



CITY COUNCIL REGULAR MEETING

**JOINT SAND CITY COUNCIL AND
SUCCESSOR AGENCY OF THE
REDEVELOPMENT AGENCY**

TUESDAY, APRIL 21, 2026

5:30 PM

AGENDA
JOINT SAND CITY COUNCIL AND SUCCESSOR AGENCY OF THE REDEVELOPMENT
AGENCY

City Council Regular Meeting - Tuesday, April 21, 2026
5:30 PM

THIS MEETING WILL BE HELD VIRTUALLY AND IN PERSON, IS COMPLIANT WITH ASSEMBLY BILL (“AB”) 2449, SIGNED INTO LAW ON SEPTEMBER 13, 2022, WHICH AMENDS GOVERNMENT CODE SECTION 54953 TO PROVIDE AUTHORITY FOR PUBLIC AGENCIES TO CONTINUE TO HOLD VIRTUAL MEETINGS AND REMAIN IN COMPLIANCE WITH THE BROWN ACT (GOV. CODE §§ 54950 ET SEQ.). TO PARTICIPATE IN THE ZOOM COUNCIL WEBINAR LIVE:

<https://us02web.zoom.us/j/88349100938>

Webinar ID: 883 4910 0938

**To participate telephonically by calling the number below:
(669) 900-6833**

Webinar ID: 883 4910 0938#

If prompted to enter a participant ID, press #

**TO PARTICIPATE IN PERSON:
City Hall Council Chamber
1 Pendergrass Way
Sand City, CA**

Public Comments:

If any member of the public would like to provide written comments at the meeting, please do as set forth below.

Written: All comments received before 10:00 am the day of the meeting will be posted on the City’s website as “Correspondence” under the relevant agenda item and provided to the City Council at the meeting. Please email your comments to: cityclerk@sandcityca.org.

Members of the public may participate by calling and speaking live during the designated time(s), subject to time limits that may be imposed pursuant to the Brown Act at the number provided above. Please use the "raise your hand" option on Zoom, and the City Clerk will call on your name.

1. ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENT BY MAYOR, CITY ATTORNEY, AND CITY MANAGER

4. COMMUNICATIONS

Members of the public may address the City Council/Successor Agency on matters not appearing on the City Council/Successor Agency Agenda at this time for up to three minutes. In order that the City Clerk may later identify the speaker in the minutes of the meeting, it is helpful if speakers state their names. Public comments regarding items on the scheduled agenda will be heard at the time the item is being considered by the City Council/Successor Agency. The City Council Chambers podium is equipped with a portable microphone for anyone unable to come to the podium. If you need assistance, please advise the City Clerk as to which item you would like to comment on and the microphone will be brought to you.

5. CONSENT CALENDAR

The Consent Agenda consists of routine items for which City Council approval can be taken with a single motion and vote. A Council member may request that any item be placed on the Regular Agenda for separate consideration.

- 5A. Approve the City Council Regular Meeting Minutes for February 17, 2026
[Draft Minutes](#)

- 5B. Approve a Resolution Authorizing the City Manager to Execute the 2026 9-1-1 Services Agreement
[Staff Report](#)
[Resolution](#)
[Agreement](#)

- 5C. Approve a Resolution Authorizing the City Manager to Enter into a Master Funding Agreement Between the Transportation Agency for Monterey County and the City of Sand City for the Allocation of Certain State Funds for Transportation Projects
[Staff Report](#)
[Resolution](#)
[Agreement](#)

- 5D. Consideration and Approval for the Cancellation of the July 21, 2026, Regular City Council Meeting
[Staff Report](#)

6. CONSIDERATION OF ITEMS PULLED FROM CONSENT CALENDAR

7. PRESENTATION

- 7A. Receive Presentation by Braeleen Ballard of Foster & Foster on the Retiree Health Care Plan Actuarial Valuation Report
[Sand City Retiree Healthcare Plan Actuarial Valuation](#)

8. PUBLIC HEARING

9. NEW BUSINESS

- 9A. Approve a Resolution Amending the 2024-2027 Professional Services Agreement with Harris & Associates, Inc., for Engineering Services

[Staff Report](#)

[Resolution](#)

[First Amendment to the PSA](#)

- 9B. Approve a Resolution Adopting the Proposed Budget Amendment No. 1 for Fiscal Year 2025-26

[Staff Report](#)

[Resolution](#)

[Budget Amendment No. 1 for Fiscal Year 2025-2026](#)

10. COMMENTS BY COUNCILMEMBERS ON ITEMS OF INTEREST TO SAND CITY

11. ADJOURNMENT

The current agenda is available in PDF format on our website at:
www.sandcity.org

If you have a request for a disability-related modification or accommodation, including auxiliary aids or services, which will allow you to participate in a Sand City public meeting, please call the City Clerk at (831) 394-3054 extension 220, or give your written request to the City Clerk at 1 Pendergrass Way, Sand City, CA 93955 at least 48 hours prior to the scheduled meeting to allow the City Clerk time to arrange for the requested modification or accommodation.

**AGENDA ITEM
5A.**

**Approve the City Council Regular Meeting
Minutes for February 17, 2026**

MINUTES
JOINT SAND CITY COUNCIL AND SUCCESSOR AGENCY OF THE REDEVELOPMENT
AGENCY

City Council Regular Meeting - Tuesday, February 17, 2026 5:30 PM
As allowed by Assembly Bill 2449, this meeting was conducted in person and by teleconference

Mayor Carbone called the meeting to order at 5:30 PM.

1. ROLL CALL

Present: Mayor Carbone
Vice Mayor Blackwelder
Councilmember Adams
Councilmember Diaz
Councilmember Scudder joined the dais after being sworn into office.

Staff: City Manager Vibeke Norgaard
Deputy City Attorney Anthony Amara
Planning Manager Nick McIlroy
City Clerk Kerry Lindstrom

2. PLEDGE OF ALLEGIANCE

Councilmember Diaz led the Pledge of Allegiance.

3. APPOINTMENT OF CITY COUNCIL VACANCY

- 3A. Approve a Resolution Appointing Kim Scudder to Serve the Remaining Term of Former Councilmember Sofer

No public comment received.

Upon motion by Vice Mayor Blackwelder and seconded by Councilmember Diaz, one seat vacant, Council voted to approve Resolution SC 26-08 appointing Kim Scudder to serve the remaining term of former Councilmember Sofer.

Motion carried 4-0 by the following vote:

AYES: Mayor Carbone, Vice Mayor Blackwelder, Councilmembers Adams and Diaz.
NOES: None.
ABSENT: None.
ABSTAIN: None.

4. SWEARING IN CEREMONY

- 4A. Swearing in of New Councilmember Kim Scudder

City Clerk Kerry Lindstrom conducted the swearing in of the new Councilmember of Sand City, Councilmember Kim Scudder.

5. ANNOUNCEMENT BY MAYOR, CITY ATTORNEY, AND CITY MANAGER

Mayor Carbone announced:

- The annual report from MST is now available, and copies were placed on the table for public review.
- At the Monterey Peninsula Chamber of Commerce Annual Membership Luncheon, Mayor Carbone was presented with a certificate recognizing Sand City's 30 years of membership.
- The Mayor noted that Chief Honda's monthly police reports continue to be a helpful resource for tracking activity in Sand City.
- MST approved Gillig request for a tariff-related cost increase for electric buses.
- The Monterey Bay Air Resources District will receive a presentation from ReGen Monterey regarding landfill emissions, along with presentations on 2025 compliance activities and Calendar Year 2025 monitoring activities.
- Community Human Services will meet on February 19, 2026, and will consider the appointment of a new CEO.
- The Mayor's Association met on February 6, 2026, and received a presentation from the Veterans Center.
- The League of California Cities is requesting HAP funding from the State.
- Upcoming events include the Mayor's Luncheon in Sand City on March 6, 2026; the Monterey Peninsula Chamber of Commerce Annual Awards on March 14, 2026; and the retirement celebration for Community Human Services CEO Robin McCrae on March 28, 2026.

City Manager announced:

- Caltrans District 5 has released \$1.9 million in grant funding for the Bike Trail Project. Appreciation was expressed to the Planning Manager and Administrative Services Manager for their work on the Request for Proposals (RFP), which is now ready to be issued to advance the design plans from 30% to 100%.
- Regarding the West End Festival, Nadia DeMaeseneer is proceeding with event planning. Once the West End Committee members are appointed, a committee meeting will be scheduled, and an update will be presented to the City Council.

6. COMMUNICATIONS

No public comment received.

7. CONSENT CALENDAR

No public comment received.

Upon motion by Councilmember Diaz and seconded by Councilmember Adams, Council voted 5-0 to approve the Consent Calendar.

7A. Approved Resolution SC 26-09 recognizing and honoring the leadership and service of Robin McCrae, Chief Executive Officer of Community Human Services, on the occasion of her retirement.

7B. Approved Resolution JPFA 26-01 of the Sand City Joint Powers Financing Authority Confirming its Officers.

7C. Accepted the City/Successor Agency Financial Report from January 2026.

8. CONSIDERATION OF ITEMS PULLED FROM CONSENT CALENDAR

No items were pulled.

9. PRESENTATION

None.

10. PUBLIC HEARING

None.

11. NEW BUSINESS

11A. Approve a Resolution Accepting the Independent Auditor's Report and the Audited Financial Statements for the Year Ended June 30, 2025

No public comment received.

Upon motion by Vice Mayor Blackwelder and seconded by Councilmember Diaz, Council voted to approve Resolution SC 26-10 accepting the Independent Auditor's Report and the Audited Financial Statements for the year ended June 30, 2025.

Motion carried 5-0 by the following vote:

AYES: Mayor Carbone, Vice Mayor Blackwelder, Councilmembers
Adams, Diaz, and Scudder.

NOES: None.

ABSENT: None.

ABSTAIN: None.

11B. New Laws Update from City Attorney Adam Lindgren: Housing

No public comment received.

Deputy City Attorney Anthony Amara provided an update on recently enacted legislation, with a focus on housing related laws. Highlighting the following measures: AB 507 (Office to Housing Conversion Act), AB 712 (Housing Reform: Enforcement, Fines, and Penalties), SB 346 (Short-Term Rental Facilitator Act), and SB 456 (Contractors-Exemptions-Muralists).

11C. Approve a Resolution Confirming Appointments and Re-Appointments to the Design Review Committee

No public comment received.

Upon motion by Councilmember Diaz and seconded by Councilmember Adams, Council voted to approve Resolution SC 26-11 confirming appointments and re-appointments to the Design Review Committee.

Motion carried 5-0 by the following vote:

AYES: Mayor Carbone, Vice Mayor Blackwelder, Councilmembers Adams, Diaz, and Scudder.
NOES: None.
ABSENT: None.
ABSTAIN: None.

11D. Approve a Resolution Confirming Members of the Sand City Arts Committee

No public comment received.

Upon motion by Councilmember Scudder and seconded by Vice Mayor Blackwelder, Council voted 5-0 to approve Resolution SC 26-12 confirming members of the Sand City Arts Committee.

11E. Approve a Resolution Ratifying Appointments to Various Local and Regional Agencies and Boards Effective February 17, 2026

No public comment received.

Upon motion by Councilmember Diaz and seconded by Vice Mayor Blackwelder, Council voted 5-0 to approve Resolution SC 26-13 ratifying appointments to various local and regional agencies and boards effective February 17, 2026.

11F. Discuss and Provide Direction for a Proposed Use by Abilities Cafe to Lease a Portion of the Art Park

No public comment received.

Due to a conflict of interest, those residing within 500' of the Art Park, Vice Mayor Blackwelder and Councilmember Diaz recused themselves.

Mayor Carbone and Councilmembers Adams and Scudder discussed and provided direction to staff for a proposed use by Abilities Café to lease a portion of the Art Park.

11G. Use Permit Amendment for 1725 Contra Costa Street, APN 011-177-024, to Reduce the Number of Parking Spaces Due to the City of Sand City's West End Stormwater Project. ***This item was continued to March 3, 2026.***

12. **COMMENTS BY COUNCILMEMBERS ON ITEMS OF INTEREST TO SAND CITY**
None.

13. **CLOSED SESSION**

City Council/Successor Agency Board to adjourn to Closed Session regarding:

No public comment received.

- 13A. Conference with real property negotiators pursuant to Government Code Section 54956.8. Property: APN 011-125-040; City negotiators: City Manager Vibeke Norgaard, City Attorney Adam Lindgren; Negotiating Parties: County of Monterey; Under negotiation: Price and terms of payment.

Due to a conflict of interest involving Councilmembers residing within 500' of APN 011-125-040, Mayor Carbone and Councilmembers Adams and Scudder participated in a random straw draw to establish a quorum. Councilmember Scudder's name was selected to stay, and Mayor Carbone and Councilmember Adams recused themselves.

- 13B. Re-adjourn to Open Session to report any action taken at the conclusion of Closed Session in accordance with Government Code Section 54957.1.

City Attorney Anthony Amara reported the City Council received updates and discussion from real property negotiators and took no reportable action.

14. ADJOURNMENT

The Council adjourned the meeting at approximately 7:50 PM.

Kerry Lindstrom, City Clerk

**AGENDA ITEM
5B.**

**Approve a Resolution Authorizing the City
Manager to Execute the 2026 9-1-1
Services Agreement**



City of Sand City

STAFF REPORT

TO: Honorable Mayor and City Council
FROM: Vibeke Norgaard, City Manager; David Honda, Chief of Police
SUBJECT: 2026 Agreement for 9-1-1 Emergency Communications Services
DATE: April 21, 2026

BACKGROUND/DISCUSSION:

The 911 Services Agreement (“Agreement”) is the contract between the County of Monterey and various cities and fire districts, including Sand City (“User Agencies”), which provides the governance and financing terms of the dispatch and call taking services provided by the Monterey County Emergency Communications Department (ECD). The current 911 Services Agreement was executed in 2020. The ECD Executive Board staff has completed a revision of the agreement, attached hereto. This item is to authorize the City Manager to execute that revision.

The revisions to the agreement include changes regarding Executive Board composition and voting, such as the requirement that the Board meet four times a year, allows alternates on the Board, and allows for routine actions to be approved by a majority vote of the quorum instead of unanimity. Unanimous voting is still required for amendments to the Agreement, amendments to bylaws, or adding or removing participating parties. The revised agreement also requires that the Operations Board meet at least once a year and formalizes that Board’s quorum definition as five members, with some representation requirements.

In addition, the revised agreement clarifies the relationship between ECD and Next Generation Emergency Network (NGEN). The NGEN system is a consolidated radio communications system implemented by the County of Monterey which provides radio communications for law enforcement, fire, ambulance, and 9-1-1 dispatch services across Monterey County.

The revisions align the 9-1-1 Services Agreement with the NGEN Services and Governance Agreement, and clarify management of the radio infrastructure under the NGEN agreement, by clarifying that ECD will manage call taking and dispatch operations. The revision also clarifies that ECD does not dispatch ambulances, except where local arrangements exist, and defines ECD’s role as initial call-taking and transfer to the EMS provider. The revised agreement also makes minor changes to the emergency notification system billing and complaint handling and reporting.

CEQA:

This action does not constitute a "project" as defined by the California Environmental Quality Act (CEQA) guidelines section 15378.

FISCAL IMPACT:

The revision has no fiscal impact on the City as the revision does not modify the cost sharing formula currently in place.

RECOMMENDATION:

Authorize the City Manager to execute the revised 2026 Agreement for 9-1-1 Emergency Communications Services and Governance (9-1-1 Services Agreement)

ATTACHMENTS:

1. Resolution
2. Agreement

**CITY OF SAND CITY
RESOLUTION SC 26-____, 2026**

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY AUTHORIZING THE CITY
MANAGER TO EXECUTE THE 2026 9-1-1 SERVICES AGREEMENT**

WHEREAS, the 911 Services Agreement ("Agreement") between the County of Monterey and various cities and fire districts, including Sand City provides the governance and financing terms of the dispatch and call taking services provided by the Monterey County Emergency Communications Department ("ECD"); and

WHEREAS, the ECD Executive Board staff has completed a revision of the current Agreement which was executed in 2020; and

WHEREAS, this action does not constitute a "project" as defined by the California Environmental Quality Act (CEQA) guidelines section 15378.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Sand City as follows:

The Council hereby authorizes the City Manager to execute the revised 2026 Agreement for 9-1-1 Emergency Communications Services and Governance (9-1-1 Services Agreement)

PASSED AND ADOPTED by the Sand City Council on this ____ day of ____, 2026 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Mary Ann Carbone, Mayor

ATTEST:

DATED: _____

Kerry Lindstrom, City Clerk

AGREEMENT FOR 9-1-1 EMERGENCY COMMUNICATIONS SERVICES AND GOVERNANCE

This agreement is made and entered into as of the date of last signature, by and between the County of Monterey, a political subdivision of the State of California (“County”), and the Cities, Fire Districts and other organizations listed below (County and these entities may be referred to collectively as the “Parties”):

	Fire	Police
City of Carmel-by-the-Sea	X	
City of Del Rey Oaks		X
City of Gonzales	X	X
City of Greenfield	X	X
City of King	X	X
City of Marina	X	X
City of Monterey	X	X
City of Pacific Grove	X	X
City of Salinas	X	X
City of Sand City		X
City of Seaside	X	X
City of Soledad	X	X
Monterey County Regional Fire Protection District	X	
North County Fire Protection District of Monterey County	X	
Big Sur Volunteer Fire Brigade	X	
Mid Coast Fire Brigade	X	
Miscellaneous Agencies		
California State University, Monterey Bay		X
Monterey Peninsula Airport District	X	X
Correctional Training/ Salinas Valley State Prison	X	

RECITALS

WHEREAS, the Parties desire to participate in a countywide public safety communications and emergency 9-1-1 dispatch system (System) consisting of all necessary 9-1-1 call taking, logging, dispatching, communications and other related services and technology for law enforcement, fire, emergency medical and other services;

WHEREAS, the Parties desire to collaborate as partners to better serve the public with the understanding that a formal structure will enable the County to work with representatives of the Parties and users of the System to achieve clear policy direction and consistent coordination regarding emergency dispatch services;

9-1-1 Emergency Services and Governance Agreement

WHEREAS, the County, through its Department of Emergency Communications and under the governance of the Board of Supervisors, is willing and able to furnish such services through a mutually agreeable cost sharing plan;

WHEREAS, the Parties agree to utilize mutually owned and/or licensed equipment and resources including, but not limited to: facilities for housing staff or equipment, telephone system(s), a computer aided dispatch system and other shared infrastructure that exists today and may be installed in the future;

WHEREAS, the County of Monterey and participating jurisdictions have entered into a separate Services and Governance Agreement to support the Next Generation Radio System (NGEN), which provides for the shared operation, maintenance, and management of critical public safety radio infrastructure in alignment with, but independent from, this 9-1-1 Services Agreement;

WHEREAS, the Parties desire to work in partnership to provide input, direction and advisory decision-making on items such as operations, budget, strategy, and vision as they pertain to the County's provision of emergency call taking, non-emergency call taking, fire, law enforcement and medical dispatching and associated emergency communications services; and

WHEREAS, the County has previously provided these services pursuant to a written agreement.

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

1. DEFINITIONS

- A Assets: Real estate, structures, equipment, and intellectual property dedicated to, used by, or generated for use in the 9-1-1 communications system and associated emergency services. "County Assets" include property purchased or otherwise acquired by the County, without financial contributions from other member Agencies. "System Assets" include property purchased or otherwise acquired by the Parties in common. Those Parties that did not contribute to the purchase, acquisition, or generation of an asset do not hold ownership rights in that asset.
- B County: The County has several roles as administrator of the System, provider of services, and as a recipient of services. A "County Service Department" refers to a department of the County that directly bills Emergency Communications for services.
- C County Board of Supervisors: The Board of Supervisors for the County of Monterey, pursuant to Government Code section 25000, is the governing body for the County of Monterey. It has final authority regarding all aspects

of the 9-1-1 system, including budget, for delivery of emergency communications services.

- D County-wide Cost Allocation Plan: The County-wide Cost Allocation Plan is the mechanism used by the County to bill overhead charges to County departments.
- E Director: The Director of the County of Monterey Emergency Communications Department, a County employee, as further described herein.
- F Emergency Communications Department (ECD): The County department responsible for providing emergency and non-emergency public safety communications services to participating jurisdictions under this Agreement. ECD's responsibilities include 9-1-1 call-taking, non-emergency call handling and dispatch operations for law enforcement and fire services. ECD also provides initial call triage for medical emergencies before transferring to the designated EMS provider.
- G Emergency Medical Service (EMS) Agency: the Local Emergency Medical Services Agency (LEMSA) designated by the County pursuant to the California Emergency Medical Services System and the Prehospital Emergency Medical Care Personnel Act. The EMS Agency is responsible for medical control, regulatory oversight, system design and provider authorization for emergency medical services within the County.
- H EMS Provider: the contract ambulance service provider authorized by the EMS Agency and selected by a Participating Jurisdiction to deliver emergency and/or non-emergency medical transportation services. The EMS Provider is responsible for field response and coordination in accordance with EMS Agency protocols and the terms of its service agreement.
- I Executive Board: The Executive Board is comprised of certain executives of the Parties and represents the Parties as specified in this agreement.
- J Fiscal Year: A "Fiscal Year" is defined as July 1 of each year to June 30 of the following year.
- K Emergency Communications Boards (EC Boards): The Emergency Communications Boards are the Executive Board and the Operations Board whose responsibilities are specified in this agreement.
- L Information Technology Department (ITD): The County department responsible for providing and maintaining countywide information technology infrastructure and services, including network connectivity, cybersecurity, County-wide enterprise systems, and County-managed computer hardware

used by the Emergency Communications Department (ECD). ITD also operates and maintains the Next Generation Radio System (NGEN) pursuant to the separate Agreement for NGEN Services and Governance.

- M Operations Board: The Operations Board is comprised of certain representatives of the law enforcement and fire protection agencies that are Users, as defined below, directly receiving services as specified in this agreement.
- N Parties: The County and the Cities, Fire Districts, and other organizations that are signatory to this agreement.
- O User: Any entity directly receiving emergency communications services from the County through ECD, including County Departments, such as but not limited to, the County of Monterey Sheriff and the EMS provider utilized by the County of Monterey, and including the public safety departments and sub-entities of the Parties to this agreement. The Parties understand and agree that each Party may have one or more Users of ECD services pursuant to this agreement.
- P Miscellaneous Agencies: Non-Voting Agencies that do not have all three billable factors of "population, assessed property value, workload" necessary to be charged with the Standard Cost Sharing model such as Municipal, State and Federal entities that contract for services with the County of Monterey for Emergency Communications, e.g. State College and Correctional Facilities.

2. DIRECTOR OF EMERGENCY COMMUNICATIONS

- A The Director is a County of Monterey department head position.
- B The duties of the Director are to plan, organize, coordinate, administer, and direct all activities of the Emergency Communications Department.
- C The Director shall be selected by the County Administrative Officer (CAO).
 - 1. In the selection of the Director, the CAO shall seek concurrence from the Executive Board, but the CAO shall retain authority to select, hire, evaluate, discipline and release the Director.
 - 2. In reviewing the performance of the Director, the CAO shall consult with the Executive Board and shall receive a written statement from the Executive Board regarding the Director's performance in meeting the standard herein, which will become part of the overall review. Still, all personnel evaluation decisions regarding the Director shall be the sole purview of the CAO.
- D The Director will consult with the EC Boards in matters related to ECD operational priorities, financial and budgetary requirements, policies and problem-solving. ECD operational decisions shall be the sole purview of the

County, acting through the Director.

- E The Director, at the request of the Executive Board, will seek accreditation from an appropriate accreditation group.

3. EMERGENCY COMMUNICATIONS BOARDS (EC Boards)

- A The Parties agree to the formation of the EC Boards to consult and advise on the emergency communications and dispatch services provided by the ECD. Responsibilities of the EC Boards are defined herein. For those items where the EC Boards do not have direct responsibility, such as, but not limited to, labor relations, the County shall coordinate and collaborate in good faith with the Parties through the EC Boards. The governance structure established by any other agreement affecting the delivery of 9-1-1 emergency communications is revoked to the extent that it conflicts with the governance structure established by this agreement.
- B The EC Boards shall work in conjunction with the Director in developing a strategic plan for the delivery of emergency communications services.

