.72	3,254.09	3,335.44	3,418.83
-Monthly		5,645.55	5,786.69	5,931.36	6,079.64	6,231.63	6,387.42	6,547.11	6,710.79	6,878.56	7,050.52	7,226.78	7,407.45
-Annual		67,746.63	69,440.30	71,176.30	72,955.71	74,779.60	76,649.09	78,565.32	80,529.45	82,542.69	84,606.26	86,721.42	88,889.45
Management Analyst Assistant Planner II	P244												
-Hourly		30,9897	31,7645	32,5586	33,3725	34,2068	35,0620	35,9386	36,8370	37,7580	38,7019	39,6695	40,6612
-Bi-Weekly		2,479.18	2,541.16	2,604.69	2,669.80	2,736.55	2,804.96	2,875.09	2,946.96	3,020.64	3,096.15	3,173.56	3,252.89
-Monthly		5,371.55	5,505.84	5,643.48	5,784.57	5,929.19	6,077.42	6,229.35	6,385.08	6,544.71	6,708.33	6,876.04	7,047.94
-Annual		64,458.60	66,070.06	67,721.82	69,414.86	71,150.23	72,928.99	74,752.21	76,621.02	78,536.54	80,499.96	82,512.46	84,575.27
Assistant Management Analyst Parking Enforcement Sergeant Lifeguard Sergeant	P233												
-Hourly		27,7768	28,4712	29,1830	29,9126	30,6604	31,4269	32,2126	33,0179	33,8433	34,6894	35,5567	36,4456
-Bi-Weekly		2,222.15	2,277.70	2,334.64	2,393.01	2,452.83	2,514.15	2,577.01	2,641.43	2,707.47	2,775.15	2,844.53	2,915.65
-Monthly		4,814.65	4,935.01	5,058.39	5,184.85	5,314.47	5,447.33	5,583.52	5,723.10	5,866.18	6,012.84	6,163.16	6,317.23
-Annual		57,775.77	59,220.17	60,700.67	62,218.19	63,773.64	65,367.98	67,002.18	68,677.24	70,394.17	72,154.02	73,957.87	75,806.82
Assistant Planner I	P229												
-Hourly		26,6930	27,3603	28,0443	28,7454	29,4640	30,2006	30,9557	31,7295	32,5228	33,3359	34,1693	35,0235
-Bi-Weekly		2,135.44	2,188.82	2,243.54	2,299.63	2,357.12	2,416.05	2,476.45	2,538.36	2,601.82	2,666.87	2,733.54	2,801.88
-Monthly		4,626.78	4,742.45	4,861.01	4,982.54	5,107.10	5,234.78	5,365.65	5,499.79	5,637.28	5,778.22	5,922.67	6,070.74
-Annual		55,521.37	56,909.40	58,332.14	59,790.44	61,285.20	62,817.33	64,387.77	65,997.46	67,647.40	69,338.58	71,072.05	72,848.85

**CITY OF DEL MAR
MISCELLANEOUS, PART-TIME, TEMPORARY AND HOURLY EMPLOYEES
SALARY INCREASE 2%**

EFFECTIVE JULY 1, 2022

POSITION TITLE	Grade	A	B	C	D	E	F	G	H	I	J	K	L
Student Lifeguard *	700						\$15.00 (no steps)						
Seasonal Lifeguard I *	702	15.70	16.09	16.49	16.90	17.33	17.76	18.20	18.66	19.13	19.60	20.09	20.60
Seasonal Lifeguard II*	709	17.71	18.15	18.60	19.07	19.55	20.03	20.53	21.05	21.57	22.11	22.67	23.23
Seasonal Lifeguard III *	710	20.81	21.33	21.86	22.41	22.97	23.54	24.13	24.73	25.35	25.99	26.64	27.30
Seasonal Worker I *	704	15.30	15.68	16.07	16.48	16.89	17.31	17.74	18.19	18.64	19.11	19.59	20.07
Seasonal Worker II *	713	17.78	18.22	18.68	19.15	19.62	20.11	20.62	21.13	21.66	22.20	22.76	23.33
Minutes Clerk I/Clerical Asst/Planning	700	15.30	15.68	16.07	16.48	16.89	17.31	17.74	18.19	18.64	19.11	19.59	20.07
Minutes Clerk II	712	17.22	17.65	18.09	18.54	19.01	19.48	19.97	20.47	20.98	21.50	22.04	22.59
On-Call Clerical/Secretarial Aide	700	15.30	15.68	16.07	16.48	16.89	17.31	17.74	18.19	18.64	19.11	19.59	20.07
Code Enforcement Clerk	712	17.22	17.65	18.09	18.54	19.01	19.48	19.97	20.47	20.98	21.50	22.04	22.59
Intern I	700						\$15.30 (no steps)						
Intern II	701	16.09	16.49	16.90	17.32	17.76	18.20	18.65	19.12	19.60	20.09	20.59	21.11

The positions listed below are currently inactive, but remain on the salary schedule in the event that the City wishes to fund the positions.