4. EXECUTIVE BOARD

- A Voting members: Comprised of four City Managers---one city manager representing Salinas, one city manager representing the South County Cities of Gonzales, Greenfield, Soledad, and King City, one city manager representing the North Peninsula Cities of Marina, Seaside, and Sand City, and one city manager representing the South Peninsula Cities of Carmel-by-the Sea, Monterey, Del Rey Oaks, and Pacific Grove; plus one representative of the Fire Districts, one representative of the County of Monterey Sheriff, and the CAO, for a total of seven (7) voting Executive Board members. Each of these positions shall also have an Alternate who may act as a full Board Member in the absence of the Board Member. The Alternate must be set in advance through an agendized notification to the ECD Executive Board. The three City Managers representing the South County Cities, North Peninsula Cities, and the South Peninsula Cities will be selected by members of the Monterey Bay Area Manager's Group. The Fire District Representative will be selected by the Monterey County Fire District's and Volunteer Fire Company Association. The Alternates will be selected by the same groups with the City of Salinas and the County of Monterey Sheriff selecting their own Alternates.
- B Each Voting Member will have one equally weighted vote. Voting Members must be Present for their vote to count. To be considered Present a Voting Member must attend in person or through Ralph M. Brown Act, Government Code section 54950-54963 (Brown Act) compliant remote attendance for their vote to count. The weight of each vote shall be dependent upon how many voting members are present with the total weight always equaling 100% and a quorum

- must be present for voting to occur.
- C A quorum for conducting business shall consist of at least four Executive Board members representing at least 50% of the total dispatch center funding as defined by the current cost-sharing formulas.
- D Approval of actions by the Executive Board shall require a majority vote of the Executive Board members present at a meeting where quorum is established.
- E All operational and financial decisions within the scope of the approved budget shall remain under the exclusive authority of the Director of the ECD.
- F A unanimous vote of the quorum shall be required to: Amend this Agreement, create or amend the bylaws, or admit or remove a Participating Party.
1. All recommendations and other actions taken by the Executive Board pursuant to this agreement require a vote of a quorum at a duly noticed and conducted meeting, that includes the following non- voting advisors:
 - 1 County of Monterey ECD Director or their designee
 2. The following non-voting advisors of the Executive Board are NOT required to be present at a meeting for a vote on any recommendation or action are:
 - 1 County of Monterey EMS Bureau Chief
 - 2 Chief Information Officer for the County of Monterey
 - 3 Operations Board Chairperson or Vice Chair
 3. The presence or absence of an advisor at a meeting of the Executive Board shall not count towards establishing a quorum.
- G The Executive Board shall meet at least four times per Fiscal Year and shall give reasonable notice of all meetings to all Users and all Parties. Meetings of the Executive Board shall be conducted in compliance with the requirements of the Brown Act.
- H Executive Board meeting agendas will be physically posted and electronically posted on the ECD web site in accordance with Brown Act requirements.
- I The Executive Board shall elect a chair and such other officers as it sees fit. The Executive Board may establish procedures for its business and operations, create committees composed of the Party representatives or other persons, and perform such other acts that do not violate the terms of this agreement, the bylaws adopted by the Executive Board or applicable law.

J Tenure: In the event of removal, resignation, or death of a voting member of the Executive Board, the entity responsible for appointment of that member shall promptly appoint a successor to fill the position.

K Executive Board Duties

1. The Parties understand and agree that the Executive Board has the responsibility, under this agreement, to make recommendations that affect the costs, nature and scope of the emergency communications services provided to their organizations; recommendations regarding the costs, nature, and scope of the emergency communications services provided to the Parties under this agreement shall be made at Executive Board meetings at which a quorum of voting members is present; all recommendations made by the Executive Board shall be enacted by a vote of the quorum following voting rules set forth in this agreement.
2. From time to time, ECD's budget may be augmented pursuant to this Agreement to provide special funding as needed for reasons such as, but not limited to, purchase of special or upgraded equipment, replacement of failed equipment, purchase of emergency communications system software and hardware; the Executive Board shall recommend equitable apportionment of such special costs among the Parties, as otherwise provided in this agreement.
3. The Executive Board may recommend that the County, acting through the Board of Supervisors, enter into binding service agreements on behalf of all Parties or it may recommend that a service be referred to the affected Users' governing bodies for approval before a service is implemented.
4. The Executive Board may make recommendations to the County, through ECD, regarding emergency communications services program and budget-related issues. Executive Board members shall be responsible for providing information on emergency communications services program and budget issues to the Users that they represent. Users shall present such information to their governing bodies, as they deem appropriate.
5. The Executive Board shall have the responsibility to propose to the Parties fiscal policies that affect the Parties and Users.
6. The Executive Board shall meet at least four times per fiscal year, provided a quorum can be present, to receive reports from the Director or designee on all policy matters pertaining to budget, personnel, equipment, operations, or fiscal issues which could affect costs to Users. The Executive Board may review items presented by

9-1-1 Emergency Services and Governance Agreement

the County, items initiated by members of the Executive Board and items initiated by Parties and Users.

7. Notwithstanding the duties of the Executive Board to recommend policies regarding emergency communications services, where services provided or administered by ECD are not used by all the Parties, the representatives of those Parties using the respective services shall have primary responsibility for recommending policies with respect to those services; these policies shall not conflict with the County's policies or other ECD departmental policies. Any costs of special services shall be the responsibility of the using Party(s). The County will determine policy on unique services used by specified Parties, taking into account their recommendations, made pursuant to this provision.
8. The Executive Board may appoint Standing and Ad Hoc Committee(s) as necessary to advise it on technical matters or to consider special issues.
9. The Executive Board shall provide policy recommendations and input to the ECD Director. Operational decisions on the delivery of 9-1-1 services shall be the sole purview of the County, acting through the Director as provided in **Section 2, subsection D** of this Agreement.
10. The Executive Board may request financial or performance audit(s) of the ECD, including that the auditor be independent from the County. The costs of an independent financial audit shall be borne, proportionally, by the Parties as specified in this agreement. Upon the Executive Board's request for an audit, the Emergency Communications Department will cooperate in such audits.
11. Bylaws. The Executive Board may adopt bylaws consistent with this agreement, which may be amended from time to time. These by-laws shall serve as the guiding governance document for the Executive Board in performing its duties under this agreement. In the event of a conflict between the Executive Board's Bylaws and this agreement, this agreement shall prevail.
 - 1 The Executive Board shall provide 30-day advance notice to the Parties of any scheduled Executive Board meeting at which it will consider a proposal to amend the by-laws.
 - 2 Amendments to the bylaws must be approved by a vote of the Executive Board per the voting requirements in **Section 4** of this Agreement.

5. OPERATIONS BOARD

- A Membership of the Operations Board consists of executives, or their designees, from two law enforcement agencies, two fire protection agencies, and the County of Monterey Sheriff, City of Salinas Police Chief, City of Salinas Fire Chief, and the Director of the County's ECD, for a total of eight members.
- B Representatives of the law enforcement agencies and the fire protection agencies will be selected by their respective Chiefs associations.
- C The Parties agree that attendance and full participation by all Operations Board members are crucial. A quorum shall be defined as five voting members. It must include at least one representative from the City of Salinas and at least one law and one fire representative from any agency (the City of Salinas representative may count). Designees shall count towards quorum and must verbally identify themselves during roll-call. A quorum shall be established for each meeting of the Operations Board. After three unexcused absences by any one member of the Operations Board, the entity or entities represented by that member shall appoint a different individual to serve as a member of the Operations Board.
- D Each member has one vote; there shall be no weighted voting.
- E The affirmative vote by a majority of a quorum of the voting members present at an Operations Board meeting is required for the Operations Board to take action.
- F Key responsibilities of the Operations Board include:
 - 1. Creating and tasking internal User Groups to resolve issues, develop protocols; investigate technologies, and address other operational issues associated with emergency communications and dispatch services.
These User Groups may include:
 - 1 Dedicated Fire Dispatch (DFD) subcommittee of the Monterey County Fire Chiefs Association
 - 2 The Monterey County Law Enforcement Agency Association (MCLEAA) subcommittee of the Monterey County Chief Law Enforcement Officers Association.
 - 3 Other User Groups as needed.
 - 2. Providing recommendations to the Executive Board on operational policies, goals, and operational enhancements, including those that have budgetary implications.
- G Meets at least once annually and as needed to provide input and make recommendations on operational issues that impact multiple Parties. Duties
 - 1. The Operations Board may provide operational policy recommendations.

2. The Operations Board shall have responsibility to provide recommendations regarding matters pertaining to operating policies that affect multiple Parties.
3. The Operations Board may receive reports from the Director or designee on major operational issues that impact multiple Parties.
4. The Operations Board may review items presented by the County, initiated by members of the Operations Board, and initiated by Users and Parties.
5. Where services are provided or administered by ECD, and are not used by all the Parties, the representatives of those Parties using the respective services shall have primary responsibility for recommending operational policies with respect to those services; these policies shall not conflict with County-wide policies or with ECD departmental policies. Any costs of special services shall be the responsibility of the using Party(s). County will determine policy on unique services used by specified Parties, taking into account their recommendations, made pursuant to this provision.
6. The Operations Board may appoint Standing and Ad Hoc Committee(s) as necessary to advise it on technical matters or to consider special issues.
7. In advance of addition of new technology or services that increase costs to User Agencies, the Operations Board shall identify and recommend cost sharing and funding mechanisms. This shall include technology and services that are funded by grants but that may have future additional costs such as for maintenance.
8. The Operations Board will recommend to the Executive Board, as it sees fit, programmatic performance audits and reviews of the Emergency Communications Department.
9. Bylaws. The Operations Board may adopt bylaws consistent with this agreement, which may be amended from time to time. These by-laws shall be the guiding governance document for the Operations Board in performing its duties under this agreement. In the event of a conflict between the By-Laws and this agreement, this agreement shall prevail.
 - 1 The Operations Board shall provide 30-days advance notice to the Parties of any scheduled Operations Board meeting at which it will consider a proposal to amend the by-laws.
 - 2 Amendments to Operations Board bylaws must be approved by all members of the Operations Board.

6. COUNTY OBLIGATIONS

- A The County shall provide 9-1-1 call-taking and dispatch services through ECD, excluding radio infrastructure support and maintenance. The County, through the IT Department, provides radio services through the Agreement for NGEN Services and Governance.
- B The County shall provide all answering services for calls made to Users' non-emergency telephone number (one number per User).
- C The County shall dispatch User law enforcement, fire, and in jurisdictions where specific local arrangements apply emergency medical field units and shall provide associated services, including status reporting and activity reports.
- D The County, through its Emergency Medical Services (EMS) Agency, contracts separately for ambulance dispatch and transport under the Ambulance Services Agreement. The Emergency Communications Department (ECD) does not dispatch ambulance units under this 9-1-1 Services Agreement, except in jurisdictions where specific local arrangements apply. ECD's role is limited to initial call-taking, defined as the receipt and processing of telephone calls, including the entry of basic location and incident information into the computer-aided dispatch (CAD) system, followed by the transfer of the call to the designated ambulance dispatch provider. Responsibility for ambulance unit deployment and oversight remains solely with the EMS Agency and the contracted provider under the Ambulance Services Agreement.
- E The County shall, upon agreement with the individual Parties, provide responses to urgent or emergency data inquiries made by Users' field units.
- F At the request of a User agency, the County may provide additional public safety call-taking or dispatch-related services beyond the scope of this Agreement. Such services shall be considered upon recommendation by the Operations and Executive Boards and are subject to final approval by the Director of Emergency Communications. All costs for additional services shall be the responsibility of the requesting agency and shall be memorialized in a separate written agreement.
- G The County shall provide and maintain all necessary consoles, and telephone systems, located in its communications center(s).
- H The County shall operate and maintain the telecommunications systems and associated infrastructure necessary to support the Emergency Communications Department's 9-1-1 call-taking and dispatch functions. Equipment and transmission systems that are exclusively used by an individual User agency—such as mobile, portable, base station, or remote radio and data terminals—shall be the sole responsibility of that User agency and

9-1-1 Emergency Services and Governance Agreement

maintained at that agency's expense. This section does not apply to infrastructure or services governed under the Agreement for NGEN Services and Governance.

- I County shall coordinate, administer, and maintain all systems defined by the EC Boards to benefit all Parties and Users, including development of standard operating procedures that may include training of Parties' and Users' staff to meet their responsibilities. All systems shall be maintained and operated consistent with applicable federal, state, and local laws, rules and regulations such as the State of California Department of Justice and Federal Communications Commission.
- J The County, on behalf of all Parties, may pursue grant opportunities and other external funding sources as appropriate. Applications shall be made with authorization from the County Board of Supervisors. Any funds awarded shall be applied to proportionately offset the Parties' share of applicable project expenses.
- K County shall provide technical expertise in emergency communications and dispatch services and as well as associated administrative services such as, but not limited to, human resources, budgeting, auditor, treasurer, and technical support.
- L The County shall notify the Executive Board of finalized decisions that may materially affect the cost or delivery of emergency communications services under this Agreement, including implemented salary or benefit adjustments, layoffs, or scheduling impacts such as winter recess. The County shall not disclose pending labor negotiations or confidential matters related to collective bargaining. However, the County will consider feedback from the EC Boards on the operational impacts of such decisions once formally adopted.
- M With the approval of the County Board of Supervisors, County shall be the signatory on agreements with third-party vendors for services such as, but not limited to, support of systems required under this agreement.
- N The County shall provide appropriate management, supervision, and administrative support for all emergency communications and dispatch services delivered through this Agreement. The EC Boards may make recommendations regarding service enhancements or alternative approaches to support operational efficiency. The County shall consider such recommendations in good faith, consistent with applicable laws, fiscal constraints, and operational requirements.
- O The County shall bill to Users all costs associated with providing 9-1-1 emergency call taking, non-emergency call-taking, law enforcement dispatch, fire dispatch, emergency medical dispatch, and other emergency

communications or associated services in accordance with **Section 13** of this agreement.

- P The County will support, participate in, and cooperate with financial and programmatic audits and reviews of the Emergency Communications Department as recommended by the Executive and Operations Boards.
- Q For direct and indirect costs that County will bill to Users as part of this agreement, County shall provide invoices or other available supporting documents in a timely manner and in accordance with **Section 13** of this agreement.
- R County-requested projects requiring contribution from the Parties shall be submitted by the County, through the Director, to the Executive Board, in advance of incurring costs. The Executive Board shall make recommendations to the County on the projects and costs.

7. RESPONSIBILITIES OF THE USERS AND PARTIES

- A Each Party, through its representative on the EC Boards, shall support the effective management and operation of the emergency communications system by providing technical and operational input to inform system design, functionality, and usage. Such input will help ensure the system meets both individual and collective public safety needs, while operational authority remains with the County.
- B Each Party shall be responsible for communicating with its constituents and governing bodies about the emergency communications systems.
- C Each Party shall, at its own cost, be responsible for the procurement, maintenance, and replacement of its assets that are not System Assets. Such assets must be (1) compatible with the systems used by County of Monterey Emergency Communications Department, (2) serve an individual User, and (3) used by that User's personnel at that Party's expense. Each Party shall pay all costs associated with those assets.
- D Each Party utilizing Mobile Data Communications System (MDCS) services shall, at its own expense, be responsible for the procurement, maintenance, and use of equipment that is compatible with the County's technology infrastructure in effect at that time and coordinate directly with the County's Information Technology Department (ITD), and any associated costs shall be borne by the Party. These services and expenses are separate from the emergency communications services and budget administered by ECD.
- E The Executive Board, with input from the Operations Board, may recommend to the County cost-sharing formulas on behalf of all Users for additional future emergency communications services provided by the County under

- this Agreement. This excludes services governed by separate agreements.
- F All Parties shall provide information requested by the County or the EC Boards such as device inventory, in a timely manner.
- G Each Party shall comply with future requirements as recommended by the EC Boards. This may include but is not limited to required operational agreements, training, or upgrades of systems to comply with state or federal requirements.
- H Where applicable and feasible, and at the request of the Executive Board, all Parties shall cooperate in supporting the acquisition of external funding such as grants or earmarks. Parties are not obligated to seek or administer grants independently but may assist when opportunities align with mutual goals or operational needs. If any portion of the emergency communications system is funded through grants, contracts, or earmarks secured by any Party, all Parties shall comply with applicable provisions of such agreements to the extent required. Upon request, the Party awarded the funding shall provide a copy of the relevant documentation to any requesting Party at no cost.

8. TERM AND RENEWAL OF THE AGREEMENT

- A The Effective Date of this agreement shall be the date that all Parties have signed the agreement, with the County signing last. Simultaneous to the effective date of the agreement, the County and the Parties agree that the following agreements are revoked and are no longer in effect:
1. All pre-existing 9-1-1 Services Agreements including by-laws, addressing emergency communications and dispatch services in the County of Monterey.
- B The initial term of this agreement shall be for three years plus the remainder of the fiscal year that the agreement is executed, unless terminated sooner by mutual consent of all Parties.
1. Any Party seeking to withdraw may do so starting with the end of year three of the agreement and only after providing a two-year advance notice to the Executive Board and to all other Parties as specified in **Section 8, subsection G** below.
- C Upon completion of the initial three-year term, this agreement shall automatically be renewed for successive periods of two years.
- D Any Party seeking to withdraw may do so only after providing a two-year (24 months) advance written notice to (1) the Executive Board and (ii) to all other Parties. Notices of intention to withdraw shall be mailed or delivered to (i) each member of the Executive Board and (ii) to each Party at the address identified on the signature pages of this agreement.
- E If a Party withdraws pursuant to this Section, the agreement will remain valid for

9-1-1 Emergency Services and Governance Agreement

those Parties that have elected to remain party to this agreement and any costs that are shared among the Parties shall be reallocated to reflect proportionate share for the Parties continuing to participate. All costs for the remainder of the fiscal year that a party withdraws in is the responsibility of the withdrawing party.

F In the event of withdrawal by a Party which is providing resources (such as licenses, site, or other resources) to the benefit of all Users, that resource shall be left intact and in service and that Party shall negotiate in good faith with the County and remaining Parties for continuing use of that resource.

G Voluntary Withdrawal.

1. A withdrawing Party shall provide the EC Boards with written notice of intent to withdraw 24 months before the effective date of withdrawal, a written timetable for withdrawal, and a description of the way the withdrawal will be conducted. The withdrawing Party's plan for withdrawal shall minimize disruption to other Parties and Users. The withdrawing Party shall provide any other appropriate information requested by the EC Boards or the Director, to allow the development of strategies to mitigate disruption to the remaining Users.
2. Such withdrawing Party shall continue to fund its portion of the Emergency Communications budget pursuant to this agreement for 24 months plus the remainder of the fiscal year in which the withdrawal occurs after issuance of its notice of withdrawal.
3. A withdrawing Party shall agree to a buy-out agreement to retire any financial obligations of the withdrawing Party. The Party will remain responsible for any services that will continue to be provided by the County.
4. Upon withdrawal, the withdrawing Party relinquishes all rights to System Assets.
5. A withdrawing Party that is a member of an EC Board shall notify the applicable appointing authority of its intention to withdraw at the same time that it notifies the other Parties of its withdrawal. If a withdrawing Party holds a seat on an EC Board representing other parties, that Party's seat shall be reassigned immediately upon receipt of the written notice to withdraw.
6. A Party that has withdrawn from its participation in this Agreement shall not be entitled to refund of any costs that it has incurred for the system through to the date of termination.

H Termination for Cause. The County, in consultation with the Executive Board, may terminate the participation of any Party for cause, including a Party's failure to fully fund or fully pay budgeted costs, as well as any other breach of

this agreement (default). Cause for termination includes compliance with any requirement imposed upon the Parties as specified in this agreement.

1. The Termination for Cause process shall include the following steps:
 - 1 Written notice by the Director of the Emergency Communications Department or designee to the Party, with a copy to Executive Board members. Such notice shall advise the Party of the reason for possible termination. The notice shall further advise that the Party may cure its default within 30 days of the notice and thereby avoid termination.
 - 2 If the defaulting Party begins to cure such default, the 30-day cure period will be extended by additional 30-day extensions, for as long as the defaulting Party continues to diligently prosecute such a cure to completion.
 - 3 If the defaulting Party does not cure the default within 30 days, termination of the defaulting Party shall be placed on the agenda for next Executive Board meeting. The Executive Board shall request in writing that the defaulting Party attend that meeting. The defaulting Party shall be asked to provide either (1) a plan for curing its default or (2) a plan for withdrawal, as detailed below.
 - 4 If the Executive Board finds the defaulting Party's plan for curing its default unacceptable, the Executive Board may determine by majority vote to recommend to the County that it terminate the defaulting Party's participation in this Agreement or to take other appropriate measures (e.g. lien).
 - 5 If the Executive Board decides to recommend termination of the defaulting Party from this Agreement, the Executive Board shall provide written notice to the defaulting Party that it recommends to the County that services provided under this agreement be terminated, effective 24 months following the date of delivery of the notice. A copy of the written notice of recommended termination delivered to a defaulting Party shall be provided to County. The County retains final authority and discretion to terminate a defaulting party and to determine the date that services provided under this agreement will be terminated.
 - 6 A Party terminated by the County for cause remains liable for its portion of emergency communications system costs up to the effective termination date, as well as applicable damages, collection costs, and interest.

- 7 The Executive Board may recommend to the County allocation of remaining System Assets among the Parties to the County or it may recommend to the County allowing the terminated Party to retain the value of its System Assets, with the stipulation that use of the system will not be made available to that Party, unless and until the Party agrees to cure all defaults/breaches as set out above.
2. The terminated Party forfeits all other rights.
3. Rights of Remaining Parties. Once the un-depreciated value of the system assets used by the defaulting Party is determined, the Executive Board may recommend to the County reallocating the system value and allocating system costs proportionally among the remaining parties. A Party that has been terminated by the County or that has withdrawn from participation shall not be entitled to refund of any costs that it has incurred for the system to the date of termination.
- I Dissolution. This agreement may be voluntarily terminated by the agreement of all the Parties. As part of the termination of this agreement and dissolution of the system, the County, upon recommendation of the Executive Board, shall distribute System Assets in proportion to the contribution made by all Parties.

9. SERVICE QUALITY AND CONDITIONS

- A The quality of system services to be provided to all Parties and Users shall, in the absence of explicitly adopted exceptions, be equal to or above established industry standards. The adopted standards and best practices shall be based upon those established by APCO, NFPA, NENA, POST, ISO, CalOES 9-1-1 Branch, and others identified by the EC Boards. In those areas where there are no industry standards, or where the established standard is not appropriate for the County of Monterey, the Director shall recommend standards and advise the EC Boards regarding budgetary, service level and other resources required to meet those standards. The EC Boards shall consider those recommendations and agree to appropriate System standards in good faith.
- B Emergency Communications systems performance shall be measured in accordance with those standards developed as indicated above. The Director shall report at least annually to Parties and Users through the EC Boards regarding performance. The EC Boards may review the level of performance being achieved for each agency/User and for the whole operation in comparison to the standards and in comparison, to the levels of performance achieved in previous periods.

In reviewing system performance, the EC Boards shall consider staffing, technology, or other limitations impacting the ability to meet standards. The reporting interval may differ for different standards.

- C The County, in consultation with the EC Boards, will evaluate the feasibility of accreditation by appropriate accrediting groups, (i.e., CALEA, APCO, etc.), taking into account the investment of County staffing levels and County resources required. Final decision regarding pursuit of accreditation will remain in the sole discretion of the County. The accreditations referred to by this provision of this Agreement do not refer to or include accreditation of the County's contract ambulance services provider.
- D During the budget development process, the Director shall recommend, and the EC Boards shall evaluate, the nature and scope of services to be provided to Users. The Director shall consider requests from Users desiring increased levels of service; such requests may be recommended to the County through the Executive Board.
- E Procedures related to dispatch operations will be developed by the Director, with input, as needed, from recognized advisory groups (e.g., Law Chiefs or Fire Chiefs.) Any dispute or conflict regarding a dispatch procedure will first be addressed by the Director to determine if a resolution can be reached. If no resolution can be agreed to by the affected parties, the EC Boards may be consulted, with the final determination of appropriate action to be made by the County, acting through the Director.
- F The Director or their designee will promptly investigate all complaints received from any User or member of the public and will respond in a timely manner to the complaining party. The Director shall provide a summary of complaints and their resolution to the EC Boards or individual Users upon request. As Users contract with the County for 9-1-1 services, the handling of complaints is considered a core operational responsibility and will not be subject to routine reporting unless specifically requested. If a User is directly involved in a complaint, the Department will ensure that User is kept informed of any new or relevant information throughout the course of the investigation.

10. ADDITION OF NEW MEMBERS

- A Any government organization that is not a party to this agreement on the effective date of this agreement may become a Party upon: (a) the recommendation of the Emergency Communications Department; (b) the recommendation of the Executive Board by majority vote; (c) payment of a pro rata share of all previously incurred costs that the County determines will benefit the requesting organization and are thereby appropriate to assess to the

organization; and (d) execution of a written agreement with the County subjecting the requesting organization to the terms and conditions of this agreement. The County may execute an amendment to this agreement to include a new Party.

- B The Executive Board may recommend by majority vote, imposing one-time fees upon new Parties to offset costs incurred in previous fiscal years (buy-in fees). Buy-in fees include but are not limited to facility construction, major equipment purchases, and software. Buy-in fees will be incorporated into the budget for emergency communications services.
- C Under special circumstances, such as but not limited to manmade or natural disaster, acts of God, and acts of civil unrest, temporary access to the emergency communications services may be provided to non-Parties. The Director may approve non-party access and notify the EC Boards. Non-Parties may be required by the County to reimburse the County or Parties and Users any costs resulting from temporary emergency access.

11. BUDGET DEVELOPMENT PROCESS

- A Program and budget related decisions shall be developed by the County with input from the EC Boards, and ECD staff. The Executive Board will review staff recommendations and provide final recommendations to the County. The County Board of Supervisors shall have final authority over program and budget related decisions.
- B The Executive Board shall review the Emergency Communications Department's annual budget request prior to County's budget hearings. The County shall provide all relevant information, including information about indirect costs, in a timely manner, allowing sufficient time for the Executive Board to evaluate and make requests for information.
- C The Executive Board will advise regarding the Emergency Communications Department budget and service levels to be proposed to the Board of Supervisors and to the Parties' governing bodies, as applicable, in the form of recommended budgets and augmentation requests, in accordance with procedures established by the County. The Executive Board may provide recommendations to staff working with County service departments in reviewing charges and levels of service provided by the Emergency Communications Department. In the event that the Executive Board does not concur with the County's Recommended Budget, the Director and the Chair of the Executive Board shall present the Executive Board's recommendations regarding emergency communications budget and service levels directly to the County Board of Supervisors. Final

budget approval regarding budgets and funding of service levels are the responsibility of the County Board of Supervisors.

- D The County of Monterey Emergency Communications Department will provide reports on future budgets, current year budget management and cost control, personnel (recruitment, hiring, retention), and special project status on an ongoing and annual basis as requested by the Executive Board.
- E County Administrative Office staff will present ECD annual forecasts and recommended budgets for the County Board of Supervisors' consideration, including information on alternative funding/service levels and Countywide service department charges.

12. 9-1-1 RESERVE ACCOUNT

- A The Emergency Communications Department shall regularly report accounting for the 9-1-1 Reserve Account to the Executive Board. As authorized by the County Board of Supervisors, the 9-1-1 Reserve Account will be restricted for expenditures as recommended by the EC boards, with final determination on expenditures to be made by the County and will be maintained in an interest-bearing restricted fund, until the funds are expended.
- B The purpose of the 9-1-1 Reserve Account is to fiscally support capital expenditures, the future acquisition of major equipment (such as computer systems), and to spread out major expenditures over time, thereby reducing the need for large assessments to the Parties. The 9-1-1 Reserve Account will enable County and the Parties to better prepare budgets and facilitate long term fiscal planning.
- C Funds in the 9-1-1 Reserve Account shall be readily accessible to the Emergency Communications Department to use for appropriate expenditures that benefit the Parties and Users.
- D The Director shall present 9-1-1 Reserve Account accounting reports to the Executive Board annually or as requested.
- E Accumulation of interest in the 9-1-1 Reserve Account will accrue to the benefit of the emergency communications dispatch fund.

13. STANDARD COST SHARING PLAN FOR PARTIES AND USERS

- A Until such time that the Department of Emergency Management (DEM) establishes the Emergency Notification Governance and Financing Agreement, Emergency Notification System fees may be billed by the County.
 - 1. DEM, as the administrator of the system, must seek annual approval from the ECD Executive Board to authorize this charge.
 - 2. All other payment provision in this agreement shall apply.

9-1-1 Emergency Services and Governance Agreement

B ECD will invoice each Party separately, either annually, biannually, or quarterly for fees for Dispatch Services, Inform Mobile Licensing, and other special charges to Parties and Users and may include administrative fees that will be recovered to support dispatch operations when invoices are sent for non-dispatch/call-taking services (i.e. NGEN & Emergency Notification System). County will consult with the Executive Board at least 10 days before the start of each fiscal year regarding the frequency of billing and methodology of billing to actual expenses or budgeted expenses per **subsection 1** below. The County, through ECD, may exercise its discretion in the timing of invoicing, in order to maintain adequate reserves in the special revenue fund dedicated to provision of 9-1-1 services.

- 1 In consideration of the foregoing, each Party will pay to the County, on an annual, biannual, or quarterly basis, an amount derived by the formula set forth below based on the year-to-date actual costs or budgeted costs.
- 2 Invoices shall be sent via email to the email address listed in the signature block of this Agreement. Invoices will be mailed via certified mail ONLY at the written request of the Party or User Agency to the ECD. This mailing address and email address may be changed only with written notice to ECD. An email to the current Director will suffice.
- 3 The funding formula for user agencies may include 5.0% of the County of Monterey's total Proposition 172 revenue from the two-year prior audited actual Proposition 172 revenue to offset the total charges incurred by all Parties to this agreement as determined annually by the County of Monterey Board of Supervisors during the budget process.
- 4 ECD may provide administrative support, including invoicing, to the Parties of this Agreement and may collect fees for this support.
- 5 The Countywide Cost Allocation Plan will be utilized to capture and bill the indirect costs incurred by the County which are associated with the operations of the County of Monterey Emergency Communications Department.

(remainder of page intentionally left blank)

C

Formula Definitions:

A	Actual or budgeted cost of dispatch service (Source: County of Monterey Auditor/Controller's expenditure or budget report for the Billing Period.)
B	Revenues from Miscellaneous Agencies, Administrative Fees, offsetting fund balance, other revenues from entities who are not party to this Agreement including the Ambulance Provider and reimbursements from the State of California.
C	Actual or Budgeted Annual cost subject to percentage distribution.
D	Most recently available total assessed valuation of real property of the Party per County Assessor. (Source: "County of Monterey Tax Rates" for the Billing Year.)
E	Most recently available assessed valuation of real property in the County of Monterey less the assessed valuation of real property attributed to organizations not receiving direct dispatch services. (Source: "Monterey County Tax Rates" per County Assessor for the billing year.)
F	Most recently available resident population of each Party. (source: for county and cities, "State of California Department of Finance Data" for the billing year and for Fire Districts, "Inventory of Local Agencies" as provided by the Local Agency Formation Commission for the County of Monterey.)
G	Most recently available total population of the County of Monterey, less the population of agencies not receiving direct dispatch services. (Source: for county and cities, "State of California Department of Finance Data" and for Fire Districts, "Inventory of Local Agencies" as provided by the Local Agency Formation Commission for the County of Monterey.)
H	Annual Workload total for each Party from the most recently available calendar year. (Source: Workload totals compiled by the County of Monterey Emergency Communications Department, following review by the Operations Board.)
I	Annual Workload total for all law enforcement, fire, special emergency, and other emergency response units for the most recently available calendar year. (Source: Workload totals compiled by the County of Monterey Emergency Communications Department, following review by the Operations Board.)
J	Party net percentage (Derived by applying equal weight to Party Percentage of Assessed Valuation, Resident Population and Dispatch Workload.) For Fire Districts and Fire Only Users this net percentage is multiplied by 10%. Effective July 1, 2026: - Current Parties to this Agreement who transition to Fire-Only service will no longer be eligible for the 10% multiplier. Miscellaneous Agencies will continue to not be eligible. - New Parties joining the Agreement after July 1, 2026, that provide both Law and Fire services will also not be eligible for the 10% multiplier. Miscellaneous Agencies will continue to not be eligible.
K	Party Gross Bill.
L	Party's Prop 172 offset shall be computed by taking the Party's original billing and dividing that by the total billing of all Parties subject to Prop 172 reduction, which is a percentage of the total billing. That percentage is multiplied by the total gross Prop 172 amount to derive the individual Party's percentage share of the Prop 172 funding.

D Cost Allocation Formula:

$$(1) \quad A - B = C$$

$$(2) \quad \left[\frac{D}{E} + \frac{F}{G} + \frac{H}{I} \right] \text{ Divided by } 3 = J$$

$$(3) \quad C \times J = K$$

$$(4) \quad K - L = \text{Charge to the Party for the billing year.}$$

- E In addition to the foregoing formula, the County may, after consultation and recommendations with the EC Boards, augment the formula on a pro rata basis to include provisions of special funding for any purpose such as, but not limited to, adding to the 9-1-1 Reserve Account, supporting needed projects to replace software, hardware, dispatch furniture, major building repair, etc. Withdrawals from the 9-1-1 Reserve Account shall be recommended to the County through the Executive Board.
- F The County may consult with the Executive Board and may choose to select other source documents to replace those defined in the Formula Definitions above if the County determines that the new documents provide more accurate information.
- G The Workload component of the billing formula will be annually reviewed as part of the budget process. Changes to the Workload component may be recommended to the County by the Executive Board, which changes may be implemented by the County, in its discretion, as appropriate.
- H Delinquency. If a Party does not pay its fees for service as set forth above on or before the Due Date, the amount unpaid shall be deemed delinquent. A "Delinquency Fee" in the amount of five percent (5 %) of the delinquent amount shall be added to the amount owed and charged to the Party. The delinquency fee shall be applied to the amount owed (the amount owed includes any previously added delinquency fee) every 30 days until such time the bill is paid in full. If a Party does not pay the delinquent amount and any delinquency fee within 90 calendar days from the original due date from the first invoice, the County is authorized to withhold and offset from any lawful source whatsoever otherwise due to the Party, including the regular apportionment of property tax revenue, an amount sufficient to satisfy the delinquent amount and delinquency fees.

- I Billing Dispute: If a Party disputes any portion of an invoice issued under this agreement, it shall notify the County in writing within 15 calendar days of receipt. The notice must include sufficient detail for the County to review and respond. The County shall provide the requested information within 15 calendar days of receiving the notice. If the County is unable to respond within 15 calendar days, the disputing Party shall be relieved of any delinquency fees or penalties on the disputed amount until 15 calendar days after the County provides the requested information. The Party shall pay all undisputed amounts by the original due date. If the dispute remains unresolved after the County's response, the matter may be escalated to the Executive Board for recommendation. No delinquency fees shall be assessed on the disputed amount while the matter is pending Executive Board review, provided the dispute was submitted in good faith and in compliance with this section. Once the Executive Board has issued a recommendation, the County shall make a final determination in good faith based on that recommendation. Delinquency fees, if any, shall only apply beginning 15 calendar days after the final determination is issued.

14. PAYMENT PROVISIONS FOR MISCELLANEOUS AGENCIES

- A ECD shall invoice each Miscellaneous Agency in alignment with the invoicing schedule as outlined in **Section 13, subsection B** of this Agreement.
- B The formula to determine costs is as follows:

Formula Definitions:

A	Miscellaneous Agency Workload for the last available calendar year (Source: Workload totals compiled by the County of Monterey Emergency Communications Department, following review by the Operations Board.)
B	Annual Workload total for the most recently available calendar year for all law enforcement, fire, special emergency, and other emergency response units for the billing period. (Source: Workload totals compiled by the County of Monterey Emergency Communications Department, following review by the Operations Board.)
C	Miscellaneous Agency net percentage
D	Actual or budgeted cost of dispatch service (Source: County of Monterey Auditor/Controller's expenditure or budget report for the Billing Period.)
E	Charge to the Miscellaneous Agency for the billing year.

Cost Allocation Formula for Miscellaneous Agencies:

$$(1) \quad \frac{A}{B} = C$$

$$(2) \quad C \times D = E$$

- C In addition to the foregoing formula, the County may, after consultation and recommendations with the EC Boards, augment the formula on a pro rata basis to include provisions of special funding for any purpose such as, but not limited to, adding to the 9-1-1 Reserve Account, supporting needed projects to replace software, hardware, dispatch furniture, major building repair, etc. Withdrawals from the 9-1-1 Reserve Account shall be recommended to the County through majority vote of the Executive Board.
- D The County may consult with the Executive Board and may choose to select other source documents to replace those defined in the Formula Definitions above if the County determines that the new documents provide more accurate information.
- E The County of Monterey Emergency Communications Department shall bill each Miscellaneous Agency with the same timing as the other Parties to this Agreement.
- F Delinquency. If a Miscellaneous Agency does not pay its fees for service as set forth above on or before the Due Date, the amount unpaid shall be deemed delinquent. A "Delinquency Fee" in the amount of five percent (5 %) of the delinquent amount shall be added to the amount owed and charged to the Miscellaneous Agency. The delinquency fee shall be applied to the amount owed (the amount owed includes any previously added delinquency fee) every 30 days until such time the bill is paid in full. If a Miscellaneous Agency does not pay the delinquent amount and any delinquency fee within 90 calendar days from the Due Date of the original invoice, the County is authorized to withhold and offset from any lawful source whatsoever otherwise due to the Miscellaneous Agency, including the regular apportionment of property tax revenue, an amount sufficient to satisfy the delinquent amount and delinquency fees.
- G Billing Dispute: If a Miscellaneous Agency(s) dispute payment owed to County, each Miscellaneous Agency shall notify County within 15 calendar days of its receipt of its invoice. This notice shall include sufficient details about the dispute for County to review and act. County shall provide any requested information within 15 calendar days. If County is unable to respond within 15 calendar days, the Miscellaneous Agency disputing the billing shall be relieved of any delinquency payment until 15 days after the information is provided.

15. ONGOING USE OF 9-1-1 DISPATCH CENTER

- A As provided in the Agreement for the Construction and Funding of a Consolidated Dispatch Center for 9-1-1 emergency communications, effective on July 1, 2001, County shall provide the land located at 1322 Natividad Road,

Salinas at no cost to the Parties and Users for the duration of its use for the purposes set forth in that agreement and in this agreement.

- B The County shall permit ECD to provide the Users emergency communications and dispatch services from the 9-1-1 Dispatch Center of the consolidated Emergency Services Center including its equipment, fixtures, and furnishings for the period of time that the facility is used for 9-1-1 dispatch services.
- C The County and the Parties shall be jointly responsible for costs of maintenance of the 9-1-1 Dispatch Center.

16. RECORDS AND CONFIDENTIALITY

- A **Confidentiality:** County and the Parties and Users and their officers, employees, agents, and subcontractors shall comply with all federal, state, and local laws which provide for the confidentiality of records and other information. No Party shall disclose any confidential information, any confidential records, or other confidential information received from any Party to this agreement or prepared in connection with the performance of this agreement, unless the other Party specifically permits such disclosure of records or information. All requests for disclosure of confidential information shall be promptly transmitted to the owner of the information. Notwithstanding these duties of confidentiality, the Parties acknowledge that the Parties and the County are government agencies subject to the California Public Records Act, which requires disclosure of public records subject to exceptions. The Parties and the County will mutually cooperate to comply with the California Public Records Act disclosure obligations, consistent with these confidentiality obligations.
- B **Maintenance of Records:** The County shall prepare, maintain, and preserve all reports and records that may be required by federal, state, or local rules and regulations related to services performed under this agreement. The County shall maintain such records in accordance with the provisions of the County and ECD Record Retention policies. The Parties shall maintain such records in accordance with their records retention policies. If any litigation, claim, negotiation, audit exception, or other action relating to this agreement is asserted, the County and the Parties shall retain such records until such action is resolved.

17. COUNTY INDEMNIFICATION OF PARTIES AND PARTIES' WAIVER OF CLAIMS AGAINST THE COUNTY

- A County hereby agrees to indemnify and hold harmless each Party, its officers, agents, employees, and authorized volunteers from any and all claims, demands, judgments or decrees made or rendered against each Party, its officers, agents or employees by reason of any injury, death or damage suffered or sustained by

any person or entity caused by, or alleged to have been caused by or arising out of the provision of the emergency communications services by the County as set forth in this agreement.

- B Further, County, at its own cost, expense and risk, shall defend any and all suits, actions, or other legal proceedings arising from the provision of emergency communications services by the County pursuant to this agreement that may be brought or instituted by third parties against each Party, its officers, agents, employees, or authorized volunteers, and shall pay and satisfy any judgment or decree that may be rendered against each Party, its officers, agents or employees in any such suit, action, or other legal proceedings. Each Party agrees to promptly notify County of any suit, action, or other legal proceeding asserted against it by third parties which arises from the provision of emergency communications services as specified in this agreement and each Party agrees to cooperate with County in the defense of such claims.
- C In return for and in recognition of County's acceptance of liability, as set forth above, each Party agrees that it will not sue, make any demand or claim, or otherwise prosecute or assert liability against the County for any claim, demand, judgment, or decree of any nature caused by or arising out of the provision of the emergency communications services by the County set forth in this agreement. This waiver of liability against the County by the Parties applies to claims, demands, judgments or decrees which are asserted by third parties and to claims, demands, judgments or decrees which could be asserted by the Parties against the County.
- D Survival of Indemnification and Waiver of Liability Obligations
 - 1. The indemnification and defense obligations assumed by County and the waiver of liability against the County agreed to by the Parties, established above, shall survive the termination of this agreement, the withdrawal of any Party from this Agreement, and the termination of any Party from this Agreement. These obligations and the waiver of liability shall extend to the expiration of the statute of limitations applicable to any claims arising from this agreement and the provision of emergency communications services pursuant to this agreement.

18. INSURANCE

- A Without limiting the foregoing indemnification, all Parties shall maintain in force at all times during the performance of this agreement, a policy or policies of insurance as follows, and in the minimum limits of liability as stated herein:
- B Comprehensive general liability, including but not limited to premises, personal

injuries, products, and completed operations for combined single limit of not less than \$1,000,000 per occurrence.

- C Comprehensive automobile liability, including but not limited to property damage, bodily injury, and personal injuries for combined single limit of not less than \$1,000,000 per occurrence.
- D Workers' Compensation covering statutory requirements of the State of California and Employer's Liability of not less than \$1,000,000 per occurrence.
- E In the event any Party is lawfully self-insured in any or all of the aforementioned insurance areas, upon the request of a Party a letter certifying those areas of coverage, and in the minimum amounts as set forth in this agreement, shall be furnished to the requesting party prior to execution of this agreement.
- F Except with respect to Workers' Compensation insurance, each Party maintaining commercial insurance or excess insurance shall provide an endorsement naming the County, its officers, agents, and employees as additional insureds and shall provide that such commercial insurance is primary to any other commercial insurance maintained by the County; and the County shall, under any commercial insurance or excess insurance it maintains, provide an endorsement naming each Party, its officers, agents, and employees as additional insureds and shall provide that such commercial insurance is primary to any other commercial insurance maintained by each Party.

19. **GENERAL PROVISIONS**

- A Amendment. This agreement may be amended or modified only by an instrument in writing signed by all the Parties hereto; except for an Amendment of adding a new Party as described in **Section 10** of this Agreement.
- B Effect on Existing Agreements:
 - 1. Agreement for 9-1-1 Emergency Communications Dispatch Services (the City and Fire District 9-1-1 Service Agreement): Upon final execution of this agreement by the County and all Parties, the 9-1-1 Service Agreement executed by the County in 2020 and any amendments to that agreement shall terminate and shall no longer be of any force or effect.
 - 2. Agreement for 9-1-1 Emergency Communications Dispatch Services for Miscellaneous Agencies (the miscellaneous agency 9-1-1 Service Agreements): Upon final execution of this agreement by the County and miscellaneous agencies, the 9-1-1 Service Agreement executed by the County in 2020 and any amendments to that agreement shall terminate and shall no longer be of any force or effect.

- C Waiver. Any waiver of any terms and conditions hereof must be in writing and signed by the Parties hereto. A waiver of any of the terms and conditions hereof shall not be construed as a waiver of any other terms or conditions in this agreement.
- D Successors and Assigns. This agreement and the rights, privileges, duties, and obligations of the Parties hereunder, to the extent assignable or delegable, shall be binding upon and inure to the benefit of the Parties and their respective successors, permitted assigns, and heirs.
- E Assignment. No Party may assign, sell, or otherwise transfer its interest or obligations in this agreement without the prior written consent of the County upon the recommendation of the Executive Board. Any organization wishing to participate in this system shall participate through this agreement and may not participate through agreements with other participating agencies. Any such purported assignment is null and void.
- F Compliance with Applicable Law. The Parties shall comply with all applicable federal, state, and local laws and regulations in performing this agreement.
- G Severability. If any part, term or provision of this agreement shall be held void, illegal, unenforceable, or in conflict with any law of a Federal, State or Local Government having jurisdiction over this agreement, the validity of the remaining portions or provisions shall not be affected thereby.
- H Heading. The section and paragraph headings are for convenience only and shall not be used to interpret the terms of this agreement.
- I Time is of the Essence. Time is of the essence in each and all of the provisions of this agreement.
- J Governing Law. This agreement shall be governed by and interpreted under the laws of the State of California. Venue of any dispute arising from this agreement shall be in the Superior Court of California, in the County of Monterey.
- K Construction of Agreement. The Parties agree that each Party has fully participated in the review and revision of this agreement and that any rule of construction to the effect that ambiguities are to be resolved against the drafting Party shall not apply in the interpretation of this agreement or any amendment hereto.
- L Counterparts. This agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same agreement.
- M Authority. Any individual executing this agreement on behalf of a Party represents and warrants hereby that he or she has the requisite authority to

enter into this agreement on behalf of such Party and to bind the Party to the terms and conditions of the same.

- N Integration. This agreement, including the exhibits hereto, shall represent the entire agreement between the Parties with respect to the subject matter hereof and shall supersede all prior negotiations, representations, or agreements, either written or oral, between the Parties as of the effective date hereof.
- O Change of Address. The mailing addresses, email addresses, phone numbers, and Party contacts may change and it is the responsibility of the Parties to notify the County as specified in paragraph (P) within ten days of said change.
- P Notices. Notices required under this agreement shall be emailed or delivered personally or by first-class, postage pre-paid mail as follows:

COUNTY OF MONTEREY
Director of Emergency Communications
1322 Natividad Road
Salinas, CA 93906
831.769.8880 ecdmgr@countyofmonterey.gov

IN WITNESS WHEREOF, the COUNTY and each of the Agencies have caused this agreement to be executed by their duly authorized representative as of the day and year written above.