Student Firefighters	600	15.30
Student Paramedics	600	15.30
Call Firefighters	601	15.30

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

RESOLUTION NO. 2022-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, ESTABLISHING THE FIXED CHARGE ASSESSMENTS FOR BONDED INDEBTEDNESS FOR FISCAL YEAR 2022-2023

WHEREAS, Special Assessment District No. 2005-01 was created in 2005 for the purpose of financing the conversion of certain overhead electric and communications facilities to underground locations.

NOW, THEREFORE, BE IT RESOLVED that whereby Special Assessment District 2005-01 (Ocean View/Pines) requires a flat charge assessment to be raised for bonded indebtedness, City Council hereby approves the flat charge assessments for Fiscal Year 2022-2023 as shown on Exhibit "A" to this resolution.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Del Mar, California, at a Regular Meeting held this 20th day of June 2022.

Dwight Worden, Mayor
City of Del Mar

APPROVED AS TO FORM:

Leslie E. Devaney, City Attorney
City of Del Mar

ATTEST AND CERTIFICATION:

STATE OF CALIFORNIA
COUNTY OF SAN DIEGO
CITY OF DEL MAR

I, Sarah Krietor, Administrative Services Manager/City Clerk of the City of Del Mar, California, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 2022-XX, adopted by the City Council of the City of Del Mar, California, at a Regular Meeting held the 20th day of June 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

CITY OF DEL MAR
INFORMATION RELATED TO ESTABLISHING THE FIXED CHARGE
ASSESSMENTS FOR BONDED INDEBTEDNESS
FOR FISCAL YEAR 2022-2023

Fixed Charge Assessments for Bonded Indebtedness

The City must annually set forth those rates and assessments necessary to cover the cost of the bonded indebtedness for the fiscal year. Once the rates are set, the County of San Diego is notified of those taxes and assessments so they can place them on the property tax roll. The City of Del Mar currently has one tax amount to be included on the tax rolls:

1. Ocean View/Pines Assessment District 2005-01: This District was formed in May 2005 to provide for undergrounding of utilities in the Ocean View/Pines area, and only applies to parcels within this district. For Assessment District amounts, the assessments to each of the property owners are set forth in the assessment closing documents. There may be some years where adjustments based on changes in boundaries, lot splits or interest earned by assessment funds occur.

The FY 2021-2022 assessment for the District is \$47,976. Section 10204(f) of the Streets and Highways Code permits an annual per-parcel assessment not to exceed \$188 per year, adjusted annually by the local Consumer Price Index. The City has calculated its administrative costs at \$111 per parcel for Ocean View/Pines, which is included in the assessment.

RESOLUTION NO. 2022-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2022-23

WHEREAS, Constitutional Article XIII-B (Propositions 4 and 111) places an appropriations limitation on State and Local Government; and

WHEREAS, this appropriations limitation is based on proceeds of taxes adjusted annually from the base Fiscal Year 1986-1987 by either the population growth factor for the City of Del Mar or for the County of San Diego, and by either the change in the California Per Capita Personal Income or the change in Non-Residential Construction for the City of Del Mar; and

WHEREAS, the City has received inflation and population data from the State Department of Finance to calculate the Fiscal Year 2022-23 Appropriations Limit; and

WHEREAS, the City Council of the City of Del Mar wishes to select those options providing the greatest ratio of change as shown below:

Change in California Per Capita Personal Income <u>(inflation factor)</u>	County Population Change <u>(population factor)</u>	<u>Factor</u>
1.0755	0.9992	1.0746

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Del Mar, California, that the appropriations limit be established at \$33,603,521 and that the City Council does hereby adopt the annual appropriations limitation for Fiscal Year 2022-23 and selects the options for calculation using the population growth of the County of San Diego and the change in California Per Capita Personal Income.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Del Mar, California, at a Regular Meeting held this 20th day of June 2022.

Dwight Worden, Mayor
City of Del Mar

APPROVED AS TO FORM:

Leslie E. Devaney, City Attorney
City of Del Mar

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

I, Sarah Krietor, Administrative Services Manager/City Clerk of the City of Del Mar, California, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 2022-XX, adopted by the City Council of the City of Del Mar, California, at a Regular Meeting held the 20th day of June 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

CITY OF DEL MAR
INFORMATION RELATED TO ESTABLISHING THE APPROPRIATIONS LIMIT
FOR FISCAL YEAR 2022-2023

Article XIII-B of the California State Constitution places limits on the amount of revenue that can be spent by all entities of government. It is the responsibility of the City to calculate the annual appropriations limit. The previous fiscal year's limit is increased by a factor calculated by changes in population and inflation. Cities may choose an inflation factor, which is either the change in the California Per Capita Personal Income (CCPI) or the local assessment roll change due to non-residential construction. The population factor option is either the growth rate in the City or the County. The choice of each of these factors is an annual election.

Amounts for the change in non-residential new construction become available at the end of the current fiscal year. When calculating the appropriations limit for the new fiscal year, the previous year's calculation is reviewed by using the non-residential new construction figures currently available. If the City experienced a large amount of non-residential new construction during the previous fiscal year, the appropriations limit could be significantly affected.

The law provides for voter approval of an override that will allow cities to exceed their appropriation limit. In November 1992, Del Mar voters approved an override measure allowing the appropriations limit to equal the revenues from proceeds of taxes. This measure was effective for four fiscal years and ended in Fiscal Year 1995-1996. Since then, the City has not required a voter-approved override.

For Fiscal Year 2022-2023, the estimated proceeds of tax (\$16,625,175) is below the estimated appropriations limit of \$33,603,521 by \$16,978,346. The City's appropriations limit is high enough; therefore, there will be no need to return to voters for an override in the foreseeable future.

Cities are required to complete an appropriations calculation for each fiscal year. The City's auditors are required to review and approve the appropriations calculation as part of their audit of the City.

CITY OF DEL MAR
INFORMATION RELATED TO ESTABLISHING THE APPROPRIATIONS LIMIT
FOR FISCAL YEAR 2022-2023

Analysis:

The following analysis provides the figures for the estimate of the appropriations limit for the Fiscal Year 2022-2023.

INFLATION OPTION	FACTOR
CCPI	1.0755
Change in Non-Residential Construction	1.0000
POPULATION OPTION	
Del Mar	0.9929
San Diego County	0.9992

Using the factors for the change in CCPI and the change in population for the County of San Diego, which will give the optimum increase; the percent to be applied to the appropriations limit for Fiscal Year 2022-2023 is $1.0755 \times 0.9992 = 1.0746$. This factor applied to the appropriations limit for Fiscal Year 2021-2022 of \$31,269,572 sets the estimated appropriations limit for Fiscal Year 2022-2023 at \$33,603,521.

RESOLUTION NO. 2022-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, APPROVING THE STATEMENT OF INVESTMENT POLICY FOR FISCAL YEAR 2022-2023, AND DELEGATING THE AUTHORITY TO INVEST CITY FUNDS TO THE TREASURER

WHEREAS, the City Council of the City of Del Mar, California, pursuant to Title 5, Division 2, Part 1 of the Government Code of the State of California, is authorized to invest City funds more particularly set out in Section 53601 of said Code; and

WHEREAS, the City Council, pursuant to Section 53607 of the Government Code is authorized to delegate said authority to the Treasurer; and

WHEREAS, it is good practice for the City Council to review the Statement of Investment Policy as more particularly set out in Section 53646 of said Code.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Del Mar, California, that the above recitals are true and correct.

BE IT FURTHER RESOLVED, that the City Council of the City of Del Mar does hereby authorize the Treasurer to invest City funds and adopt the Statement of Investment Policy as attached in Exhibit A of this Resolution.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Del Mar, California, at a Regular Meeting held this 20th day of June 2022.

Dwight Worden, Mayor
City of Del Mar

APPROVED AS TO FORM:

Leslie E. Devaney, City Attorney
City of Del Mar

ATTEST AND CERTIFICATION:

STATE OF CALIFORNIA
COUNTY OF SAN DIEGO
CITY OF DEL MAR

I, Sarah Krietor, Administrative Services Manager/ City Clerk of the City of Del Mar, California, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 2022-XX, adopted by the City Council of the City of Del Mar, California, at a Regular Meeting held the 20th day of June 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

**CITY OF DEL MAR
INVESTMENT POLICY FOR FISCAL YEAR 2022-2023**

I. INTRODUCTION

This statement is to provide guidance regarding the prudent investment of the cash of the City of Del Mar, and to establish the goals and limitations of investments suitable to ensuring the safety of the City's funds. The ultimate goal is to protect these funds while enhancing the economic status of the City of Del Mar.

Responsibility for the investing of the idle cash and trust funds of the City resides with the City Treasurer. The investment policies and practices of the City Treasurer of the City of Del Mar are based on limitations placed on it by governing legislative bodies. These policies have three primary goals:

1. To assure compliance with all Federal, State, and Local laws governing the investment of monies under the control of the City Treasurer.
2. To protect the principal monies entrusted to this organization.
3. To generate the **maximum amount of investment income within the parameters of this Annual Investment Policy.**

II. SCOPE

This policy provides guidelines for investing idle cash for all funds under the direct authority of the City with the exception of retirement funds, deferred compensation funds, and those monies from unexpended bond proceeds that are under the direction of a trustee. This investment policy applies to all financial assets of the City of Del Mar. These funds are accounted for in the City of Del Mar's Annual Comprehensive Financial Report and include the General Fund and General Governmental Funds, Special Revenue Funds, Capital Projects Funds, Enterprise Funds, and Trust and Agency Funds.

III. PRUDENCE

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal

responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

IV. OBJECTIVES

- **Safety**: Safety of principal is the primary objective of the City of Del Mar and is the single most important factor in governing the investment decisions of the City Treasurer. Each investment transaction shall be made considering the potential for capital losses in an effort to limit such losses, whether from institution default, broker-dealer default, or erosion of market value of securities. The City Treasurer shall evaluate each potential investment, seeking quality in both issuer and in underlying security or collateral. The use of diversification of the portfolio will assist to reduce market risk and possible principal loss. To help mitigate against market risk due to fluctuations in interest rates, this policy provides limits on the portfolio maturity.
- **Liquidity**: Second only to safety is the need to maintain liquidity in the portfolio to meet the anticipated cash needs of the City, and to ensure that money is always readily available. This percentage specifically shall be reviewed on an annual basis. Since not all cash needs can be anticipated, the City Treasurer will only invest in instruments with an active secondary market. These securities will have a low sensitivity to market risk.
- **Yield**: Once the basic requirements of safety and liquidity are met, the City's fund shall be designed to attain a market-average rate of return through economic cycles. Market-average rate of return is defined as the average return on one-year Treasury bills.