COUNTY OF MONTEREY:

Name (printed) _____

Signature: _____

Date: _____

Director of Emergency Communications

Address: _____

APPROVED AS TO FORM:

Name (printed) _____

Signature: _____

Date: _____

Deputy County Counsel

APPROVED AS TO FISCAL PROVISIONS:

Name (printed) _____

Signature: _____

Date: _____

Auditor-Controller

Parties (one per page)

City of Carmel-by-the-Sea Duly Authorized Representative	
Name (printed)	_____
Signature:	_____
Date:	_____
Title	_____
Mailing Address: _____ _____	
Email: _____	

Parties (one per page)

City of Del Rey Oaks Duly Authorized Representative	
Name (printed)	_____
Title	_____
Signature:	_____
Date:	_____
Mailing Address: _____ _____	
Email: _____	

Parties (one per page)

City of Gonzales Duly Authorized Representative	
Name (printed)	_____
Title	_____
Signature:	_____
Date:	_____
Mailing Address: _____ _____	
Email: _____	

Parties (one per page)

City of Greenfield Duly Authorized Representative	
Name (printed)	_____
Title	_____
Signature:	_____
Date:	_____
Mailing Address: _____ _____	
Email: _____	

Parties (one per page)

City of King Duly Authorized Representative	
Name (printed)	_____
Title	_____
Signature:	_____
Date:	_____
Mailing Address: _____ _____	
Email: _____	

Parties (one per page)

City of Marina Duly Authorized Representative	
Name (printed)	_____
Title	_____
Signature:	_____
Date:	_____
Mailing Address: _____ _____	
Email: _____	

Parties (one per page)

City of Monterey Duly Authorized Representative	
Name (printed)	_____
Title	_____
Signature:	_____
Date:	_____
Mailing Address: _____ _____	
Email: _____	

Parties (one per page)

City of Pacific Grove Duly Authorized Representative	
Name (printed)	_____
Title	_____
Signature:	_____
Date:	_____
Mailing Address: _____ _____	
Email: _____	

Parties (one per page)

City of Salinas Duly Authorized Representative	
Name (printed)	_____
Title	_____
Signature:	_____
Date:	_____
Mailing Address: _____ _____	
Email: _____	

Parties (one per page)

City of Sand City Duly Authorized Representative	
Name (printed)	_____
Title	_____
Signature:	_____
Date:	_____
Mailing Address: _____ _____	
Email: _____	

Parties (one per page)

City of Seaside Duly Authorized Representative	
Name (printed)	_____
Title	_____
Signature:	_____
Date:	_____
Mailing Address: _____ _____	
Email: _____	

Parties (one per page)

City of Soledad Duly Authorized Representative	
Name (printed)	_____
Title	_____
Signature:	_____
Date:	_____
Mailing Address: _____ _____	
Email: _____	

Parties (one per page)

Monterey County Regional Fire Protection District Duly Authorized Representative	
Name (printed)	_____
Title	_____
Signature:	_____
Date:	_____
Mailing Address: _____ _____	
Email: _____	

Parties (one per page)

Monterey Peninsula Airport District Duly Authorized Representative	
Name (printed)	_____
Title	_____
Signature:	_____
Date:	_____
Mailing Address: _____ _____	
Email: _____	

Parties (one per page)

North County Fire Protection District of Monterey County Duly Authorized Representative	
Name (printed)	_____
Title	_____
Signature:	_____
Date:	_____
Mailing Address: _____ _____	
Email: _____	

Parties (one per page)

Big Sur Volunteer Fire Brigade Duly Authorized Representative	
Name (printed)	_____
Title	_____
Signature:	_____
Date:	_____
Mailing Address: _____ _____	
Email: _____	

Parties (one per page)

Mid-Coast Fire Brigade Duly Authorized Representative	
Name (printed)	_____
Title	_____
Signature:	_____
Date:	_____
Mailing Address: _____	
Email: _____	

Parties (one per page)

California State University, Monterey Bay Duly Authorized Representative	
Name (printed)	_____
Title	_____
Signature:	_____
Date:	_____
Mailing Address: _____ _____	
Email: _____	

Parties (one per page)

Correctional Training/ Salinas Valley State Prison Duly Authorized Representative	
Name (printed)	_____
Title	_____
Signature:	_____
Date:	_____
Mailing Address: _____ _____	
Email:	_____

**AGENDA ITEM
5C.**

Approve a Resolution Authorizing the City Manager to Enter into a Master Funding Agreement Between the Transportation Agency for Monterey County and the City of Sand City for the Allocation of Certain State Funds for Transportation Projects



City of Sand City

STAFF REPORT

TO: Honorable Mayor and City Council
FROM: Vibeke Norgaard, City Manager; Jennifer Pope, Finance Manager
SUBJECT: Transportation Agency for Monterey County (TAMC) Master Funding Agreement
DATE: April 21, 2026

BACKGROUND/DISCUSSION:

In February 2017, the City of Sand City entered into a Master Funding Agreement with the Transportation Agency for Monterey County (TAMC) to receive state transportation funds. The agreement was amended in May 2017, August 2020, and August 2023 for three-year terms. The agreement expired in March 2026, and the City must enter into a new three-year agreement to continue receiving funding.

TAMC is the state-designated Regional Transportation Planning Agency for Monterey County. As authorized by section 182.6(g) of the Streets and Highway Code, TAMC has entered into a separate agreement with the State of California, through the department of Transportation (Caltrans), to assign a defined portion of its annual federal Surface Transportation Block Grant Program (STBGP) apportionment to Caltrans in exchange for state funds for certain, specified fiscal year(s). TAMC is authorized to use these exchanged funds, referred to as Regional Surface Transportation Program (RSTP) exchange funds, to assist local agencies to promote projects which otherwise qualify for STBGP funds.

RSTP funding is eligible for a wide variety of transportation projects and each jurisdiction receiving RSTP funds must execute a Local Agency Funding Agreement with TAMC prior to receiving reimbursement of any RSTP funds. The Local Agency Funding Agreement is designed to comply with a State requirement that TAMC enter into contracts with its member agencies for the reimbursement of RSTP funds.

TAMC has historically distributed RSTP funding through fair-share programs. Monterey County and the cities receive their fair-share allocation based on their urbanized populations. As of March 2023, the City has an unprogrammed balance of \$18,111.65 in funds. City staff will work to identify a project that meets the program requirements and the City's goals and priorities, in order to apply these funds.

In addition, in 2025 the City was awarded a \$2,000,000 grant for the West End Improvement Project.

The TAMC Board of Directors has approved the allocation of funds toward the projects listed in the Agreement (shown in Exhibit A).

To remain eligible for these funding sources, the City must approve and enter into a new three-year agreement with TAMC.

CEQA:

This action does not constitute a "project" as defined by the California Environmental Quality Act (CEQA) guidelines section 15378.

FISCAL IMPACT:

TAMC awarded an allocation of \$18,112 for an eligible project determined by the City and an additional \$2,000,000 for the West End Improvement project. Staff will include this allocation of funding in the FY 2026-2027 Budget which will be brought to Council for approval later this year.

RECOMMENDATION:

Staff recommends approval of the resolution authorizing the City Manager to enter into a Master Funding Agreement with TAMC for the allocation of state funding.

ATTACHMENTS:

1. Resolution
2. Agreement

**CITY OF SAND CITY
RESOLUTION SC 26-____, 2026**

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY AUTHORIZING THE CITY
MANAGER TO ENTER INTO A MASTER FUNDING AGREEMENT BETWEEN THE
TRANSPORTATION AGENCY FOR MONTEREY COUNTY AND THE CITY OF SAND
CITY FOR THE ALLOCATION OF CERTAIN STATE FUNDS FOR TRANSPORTATION
PROJECTS**

WHEREAS, in February 2017, the City of Sand City (City) approved a resolution to enter into a Master Funding Agreement (Agreement) with the Transportation Agency for Monterey County (TAMC) for the allocation of certain state funds related to transportation projects; and

WHEREAS, on May 2, 2017, the Agreement was amended and approved by the City for a three-year period; and

WHEREAS, on August 18, 2020, the Agreement was approved by the City for a three-year period; and

WHEREAS ON August 1, 2023 the Agreement was approved by the City for a three-year period; and

WHEREAS, in order for the City to continue to receive certain state funds for transportation projects, it must enter into a new Agreement with TAMC, a copy of which is shown in Exhibit A, for a three-year period; and

WHEREAS, TAMC is the state-designated Regional Transportation Planning Agency for Monterey County; and

WHEREAS, as authorized by section 182.6(g) of the Streets and Highway Code, TAMC has entered into a separate agreement with the State of California, through the department of Transportation (Caltrans), to assign a defined portion of its annual federal Surface Transportation Block Grant Program (STBGP) apportionment to Caltrans in exchange for state funds for certain, specified fiscal year(s); and

WHEREAS, TAMC is authorized to use these exchanged funds, referred to as Regional Surface Transportation Program (RSTP) exchange funds, to assist local agencies to promote projects which otherwise qualify for STBGP funds; and

WHEREAS, RSTP funding is eligible for a wide variety of transportation projects and each jurisdiction receiving RSTP funds must execute a Local Agency Funding Agreement with TAMC prior to receiving reimbursement of any RSTP funds; and

WHEREAS, as authorized by Chapter 2, Title 21, Rule 6640 of the Transportation Development Act, one of the duties of TAMC is to administer the provisions of the Transportation Development Act in apportioning Local Transportation Funds (L TF) for the Transportation Development Act 2% (TDA 2%) program for bicycle and pedestrian projects pursuant to Article 3 of that law, and to the Cities, County, and Monterey Salinas Transit; and

WHEREAS, as authorized by the Joint Powers Agreement for the Monterey County Regional Development Impact Fee Agency, TAMC is designated to administer and allocate regional development impact fee revenue (RDIF) to projects identified in the approved Strategic Expenditure Plan; and

WHEREAS, the TAMC Board of Directors has approved the allocation of funds toward the projects listed in Exhibit A

NOW, THEREFORE, BE IT RESOLVED that the City Council of Sand City does hereby authorize and directs the City Manager, on behalf of the City, to enter into a Master Funding Agreement (Exhibit A) with the Transportation Agency for Monterey County for the allocation of certain state funds for transportation projects.

PASSED AND ADOPTED by the City Council of the City of Sand City this ____, day of ____, 2026 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Mary Ann Carbone, Mayor

ATTEST:

DATED: _____

Kerry Lindstrom, City Clerk

**AGREEMENT BETWEEN THE
TRANSPORTATION AGENCY FOR MONTEREY COUNTY
AND THE CITY OF SAND
FOR THE ALLOCATION OF FUNDING APPROVED BY
THE TRANSPORTATION AGENCY BOARD OF DIRECTORS**

This agreement is made on _____ by and between the City of Sand, a public body, hereinafter referred to as “Recipient,” and the Transportation Agency for Monterey County, hereinafter referred to as “TAMC.”

WHEREAS, TAMC is the state-designated Regional Transportation Planning Agency for Monterey County; and

WHEREAS, as authorized by section 182.6(g) of the Streets and Highways Code, TAMC has entered into a separate agreement with the State of California, through the Department of Transportation (Caltrans), to assign a defined portion of its annual federal Surface Transportation Block Grant Program (STBGP) apportionment to Caltrans in exchange for state funds for specified fiscal year(s); and

WHEREAS, TAMC is authorized to use these exchanged funds (hereinafter referred to as “RSTP Exchange Funds”) to assist local agencies to promote projects which otherwise qualify for STBGP funds; and

WHEREAS, as authorized by Chapter 2, Title 21, Rule 6640 of the Transportation Development Act, one of the duties of TAMC is to administer the provisions of the Transportation Development Act in apportioning Local Transportation Funds (LTF) for the Transportation Development Act 2% (TDA 2%) program for bicycle and pedestrian projects pursuant to Article 3 of that law, and to the Cities, County, and Monterey-Salinas Transit District;

WHEREAS, as authorized by the Joint Powers Agreement for the Monterey County Regional Development Impact Fee Agency, TAMC is designated to administer and allocate regional development impact fee revenues (RDIF) to projects identified in the approved Strategic Expenditure Plan; and

WHEREAS, the TAMC Board of Directors has approved the allocation of funds toward the projects listed in Exhibit A; and

WHEREAS, it is contemplated by TAMC and the Recipient that the amount of funding and the projects designated in Exhibit A may change from time to time as set forth below; and

WHEREAS, TAMC has requested the Monterey County Auditor-Controller to establish a separate fund for the Federal Apportionment Exchange Program and such a separate fund has been established.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, THE PARTIES HERETO AGREE AS FOLLOWS:

1. RULES FOR RSTP EXCHANGE FUNDS

- A. TAMC agrees to allocate RSTP Exchange Funds paid by Caltrans under the Federal Apportionment Exchange Program only for projects as authorized under sections 133(b) and 133 (c) of Title 23, United States Code and Article XIX of the California State Constitution.
- B. The Recipient agrees to use RSTP Exchange Funds only for the RSTP Exchange eligible project(s) described in Exhibit A, as approved by the TAMC Board of Directors, for the amounts awarded for each project.

2. RULES FOR TDA 2%

- A. TAMC agrees to allocate TDA 2% funds under the Transportation Development Act only for projects as authorized under the Transportation Development Act Section 99234 Claims for Pedestrian and Bicycle Facilities.
- B. The Recipient agrees to use TDA 2% funds only for TDA 2% eligible project(s) described in Exhibit A, as approved by the TAMC Board of Directors, for the amounts awarded for each project.

3. RULES FOR RDIF

- A. TAMC agrees to allocate RDIF funds under the Joint Powers Agreement only for projects as authorized by the TAMC Board of Directors in the approved Strategic Expenditure Plan.
- B. The Recipient agrees to use RDIF funds only for RDIF eligible project(s) described in Exhibit A, as approved by the TAMC Board of Directors, for the amounts awarded for each project.

4. ADMINISTRATIVE POLICIES

- A. The projects described in Exhibit A, and the amounts allocated therefore, may be amended from time to time without changing the rest of this Master Agreement, by means of approval by the TAMC Board of Directors of a revised Exhibit A, which shall be designated by a date and number (e.g., "Exhibit A-1 (DATE)").
- B. The Recipient agrees to submit an annual report to TAMC by April 30 describing the progress towards completion for all projects listed in Exhibit A.

- C. The Recipient agrees to mention TAMC's role in funding the project in any press releases or media events held by the Recipient to promote a funded project.
- D. TAMC agrees to reimburse the Recipient within 30 days of receipt of a completed claim form (Exhibit B) from the Recipient.
- E. The Recipient agrees to cause the completion of the project(s) within three years from the date funds were awarded by the TAMC Board of Directors, as recorded in Exhibit A. Failure to complete the project(s) in a timely basis shall allow TAMC to refuse reimbursement and to reprogram such funds for other purposes.

5. COST PRINCIPLES

- A. Recipient agrees to comply with Office of Management and Budget Circular A-87, Cost Principles for State and Local Government, and 2 CFR, Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements.
- B. Recipient agrees to:
 - (a) use Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., to determine the allowability of individual project cost items; and
 - (b) comply with Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements, Costs Principles and Audit Requirements.

Every sub-recipient receiving funds as a contractor or sub-contractor under this AGREEMENT shall comply with Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements, Costs Principles and Audit Requirements.

6. THIRD PARTY CONTRACTING

- A. Recipient shall not award a construction contract over \$10,000 or other contracts over \$25,000 on the basis of a noncompetitive negotiation for work to be performed using Funds without the prior written approval of Caltrans. This provision shall not apply to professional service contracts of the type which are required to be procured in accordance with Government Code Sections 4525 (d), (e), and (f).
- B. Recipient agrees that travel and per diem reimbursements and third-party contract reimbursements to subcontractors will be allowable as project costs only after those costs are incurred and paid for by the subcontractors and only if consistent with Paragraph 10, below.

- C. In addition to the above, the pre-award requirements of third party contractor/consultants with Recipient shall be consistent with Local Program Procedures as published by Caltrans.

7. ACCOUNTING SYSTEM

Recipient, its contractors and subcontractors, shall establish and maintain an accounting system and records that properly accumulate and segregate expenditures by line item. The accounting system of Recipient, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP), enable the determination of incurred costs at interim points of completion, and provide support for reimbursement payment claims.

8. RIGHT TO AUDIT

For the purpose of determining compliance with Public Contract Code 10115, et seq. and Title 21, California Code of Regulations, Chapter 21, Section 2500 et seq., when applicable and other matters connected with the performance of the Agreement pursuant to Government Code 8546.7, Recipient shall maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of the Agreement, including but not limited to, the costs of administering the Agreement. All parties shall make such materials available at their respective offices at all reasonable times during the Agreement period and for three years from the date of final payment under the Agreement. The state, State Auditor, TAMC, FHWA, or any duly authorized representative of the Federal Government shall have access to any books, records, and documents of Consultant and its certified public accountants (CPA) work papers that are pertinent to the Agreement and indirect cost rates (ICR) for audit, examinations, excerpts, and transactions, and copies thereof shall be furnished if requested. Subcontracts in excess of \$25,000 shall contain this provision.

9. TRAVEL AND SUBSISTENCE

Payments to Recipient for travel and subsistence expenses of Recipient forces and/or its contractors or subcontractors, claimed for reimbursement or applied as local match credit, shall not exceed rates authorized to be paid exempt non-represented State employees under current State Department of Personnel Administration (DPA) rules. If the rates invoiced are in excess of those authorized DPA rates, then Recipient is responsible for the cost difference and any overpayments shall be reimbursed to the TAMC on demand.

10. PROJECT COMPLETION

Recipient agrees to provide to the TAMC a short report summarizing total project costs and milestones, including before and after photos of the project, for each project within sixty (60) days of completion.

11. GOVERNING LAWS

This Agreement shall be construed and enforced according to the laws of the State of California, and the parties hereby agree that the County of Monterey shall be the proper venue for any dispute arising hereunder.

12. CONFLICT OF INTEREST

Recipient warrants that it presently has no interest and shall not acquire any interest during the term of this Agreement, which would directly or indirectly conflict in any manner or to any degree with its full and complete performance of all services under this Agreement.

13. CONSTRUCTION OF AGREEMENT

The parties agree that each party has fully participated in the review and revision of this Agreement and that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this Agreement or any exhibit or amendment. To that end, it is understood and agreed that this Agreement has been arrived at through negotiation, and that neither party is to be deemed the party which prepared this Agreement within the meaning of Civil Code Section 1654. Section and paragraph headings appearing herein are for convenience only and shall not be used to interpret the terms of this Agreement.

14. WAIVER

Any waiver of any term or condition hereof must be in writing. No such waiver shall be construed as a waiver of any other term or condition herein.

15. SUCCESSORS AND ASSIGNS

This Agreement and all rights, privileges, duties and obligations hereunder, to the extent assignable or delegable, shall be binding upon and inure to the benefit of the parties and their respective successors, permitted assigns and heirs.

16. TIME IS OF THE ESSENCE

The parties mutually acknowledge and agree that time is of the essence with respect to every provision hereof in which time is an element. No extension of time for performance of any obligation or act shall be deemed an extension of time for performance of any other obligation or act, nor shall any such extension create a precedent for any further or future extension.

17. EXECUTION OF AGREEMENT

Any individual executing this Agreement on behalf of an entity represents and warrants that he or she has the requisite authority to enter into this Agreement on behalf of such entity and to bind the entity to the terms and conditions hereof. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same agreement.

18. ENTIRE AGREEMENT

This document, including all exhibits hereto, constitutes the entire agreement between the parties, and supersedes any and all prior written or oral negotiations and representations between the parties concerning all matters relating to the subject of this Agreement.

19. TERMINATION DATE

This Agreement shall remain in effect for a period of three (3) years from the latest date reflected on the signature page(s) below.

IN WITNESS WHEREOF, TAMC and Recipient execute this Agreement as follows:

TRANSPORTATION AGENCY FOR MONTEREY COUNTY

Todd Muck
Executive Director

Date

Recipient:
CITY OF SAND

Vibeke Norgaard
City Manager

Date

Approved as to Form:

Shane Strong
TAMC Counsel

Date

City Attorney
City of Sand

Date

Transportation Agency for Monterey County
 Master State and Federal Funding Agreement
 Exhibit A

City of Sand City								
Agency	Board Approval Date	Fund Expiration Date	Type	Active Projects	Budget	Paid	Balance Outstanding	
Sand City	3/22/2023	3/21/2026	RSTP Fair Share	Unprogrammed balance	\$ 18,111.65	\$ -	\$ 18,111.65	
Sand City	8/27/2025	8/26/2028	RSTP Mid-Cycle 2025	West End Improvement Project	\$ 2,000,000.00	\$ -	\$ 2,000,000.00	
					\$ 2,018,111.65	\$ -	\$ 2,018,111.65	

Agency	Board Approval Date	Fund Expiration Date	Type	Completed Projects	Budget	Paid	Balance Outstanding	
Sand City	3/26/2014	Completed	RSTP Fair Share	Hickory Street Improvement Project	\$ 116,406.57	\$ 116,406.57	\$ -	
					\$ 116,406.57	\$ 116,406.57	\$ -	

Last Revised:
 8/27/2025

Approved by:

Todd Muck

Todd Muck, Executive Director

**AGENDA ITEM
5D.**

**Consideration and Approval for the
Cancellation of the July 21, 2026, Regular
City Council Meeting**



City of Sand City

STAFF REPORT

TO: Honorable Mayor and City Council
FROM: Vibeke Norgaard, City Manager
SUBJECT: Cancellation of July 21, 2026, Regular City Council Meeting
DATE: April 21, 2026

BACKGROUND/DISCUSSION:

Staff has reviewed the upcoming meeting calendar and anticipated agenda items and has determined that business can be accommodated at other regularly scheduled meetings without operational impact. Cancelling this meeting will allow for efficient use of staff resources while maintaining continuity of governance. If approved, notice of cancellation will be posted in accordance with applicable open meeting laws.

CEQA:

This action does not constitute a "project" as defined by the California Environmental Quality Act (CEQA) guidelines section 15378.

FISCAL IMPACT:

Minor cost savings related to meeting preparation and staffing. No fiscal impact is anticipated.

RECOMMENDATION:

Approve the cancellation of the regularly scheduled City Council meeting of July 21, 2026.

**AGENDA ITEM
7A.**

**Receive Presentation by Braeleen Ballard
of Foster & Foster on the Retiree Health
Care Plan Actuarial Valuation Report**



City of Sand City Retiree Healthcare Plan

Actuarial Valuation

*As of June 30, 2025
Plan Funding for
Fiscal Years 2026/27 and 2027/28*

FOSTER & FOSTER
ACTUARIES AND CONSULTANTS

April 7, 2026

This report details the actuarial valuation of the City of Sand City Retiree Healthcare Plan as of June 30, 2025. The valuation was performed to measure the plan's liability and funding levels and to determine the actuarially appropriate contributions for the applicable plan years. Use of the results for other purposes may not be applicable.

DATA

In preparing this report, we relied on:

- Census data for active employees and retirees supplied by the City
- Trust statements prepared by the trustee
- Program benefit design including copies of relevant documents
- Premium, expense, and enrollment data

While we cannot verify the accuracy of all this information, the supplied information was reviewed for consistency and reasonableness. As a result of this review, we have no reason to doubt the substantial accuracy of the information and believe that it has produced appropriate results. This information, along with any adjustments or modifications, is summarized in various sections of this report.

DISCLOSURES AND LIMITATIONS

In our opinion, the assumptions used in the valuation represent reasonable expectations of anticipated experience. Other sets of assumptions and methods could also be reasonable and could produce materially different results.

This valuation report is only an estimate of the plan's financial condition as of a single date and cannot guarantee future financial soundness. Actuarial valuations do not affect the ultimate cost of benefits, only the timing of contributions. Future actuarial measurements may differ significantly from the current measurements presented in this report due to factors such as the following:

- Plan experience differing from that anticipated by the economic or demographic assumptions
- Changes in economic or demographic assumptions or in actuarial methods
- Actual medical premiums, participation, and level of coverage differing from that anticipated
- Increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period)
- Changes in plan provisions or applicable law

Due to the limited scope of this report, we did not provide an analysis of these potential differences.

In performing the valuation, we used third-party software to model (calculate) the underlying liabilities and costs. These results are reviewed in the aggregate and for individual sample lives. The output from the software is either used directly or input into internally developed models to generate the results. All internally developed models are reviewed as part of the process. As a result of this review, we believe that the models have produced reasonable results. We do not believe there are any material inconsistencies among assumptions or unreasonable output produced due to the aggregation of assumptions.

ACTUARIAL CERTIFICATION

The valuation has been conducted in accordance with all applicable laws and regulations, as well as generally accepted actuarial principles and practices, including the applicable Actuarial Standards of Practice as issued by the Actuarial Standards Board.

The undersigned are familiar with the immediate and long-term aspects of OPEB valuations and meet the Qualification Standards of the American Academy of Actuaries necessary to render the actuarial opinions contained herein. All of the sections of this report are considered an integral part of the actuarial opinions.

The signing actuaries are independent of the plan sponsor. Thus, there is no relationship existing that might affect our capacity to prepare and certify this actuarial report.

Respectfully submitted,
Foster & Foster, Inc.



Drew Ballard, FSA, EA, MAAA



Braelen Ballard, FSA, EA, MAAA

TABLE OF CONTENTS

SUMMARY	5
CHANGES SINCE PRIOR VALUATION.....	7
ASSET INFORMATION.....	8
ACTUARIAL GAIN/LOSS ANALYSIS.....	9
IMPLICIT SUBSIDY	10
VALUATION RESULTS	11
BENEFIT SUMMARY.....	12
PREMIUMS.....	13
ACTUARIAL ASSUMPTIONS AND METHODS	16
PARTICIPANT STATISTICS	20
GLOSSARY.....	24

SUMMARY

The City provides medical benefits to its eligible retirees through CalPERS PEMHCA program and contributes up to a dollar cap, or the PEMHCA minimum amount (\$162 per month in 2026). See the Benefit Summary Section of this report for additional detail.

In addition, the City incurs an “implicit subsidy” since the per capita healthcare costs (expected claims) are higher for pre-Medicare retirees than the blended premium. Actuarial Standards of Practice No. 6 (ASOP 6) requires the implicit subsidy be included in actuarial liabilities for participants in pooled plans. See the Implicit Subsidy Section of this report for additional detail.