V. DELEGATION OF AUTHORITY

The authority for investing idle cash resides with the City Treasurer by direction of the City Council. The Treasurer may delegate such responsibilities, as recording of investment purchases and sales and recording of investment activity, to the Finance Officer and Accounting Technician, or other City officials as authorized by resolution of the City Council, as is necessary to maintain adequate internal controls as described in the following section.

VI. CONFLICT OF INTEREST

All City officials involved in the investment process shall refrain from personal business activity in violation of Government Code Section 1090 and the Political Reform Act (Government Code 8100 et seq.).

Section 1090 of the Government Code prohibits City officials from “making” a contract in which the official is financially interested. Under the Political Reform Act, a City official is disqualified from making, participating in making, or using his or her official position to influence the making, of a governmental decision in which it is reasonably foreseeable the decision could materially affect the official’s economic interest, in a manner distinguishable from its effect on the public generally.

VII. INTERNAL CONTROLS

A system of internal controls shall be in place to prevent losses of public funds arising from fraud, employee error, and misrepresentation of third parties, unanticipated changes in financial markets or imprudent action by city officials. Such controls deemed most important are the separation of responsibilities for investment purchases from the recording of investment activity, custodial safekeeping, written confirmation of investment transactions, and established criteria for broker relationships. The annual financial audit will include a comprehensive review of the portfolio, accounting procedures for security transactions, and compliance with the investment policy.

VIII. REPORTING

Under provision of Section 53646 of the California Government Code, the City Treasurer shall render a quarterly report to the City Council showing the type of investment institution, date of maturity, amount of deposit, current market value for all securities as provided by our safekeeping institution, rate of interest, and such other data that may be required by the City Council. This report shall also include a schedule of maturity by type of security.

The report must also include a statement that the investment portfolio complies with this policy, or a statement as to the manner in which the portfolio is not in compliance.

The report also must include a statement noting the ability of the City to meet its expenditure requirements for the next six months or provide an explanation as to why sufficient money shall, or may, not be available.

IX. SAFEKEEPING OF SECURITIES

To protect against potential losses caused by collapse of individual securities dealers, all securities owned by the City shall be kept in safekeeping with “perfected interest” by a third party bank trust department acting as agent for the City under the terms of a custody agreement executed by the bank and by the City. All securities will be received and delivered using standard delivery versus payment procedures. The only exception to the foregoing shall be certificates of deposit and investments in: (a) LAIF; (b) local government investment pools; and

(c) money market funds, since the purchased securities are not deliverable. A record of these investments shall be held by the Treasurer.

X. QUALIFIED DEALERS AND INSTITUTIONS

The City shall transact business only with banks, savings and loans, and registered investment securities dealers. The purchase by the City of any investment, other than those purchased directly from the issuer, shall be purchased either from an institution licensed by the State as a broker-dealer, as defined in Section 25004 of the Corporation Code, who is a member of the National Association of Securities Dealers, or a member of a federally regulated securities exchange, a national or state-chartered bank, a federal or state association (as defined by Section 5102 of the Financial Code), or a brokerage firm designated as a primary government dealer by the Federal Reserve Bank. The City Treasurer shall investigate all institutions that wish to do business with the City in order to determine if they are adequately capitalized and agree to abide by the conditions set forth in the City's Investment Policy.

XI. AUTHORIZED INVESTMENTS

The City of Del Mar has a fiduciary responsibility to the residents of the community to protect the assets of the City and to invest and manage those funds wisely. These investment decisions shall be governed under Government Code sections 53600 through 53609 under which those making investments on its behalf are deemed to act in a fiduciary capacity.

The City shall not knowingly make any investments in any institution, company, corporation, subsidiary or affiliate that practices or supports directly or indirectly through its actions discrimination on the basis of race, religion, color, creed, national or ethnic origin, age, sex, sexual preference, or physical disability.

Within these limitations, the following investments are authorized:

- **United States Treasury Bills, Notes and Bonds** or those for which the full faith and credit of the United States are pledged for payment of principal and interest with remaining maturities of five years or less. There shall be no limit on the percentage of the portfolio invested in these instruments. The purchase of zero coupon Treasuries is not permitted.
- **Local Agency Investment Fund (LAIF).** The State investment fund is maintained for the benefit of local agencies. The City may invest in this fund up to the amount permitted by the State, which is currently \$75 million.
- **San Diego County Treasurer's Pooled Investment Fund.** This is a local government investment pool managed by the San Diego County Treasurer-Tax Collector's office. The City may invest in this fund up to 30 percent of

its portfolio. The fund must be rated “AA” or better by a nationally recognized rating service.

- **Collateralized Certificates of Deposit.** Certificates of Deposit of up to \$250,000 that are insured by the Federal Deposit Insurance Corporation (FDIC). Deposits are permitted in national banks or savings and loan institutions. The deposit may not exceed the total of the paid up capital and surplus of a depository and the depository must maintain securities with a market value at least 10 percent in excess of the City’s deposit to be placed in a collateralized account.
- **Government Agencies** including Government National Mortgage Association (GNMA); the Federal Farm Credit Bank System (FFC); the Federal Home Loan Mortgage Corporation (FHLMC); Federal National Mortgage Association (FNMA); and other United States agency obligations with maturities of five years or less. There shall be no limit on the percentage of the portfolio invested in these instruments.
- **Commercial Paper** ranked P1 and A1 not to exceed 270 days maturity, issued by a domestic corporation with assets in excess of \$500,000,000, with an A or better rating as provided by Moody’s and Standard and Poor’s. The portfolio exposure is limited to 30 percent and may contain no more than 5 percent from a single-issuer .
- **Medium Term Corporate Notes** with a maximum maturity of five years issued by corporations organized and operating within the United States. Notes must be rated “A” or better by a nationally recognized rating service. Corporate notes may not exceed 30 percent of the investment portfolio.
- **Repurchase Agreements.** The City may invest in repurchase agreements with banks and primary dealers with which the City has entered into a master repurchase contract, which specifies terms and conditions of repurchase agreements and are fully collateralized by delivery to an independent third party. Eligible securities are negotiable certificates of deposit, eligible banker’s acceptances, or securities that are direct obligations of the Federal government. Reverse repurchase instruments are not permitted.
- **Mutual Funds.** The City may invest in Mutual Funds invested primarily in U.S. Treasury Securities.
- **Suprationals:** The City may invest in United States dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank. Securities must be eligible for purchase and sale within the United States

and have a minimum rating of “AA” as rated by Moody’s Investors Service, Standard and Poor’s, or Fitch Ratings. Maximum maturity is limited to five years. Maximum portfolio exposure is limited to 15 percent and single-issuer holdings to no more than five percent per issuer.

The City, under no circumstances, may borrow funds for the purpose of leverage in the purchase of securities. The purchase of derivatives, as provided for in Government Code Section 53601.6, is expressly prohibited under the terms of this Investment Policy.

XII. INTERFUND LOANS

If deemed to be in the best interest of the City, the City Council may from time to time authorize the Treasurer to make loans from one City fund to another. The fund receiving the loan proceeds must pay at least the interest rate that the fund providing the loan would have received on the funds borrowed. The City Council may direct the Treasurer to pay an interest rate greater than what the fund providing the borrowed funds would have earned had it retained the funds. The term of any such loan shall not exceed five (5) years.

XIII. MAXIMUM MATURITIES

Every effort will be made to match investment maturities to cash flow needs. Matching maturities with cash flow dates will reduce the need to sell securities prior to maturity, thus reducing market risk. Unless matched to a specific requirement, no more than 60 percent of the portfolio may be invested with maturities greater than two and a half years. No investment may be made with a maturity greater than five years.

IXX. OVERSIGHT COMMITTEE

The City Council may establish an investment oversight committee, which will meet quarterly to review the portfolio, the investment policy, and the City’s current investment strategy. This committee will act in a review capacity. Members of the committee shall consist of the City Manager (or designee), the Assistant City Manager, and a member of the City Council as a representative. The Oversight Committee may also obtain an advisor with expertise in financial management.

RESOLUTION NO. 2022-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, SETTING THE FISCAL YEAR 2022-2023 CITY OF DEL MAR FEE SCHEDULE FOR PLANNING, PUBLIC WORKS, COMMUNITY SERVICES, AND ADMINISTRATION SERVICES

WHEREAS, the provisions of the California Mitigation Fee Act relating to fee and service charges provide for the adoption and implementation of fees, rates, and service charges for municipal services; and

WHEREAS, the City desires to recover an increased percentage of the costs it incurs to provide Planning Review, Community Services, Public Works, Administration or Fire Prevention services to reduce the amount that general funds are diverted from general services to subsidize such services; and

WHEREAS, as part of Resolution 2020-39, the City Council has reserved the right to update the Fee Schedule annually, at the beginning of each Fiscal Year (July 1), based on the Consumer Price Index (U.S. City Average), not to exceed 3% in a given year; and

WHEREAS, the Consumer Price Index (U.S. City Average) as of May 2022 is 8.5%, therefore adjusting fees by no more than 3%; and

WHEREAS, the fees, rates, and charges in the City of Del Mar Fee Schedule contained in Exhibit "A" of this Resolution do not exceed the City's reasonable administrative costs of providing such services.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Del Mar, California, hereby approves the City of Del Mar Fiscal Year 2022-23 Fee Schedule, which includes fees and charges for providing Planning Review, Community Services, Public Works, and Administration Services, attached hereto as Exhibit "A".