	Current Valuation	Prior Valuation
Valuation Date	June 30, 2025	June 30, 2023
Participant Data		
Actives	22	19
Benefiting Inactives	15	16
Waived Inactives	11	12
Total	48	47
Present Value of Benefits		
Actives	\$2,608,097	\$2,166,325
Inactives	2,874,743	2,504,275
Total Present Value of Benefits	5,482,840	4,670,600
Actuarial Accrued Liability		
Actives	\$1,109,868	\$869,285
Inactives	2,874,743	2,504,275
Total Actuarial Accrued Liability	3,984,611	3,373,560
Normal Cost (first ADC year)	230,999	182,658
Pay-Go Cost (first ADC year)	248,596	213,414
Funded Status – Market Value Basis		
Total Actuarial Accrued Liability	3,984,611	3,373,560
Market Value of Assets	4,884,961	4,246,781
Unfunded Actuarial Accrued Liability	(900,350)	(873,221)
Funded Ratio	122.6%	125.9%

ACTUARIALLY DETERMINED CONTRIBUTION

	Current Valuation		Prior Valuation	
Valuation Date	June 30, 2025		June 30, 2023	
Contribution Year	2026/2027	2027/2028	2024/2025	2025/2026
Discount Rate	6.25%	6.25%	6.25%	6.25%
Actuarially Determined Contribution (ADC)				
Normal Cost	\$230,999	\$237,351	\$182,658	\$187,681
Admin. Expenses	3,457	3,664	3,099	3,258
UAAL Amortization Pmt	<u>(63,749)</u>	<u>(63,749)</u>	<u>(102,108)</u>	<u>(102,108)</u>
Total ADC	170,707	177,266	83,649	88,831
Recommended Trust Contribution				
ADC	170,707	177,266	83,649	88,831
Est Explicit Benefit Pmts	(214,985)	(225,781)	(191,230)	(198,801)
Est Implicit Benefit Pmts	(33,611)	(36,913)	<u>(22,184)</u>	<u>(26,396)</u>
Recommended Net Trust Contrib/(Reimbursement)	(77,889)	(85,428)	(129,765)	(136,366)

CHANGES SINCE PRIOR VALUATION

PLAN CHANGES

There have been no plan changes since the prior valuation.

ACTUARIAL ASSUMPTION/METHOD CHANGES

The following actuarial assumptions have been updated since the prior valuation:

- 50% participation assumed for actives with the PEMHCA minimum benefit.
- Demographic assumptions and merit salary increases were updated based on the CalPERS 2000-2023 Experience Study.

There have been no method changes since the prior valuation.

ASSET INFORMATION

MARKET VALUE OF ASSETS (MVA)

	2023/24	2024/25
MVA (Beginning of Year)	\$4,246,781	\$4,537,870
Contributions	0	0
Benefit Payments	(173,064)	(204,785)
Administrative Expenses	(2,158)	(1,550)
Investment Expenses	(1,578)	(1,973)
Investment Earnings	<u>467,888</u>	<u>555,399</u>
MVA (End of Year)	4,537,870	4,884,961
Approximate Return	11.0%	12.5%

EXPECTED LONG-TERM RATE OF RETURN

	Target Allocation	Expected Real Rate of Return
Global Equity	49%	4.56%
Fixed Income	23%	1.56%
TIPS	5%	(0.08%)
Commodities	3%	1.22%
REITS	20%	4.06%
Assumed Long-Term Rate of Inflation		2.50%
Expected Long-Term Net Rate of Return		6.25%

The long-term expected real rates of return are presented as geometric means and are based on our survey of investment advisors capital market assumptions.

ACTUARIAL GAIN/LOSS ANALYSIS

	AAL	(AVA)	UAAL
Actual on June 30, 2023	\$3,373,560	(4,246,781)	(873,221)
Expected on June 30, 2025	3,747,486	(4,456,988)	(709,502)
Experience (Gains)/Losses			
Demographic/Other	(1,700)	0	(1,700)
Actual vs Expected Premiums & Claims	268,268	0	268,268
Investment (Gain)/Loss	0	(489,553)	(489,553)
Other Asset (Gain)/Loss	0	61,580	61,580
Assumption Changes			
50% Participation for PEMHCA Min.	(30,817)	0	(30,817)
CalPERS Experience Study	1,374	0	1,374
Total Changes	237,125	(427,973)	(190,848)
Actual on June 30, 2025	3,984,611	(4,884,961)	(900,350)

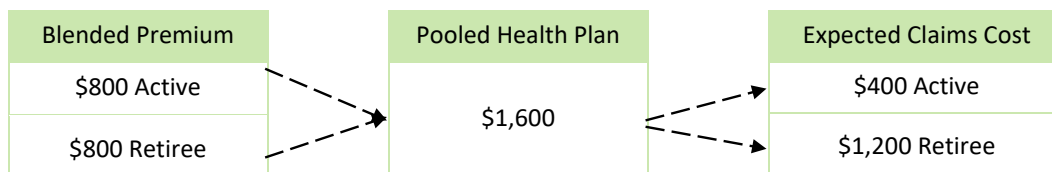
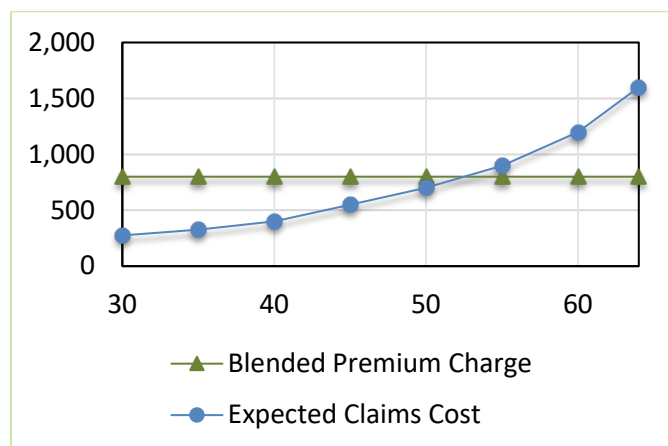
IMPLICIT SUBSIDY

Actuarial Standard of Practice (ASOP) No. 6, Measuring Retiree Group Benefits Obligations and Determining Retiree Group Benefits Program Periodic Costs or Actuarially Determined Contributions, provides guidance to actuaries when performing actuarial services with respect to measuring obligations under a retiree group benefits program.

Effective for actuarial valuations of a group participating in a pooled health plan with a measurement date on or after March 31, 2015, ASOP No. 6 advises that (in almost all instances), the actuary should use age-specific costs in the development of the initial per capita costs and in the projection of future benefit plan costs. The implicit subsidy is the difference between the expected age-specific retiree per capita claims cost and the charged premium rate.

In general, for health coverage, benefit costs vary by age. Retiree healthcare costs are, on average, significantly higher than active employees. When claims experience of both active employees and retirees are pooled in determining healthcare premiums, the implicit rate is an inherent subsidy of retiree healthcare costs by active employee healthcare costs due to the blended premium charged.

Retirees are charged a smaller premium than they would be if the premiums were calculated based on retiree-only claims experience, and vice versa for active employees. In a pooled environment, expected retiree claims are covered by premiums charged to the retiree plus an added cost included in active premiums (the active employee premiums are subsidizing the retiree premiums). The blended premium charge represents an “explicit” cost, while the added cost represents an “implicit” cost.



VALUATION RESULTS

EXPLICIT/IMPLICIT SUBSIDY

	Explicit Subsidy	Implicit Subsidy	Total
Present Value of Benefits			
Actives	\$1,943,437	\$664,660	\$2,608,097
Inactives	2,498,940	375,804	2,874,743
Total	4,442,376	1,040,464	5,482,840
Actuarial Accrued Liability			
Actives	848,533	261,335	1,109,868
Inactives	2,498,940	375,804	2,874,743
Total	3,347,473	637,139	3,984,612
Normal Cost (first ADC year)	172,867	58,131	230,999
Pay-Go Cost (first ADC year)	214,985	33,611	248,596

BENEFIT PAYMENT AND PRE-FUNDING PROJECTION

Fiscal Year	Explicit Subsidy Benefit Payments	Implicit Subsidy Benefit Payments	Trust Payment (Reimbursement)	ADC	Proj. Payroll (in millions)	ADC % of Pay
2026/27	\$214,985	\$33,611	(77,889)	\$170,707	\$2.8	6.0%
2027/28	225,781	36,913	(85,428)	177,266	2.9	6.1%
2028/29	240,620	31,803	(88,423)	184,000	3.0	6.1%
2029/30	254,689	36,902	(100,641)	190,950	3.1	6.2%
2030/31	269,309	47,605	(118,843)	198,071	3.2	6.3%
2031/32	283,710	61,711	(140,024)	205,397	3.3	6.3%
2032/33	296,539	52,592	(136,267)	212,864	3.3	6.4%
2033/34	306,771	55,711	(141,916)	220,566	3.4	6.4%
2034/35	319,067	69,564	(160,134)	228,497	3.5	6.5%
2035/36	330,002	77,556	(170,936)	236,622	3.6	6.5%

BENEFIT SUMMARY

Eligibility	Retire (service or disability) directly from the City under CalPERS	
Medical Benefit		
Miscellaneous (incl. 2 City Council Members)	Coverage	Employer Contribution
	Single	Up to \$1,055.10
	2-Party or Family	100% retiree + 50% one dependent, up to \$1,582.65
Police Hired Before 11/6/2018: (10/1/2023 for Lateral Police)	Coverage	Employer Contribution
	Single	Up to \$1,055.10
	2-Party or Family	Up to \$1,582.65
Police Hired after 11/5/2018: (9/30/2023 for Lateral Police)	The City pays the PEMHCA minimum amount (\$162/month in 2026)	
Surviving Spouse Benefit	Retiree benefit paid to surviving spouse of retiree who elected CalPERS joint and survivor payment option	
Other	No benefits paid for dental, vision, life insurance, or Medicare Part B premium	

PREMIUMS

PEMHCA REGION 1 MONTHLY MEDICAL PREMIUMS

Non-Medicare Eligible

Medical Plan	2025			2026		
	Single	2-Party	Family	Single	2-Party	Family
Anthem Select	\$1,256.65	\$2,513.30	\$3,267.29	\$1,336.29	\$2,672.58	\$3,474.35
Anthem Traditional	1,500.40	3,000.80	3,901.04	1,612.08	3,224.16	4,191.41
Blue Shield Access+	1,170.17	2,340.34	3,042.44	1,301.95	2,603.90	3,385.07
Blue Shield Trio	1,134.79	2,269.58	2,950.45	1,166.58	2,333.16	3,033.11
Kaiser	1,112.90	2,225.80	2,893.54	1,168.86	2,337.72	3,039.04
UHC Alliance	1,184.58	2,369.16	3,079.91	1,290.06	2,580.12	3,354.16
UHC Harmony	1,005.02	2,010.04	2,613.05	1,133.09	2,266.18	2,946.03
Western Health Adv.	914.27	1,828.54	2,377.10	969.58	1,939.16	2,520.91
Anthem EPO Del Norte	n/a	n/a	n/a	n/a	n/a	n/a
PERS Platinum	1,476.10	2,952.20	3,837.86	1,670.14	3,340.28	4,342.36
PERS Gold	1,013.70	2,027.40	2,635.62	1,120.58	2,241.16	2,913.51
PORAC	975.00	2,218.00	2,777.00	1,063.00	2,418.00	3,027.00

Medicare Eligible

Medical Plan	2025			2026		
	Single	2-Party	Family	Single	2-Party	Family
Anthem	\$487.56	\$975.12	\$1,462.68	\$571.70	\$1,143.40	\$1,715.10
Blue Shield	448.28	896.56	1,344.84	539.43	1,078.86	1,618.29
Kaiser	343.08	686.16	1,029.24	356.83	713.66	1,070.49
Kaiser Summit	408.31	816.62	1,224.93	426.31	852.62	1,278.93
UHC	442.25	884.50	1,326.75	481.29	962.58	1,443.87
UHC Edge	n/a	n/a	n/a	n/a	n/a	n/a
Western Health Adv.	n/a	n/a	n/a	n/a	n/a	n/a
PERS Platinum	584.70	1,169.40	1,754.10	665.50	1,331.00	1,996.50
PERS Gold	546.13	1,092.26	1,638.39	597.57	1,195.14	1,792.71
PORAC	507.00	1,123.00	1,521.00	597.00	1,322.00	1,791.00

Premium Increases

Medical Plan	2024 to 2025		2025 to 2026	
	Non-Med. Eligible	Medicare Eligible	Non-Med. Eligible	Medicare Eligible
Anthem Select	10.3%	20.1%	6.3%	17.3%
Anthem Traditional	12.0%	20.1%	7.4%	17.3%
Blue Shield Access+	8.7%	14.2%	11.3%	20.3%
Blue Shield Trio	19.9%	14.2%	2.8%	20.3%
Health Net SmartCare	n/a	n/a	n/a	n/a
Kaiser	9.0%	5.6%	5.0%	4.0%
Kaiser Summit	n/a	5.6%	n/a	4.4%
UHC Alliance	8.6%	29.4%	8.9%	8.8%
UHC Harmony	7.2%	29.4%	12.7%	8.8%
UHC Edge	n/a	n/a	n/a	n/a
Western Health Adv.	13.3%	n/a	6.1%	n/a
Anthem EPO Del Norte	n/a	n/a	n/a	n/a
PERS Platinum	12.3%	30.5%	13.2%	13.8%
PERS Gold	10.8%	34.3%	10.5%	9.4%
PORAC	4.7%	9.0%	9.0%	17.8%

ACTUARIAL ASSUMPTIONS AND METHODS

ACTUARIAL ASSUMPTIONS

Discount Rate	6.25% per year based on long-term expected net return on assets
General Inflation	2.50% per year
Implicit Subsidy	Due to age-risk adjusted federal subsidies, no age-based claims cost included for Medicare Advantage plans No implicit subsidy included for Medicare eligible receiving the PEMHCA minimum benefit
Mortality, Retirement, Withdrawal, and Disability Rates	CalPERS 2000-2023 Experience Study (previously 2000-2019)
Projected Mortality Improvement	Mortality projected fully generational with Scale MP-2021
Administrative Fees	Included in ADC <u>CERBT:</u> 0.05% of assets <u>PEMHCA:</u> 0.25% of PEMHCA premiums (previously 0.30%)
PEMHCA Minimum Increase	3.50% annually
Aggregate Payroll Increases	2.75% per year
Merit and Longevity Payroll Increases	CalPERS 2000-2023 Experience Study (previously 2000-2019)
Participation at Retirement	Dollar Cap: 90% PEMHCA Minimum: 50% (previously 90%)
Waived Retiree Re-Election	None
Dollar Cap Increases	None
Medical Plan at Retirement	<u>Currently covered:</u> Same as current plan election <u>Currently waiving medical coverage:</u> PERS Platinum Region 1

Spouse Medical Coverage at Retirement	<u>Currently covered:</u> Same as current coverage election <u>Currently waiving medical coverage:</u> 80%
Spouse Age	<u>Actives:</u> Males 3 years older than females <u>Retirees:</u> Males 3 years older than females if spouse birth date not provided
Medicare Eligibility	100% eligible for Medicare at age 65 and will elect Part B coverage

Medical Trend Rates

Year	June 30, 2023 Valuation			June 30, 2025 Valuation		
	Non-Medicare	Non-Kaiser Medicare	Kaiser Medicare	Non-Medicare	Non-Kaiser Medicare	Kaiser Medicare
2024	Actual Premiums			Actual Premiums		
2025	8.50%	7.50%	6.25%	Actual Premiums		
2026	7.90%	6.90%	5.65%	Actual Premiums		
2027	7.35%	6.50%	5.45%	7.35%	6.50%	5.45%
2028	6.75%	6.10%	5.25%	6.75%	6.10%	5.25%
2029	6.20%	5.70%	5.05%	6.20%	5.70%	5.05%
2030	5.60%	5.25%	4.85%	5.60%	5.25%	4.85%
2031	5.05%	4.85%	4.65%	5.05%	4.85%	4.65%
2032-38	4.45%	4.45%	4.45%	4.45%	4.45%	4.45%
2039-40	4.35%	4.35%	4.35%	4.35%	4.35%	4.35%
2041	4.30%	4.30%	4.30%	4.30%	4.30%	4.30%
2042-44	4.25%	4.25%	4.25%	4.25%	4.25%	4.25%
2045-47	4.20%	4.20%	4.20%	4.20%	4.20%	4.20%
2048-50	4.15%	4.15%	4.15%	4.15%	4.15%	4.15%
↓	↓	↓	↓	↓	↓	↓
2076+	3.45%	3.45%	3.45%	3.45%	3.45%	3.45%

PEMHCA Region 1 - 2026 Non-Medicare Eligible Sample Medical Claims Cost

<u>Anthem Select</u>			<u>Anthem Trad.</u>		<u>BS Access+</u>		<u>BS Trio</u>	
<u>Age</u>	M	F	M	F	M	F	M	F
25	513	\$815	\$619	\$983	\$500	\$794	\$448	\$711
35	658	1,119	794	1,350	641	1,091	575	977
45	919	1,207	1,108	1,457	895	1,176	802	1,054
55	1,416	1,542	1,708	1,861	1,379	1,503	1,236	1,347
60	1,768	1,779	2,132	2,146	1,722	1,733	1,543	1,553
64	2,091	2,020	2,523	2,437	2,038	1,968	1,826	1,764
<u>Kaiser</u>			<u>UHC Alliance</u>		<u>UHC Harmony</u>		<u>Western Health Adv.</u>	
<u>Age</u>	M	F	M	F	M	F	M	F
25	449	\$713	\$495	\$786	\$435	\$691	\$372	\$591
35	576	979	636	1,081	558	949	478	812
45	804	1,056	887	1,166	779	1024	667	876
55	1,238	1,349	1,367	1,489	1,200	1,308	1,027	1,119
60	1,546	1,556	1,706	1,718	1,499	1,509	1,283	1,291
64	1,829	1,767	2,019	1,950	1,773	1,713	1,518	1,466
<u>PERS Platinum</u>			<u>PERS Gold</u>		<u>PORAC</u>			
<u>Age</u>	M	F	M	F	M	F		
25	602	\$942	\$459	\$740	\$492	\$792		
35	766	1,284	595	1024	637	1,095		
45	1059	1,383	837	1,106	895	1,183		
55	1,618	1,760	1,300	1,418	1,390	1,516		
60	2,013	2,026	1,628	1,639	1,739	1,751		
64	2,378	2,297	1,930	1,863	2,061	1,990		

PEMHCA Region 1 - 2026 Medicare Eligible Sample Medical Claims Cost

	<u>PERS Platinum</u>		<u>PERS Gold</u>		<u>PORAC</u>	
<u>Age</u>	M	F	M	F	M	F
65	\$608	\$582	\$546	\$523	\$545	\$523
75	701	672	630	604	629	604
85	715	696	642	625	642	625

ACTUARIAL METHODS

Cost Method	Entry Age Normal
Actuarial Value of Assets	Market value of assets
Amortization Method	Level dollar amount
Amortization Period	30-year fresh start of the 6/30/2025 UAAL

BASIS FOR ASSUMPTIONS

- No experience study performed for this Plan
- CalPERS experience study covering 2000 to 2023 experience was used since covered employees are in CalPERS
- Mortality improvement based on Society of Actuaries table
- Inflation based on our estimate for the Plan's very long time horizon
- Capital market assumptions based on 2021 Foster & Foster stochastic analysis, taking into account capital market assumptions of investment advisory firms
- Medical trends were based on expectations over the short term blended into long term medical trends developed using the Society of Actuaries Getzen Model of Long-Run Medical Cost Trends
- Age-based claims costs were based on tables published by the Society of Actuaries and demographic data for the CalPERS health plans provided by CalPERS
- Other demographic assumptions are based on our best estimates, taking into account the limited experience of this plan and other similarly situated plans

PARTICIPANT STATISTICS

PARTICIPANT RECONCILIATION

	Actives	Service Retirees	Disability Retirees	Survivors	Total
Number, June 30, 2023	19	18	7	3	47
New Entrants/Rehires	4	-	-	-	4
Terminations	-	-	-	-	-
Retirements	(1)	-	1	-	1
Death with Survivor	-	-	-	-	-
Death without Survivor	-	(3)	-	-	(3)
Data Corrections	-	-	-	-	-
Number, June 30, 2025	22	15	8	3	48

ACTIVE PARTICIPANT DATA

	June 30, 2025	June 30, 2023
Number	22	19
Average Age	51.1	49.1
Average Service		
City	8.6	8.3
CalPERS	16.0	15.2

INACTIVE PARTICIPANT DATA

	June 30, 2025	June 30, 2023
Service Retirees		
Number	10	12
Average Age	68.2	69.9
Average Retirement Age	51.5	62.0
Disability Retirees		
Number	5	4
Average Age	54.2	54.5
Average Retirement Age	45.4	45.8
Survivors		
Number	0	0
Average Age	n/a	n/a
Waived Inactives		
Number	11	12
Average Age	71.9	69.1
Total Inactives		
Number		
Under 65	10	12
65+	<u>16</u>	<u>16</u>
Total	26	28
Average Age	67.1	67.4

AGE AND SERVICE DISTRIBUTION

Age	City Service							Total
	0	1-4	5-9	10-14	15-19	20-24	25+	
Under 25								
25-29								
30-34								
35-39	1	2			1			4
40-44			2		1			3
45-49		3						3
50-54		2	2			1		5
55-59		2		1				3
60-64		1	1					2
65+							2	2
Total	1	10	5	1	2	1	2	22

ACTIVE MEDICAL COVERAGE

Medical Plan	Single	2-Party	Family	Waived	Total
PERS Gold	2		4		6
PORAC	1		4		5
Waived				11	11
Total	3		8	11	22

INACTIVE MEDICAL COVERAGE – UNDER AGE 65

Medical Plan	Single	2-Party	Family	Waived	Total
Blue Shield Trio		1			1
PERS Platinum	1	1	1		3
PERS Gold	2		1		3
PORAC	1				1
Waived				2	2
Total	4	2	2	2	10

INACTIVE MEDICAL COVERAGE – AGE 65+

Medical Plan	Single	2-Party	Family	Waived	Total
PERS Platinum	5	1			6
PERS Gold		1			1
Waived				9	9
Total	5	2		9	16

MEDICAL PLAN PARTICIPATION (NON-WAIVED)

Medical Plan	Actives	Pre-65 Inactives	Post-65 Inactives
Blue Shield Trio	0%	13%	0%
PERS Platinum	0%	38%	86%
PERS Gold	55%	38%	14%
PORAC	45%	13%	0%
Total	100%	100%	100%

GLOSSARY

Actuarial Accrued Liability (AAL)	The portion of the actuarial present value of benefits, as determined under a particular actuarial cost method that is not provided for by future normal costs.
Actuarial Cost Method	A procedure for allocating the actuarial present value of projected benefits (and expenses, if applicable) to time periods, usually in the form of a normal cost and an actuarial accrued liability.
Actuarial Gain/Loss	A measure of the difference between actual experience and expected experience based on a set of actuarial assumptions during the period between two actuarial valuation dates.
Actuarially Determined Contribution (ADC)	A target or recommended contribution as determined by the actuary for the applicable plan year. This is typically comprised of the normal cost (and expenses, if applicable) plus a UAAL amortization payment, adjusted for interest according to the timing of contributions during the applicable plan year.
Amortization Method	A method for determining the amount, timing, and pattern of recognition of the unfunded actuarial accrued liability
Discount Rate	The estimated long-term net expected return on assets used to determine the actuarial present value of benefits.
Entry Age Actuarial Cost Method	Under this method, the normal cost is the sum of the individual normal costs for all active participants. For an active participant, the normal cost is determined by allocating the actuarial present value of benefits on a level basis between the entry age and assumed exit age(s).
Medical Trend Rate	The expected annual rate of change in per capita health claims cost due to factors such as inflation, medical inflation, utilization, technological improvements, and plan design. Aging factors are not reflected in trend rates.

Normal Cost	The current year's cost for benefits yet to be funded. Under the Entry Age Normal cost method, it is determined for each participant as the present value of future benefits, determined as of the Member's entry age, amortized as a level percentage of compensation over the anticipated number of years of participation, determined as of the entry age.
Present Value of Benefits	The discounted value of benefits that are expected to be paid in the future, determined as of a given date by the application of a particular set of assumptions with regard to future events.
Unfunded Actuarial Accrued Liability (UAAL)	The difference between the actuarial accrued liability and the actuarial value of assets.