BE IT FURTHER RESOLVED, the fees and charges contained in the City of Del Mar Fee Schedule approved herein supersede any and all fees and charges for corresponding services as previously approved by the City Council.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Del Mar, California, at a Regular Meeting held this 20th day of June 2022.

Dwight Worden, Mayor
City of Del Mar

APPROVED AS TO FORM:

Leslie E. Devaney, City Attorney
City of Del Mar

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

I, Sarah Krietor, Administrative Services Manager/City Clerk of the City of Del Mar, California, DO HEREBY CERTIFY, that the foregoing is a true and correct copy of Resolution No. 2022-XX, adopted by the City Council of the City of Del Mar, California, at a Regular Meeting held the 20th day of June 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

City of Del Mar Fiscal Year 2022-23 User Fee Schedule

Program/Fee	Fee
Administrative Fees	
Notary Fee	\$15.00 per signature
Public Records Act Request Copy Fees	\$0.10 per page
Returned Check Fee	\$25.00
Building-Clean Water Construction Inspection Fee	
Standard Priority Construction Projects	\$1,771
High Priority Construction Projects	\$3,514
Park and Beach Use Fees	
Park and Beach Use: Groups 25-99 (resident rate)	\$212
Park and Beach Use: Groups 25-99 (non-resident rate)	\$478
Park and Beach Use: Groups 100-199 (resident rate)	\$372
Park and Beach Use: Groups 100-199 (non-resident rate)	\$849
Park and Beach Use: Groups 20-299	\$1,061
Park and Beach Use: Groups 300-499	\$1,591
Park and Beach Use: Groups > 500	\$2,122
Shores Park Athletic Fields - Del Mar non-profit related activities	\$0
Shores Park Athletic Fields	\$5/hour
Commercial Film Permit	\$54
Parking Passes	
L'AUBERGE PARKING PERMIT (YELLOW PASS)	
3 Month Pass	\$185
6 Month Pass	\$318
Annual Pass	\$637
VOLUNTARY PRE-PAID PERMIT (PINK PASS)	
Annual Pass	\$743
REPLACEMENT Fee	
Replacement	\$22
Powerhouse Community Center Fees	
DEL MAR RESIDENTS: LOW SEASON (NOV-FEB)	
Daily Rental	\$1,857
Hourly Rental	\$185
DEL MAR RESIDENTS: HIGH SEASON (MAR-OCT)	
Daily Rental	\$3,713
Hourly Rental	\$372
NON-RESIDENTS: LOW SEASON (NOV-FEB)	
Daily Rental	\$4,244
Hourly Rental	\$424
NON-RESIDENTS: HIGH SEASON (MAR-OCT)	
Daily Rental	\$4,774
Hourly Rental	\$584
NON-PROFIT - DEL MAR	
Hourly Rental	\$0
NON-PROFIT - NON-DEL MAR	
Hourly Rental	\$106
PARKING RENTAL	
Parking Rental	\$160

City of Del Mar Fiscal Year 2022-23 User Fee Schedule

Program/Fee	Fee
Public Works Fees	
After-Hours Turn on	\$172
During-Hours Turn on	\$114
Backflow Non-Compliance	\$156
Backflow Monthly Service	\$4
Construction Meter Deposit	\$2,167 deposit
Fats, Oil, and Grease - Annual Administration	\$330
Fats, Oil, and Grease - Plan Check	\$1,061
Fats, Oil, and Grease - Variance	\$902
Door Hanger	\$74
Water Shut-Off	\$58
Curb Painting - Review Fee	\$310
Curb Painting - Installation & Maintenance	\$172
Right-of-Way (ROW) Access Fee	\$398
Traffic Device Petition Fee	\$1,254

**City of Del Mar
Fiscal Year 2022-23 User Fee Schedule**

Program/Fee	Fee
Planning and Land Use Applications	
ACCESSORY DWELLING UNIT (ADU)	\$1,098
ADMINISTRATIVE DESIGN REVIEW PERMIT (ADR) / DESIGNREVIEW BOARD PERMITS (DRB)	
Non-contested ADR Projects	
Administrative Design Review - Minor**	\$680
Administrative Design Review - Major**	\$1,175
Contested ADR Projects - Where an ADR application is formally contested pursuant to DMMC Section 23.08.035(D), <u>additional</u> fees shall be charged to cover the anticipated average administrative costs of preparation for and attendance at one Design Review Board (DRB) hearing as follows:	
Administrative Design Review - Minor (additional fee)	\$1,997
Administrative Design Review - Major (additional fee)	\$3,234
Design Review - Miscellaneous	\$2,763
Design Review - < 500 square feet	\$3,343
Design Review - > 500 square feet	\$5,664
Design Review Board - Residential: 1 -2 New Dwelling Units	\$8,418
Design Review Board - Residential: 3 or more New Dwelling Units	\$11,049
Design Review Board - Commercial: Remodel < 1000 sf	\$5,169
Design Review Board - Commercial: Remodel > 1000 sf	\$8,728
Design Review Board - Commercial: New Construction	\$11,049
Design Review Board - Modification	\$2,384
Citizens' Participation Program (does not include public noticing)	\$4,395
Preparation for and attendance at a second DRB hearing	\$1,765
Preparation for and attendance at a third or subsequent DRB hearing(s)	\$1,146
APPEALS - FILED WITH THE CITY CLERK	\$1,547
CONDITIONAL USE PERMITS (CUP) / VARIANCES (V)	
CUP	\$2,522
CUP modificatio of use (no new structures or additional floor area)	\$2,522
Variance	\$3,218
COASTAL DEVELOPMENT PERMITS (CDP)	
Coastal Development Permit - With hearing by a discretionary body	\$3,095
Coastal Development Permit - Review and/or hearing at staff level	\$310
DETERMINATION OF SUBSTANTIAL CONFORMANCE (DSC)	
Determination of Substantial Conformance	\$348
DOCUMENTATION REPRODUCTION FEE	
Document Reproduction Fee (applies to application material)	\$0.25/pg up to 11X17 \$2/pg plan sheet
ENCROACHMENT PERMITS (EP)	
Encroachment Permit - Short term	\$463
Encroachment Permit - Long term/Minor	\$619
Encroachment Permit - Long term/Major (with City Council review)	\$1,823
FLOODPLAIN DEVELOPMENT PERMIST (FDP)	
Floodplain Development Permit	\$3,095
Floodplain Development Permit - With request for harship relief from regulations	\$3,300
HORIZONTAL ZONING REQUEST (HZ)	
Request to City Council for relief from Horizontal Zoning regulations	\$2,166

City of Del Mar
Fiscal Year 2022-23 User Fee Schedule

Program/Fee	Fee
LAND CONSERVATION PERMITS (LC)	
LAND CONSERVATION PERMITS (LC)	\$3,095
Administrative Land Conservation Permit	\$1,006
MISCELLANEOUS	
Bingo Permit	\$77
Demolition Permit	\$373
Address Change	\$232
NEW RACK PERMIT (NRP)	
News Rack Permit	\$158
PARKING PERMIT (P)	
Off-site Parking Permit	\$1,547
Shared Parking Permit	\$2,785
PLANNING FINAL CONSISTENCY REVIEW/INSPECTION(S)	
Plan Check & Inspection - Non-residential < 5,000 sq ft	\$4,641
Plan Check & Inspection - Non-residential > 5,000 sq ft	\$6,963
Plan Check & Inspection - Multi-Family and Duplex	\$4,023
Plan Check & Inspection - Single-Family	\$2,321
Plan Check & Inspection - Add > 100 sq ft	\$1,238
Plan Check & Inspection - Add < 100 sq ft	\$1,083
Plan Check & Inspection - Miscellaneous	\$619
PLAZA REVIEW	
Plaza Tenant Improvement Review (PTI)	\$386
Plaza Sign Review (PLZ-S)	\$232
PUBLIC NOTICE	
Public Notice	\$149 service fee/\$0.53 parcel
REDEVELOPMENT PERMIT (R)	
Redevelopment Permit	\$5,416
RESEARCH	
Staff will provide the first half-hour worth of research without charge.	
Thereafter, the research charge will be applied.	\$137
SIDEWALK CAFÉ PERMIT (SCP)	
Sidewalk Cafe Permit	\$3,465
SITE SPECIFIC PARKING PLAN	
Site Specific Parking Plan	\$2,893
SHORELINE PROTECTION PERMITS	
Shoreline Protection Permit (SPP)	\$4,069
Setback Seawall Permit (SSP)	\$6,545
Emergency Beach Barrier (IB)	\$2,846
SIGN PERMITS	
Administrative Sign Review Permit (ASR)	\$241
DRB Sign Permit (DRB-S)	\$2,321
STREET VACATION (SV)	
Street Vacation	\$7,101

City of Del Mar
Fiscal Year 2022-23 User Fee Schedule

Program/Fee	Fee
SUBDIVISIONS	
Boundary Adjustment (BA) with Certificate of Compliance	\$3,450
Certificate of Compliance (COC) Only	\$1,248
Tentative Parcel Map (TPM) - Four (4) or few new lots	\$8,970
Tentative Parcel Map (TPM) - Condo Conversion	\$3,277
Revised Parcel Map	\$6,372
Final Parcel Map	\$3,398
Tentative Tract Map - Five (5) or more new lots	\$9,892
Tentative Tract Map - Condo Conversion of five (5) or more units	\$4,173
Final Tract Map	\$4,173
TEMPORARY USE PERMIT (TUP)	
Minor Temporary Use Permit	\$619
Major Temporary Use Permit	\$3,095
TREES, SCENIC, VIEW, SUNLIGHT (TSVS) APPLICATION	
Trees, Scenic View and Sunlight Determination	\$3,095
Trees, Scenic View and Sunlight Remediation	\$3,095
Trees, Scenic View and Sunlight Inspection	\$619
TREE PERMITS	
Tree Removal Permit (TRP)	\$535
Notice of Intent (NOI) to remove a protected tree	\$303
WATER EFFICIENT LANDSCAPE - WELO	
Water Efficient Landscape - WELO	\$760
ZONING CODE DETERMINATION / INTERPRETATION	
Determination of allowable use (D)	\$2,669
Interpretation of Zoning Code (I)	\$2,669
COMMUNITY (GENERAL PLAN) PLAN AMENDMENT, ZONING AMENDMENT, SPECIFIC PLAN OR SPECIFIC PLAN AMENDMENT	
General Plan Amendment - Text Change	\$10,609
General Plan Amendment - Map Change	\$10,609
Local Coastal Plan Amendment	\$10,609
Zoning Code Amendment - Change of Text	\$10,609
Rezone - Change of designation on Zoning Map	\$10,609
Specific Plan	\$26,523
Specific Plan Amendment	\$5,305
Development Agreement	\$10,609
Development Agreement Amendment	\$5,305
ENVIRONMENTAL REVIEW	
Environmental Assessment / Initial Study	\$1,061
EIR	\$6,365
EIR Addendum / Supplemental	\$2,652
Environmental Monitoring	\$2,652
MISCELLANEOUS CHARGES	
In-Lieu Parking (per stall one-time fee)	\$35,715
In-Lieu Parking (per stall annual fee)	\$1,261
In-Lieu Housing Mitigation - Subdivisions (per lot created)	\$25,788
In-Lieu Housing Mitigation - New Condominium Construction or Conversion	\$33 per sq ft
Housing Reduction Mitigation (per unit)	\$25,036