**AGENDA ITEM
9A.**

**Approve a Resolution Amending the 2024-
2027 Professional Services Agreement
with Harris & Associates, Inc., for
Engineering Services**



City of Sand City

STAFF REPORT

TO: Honorable Mayor and City Council Members
FROM: Vibeke Norgaard, City Manager
SUBJECT: Approve a resolution amending the Professional Service Agreement with Harris & Associates for City Engineering Services for Fiscal Year 2025-26 to increase the contract to an amount not to exceed \$320,000 in Fiscal year 25-26.
DATE: April 21, 2026

BACKGROUND/DISCUSSION:

In July 2024, City Council approved Resolution SC 24-2451 approving a three-year Professional Service Agreement (PSA) with Harris & Associates (Harris) to provide City Engineering (CE) Services for Fiscal Years 24-25, 25-26, and 26-27. The scope of CE services includes general services, Capital Improvement Program (CIP) support, administration of the City's Encroachment Permit Program, Municipal Storm Water Program support, Development Review, Civil Engineering, Construction Management and Inspection, and other support services. The PSA established an overall contract amount of \$840,000 restricted to an annual contract budget of \$230,000 for each FY with a 20% contingency for additional work, and with an additional \$150,000 reserved for MST SURF! BRT Project.

In 2025, the City initiated the FY 25-26 Street Maintenance + Rehabilitation (M+R) Project. The scope of work for the Project includes the M+R of asphalt pavement, concrete curb, gutter, sidewalk, creation of additional parking, ADA ramp upgrades, signing and striping, storm drainage improvements, and related work. The City Engineer presented an update of the Project to the City Council on April 7, 2026.

The FY 25-26 Street M+R Project has a specific scope of work that requires engineering design services beyond the normal scope of CE services.

In addition to the additional work for the FY 25/26 Street M+R Project, General City Engineer services were also impacted in FY 25/26 due to an increased effort in the following areas:

- Encroachment Permits: larger and more complex permits have been submitted during this FY, including permits for City-wide utility upgrades that contained multiple plans, site plans, and traffic control plans, requiring plan check, coordination, and meetings with the applicants. The City receives nearly 100% cost recovery from permit fees for this effort.

- Development Review Services: the city engineer has continued to provide plan review, final inspection, and closeout support for several development projects including the Marriot Hotel, Wonderwall Hotel, The Collections, and the Monterey One Water (M1W) Fire Suppression Pipeline projects. The city receives cost recovery from the larger projects through reimbursement agreements.
- Monterey-Salinas Transit (MST) SURF! Busway: the city engineer has continued to engage in meetings, coordination, and field visits during construction of this project, including night-time closures at Playa Ave/California Ave, beyond the amount originally set aside for this project.

To support this effort, Harris is requesting an amendment to the PSA for FY 25-26 to increase its general services contract for the one fiscal year from \$230,000 to \$320,000.

CEQA:

Approval of a Professional Service Agreement for contract engineering services does not constitute a "project" as defined by the California Environmental Quality Act (CEQA) guidelines section 15378, as the action will have no impact to the environment.

FISCAL IMPACT:

As part of the FY 25/26 Budget Amendment, an additional \$46,000 has been appropriated to the Engineering Contract Services (Account 5300-702) to support the continuation of general services through the remainder of the fiscal year.

Funding for the additional work associated with the FY 2025/26 Street Maintenance and Rehabilitation (M+R) Project is already included within the Capital Outlay – Streets budget; therefore, no further budget amendment is required.

RECOMMENDATION:

Adopt the attached resolution.

ATTACHMENTS:

1. Resolution
2. First Amendment to the PSA

**CITY OF SAND CITY
RESOLUTION SC 26-____, 2026**

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY AMENDING THE 2024-2027
PROFESSIONAL SERVICES AGREEMENT WITH HARRIS & ASSOCIATES, INC.,
FOR ENGINEERING SERVICES**

WHEREAS, on July 1, 2024, the City of Sand City entered into a Professional Service Agreement (PSA) with Harris & Associates, Inc., to provide engineering services to the City of Sand City; and

WHEREAS, in 2025, as part of the Pavement Management Program, the City initiated the FY 25/26 Street Maintenance & Rehabilitation (M+R) Project; and

WHEREAS, the FY 25/26 Street (M+R) Project has a specific scope of work that requires engineering design services beyond the normal scope of City Engineer services; and

WHEREAS, to support this effort, Harris & Associates is requesting an amendment to the PSA for FY 25/26 to increase its general services contract; and

WHEREAS, this action does not constitute a "project" as defined by the California Environmental Quality Act (CEQA) guidelines section 15378.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Sand City does hereby authorize the following:

1. The City Manager is directed to execute the attached amendment to the Professional Service Agreement with Harris & Associates, Inc., in substantially the same form as the attached, in the amount of \$930,000, to include the increase for FY 25/26 to \$320,000.

PASSED AND ADOPTED by the City Council of the City of Sand City this ____ day of _____, 2026 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Mary Ann Carbone, Mayor

ATTEST:

DATED: _____

Kerry Lindstrom, City Clerk

RESOLUTION EXHIBIT A
Resolution SC 26-__ 2026

**FIRST AMENDMENT TO PROFESSIONAL SERVICE AGREEMENT
FOR NON-CONSTRUCTION PROJECT WITH HARRIS &
ASSOCIATES, INC, A CALIFORNIA CORPORATION**

THIS FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT (this “**Amendment**”), dated April 21, 2026, amending that certain Professional Services Agreement (“Agreement”) entered into on July 1, 2024 by and between the City of Sand City, a California municipal corporation (the “**City**”) and Harris & Associates, Inc (“**Consultant**”). The City and the Consultant are each referred to herein as a “**Party**” and collectively referred to as the “**Parties**.”

WHEREAS, the Parties desire to amend the payment term of the PSA.

NOW THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

VI. Payment. Payment is revised in its entirety as follows:

“A. The City agrees to pay CONSULTANT monthly for services performed and reimbursable costs, in accordance with the payment rates and terms and the schedule of payment as set forth in Exhibit B, attached hereto and incorporated herein by this reference as though set forth in full, based upon actual time spent on the above tasks. This amount shall not be in excess of Nine Hundred Thirty Thousand Dollars (\$930,000), \$230,000 for fiscal year 2024-25, \$320,000 for fiscal year 2025-26, and \$230,000 for fiscal year 2026-27 and \$150,000 reserved for MST SURF! BRT Project, for the total term of the Agreement unless additional payment is approved as provided in this Agreement. Except as specifically authorized by City in writing, CONSULTANT shall not bill CITY for duplicative services performed by more than one person. Fees for work performed by CONSULTANT on an hourly basis shall not exceed the amounts shown on the compensation schedule attached hereto as Exhibit A. Reimbursable expenses are included in the total amount of compensation provided under this Agreement that shall not be exceeded.

B. CONSULTANT shall not be compensated for any services rendered in connection with its performance of this AGREEMENT which are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the City Manager. CONSULTANT shall be compensated for any additional services in the amounts and in the manner as agreed to by City Manager and CONSULTANT at the time CITY’s written authorization is given to CONSULTANT for the performance of said services. The City Manager may

approve additional work not to exceed ten percent (20%) of the amount of the AGREEMENT. Any additional work in excess of this amount shall be approved by the City Council of Sand City.

C. CONSULTANT will submit invoices monthly for actual services performed. Invoices shall be submitted on or about the first business day of each month, or as soon thereafter as practical, for services provided in the previous month. Invoices shall include a task summary containing the original contract amount, the amount of prior billings, the total due this period, the balance available under the Agreement. For each work item and task, a copy of the applicable time sheets shall be submitted showing the name of the person doing the work, the hours spent by each person, a brief description of the work, and each reimbursable expense. Payment shall be made within thirty (30) days of receipt of each invoice as to all non-disputed fees. If the CITY disputes any of CONSULTANT's fees it shall give written notice to CONSULTANT within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice. Any final payment under this AGREEMENT shall be made within forty-five (45) days of receipt of an invoice. In no event shall CONSULTANT submit an invoice for an amount in excess of the maximum amount of compensation provided above for either a task or the entire Agreement, unless the Agreement is properly modified in writing prior to the submission of such an invoice."

Section 2. Effect

Except as otherwise expressly set forth in this Amendment, all other terms and conditions of the PSA remain unchanged and in full force and effect. In the event there is a conflict between the terms and provisions of this Amendment and the PSA as originally executed, the terms and provisions of this Amendment shall control.

Section 3. General Provisions.

This Amendment may be executed in separate counterparts, which together shall be fully effective as an original and together constitute one and the same instrument. Facsimile signatures appearing hereon shall be deemed originals. This Amendment shall be binding upon and inure to the benefit of the Parties and their respective successors and assigns.

IN WITNESS WHEREOF, the Parties have executed this Amendment as of the date first written above.

CITY

City of Sand City

CONSULTANT

Harris & Associates, Inc

By: _____
Vibeke Norgaard
City Manager

By: _____
Frank Lopez
Vice President

**AGENDA ITEM
9B.**

**Approve a Resolution Adopting the
Proposed Budget Amendment No. 1 for
Fiscal Year 2025-26**



STAFF REPORT

TO: Honorable Mayor and City Council Members
FROM: Vibeke Norgaard, City Manager; Jennifer Pope, Finance Manager
SUBJECT: Proposed Budget Amendment No. 1 for Fiscal Year 2025-2026
DATE: April 21, 2026

BACKGROUND/DISCUSSION:

The Fiscal Year 2025–2026 Budget was adopted by the City Council on June 17, 2025. As part of the City's ongoing financial management practices, a budget amendment is presented to City Council to reflect Council's decisions throughout the fiscal year and to ensure that revenues and expenditure remain aligned with the City's operational needs.

This budget amendment reflects revised revenue and expenditure estimates and other necessary adjustments identified since the adoption of the original budget. The proposed changes are intended to maintain fiscal stability, ensure the accurate allocation of resources, and to support the City's priorities for the remainder of the fiscal year.

The proposed FY 2025-2026 budget amendment includes total revenues of \$14,909,929 and total proposed expenditures of \$14,799,842, resulting in a projected surplus of \$110,087. The proposed FY 2025-2026 budget amendment for operating revenue is \$11,701,202 and the City's proposed budget amendment for operating expenditures is \$10,002,760 resulting in a surplus of \$1,698,442. The proposed FY 2025-2026 budget amendment for non-operating revenue is \$3,208,727 and the City's proposed budget amendment for non-operating expenditure is \$4,797,082, resulting in a deficit of \$1,588,355.

Revenue

The adopted revenue budget for FY 2025–2026 is \$13,748,528. Revenues are now projected to exceed this amount. The proposed amended revenue budget is \$14,909,929, representing an increase of \$1,161,401.

Operating Revenue

Operating revenues are projected to increase by approximately \$502,219 compared to the adopted budget. Key changes include:

- An estimated increase in Sales and Use Tax and Transaction Tax revenues, based on updated projections from HdL.
- An increase in Business License Tax, adjusted based on actual receipts through January 31, 2026.

- Additional interest income, primarily from the Local Agency Investment Fund (LAIF) and the City's money market account, reflecting higher-than-anticipated interest earnings.

Non-Operating Revenue

Non-operating revenues are projected to increase by approximately \$659,182, largely due to grants that staff and consultants have succeeded in obtaining. This includes:

- The 2022 and 2023 Permanent Local Housing Allocation (PLHA) grant.
- Grant funds from the Monterey Bay Air Resources District (MBARD) for the purchase of an electric vehicle (EV) street sweeper.
- The California Emerging Technology Fund (CETF) grant.

Additionally, \$334,013 in grant funding is being carried forward from FY 2024–2025, from the following sources:

- Rural Energy for America Program (REAP) Grant
- Coastal Conservancy Grant
- MBARD Grant
- Cannabis Retail Grant

Expenditures

The adopted expenditure budget for FY 2025–2026 is \$13,748,528. The proposed amended expenditure budget is \$14,799,842, representing an increase of \$1,051,314.

Operating Expenditures

Operating expenditures are projected to increase by \$152,381. Notable changes include:

- An increase for City Council contracted legal services.
- Production of the City newsletter and social media services.
- Increased employer-paid PERS contributions due to corrections for three PERS Classic positions.
- An increase in audit costs related to additional work required to ensure accurate data transfer to new financial software.
- A decrease in Planning department budget items
- For the Police Department:
 - An increase in overtime costs,
 - The increase in overtime is offset by reductions in paid time off and reserve officer expenses.

Non-Operating Expenditures

Non-operating expenditures are projected to increase by \$898,933. Items include:

- The purchase of a new EV street sweeper, partially funded by an MBARD grant.
- Carryforward funds from FY 2024–2025 and additional funds for the Sand City Monument Sign.

- Affordable housing project/Art Park improvements.
- Carryforward funding for the cannabis retail licensing program and the City website rebuild, which are both offset by grant funding.
- Purchase of safety barriers (k-rails) by Public Works for use during public events.

Additional increases are related to reimbursable projects, including South of Tioga and MST SURF!. These costs are fully offset by corresponding revenues through developer reimbursement agreements.

At the April 15, 2026, Budget and Personnel Committee meeting, the committee reviewed the Proposed Budget Amendment No.1 for FY 2025-2026 and approved staff's recommendation to bring the proposed budget to the City Council for consideration and approval. There were three adjustments following the Budget and Personnel Committee meeting: the expenditure budget for Engineering was increased to include a contingency for contracted engineering services, Transient Occupancy Tax revenue was increased as the City has received more tax revenue than anticipated, and a minor adjustment was made to the miscellaneous revenue line item due to the current actuals exceeding the budget.

CEQA:

This action does not constitute a "project" as defined by the California Environmental Quality Act (CEQA) guidelines section 15378.

FISCAL IMPACT:

The proposed amended FY 2025-2026 budget includes total revenues of \$14,909,929 and total proposed expenditures of \$14,799,842, resulting in a projected surplus of \$110,087.

RECOMMENDATION:

Staff recommends approval of the Proposed Budget Amendment No.1 for Fiscal Year 25-26, which was considered and recommended for City Council approval at the April 15, 2026, Budget and Personnel Committee meeting.

ATTACHMENTS:

1. Resolution
2. Budget Amendment No. 1 for Fiscal Year 2025-2026

**CITY OF SAND CITY
RESOLUTION SC 26- __, 2026**

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY ADOPTING THE
PROPOSED BUDGET AMENDMENT NO. 1 FOR FISCAL YEAR 2025-2026**

WHEREAS, the City Council approved the Fiscal Year 2025-2026 Budget on June 17, 2025;
and

WHEREAS, as part of the City's ongoing financial management practices, a budget amendment is presented to City Council to reflect Council's decisions throughout the fiscal year and to ensure revenue and expenditures remain aligned with the City's operational needs;
and

WHEREAS, the budget amendment reflects revised revenue and expenditure estimates since the adoption of the FY 2025-2026 original budget; and

WHEREAS, the Budget and Personnel Committee of the City of Sand City reviewed the Proposed Budget Amendment No.1 for Fiscal Year 2025-2026 and has considered the operational needs of the City for the rest of the fiscal year; and

WHEREAS, the Budget and Personnel Committee, along with staff, is recommending the Proposed Budget Amendment No.1 (attached); and

WHEREAS, the City Council of Sand City finds the Fiscal Year 2025-2026 Proposed Budget Amendment No.1 satisfactory to commence the operations and capital improvement program of the City for the rest of the fiscal year.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Sand City as follows:

1. The FY 2025-2026 Proposed Budget Amendment No.1 (attached) is hereby adopted by City Council.
2. City staff is authorized to continue City operations as generally prescribed in the 2025-2026 Proposed Budget Amendment No.1 and is directed to follow the general financial guidelines outlined therein.

PASSED AND ADOPTED by the Sand City Council on this ____ day of ____, 2026 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Mary Ann Carbone, Mayor

ATTEST:

DATED: _____

Kerry Lindstrom, City Clerk

CITY OPERATING BUDGET SUMMARY

Description	FY 24/25 Actuals	FY 25/26 Approved Budget	FY 25/26 Proposed Amended Budget	Budget Increase or Decrease
Operating Revenue	\$12,065,599	\$11,198,983	11,701,202	\$502,219
Operating Expenditures	\$8,310,912	\$9,850,379	10,002,760	\$152,381
Surplus/Deficit	\$3,754,687	\$1,348,604	1,698,442	\$349,838

CITY NON-OPERATING BUDGET SUMMARY

Description	FY 24/25 Actuals	FY 25/26 Approved Budget	FY 25/26 Proposed Amended Budget	Budget Increase or Decrease
Non-Operating Revenue				
Grants	\$587,082	\$2,039,150	\$2,683,332	\$644,182
General Fund Reserves for CIP	\$0	\$380,875	\$380,875	\$0
Special Projects	\$850,520	\$129,520	\$144,520	\$15,000
	<u>\$1,437,602</u>	<u>\$2,549,545</u>	<u>\$3,208,727</u>	<u>\$659,182</u>
Non-Operating Expenditures				
Capital Projects	\$1,525,420	\$3,348,149	\$4,207,918	\$859,769
Special Projects	\$530,366	\$550,000	\$589,164	\$39,164
Total Non-Operating Expenditures	<u>\$2,055,786</u>	<u>\$3,898,149</u>	<u>\$4,797,082</u>	<u>\$898,933</u>
Surplus/Deficit	-\$618,184	-\$1,348,604	-\$1,588,355	-\$239,751

Total Operating and Non-Operating	\$3,136,503	\$0	\$110,087	\$110,087
--	--------------------	------------	------------------	------------------

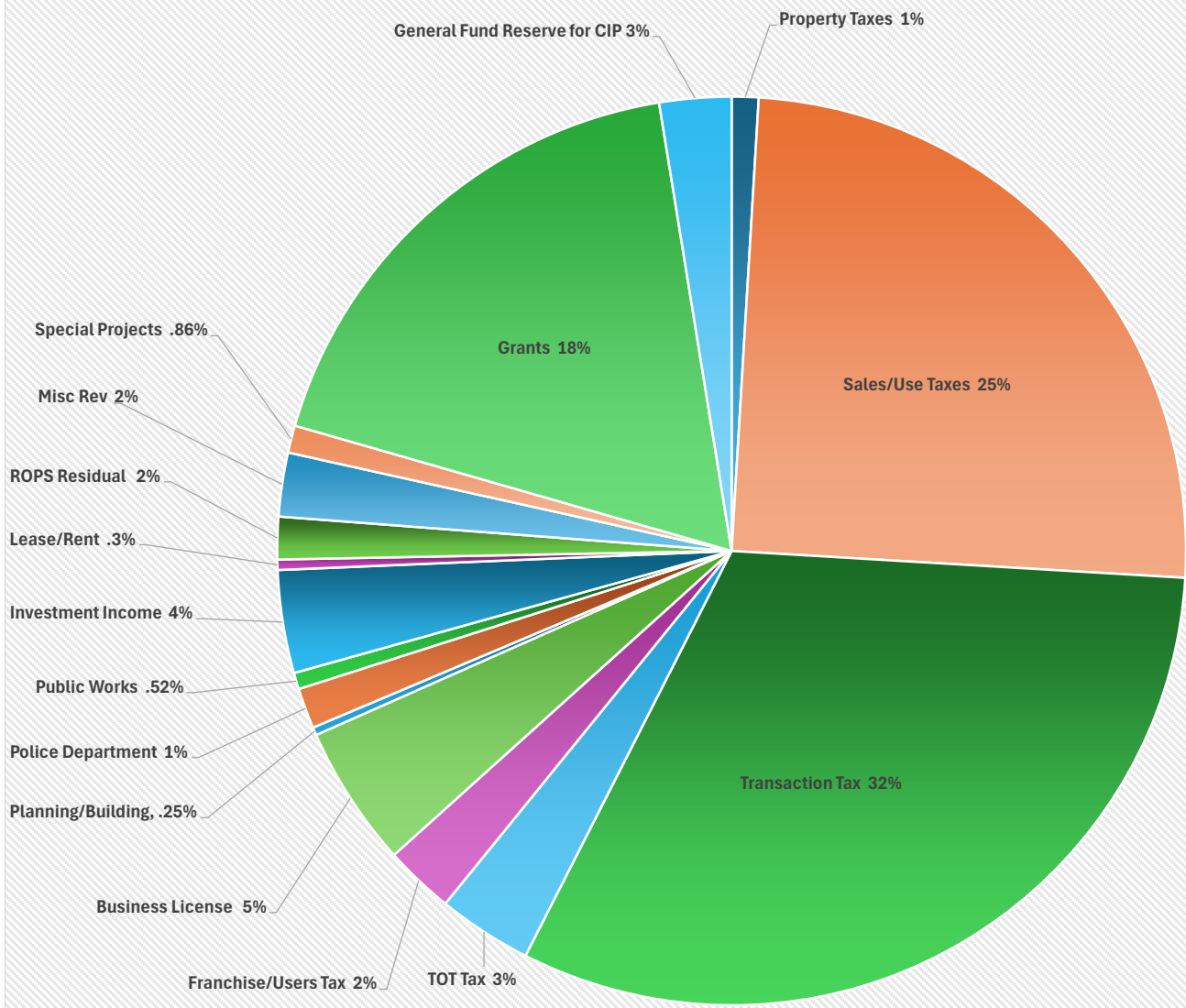
City Revenue Budget Summary

Description	FY 24/25 Actuals	FY 25/26 Adopted Budget	FY 25/26 Actuals through 1/31/2026	FY 25/26 Proposed Amended Budget	Budget Difference
OPERATING REVENUES					
Property Taxes	\$152,632	\$138,767	\$83,455	\$142,038	\$3,271
Sales/Use Taxes	\$3,702,087	\$3,679,759	\$1,550,728	\$3,726,034	\$46,275
Transaction Tax	\$4,656,785	\$4,676,905	\$1,927,614	\$4,704,441	\$27,536
TOT Tax	\$93,014	\$370,000	\$53,960	\$500,000	\$130,000
Franchise Fees/Users Tax	\$450,083	\$331,800	\$169,438	\$370,000	\$38,200
Business License	\$673,446	\$700,200	\$713,387	\$750,200	\$50,000
Planning Revenues	\$13,329	\$15,000	\$1,667	\$15,000	\$0
Building Revenues	\$27,488	\$27,150	\$9,180	\$27,150	\$0
Police Revenues	\$226,687	\$212,700	\$158,009	\$214,603	\$1,903
Public Works Revenues	\$222,936	\$85,182	\$40,517	\$87,182	\$2,000
Interest	\$808,574	\$456,000	\$257,034	\$546,000	\$90,000
Rental	\$44,236	\$43,000	\$3,389	\$48,000	\$5,000
ROPS Residual	\$239,227	\$225,000	\$0	\$225,000	\$0
Misc. Revenues	\$694,227	\$230,520	\$44,105	\$338,554	\$108,034
Cal-Am	\$60,848	\$7,000	\$0	\$7,000	\$0
SUBTOTAL OPERATING REVENUE	\$12,065,599	\$11,198,983	\$5,012,483	\$11,701,202	\$502,219
NON-OPERATING REVENUE					
Grants	\$587,082	\$2,039,150	\$63,041	\$2,683,332	\$644,182
Environmental Enhancement	\$439,956	\$0	\$0	\$0	\$0
General Fund Reserve (CIP)	\$0	\$380,875	\$0	\$380,875	\$0
Special Project Revenues	\$410,564	\$129,520	\$81,534	\$144,520	\$15,000
SUBTOTAL NON- OPERATING REVENUE	\$1,437,602	\$2,549,545	\$144,575	\$3,208,727	\$659,182
TOTAL REVENUE	\$13,503,201	\$13,748,528	\$5,157,058	\$14,909,929	\$1,161,401