**City of Del Mar
Fiscal Year 2022-23 User Fee Schedule**

Program/Fee	Fee
Engineering Reviews	
ENGINEERING REVIEW FEES FOR DISCRETIONARY APPLICATIONS	
Design Review Board (one review cycle)	\$1,220
Administrative Design Review (one review cycle)	
Administrative Design Review (one review cycle)	\$605
Conditional Use Permit (one review cycle)	\$971
Flood Plain Permit (one review cycle)	\$970
Preliminary SWMP Review (one review cycle)	\$578
Preliminary Stormwater Checklist Review (one review cycle)	\$345
TPM (3 review cycles)	\$3,024
TM (3 review cycles)	\$6,365
-each additional lot over 5	\$138
ADU Review and Inspection (one review cycle)	\$690
Additional ADU Review	\$477
ENGINEERING REVIEW FEES FOR FINAL APPLICATIONS	
Mapping	
Parcel Map	\$4,031
Final Map	\$7,973
-plus per Acre	\$5
Easement Document	\$785
Easement Vacation	\$1,602
Lot Line Adjustment	\$1,448
Certificate of Compliance	\$1,257
Certificate of Correction	\$981
Grading/Drainage Plan As-Build Inspection	\$334
Grading Plan Review	
Earthwork Estimate	
200 cy or less	\$1,814
201-2,000 cy (first 200)	\$1,740
-each additional 100 cy	\$127
2,001-10,000 cy	\$3,962
-each additional 1000 cy	\$63
10,000 or greater cy	\$4,488
-each additional 1000 cy	\$29
Improvement Plan Review	
\$0.00 - 20,000	\$1,517
-plus 5% of value of improvement	5%
\$20,001 - 50,000	\$1,936
-plus 4% of value of improvement	4%
\$50,001 - 100,000	\$2,498
-plus 3% of value of improvement (\$4,596 minimum)	3%
\$100,001 - 250 000	\$2,806
-plus 2.5% of value of improvement (\$6,566 minimum)	2.5%
\$250 001 - 500,000	\$8,482
-plus 2% of value of improvement (\$15,640 minimum)	2%
\$500,001 - 1,000,000	\$14,991
-plus 1.5% of value of improvement (\$27,018 minimum)	1.5%
\$1,000,001 and over	\$15,887
-plus 0.75% of value of improvement (\$32,579 minimum)	0.75%

City of Del Mar
Fiscal Year 2022-23 User Fee Schedule

Program/Fee	Fee
SWPPP Review	
Single-Family Detached	\$265
-each additional lot/unit	\$286
Multi-Family Attached	\$265
-each additional lot/unit	\$286
Commercial / Industrial	\$371
-each additional lot/unit	\$286
SWMP Review	
Final SWMP	\$923
Final Stormwater Checklist	\$461
Drainage Plan	
Amount of Affected Area	
2,500 sf or less	\$1,570
2,501 - 5,000 sf	\$2,355
5,001 - 10,000 sf	\$2,716
Greater than 10,001 sf	\$2,716
-each additional SF over 10,000 sf	\$0.05
Construction Change Drainage/Grading Plans	\$530
Inspection	
\$0.00 - 20,000	5.5%
\$20,001 - 50,000	\$1,729
-plus 4% of value of improvements over \$20,000	4%
\$50,001 - 100,000	\$3,681
-plus 3% of value of improvements over \$50,000	3%
\$100,001 - 250 000	\$4,488
-plus 2% of value of improvements over \$100,000	2%
\$250 001 - 500,000	\$7,713
-plus 1% of value of improvements over \$250,000	1%
\$500,001 - 1,000,000	\$10,821
-plus 0.5% of value of improvements over \$500,000	0.5%
\$1,000,001 and over	\$13,542
-plus 0.25% of value of improvements over \$1,000,000	0.25%