City of Sand City							
Recommended Revenue Budget Amendment FY 2025 - 2026							
Account	Dept	Account Description	FY 24/25 Actuals	FY 25/26 Adopted Budget	FY 25/26 Actuals as of 1/31/2026	FY 25/26 Proposed Amended Budget	Increase (Decrease)
NON DEPARTMENTAL							
4005	000	Curr Prop Taxes	\$ 91,398	\$ 76,450	\$ 51,608	\$ 82,543	\$ 6,093
4006	000	RPTTF Residual	\$ 239,227	\$ 225,000	\$ -	\$ 225,000	\$ -
4008	000	SA Admin Fees Reimbursement	\$ 152,156	\$ -	\$ -	\$ 75,000	\$ 75,000
4010	000	Prior Year Prop	\$ 903	\$ 1,000	\$ 480	\$ 1,000	\$ -
4012	000	Vehicle License Fee	\$ 44,133	\$ 44,667	\$ 22,752	\$ 44,345	\$ (322)
4013	000	MBASIA Claims	\$ 2,321	\$ -	\$ 10,534	\$ 10,534	\$ 10,534
4015	000	SB 813	\$ 11,943	\$ 14,000	\$ 8,570	\$ 14,000	\$ -
4020	000	Prop Tax Transf	\$ 3,956	\$ 2,500	\$ -	\$ -	\$ (2,500)
4025	000	Utility Users Tax	\$ 275,856	\$ 180,000	\$ 125,626	\$ 220,000	\$ 40,000
4030	000	Sales/Use Tax	\$ 3,702,087	\$ 3,679,759	\$ 1,550,728	\$ 3,726,034	\$ 46,275
4032	000	Transaction Tax	\$ 4,656,785	\$ 4,676,905	\$ 1,927,614	\$ 4,704,441	\$ 27,536
4033	000	State CASP Fee	\$ -	\$ -	\$ -	\$ -	\$ -
4034	000	TOT Tax	\$ 93,014	\$ 370,000	\$ 53,960	\$ 500,000	\$ 130,000
4035	000	Cable Franchise	\$ 4,003	\$ 5,000	\$ 2,422	\$ 5,000	\$ -
4040	000	Refuse Franchise	\$ 78,447	\$ 65,000	\$ 41,390	\$ 65,000	\$ -
4041	000	AB939/SB1383	\$ -	\$ 12,500	\$ -	\$ 12,500	\$ -
4042	000	CalAm Franchise Fee	\$ 8,235	\$ 10,000	\$ -	\$ 8,500	\$ (1,500)
4045	000	PG & E Gas	\$ 3,979	\$ 4,300	\$ -	\$ 4,000	\$ (300)
4050	000	PG & E Electric	\$ 48,663	\$ 40,000	\$ -	\$ 40,000	\$ -
4055	000	Business License	\$ 673,446	\$ 700,000	\$ 713,387	\$ 750,000	\$ 50,000
4060	000	Business License Late Fee	\$ -	\$ 200	\$ -	\$ 200	\$ -
4340	000	HOPTR Tax	\$ 299	\$ 150	\$ 45	\$ 150	\$ -
4350	000	Seaside Sanitation	\$ 30,900	\$ 15,000	\$ -	\$ 15,000	\$ -
4410	000	Int. General	\$ 140,427	\$ 60,000	\$ -	\$ 60,000	\$ -
4411	000	OPEB Interest	\$ -	\$ 500	\$ -	\$ 500	\$ -
4412	000	Pro Equity MM Interest	\$ 59,485	\$ -	\$ -	\$ 45,000	\$ 45,000
4413	000	Housing Interes	\$ 15,343	\$ 500	\$ -	\$ 500	\$ -
4414	000	Int GASB 87	\$ 2,289	\$ -	\$ -	\$ -	\$ -
4420	000	Int. LAIF	\$ 525,672	\$ 350,000	\$ 257,034	\$ 400,000	\$ 50,000
4425	000	LAIF Gain/Loss GASB 31 FMV	\$ 58,431	\$ -	\$ -	\$ -	\$ -
4450	000	TVI CD Interest	\$ 6,927	\$ 45,000	\$ -	\$ 40,000	\$ (5,000)
4500	000	West End Revenue	\$ 26,830	\$ 49,500	\$ 22,725	\$ 49,500	\$ -
4504	000	Art Park Events	\$ 200	\$ 500	\$ 300	\$ 500	\$ -
4529	000	MST SURF Proj	\$ 255,792	\$ 30,000	\$ 14,413	\$ 30,000	\$ -
4530	000	S of Tioga Reim	\$ 97,935	\$ 35,000	\$ 41,352	\$ 45,000	\$ 10,000
4533	000	CalAm Reimbursement - Wells	\$ -	\$ -	\$ 3,044	\$ 5,000	
4550	000	Copies Fee	\$ -	\$ 20	\$ -	\$ 20	\$ -
4703	000	Housing Account	\$ 25,000	\$ -	\$ -	\$ -	\$ -
4705	000	City Property Sales	\$ 6,250	\$ -	\$ -	\$ -	\$ -
4710	000	Mitigation	\$ -	\$ 1,500	\$ -	\$ 1,500	\$ -
4729	000	MBASIA/Fitness/Safety/HR	\$ 9,460	\$ 8,500	\$ -	\$ 15,000	\$ 6,500
4730	000	MISC Rev	\$ 260,034	\$ 20,000	\$ 22,556	\$ 25,000	\$ 5,000
4732	000	Reimbursements	\$ 42,372	\$ 2,500	\$ 10,036	\$ 20,000	\$ 17,500
4736	000	US Bank CalCard	\$ 1,109	\$ 1,000	\$ 679	\$ 1,000	\$ -
4740	000	Rental Income	\$ 44,236	\$ 43,000	\$ 3,389	\$ 48,000	\$ 5,000
4771	000	CERBT Disbursement	\$ 204,785	\$ 205,000	\$ -	\$ 205,000	\$ -
4833	000	CAL AM Lease	\$ 60,848	\$ 7,000	\$ -	\$ 7,000	\$ -
DEPARTMENT TOTAL			\$ 11,965,176	\$ 10,981,951	\$ 4,884,644	\$ 11,501,767	\$ 514,816
COMMUNITY DEVELOPMENT/PLANNING							
4106	500	Tree Permits	\$ -	\$ -	\$ 50	\$ 100	
4116	500	STR Application	\$ 957	\$ 2,875	\$ -	\$ 2,875	\$ -
4120	500	Coastal Permit	\$ 1,575	\$ 1,575	\$ -	\$ 1,575	\$ -
4125	500	CUP	\$ 4,200	\$ 4,600	\$ -	\$ 4,600	\$ -
4126	500	Temporary CUP	\$ 1,300	\$ 1,300	\$ 1,078	\$ 1,300	\$ -
4145	500	Site Permits	\$ 3,319	\$ 1,050	\$ -	\$ 1,050	\$ -
4155	500	Design Review	\$ 50	\$ 700	\$ -	\$ 700	\$ -
4156	500	Sign Permit	\$ 528	\$ 550	\$ 360	\$ 550	\$ -
4159	500	CEQA Fees	\$ 350	\$ 350	\$ -	\$ 350	\$ -
4160	500	Special Events Permits/Other Fees	\$ 1,050	\$ 1,000	\$ -	\$ 1,000	\$ -
4219	500	Parking Permits	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ -
4730	500	Misc	\$ -	\$ -	\$ 179		
DEPARTMENT TOTAL			\$ 13,329	\$ 15,000	\$ 1,667	\$ 15,000	\$ -
BUILDING							
4115	501	Building Permits	\$ 12,782	\$ 13,500	\$ 3,427	\$ 13,500	\$ -
4164	501	STR Inspection	\$ 1,766	\$ 3,150	\$ 1,588	\$ 3,150	\$ -
4165	501	Plan Check Fees	\$ 12,940	\$ 10,500	\$ 4,165	\$ 10,500	\$ -
DEPARTMENT TOTAL			\$ 27,488	\$ 27,150	\$ 9,180	\$ 27,150	\$ -

City of Sand City							
Recommended Revenue Budget Amendment FY 2025 - 2026							
Account	Dept	Account Description	FY 24/25 Actuals	FY 25/26 Adopted Budget	FY 25/26 Actuals as of 1/31/2026	FY 25/26 Proposed Amended Budget	Increase (Decrease)
PUBLIC SAFETY							
4069	601	CLEEP Grant	\$ 194,664	\$ 180,000	\$ 143,203	\$ 180,000	\$ -
4210	601	City Fines	\$ 2,679	\$ 4,200	\$ 932	\$ 3,000	\$ (1,200)
4211	601	Vehicle release	\$ 105	\$ 1,000	\$ 95	\$ 500	\$ (500)
4221	601	Sand City Parking	\$ 8,430	\$ 7,500	\$ 3,450	\$ 7,500	\$ -
4325	601	Motor Vehicle	\$ 95	\$ 500	\$ -	\$ 500	\$ -
4330	601	Prop 172	\$ 417	\$ 500	\$ 7,786	\$ 500	\$ -
4335	601	Post Reimburse	\$ 8,077	\$ 4,100	\$ -	\$ 4,100	\$ -
4515	601	Dog Licensing	\$ -	\$ 100	\$ -	\$ 100	\$ -
4524	601	Asset Forfeitur	\$ -	\$ 1,500	\$ -	\$ 500	\$ (1,000)
4525	601	Unclaimed Property	\$ -	\$ -	\$ 3	\$ 3	\$ 3
4560	601	Special Police Reports	\$ 260	\$ 400	\$ 40	\$ 400	\$ -
4647	601	Bullet Proof Vest Grant	\$ -	\$ 1,900	\$ -	\$ -	\$ (1,900)
4836	601	CSA74-Grant EMS	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ -
DEPARTMENT TOTAL			\$ 217,227	\$ 204,200	\$ 158,009	\$ 199,603	\$ (4,597)
PUBLIC WORKS							
4150	700	Building Development Fees	\$ -	\$ 500	\$ -	\$ 500	\$ -
4160	700	Engineering Fees	\$ 21,697	\$ 18,000	\$ 14,351	\$ 20,000	\$ 2,000
4205	700	CA Code Fines	\$ 974	\$ 750	\$ 414	\$ 750	\$ -
4305	700	Gas Tax Funds (HUTA)	\$ 17,178	\$ 15,988	\$ 8,446	\$ 15,988	\$ -
4302	700	Measure X	\$ 172,009	\$ 40,000	\$ 12,923	\$ 40,000	\$ -
4306	700	Road Maintenance Rehab (RMRA)	\$ 11,078	\$ 9,944	\$ 4,383	\$ 9,944	\$ -
DEPARTMENT TOTAL			\$ 222,936	\$ 85,182	\$ 40,517	\$ 87,182	\$ 2,000
GRANTS							
4605	802	MBARD Grant - Street Sweeper	\$ -	\$ -		\$ 200,000	\$ 200,000
4606	802	CA Emerging Tech Fund (CETF)	\$ -	\$ -	\$ 10,000	\$ 10,000	
4608	802	REAP Grant	\$ 39,445	\$ -	\$ 8,260	\$ 13,732	\$ 13,732
4609	802	PLHA Grant	\$ 217,508	\$ -	\$ -	\$ 100,169	\$ 100,169
4611	802	Coastal Trail Coastal Conservancy/CDBG	\$ 209,544	\$ 70,000	\$ 43,652	\$ 333,456	\$ 263,456
4612	802	Multi Use Trail - MBARD/AMBAG Grant	\$ -	\$ 237,675	\$ -	\$ 274,500	\$ 36,825
4613	802	Cannabis Grant	\$ 76,535	\$ -	\$ -	\$ 20,000	\$ 20,000
4682	802	Prop 1 SW IRWM - Catalina	\$ 44,050	\$ 405,418	\$ 1,129	\$ 405,418	\$ -
4683	802	PROP 1 SW - Contra Costa	\$ -	\$ 1,326,057	\$ -	\$ 1,326,057	\$ -
DEPARTMENT TOTAL			\$ 587,082	\$ 2,039,150	\$ 63,041	\$ 2,683,332	\$ 434,182
GENERAL FUND RESERVE (CIP)							
		General Fund Reserve for CIP		\$ 380,875	\$ -	\$ 380,875	\$ -
GF RESERVE TOTAL			\$ -	\$ 380,875	\$ -	\$ 380,875	\$ -
ENVIRONMENTAL ENHANCEMENT							
4755	000	Environmental Enhancement Fees	\$ 439,956	\$ -	\$ -	\$ -	\$ -
ENVIRONMENTAL ENHANCEMENT TOTAL			\$ 439,956	\$ -	\$ -	\$ -	\$ -
EDGEWATER HABITAT							
4706	502	Habitat Revenue	\$ 30,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ -
4410	000	Edgewater Account Intertest	\$ 7	\$ 20	\$ -	\$ 20	\$ -
HABITAT TOTAL			\$ 30,007	\$ 15,020	\$ -	\$ 15,020	\$ -
GRAND TOTAL EXPENDITURES			\$ 13,503,201	\$ 13,748,528	\$ 5,157,058	\$ 14,909,929	\$ 1,161,401

2025-2026 Proposed Amended Revenue Budget



City Expenditure Budget Summary

Description	FY 24/25 Actuals	FY 25/26 Adopted Budget	FY 25/26 Actuals through 1/31/2026	FY 25/26 Proposed Amended Budget	Budget Difference
OPERATING EXPENSES					
City Council	\$133,696	\$162,113	\$112,761	\$205,042	\$42,929
Administration	\$818,629	\$914,591	\$709,458	\$968,433	\$53,842
Finance	\$524,497	\$538,685	\$441,656	\$590,858	\$52,173
Attorney	\$239,887	\$386,250	\$121,690	\$386,250	\$0
Planning	\$527,481	\$786,636	\$279,502	\$715,082	-\$71,554
Building	\$71,324	\$154,893	\$36,789	\$154,949	\$56
Police	\$3,474,183	\$4,019,039	\$2,704,908	\$4,057,561	\$38,522
Fire	\$354,578	\$364,150	\$364,150	\$364,150	\$0
Public Works/Engineering	\$957,106	\$1,133,550	\$565,683	\$1,177,324	\$43,774
Parks	\$36,981	\$66,384	\$8,939	\$66,384	\$0
Government Buildings	\$76,219	\$77,765	\$60,733	\$88,315	\$10,550
Community Outreach/Economic Development	\$103,503	\$243,172	\$108,966	\$243,346	\$174
Non-Departmental	\$992,828	\$1,003,151	\$824,597	\$985,066	-\$18,085
SUBTOTAL FOR OPERATING EXPENSES	\$8,310,912	\$9,850,379	\$6,339,832	\$10,002,760	\$152,381
NON-OPERATING EXPENSES					
Capital Outlay	\$1,525,420	\$3,348,149	\$158,596	\$4,207,918	\$859,769
Special Projects	\$530,366	\$550,000	\$120,636	\$589,164	\$39,164
SUBTOTAL NON-OPERATING EXPENSES	\$2,055,786	\$3,898,149	\$279,232	\$4,797,082	\$898,933
TOTAL EXPENSES	\$10,366,698	\$13,748,528	\$6,619,064	\$14,799,842	\$1,051,314

City of Sand City							
Proposed Expenditure Budget Amendment FY 2025 - 2026							
Account	Dept	Account Description	FY 24/25 Actuals	FY 25/26 Adopted Budget	FY 25/26 Actuals as of 1/31/26	FY 25/26 Proposed Amended Budget	Budget Difference
NON DEPARTMENTAL							
5105	000	Health Benefits	\$ 1,321	\$ 742	\$ 487	\$ 639	\$ (103)
5107	000	Health Benefits - Retirees	\$ 197,668	\$ 186,430	\$ 119,689	\$ 181,011	\$ (5,419)
5109	000	CalPERS Annual Survivor	\$ -	\$ 670	\$ 1,708	\$ 1,708	\$ 1,038
5112	000	CA SUI/EDD	\$ (130)	\$ -	\$ -	\$ -	\$ -
5113	000	EAP Program	\$ 1,925	\$ 1,983	\$ 1,862	\$ 1,862	\$ (121)
5200	000	CalPERS Unfunded Accrued Liability	\$ 490,756	\$ 603,286	\$ 585,715	\$ 585,715	\$ (17,571)
5301	000	Maintenance/Service Contracts	\$ 6,337	\$ 15,450	\$ 3,062	\$ 15,450	\$ -
5307	000	Technical Support	\$ 17,662	\$ 20,600	\$ 9,311	\$ 20,600	\$ -
5313	000	Computer Maintenance Contracts	\$ -	\$ 7,500	\$ 5,914	\$ 7,500	\$ -
5401	000	Municipal Code Updates	\$ 1,245	\$ 3,193	\$ 5,173	\$ 8,500	\$ 5,307
5402	000	Memberships Public Agencies	\$ 89,616	\$ 11,845	\$ 7,766	\$ 11,845	\$ -
5403	000	Memberships Voluntary	\$ 8,957	\$ 10,300	\$ 7,489	\$ 10,300	\$ -
5404	000	Arts Committee	\$ -	\$ 10,300	\$ -	\$ 10,300	\$ -
5405	000	Advertising	\$ 24,420	\$ 20,600	\$ 14,066	\$ 20,600	\$ -
5406	000	Dues/Subscriptions/Publications	\$ 2,377	\$ 1,545	\$ 1,490	\$ 2,000	\$ 455
5409	000	GASB 68 Reports	\$ 2,100	\$ -	\$ 900	\$ 900	\$ 900
5410	000	Trainings/Meetings	\$ 1,123	\$ 1,000	\$ 788	\$ 1,200	\$ 200
5417	000	Donations	\$ 6,000	\$ 6,000	\$ 11,000	\$ 14,000	\$ 8,000
5421	000	Miscellaneous Expense	\$ 9,230	\$ 4,120	\$ 4,813	\$ 8,000	\$ 3,880
5422	000	AICP Crime Ins	\$ 1,381	\$ 1,545	\$ 1,453	\$ 1,453	\$ (92)
5424	000	Bank Charges	\$ 94	\$ 515	\$ 22	\$ 515	\$ -
5427	000	Claims Payments	\$ 29,785	\$ 10,300	\$ -	\$ 5,000	\$ (5,300)
5502	000	Equipment Maintenance	\$ 331	\$ 1,030	\$ 450	\$ 1,030	\$ -
5503	000	Auto Maintenance	\$ 1,400	\$ 3,605	\$ 3,500	\$ 3,605	\$ -
5600	000	Office Phones	\$ 1,397	\$ 1,591	\$ 289	\$ 1,000	\$ (591)
5601	000	Utilities	\$ 51,377	\$ 32,651	\$ 29,292	\$ 32,651	\$ -
5605	000	Internet Service/Web/TV	\$ 4,286	\$ 9,270	\$ 2,754	\$ 9,270	\$ -
5700	000	Office Supplies	\$ 13,180	\$ 28,840	\$ 5,269	\$ 20,000	\$ (8,840)
5705	000	Equipment Purchases	\$ 2,936	\$ 5,150	\$ -	\$ 5,150	\$ -
5707	000	Computer Equipment	\$ 26,054	\$ 3,090	\$ 163	\$ 3,090	\$ -
5908	000	Claims Cost		\$ -	\$ 172	\$ 172	\$ 172
DEPARTMENT TOTAL			\$ 992,828	\$ 1,003,151	\$ 824,597	\$ 985,066	\$ (18,257)
CITY COUNCIL							
5000	100	Salaries	\$ 44,650	\$ 53,148	\$ 40,100	\$ 61,100	\$ 7,952
5004	100	Auto Allowance	\$ 2,400	\$ 2,472	\$ 1,600	\$ 2,400	\$ (72)
5006	100	Fitness Pay	\$ 7,050	\$ 6,180	\$ 4,100	\$ 6,100	\$ (80)
5102	100	Dental	\$ 4,766	\$ 3,646	\$ 3,408	\$ 4,940	\$ 1,294
5103	100	Vision	\$ 757	\$ 569	\$ 506	\$ 731	\$ 162
5106	100	Pers EE Portion Paid by Employer	\$ 1,244	\$ 5,262	\$ 1,659	\$ 2,488	\$ (2,774)
5108	100	CalPERS Employer	\$ 5,557	\$ 6,186	\$ 4,211	\$ 6,316	\$ 130
5110	100	Deferred Compensation	\$ 16,277	\$ 18,540	\$ 9,475	\$ 14,375	\$ (4,165)
5111	100	FICA/Medicare	\$ 1,892	\$ 1,957	\$ 1,545	\$ 2,401	\$ 444
5300	100	Contract Services	\$ -	\$ -	\$ -	\$ 38,000	\$ 38,000
5406	100	Dues/Subscriptions/Publications	\$ 1,622	\$ 2,060	\$ -	\$ 2,060	\$ -
5410	100	Trainings/Meetings	\$ 28,697	\$ 25,000	\$ 10,538	\$ 25,000	\$ -
5411	100	Elections	\$ 1,490	\$ -	\$ -	\$ -	\$ -
5419	100	Liability Insurance	\$ 3,215	\$ 5,241	\$ 5,088	\$ 5,088	\$ (153)
5421	100	Misc Expense	\$ -	\$ -	\$ 443	\$ 500	\$ 500
5423	100	Workers Compensation Insurance	\$ 7,031	\$ 10,474	\$ 10,169	\$ 10,469	\$ (5)
5600	100	Office Phones	\$ 4,041	\$ 2,838	\$ 1,647	\$ 3,000	\$ 162
5703	100	Council Meeting	\$ 295	\$ 1,030	\$ -	\$ 1,030	\$ -
5705	100	Equipment Purchases	\$ 1,284	\$ 15,450	\$ 16,984	\$ 16,984	\$ 1,534
5707	100	Computer Equipment	\$ 1,428	\$ 2,060	\$ 1,288	\$ 2,060	\$ -
DEPARTMENT TOTAL			\$ 133,696	\$ 162,113	\$ 112,761	\$ 205,042	\$ 42,929
ADMINISTRATION							
5000	200	Salaries	\$ 476,645	\$ 503,229	\$ 338,337	\$ 513,156	\$ 9,927
5004	200	Auto Allowance	\$ 3,300	\$ 3,708	\$ 2,400	\$ 3,600	\$ (108)
5006	200	Fitness Pay	\$ 2,925	\$ 4,017	\$ 2,400	\$ 3,600	\$ (417)
5009	200	Paid Time Off	\$ 29,067	\$ 15,450	\$ -	\$ 15,450	\$ -
5012	200	Over Time Pay	\$ 75	\$ -	\$ -	\$ -	\$ -
5100	200	L.T.D.	\$ 4,224	\$ 3,791	\$ 2,538	\$ 3,808	\$ 17
5102	200	Dental	\$ 6,857	\$ 7,519	\$ 4,725	\$ 7,089	\$ (430)
5103	200	Vision	\$ 1,029	\$ 1,074	\$ 659	\$ 989	\$ (85)
5104	200	Life Ins.	\$ 462	\$ 618	\$ 288	\$ 432	\$ (186)
5105	200	Health Benefits	\$ 68,069	\$ 71,699	\$ 46,963	\$ 71,279	\$ (420)
5106	200	PERS EE Portion Paid by ER	\$ -	\$ -	\$ 92,010	\$ 42,016	\$ 42,016
5108	200	CalPERS Employer	\$ 33,149	\$ 49,261	\$ 27,414	\$ 44,470	\$ (4,791)
5110	200	Deferred Compensation	\$ 8,400	\$ 11,124	\$ 7,195	\$ 10,795	\$ (329)
5111	200	FICA/Medicare	\$ 7,128	\$ 7,628	\$ 5,293	\$ 7,937	\$ 309

City of Sand City							
Proposed Expenditure Budget Amendment FY 2025 - 2026							
Account	Dept	Account Description	FY 24/25 Actuals	FY 25/26 Adopted Budget	FY 25/26 Actuals as of 1/31/26	FY 25/26 Proposed Amended Budget	Budget Difference
5300	200	Contract Services	\$ 54,215	\$ 62,830	\$ 36,850	\$ 72,830	\$ 10,000
5301	200	Maintenance/Service Contracts	\$ 11,757	\$ 14,420	\$ 5,846	\$ 5,846	\$ (8,574)
5305	200	ADP/SHREDDING	\$ 1,261	\$ 2,652	\$ 891	\$ 2,652	\$ -
5403	200	Membership Voluntary			\$ 390	\$ 390	\$ 390
5406	200	Dues/Subscriptions/Publications	\$ -	\$ 5,665	\$ 1,441	\$ 5,665	\$ -
5410	200	Trainings/Meetings	\$ 21,374	\$ 20,000	\$ 13,568	\$ 30,000	\$ 10,000
5419	200	Liability Insurance	\$ 26,420	\$ 39,794	\$ 38,634	\$ 38,634	\$ (1,160)
5423	200	Workers Compensation Insurance	\$ 57,773	\$ 79,537	\$ 77,220	\$ 77,220	\$ (2,317)
5600	200	Office Phones	\$ 2,288	\$ 1,545	\$ 315	\$ 1,545	\$ -
5705	200	Equipment Purchases	\$ 510	\$ 1,030	\$ 201	\$ 1,030	\$ -
5707	200	Computer Equipment	\$ 1,701	\$ 8,000	\$ 3,880	\$ 8,000	\$ -
DEPARTMENT TOTAL			\$ 818,629	\$ 914,591	\$ 709,458	\$ 968,433	\$ 53,842
FINANCE							
5000	300	Salaries	\$ 206,970	\$ 228,309	\$ 156,015	\$ 234,203	\$ 5,894
5006	300	Fitness Pay	\$ 3,825	\$ 4,635	\$ 2,400	\$ 3,600	\$ (1,035)
5012	300	Overtime Pay	\$ 75	\$ -	\$ -	\$ -	\$ -
5100	300	Long Term Disability	\$ 1,825	\$ 2,518	\$ 1,493	\$ 2,240	\$ (278)
5102	300	Dental	\$ 4,722	\$ 4,803	\$ 3,016	\$ 4,526	\$ (277)
5103	300	Vision	\$ 725	\$ 713	\$ 424	\$ 636	\$ (77)
5104	300	Life Ins.	\$ 430	\$ 494	\$ 287	\$ 431	\$ (63)
5105	300	Health Benefits	\$ 37,984	\$ 39,124	\$ 25,322	\$ 37,983	\$ (1,141)
5106	300	PERS EE Portion Paid by ER	\$ -	\$ -	\$ 89,768	\$ 41,260	\$ 41,260
5108	300	CalPERS Employer	\$ 36,998	\$ 26,832	\$ 19,534	\$ 29,330	\$ 2,498
5110	300	Deferred Compensation	\$ 6,800	\$ 7,416	\$ 4,794	\$ 7,194	\$ (222)
5111	300	FICA/Medicare	\$ 4,398	\$ 3,027	\$ 2,640	\$ 3,962	\$ 935
5300	300	Contract Services	\$ 21,600	\$ 23,500	\$ 4,850	\$ 23,500	\$ -
5304	300	Audit	\$ 65,355	\$ 59,500	\$ 51,520	\$ 67,000	\$ 7,500
5307	300	Technical Support	\$ 553	\$ 515	\$ -	\$ 515	\$ -
5308	300	HDL/BL/PROP/SAL	\$ 25,754	\$ 37,132	\$ 23,090	\$ 37,132	\$ -
5313	300	Computer Maintenance Contracts	\$ 62,834	\$ 26,780	\$ 746	\$ 26,780	\$ -
5406	300	Dues/Subscriptions/Publications	\$ 428	\$ 1,000	\$ -	\$ 1,000	\$ -
5410	300	Trainings/Meetings	\$ 3,996	\$ 15,000	\$ 4,990	\$ 15,000	\$ -
5419	300	Liability Insurance	\$ 12,219	\$ 17,368	\$ 16,862	\$ 16,862	\$ (506)
5423	300	Workers Compensation Insurance	\$ 26,720	\$ 34,715	\$ 33,704	\$ 33,704	\$ (1,011)
5705	300	Equipment Purchases	\$ -	\$ 2,652	\$ 201	\$ 2,000	\$ (652)
5707	300	Computer Equipment	\$ 286	\$ 2,652	\$ -	\$ 2,000	\$ (652)
DEPARTMENT TOTAL			\$ 524,497	\$ 538,685	\$ 441,656	\$ 590,858	\$ 52,173
ATTORNEY							
5300	400	Contract Services/Legal Services	\$ 239,887	\$ 386,250	\$ 121,690	\$ 386,250	\$ -
DEPARTMENT TOTAL			\$ 239,887	\$ 386,250	\$ 121,690	\$ 386,250	\$ -
COMMUNITY DEVELOPMENT/PLANNING							
5000	500	Salaries	\$ -	\$ 161,058	\$ 69,842	\$ 112,771	\$ (48,287)
5006	500	Fitness Pay	\$ -	\$ 1,854	\$ 300	\$ 700	\$ (1,154)
5100	500	L.T.D.	\$ -	\$ 1,452	\$ -	\$ 368	\$ (1,084)
5102	500	Dental	\$ -	\$ 2,716	\$ 458	\$ 915	\$ (1,801)
5103	500	Vision	\$ -	\$ 361	\$ 74	\$ 148	\$ (213)
5104	500	Life Ins.	\$ -	\$ 247	\$ 72	\$ 144	\$ (103)
5105	500	Health Benefits	\$ -	\$ 32,576	\$ 11,079	\$ 17,410	\$ (15,166)
5107	500	HEALTH-RETIREEES	\$ 3,455	\$ -	\$ -	\$ -	\$ -
5108	500	CalPERS Employer	\$ -	\$ 20,600	\$ 5,559	\$ 8,976	\$ (11,624)
5110	500	Deferred Compensation	\$ -	\$ 3,708	\$ 2,011	\$ 3,211	\$ (497)
5111	500	FICA/Medicare	\$ -	\$ 2,646	\$ 1,178	\$ 1,898	\$ (748)
5300	500	Contract Services	\$ 504,628	\$ 510,383	\$ 136,204	\$ 510,383	\$ -
5313	601	Computer Software	\$ -	\$ -	\$ -	\$ 500	\$ 500
5306	500	IWORQ	\$ 1,701	\$ 1,751	\$ 1,701	\$ 1,701	\$ (50)
5355	500	Façade Program	\$ 20,000	\$ -	\$ 9,800	\$ 9,800	\$ 9,800
5405	500	Advertising	\$ 293	\$ -	\$ -	\$ -	\$ -
5410	500	Trainings/Meetings	\$ 177	\$ 5,000	\$ 932	\$ 5,000	\$ -
5419	500	Liability Insurance	\$ -	\$ 12,894	\$ 12,518	\$ 12,518	\$ (376)
5423	500	Workers Compensation Insurance	\$ -	\$ 25,772	\$ 25,021	\$ 25,021	\$ (751)
5600	500	Office Phones	\$ 682	\$ 618	\$ 298	\$ 618	\$ -
5707	500	Computer Equipment	\$ -	\$ 3,000	\$ 2,455	\$ 3,000	\$ -
DEPARTMENT TOTAL			\$ 527,481	\$ 786,636	\$ 279,502	\$ 715,082	\$ (71,554)
BUILDING/CODE COMPLIANCE							
5300	501	Contract Services	\$ 66,725	\$ 150,000	\$ 32,090	\$ 150,000	\$ -
5306	501	IWORQ	\$ 4,599	\$ 4,893	\$ 4,599	\$ 4,599	\$ (294)
5600	501	Office Phones	\$ -	\$ -	\$ 100	\$ 350	\$ 350
DEPARTMENT TOTAL			\$ 71,324	\$ 154,893	\$ 36,789	\$ 154,949	\$ 56

City of Sand City							
Proposed Expenditure Budget Amendment FY 2025 - 2026							
Account	Dept	Account Description	FY 24/25 Actuals	FY 25/26 Adopted Budget	FY 25/26 Actuals as of 1/31/26	FY 25/26 Proposed Amended Budget	Budget Difference
POLICE DEPARTMENT							
5000	601	Salaries	\$ 1,435,406	\$ 1,723,145	\$ 1,135,263	\$ 1,723,145	\$ -
5003	601	Reserves	\$ 27,457	\$ 56,906	\$ 22,067	\$ 33,099	\$ (23,807)
5005	601	Special Skills	\$ 188,247	\$ 1,236	\$ 78,883	\$ 5,314	\$ 4,078
5006	601	Fitness Pay	\$ 8,400	\$ 6,798	\$ 9,077	\$ 15,636	\$ 8,838
5007	601	Uniform Allow.	\$ 9,745	\$ 9,270	\$ 6,000	\$ 9,000	\$ (270)
5008	601	PD Education	\$ 71,769	\$ 82,340	\$ 49,593	\$ 72,320	\$ (10,020)
5009	601	Paid Time Off	\$ 143,116	\$ 206,000	\$ 27,923	\$ 150,000	\$ (56,000)
5010	601	Holiday	\$ 3,171	\$ 58,710	\$ 14,818	\$ 22,300	\$ (36,410)
5012	601	Overtime	\$ 132,015	\$ 80,000	\$ 152,192	\$ 215,000	\$ 135,000
5014	601	Advance Disability Payment	\$ 29,065	\$ -	\$ -	\$ -	\$ -
5017	601	Shift Differential	\$ 12,028	\$ 20,600	\$ 13,894	\$ 20,738	\$ 138
5018	601	Service Awards	\$ 3,000	\$ -	\$ 500	\$ 500	\$ 500
5100	601	L.T.D.	\$ 6,032	\$ 6,047	\$ 3,915	\$ 5,872	\$ (175)
5102	601	Dental	\$ 19,569	\$ 25,618	\$ 15,786	\$ 23,685	\$ (1,933)
5103	601	Vision	\$ 3,226	\$ 3,352	\$ 2,164	\$ 3,247	\$ (105)
5104	601	Life Ins.	\$ 2,227	\$ 2,718	\$ 1,581	\$ 2,373	\$ (345)
5105	601	Health Benefits	\$ 252,537	\$ 290,339	\$ 207,558	\$ 310,858	\$ 20,519
5106	601	Pers EE Portion Paid by Employer	\$ 3,327	\$ 12,183	\$ 4,720	\$ 7,080	\$ (5,103)
5108	601	CalPERS Employer	\$ 366,539	\$ 351,190	\$ 244,113	\$ 367,540	\$ 16,350
5110	601	Deferred Compensation	\$ 34,500	\$ 44,496	\$ 28,761	\$ 43,161	\$ (1,335)
5111	601	FICA/Medicare	\$ 29,733	\$ 33,736	\$ 20,644	\$ 29,204	\$ (4,532)
5112	601	CA SUI/EDD	\$ 133	\$ 155	\$ -	\$ -	\$ (155)
5119	601	Longevity	\$ -	\$ 116,173	\$ -	\$ 116,173	\$ -
5300	601	Contract Services	\$ 32,500	\$ 42,500	\$ 43,827	\$ 45,000	\$ 2,500
5301	601	Maintenance/Service Contracts (NGEN for P	\$ 24,436	\$ 22,938	\$ 16,515	\$ 22,938	\$ -
5307	601	Technical Support	\$ 18,845	\$ 20,600	\$ 14,714	\$ 20,600	\$ -
5309	601	Animal Reg/Vet	\$ 2,695	\$ 5,150	\$ 750	\$ 5,150	\$ -
5310	601	Criminal Justice Information System	\$ 50,241	\$ 45,000	\$ 10,033	\$ 45,000	\$ -
5311	601	911 Center Operations	\$ 45,192	\$ 51,301	\$ 37,172	\$ 51,301	\$ -
5312	601	Arrests/Investigations	\$ 16,239	\$ 10,300	\$ 4,526	\$ 10,300	\$ -
5313	601	Computer Maintenance Contracts	\$ 16,297	\$ 22,145	\$ 20,780	\$ 22,145	\$ -
5406	601	Dues/Subscriptions/Publications	\$ 3,039	\$ 4,630	\$ 3,206	\$ 4,630	\$ -
5410	601	Trainings/Meetings	\$ 12,530	\$ 20,000	\$ 5,161	\$ 20,000	\$ -
5412	601	Employment Screen	\$ 2,451	\$ 3,605	\$ -	\$ 3,605	\$ -
5413	601	SRU Annual Fee	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
5419	601	Liability Insurance	\$ 118,890	\$ 153,610	\$ 153,610	\$ 153,610	\$ -
5420	601	Rental Payments	\$ 6,935	\$ 6,180	\$ 4,883	\$ 6,180	\$ -
5423	601	Workers Compensation Insurance	\$ 259,977	\$ 316,243	\$ 307,032	\$ 307,032	\$ (9,211)
5425	601	EOC Expenses	\$ 5,000	\$ 5,150	\$ -	\$ 5,150	\$ -
5502	601	Equipment Maintenance	\$ -	\$ 5,305	\$ -	\$ 5,305	\$ -
5503	601	Auto Maint.	\$ 12,463	\$ 23,340	\$ 1,319	\$ 23,340	\$ -
5505	601	Auto Detailing	\$ 732	\$ 3,193	\$ 330	\$ 3,193	\$ -
5600	601	Office Phones	\$ 10,517	\$ 12,731	\$ 3,247	\$ 12,731	\$ -
5604	601	Nighthawk WiFi	\$ 3,441	\$ 3,183	\$ 1,879	\$ 3,183	\$ -
5605	601	Internet/Web/TV	\$ 2,801	\$ 3,289	\$ 2,292	\$ 3,289	\$ -
5701	601	Police Supplies	\$ 4,263	\$ 6,684	\$ 8,684	\$ 6,684	\$ -
5702	601	Auto Fuel	\$ 18,810	\$ 25,462	\$ 10,188	\$ 25,462	\$ -
5704	601	DOJ- Vests	\$ -	\$ 4,738	\$ 2,053	\$ 4,738	\$ -
5705	601	Equipment Purchases	\$ 10,704	\$ 15,450	\$ 1,069	\$ 15,450	\$ -
5706	601	Range Fees/SUP	\$ 805	\$ 10,300	\$ 4,901	\$ 10,300	\$ -
5707	601	Computer Equipment	\$ 8,138	\$ 40,000	\$ 2,481	\$ 40,000	\$ -
DEPARTMENT TOTAL			\$ 3,474,183	\$ 4,019,039	\$ 2,704,908	\$ 4,057,561	\$ 38,522
FIRE DEPARTMENT							
5300	602	Fire Contract	\$ 354,578	\$ 364,150	\$ 364,150	\$ 364,150	\$ -
DEPARTMENT TOTAL			\$ 354,578	\$ 364,150	\$ 364,150	\$ 364,150	\$ -
PUBLIC WORKS							
5000	700	Salaries	\$ 252,636	\$ 292,381	\$ 219,159	\$ 294,886	\$ 2,505
5005	700	Special Skills	\$ 11,680	\$ -	\$ 9,770	\$ -	\$ -
5006	700	Fitness Pay	\$ 3,000	\$ 3,090	\$ 2,000	\$ 3,000	\$ (90)
5007	700	Uniform Allow.	\$ 2,229	\$ 3,183	\$ 1,232	\$ 1,537	\$ (1,646)
5009	700	Paid Time Off	\$ -	\$ 2,652	\$ -	\$ 19,441	\$ 16,789
5012	700	Overtime	\$ 2,034	\$ 3,090	\$ 350	\$ 3,090	\$ -
5100	700	L.T.D.	\$ 2,741	\$ 2,823	\$ 1,827	\$ 2,740	\$ (83)
5102	700	Dental	\$ 7,661	\$ 6,161	\$ 3,874	\$ 5,810	\$ (351)
5103	700	Vision	\$ 1,140	\$ 819	\$ 542	\$ 813	\$ (6)
5104	700	Life Ins.	\$ 587	\$ 742	\$ 288	\$ 432	\$ (310)
5105	700	Health Benefits	\$ 50,645	\$ 52,164	\$ 33,763	\$ 50,643	\$ (1,521)
5106	700	Pers EE Portion Paid by Employer	\$ 4,104	\$ 28,201	\$ 11,731	\$ 17,435	\$ (10,766)

City of Sand City								
Proposed Expenditure Budget Amendment FY 2025 - 2026								
Account	Dept	Account Description	FY 24/25 Actuals	FY 25/26 Adopted Budget	FY 25/26 Actuals as of 1/31/26	FY 25/26 Proposed Amended Budget	Budget Difference	
5108	700	CalPERS Employer	\$ 51,989	\$ 34,134	\$ 27,200	\$ 40,474	\$ 6,340	
5110	700	Deferred Compensation	\$ 8,300	\$ 11,124	\$ 5,600	\$ 8,400	\$ (2,724)	
5111	700	FICA/Medicare	\$ 4,526	\$ 5,177	\$ 3,720	\$ 5,360	\$ 183	
5119	700	Longevity	\$ -	\$ 15,037	\$ -	\$ 14,667	\$ (370)	
5300	700	Contract Services	\$ 88,617	\$ 79,310	\$ 44,976	\$ 79,310	\$ -	
5406	700	Dues/Subscriptions/Publications	\$ 691	\$ 1,030	\$ 614	\$ 1,030	\$ -	
5408	700	Permits/Licenses	\$ 8,442	\$ 10,609	\$ 3,614	\$ 10,609	\$ -	
5410	700	Trainings/Meetings	\$ 2,648	\$ 5,150	\$ -	\$ 5,150	\$ -	
5414	700	Adopt A Highway	\$ 4,200	\$ 4,635	\$ 2,450	\$ 4,635	\$ -	
5419	700	Liability Insurance	\$ 18,475	\$ 25,225	\$ 24,490	\$ 24,490	\$ (735)	
5423	700	Workers Compensation Insurance	\$ 40,400	\$ 50,420	\$ 48,951	\$ 48,951	\$ (1,469)	
5502	700	Equipment Maintenance	\$ 21,267	\$ 10,300	\$ 6,371	\$ 10,300	\$ -	
5503	700	Auto Maintenance	\$ 15,461	\$ 15,450	\$ 9,237	\$ 15,450	\$ -	
5504	700	Pest control	\$ 1,080	\$ 1,545	\$ 520	\$ 1,545	\$ -	
5506	700	Stormwater Maintenance	\$ -	\$ 21,218	\$ -	\$ 21,218	\$ -	
5507	700	Street Lighting	\$ 29,624	\$ 30,900	\$ 13,423	\$ 30,900	\$ -	
5508	700	Street Maintenance	\$ 22,158	\$ 51,500	\$ 162	\$ 51,338	\$ (162)	
5509	700	Urban Runoff	\$ 7,713	\$ 51,000	\$ -	\$ 51,000	\$ -	
5600	700	Office Phones	\$ 2,105	\$ 1,751	\$ 810	\$ 1,751	\$ -	
5602	700	Refuse/Trash	\$ 5,877	\$ 14,000	\$ 2,720	\$ 5,000	\$ (9,000)	
5605	700	Internet/Web/TV	\$ 2,193	\$ 2,060	\$ 1,275	\$ 2,750	\$ 690	
5701	700	Supplies	\$ 12,901	\$ 16,480	\$ 3,721	\$ 16,480	\$ -	
5702	700	Auto Fuel	\$ 8,424	\$ 10,300	\$ 3,430	\$ 10,300	\$ -	
5705	700	Equipment Purchase	\$ 300	\$ 5,150	\$ -	\$ 5,150	\$ -	
5707	700	Computer Equipment	\$ -	\$ 2,575	\$ -	\$ 2,575	\$ -	
5708	700	Equipment Rental	\$ 825	\$ 1,545	\$ 695	\$ 1,545	\$ -	
5709	700	Street Signs	\$ 8,001	\$ 8,240	\$ 88	\$ 8,240	\$ -	
5770	700	Computer Equipment	\$ 260	\$ -	\$ 459	\$ 500	\$ 500	
DEPARTMENT TOTAL			\$ 704,934	\$ 881,171	\$ 489,062	\$ 878,945	\$ (2,226)	
PARKS								
5300	701	Contract Services	\$ 25,446	\$ 28,840	\$ 7,062	\$ 28,840	\$ -	
5511	701	Park/Landscape Improvements	\$ 7,839	\$ 15,914	\$ -	\$ 15,914	\$ -	
5501	701	Parks Maintenance	\$ 877	\$ 2,575	\$ 118	\$ 2,575	\$ -	
5502	701	Equipment Maintenance	\$ 610	\$ 2,575	\$ -	\$ 2,575	\$ -	
5603	701	Irrigation/Landscape	\$ -	\$ 5,150	\$ -	\$ 5,150	\$ -	
5701	701	Park Supplies	\$ 1,465	\$ 5,150	\$ 1,759	\$ 5,150	\$ -	
5705	701	Equipment Purchases	\$ 744	\$ 6,180	\$ -	\$ 6,180	\$ -	
DEPARTMENT TOTAL			\$ 36,981	\$ 66,384	\$ 8,939	\$ 66,384	\$ -	
ENGINEERING								
5300	702	Contract Services	\$ 245,056	\$ 245,000	\$ 73,261	\$ 291,000	\$ 46,000	
5420	702	Storage Rental	\$ 7,116	\$ 7,379	\$ 3,360	\$ 7,379	\$ -	
DEPARTMENT TOTAL			\$ 252,172	\$ 252,379	\$ 76,621	\$ 298,379	\$ 46,000	
GOVERNMENT BUILDINGS								
5415	703	Security/Alarms	\$ 5,512	\$ 10,300	\$ 4,068	\$ 10,300	\$ -	
5418	703	Fire/Theft Insurance	\$ 48,425	\$ 51,500	\$ 33,516	\$ 51,500	\$ -	
5500	703	Building Maintenance	\$ 21,452	\$ 15,450	\$ 22,983	\$ 26,000	\$ 10,550	
5700	703	Office Supplies	\$ 830	\$ 515	\$ 166	\$ 515	\$ -	
DEPARTMENT TOTAL			\$ 76,219	\$ 77,765	\$ 60,733	\$ 88,315	\$ 10,550	
COMMUNITY OUTREACH								
5405	502	Advertising	\$ 3,110	\$ 10,300	\$ -	\$ 10,300	\$ -	
5410	502	Trainings/Meetings	\$ 264	\$ 1,061	\$ -	\$ 1,000	\$ (61)	
5416	502	City Events	\$ 29,506	\$ 42,436	\$ 28,828	\$ 42,436	\$ -	
5500	502	Building Maintenance	\$ 3,758	\$ 6,684	\$ 2,186	\$ 6,684	\$ -	
5510	502	Park Maintenance	\$ 6,410	\$ 4,326	\$ 3,747	\$ 4,326	\$ -	
6002	502	Bike Trail Elec	\$ 455	\$ 515	\$ 368	\$ 750	\$ 235	
6207	502	Mural Festival	\$ 60,000	\$ 80,000	\$ -	\$ 80,000	\$ -	
5302	502	West End	\$ 73,627	\$ 97,850	\$ 73,837	\$ 97,850	\$ -	
DEPARTMENT TOTAL			\$ 103,503	\$ 243,172	\$ 108,966	\$ 243,346	\$ 174	
CAPITAL OUTLAY/PROJECTS								
6000	900	Storm Water Improvements - Catalina	\$ 40,558	\$ 405,418	\$ 845	\$ 405,418	\$ -	
6000	900	Storm Water Improvements - Contra Costa	\$ 80,335	\$ 1,326,056	\$ 8,519	\$ 1,326,056	\$ -	
6000	704	Capital Outlay - Streets	\$ -	\$ 762,000	\$ 23,557	\$ 1,464,500	\$ 702,500	
6000	601	Capital Outlay - Police Department	\$ 91,617	\$ 152,000	\$ 1,798	\$ 152,000	\$ -	
6000	700	Capital Outlay - Public Works	\$ -	\$ 120,000	\$ 58,366	\$ 177,100	\$ 57,100	
6001	902	Capital Project - Coastal Trail	\$ 225,673	\$ 195,000	\$ 38,551	\$ 195,000	\$ -	
6002	902	Capital Project - Bike Trail	\$ 226,165	\$ 237,675	\$ 26,502	\$ 237,675	\$ -	

City of Sand City							
Proposed Expenditure Budget Amendment FY 2025 - 2026							
Account	Dept	Account Description	FY 24/25 Actuals	FY 25/26 Adopted Budget	FY 25/26 Actuals as of 1/31/26	FY 25/26 Proposed Amended Budget	Budget Difference
6003	902	Capital Project - Affordable Housing - Art Par	\$ 840,912	\$ 100,000	\$ 458	\$ 200,169	\$ 100,169
6000	902	Capital Outlay - City Hall Imp	\$ 20,160	\$ 50,000		\$ 50,000	\$ -
DEPARTMENT TOTAL			\$ 1,525,420	\$ 3,348,149	\$ 158,596	\$ 4,207,918	\$ 859,769
SPECIAL PROJECTS							
6100	000	S of Tioga Reimbursements	\$ 120,464	\$ 35,000	\$ 41,235	\$ 45,000	\$ 10,000
6101	000	MST SURF Reimbursements	\$ 222,384	\$ 30,000	\$ 9,554	\$ 30,000	\$ -
6102	000	R2 - Fairfield Reimbursements	\$ 525	\$ -	\$ 358	\$ 358	\$ 358
6201	800	Digital Records	\$ 734	\$ -	\$ -	\$ -	\$ -
6203	800	Housing Element	\$ 89,226	\$ 85,000	\$ 41,860	\$ 85,000	\$ -
6204	800	General Plan	\$ -	\$ 250,000		\$ 250,000	\$ -
6205	800	Retail Cannabis	\$ 51,741	\$ -	\$ 18,823	\$ 20,000	\$ 20,000
6206	800	Website - REAP 2.0 Grant	\$ 39,455	\$ -	\$ 8,806	\$ 8,806	\$ 8,806
6207	800	East Dunes City Wide ITP	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -
DEPARTMENT TOTAL			\$ 524,529	\$ 500,000	\$ 120,636	\$ 539,164	\$ 39,164
HOUSING ACCOUNT							
1006		Housing Account					\$ -
DEPARTMENT TOTAL			\$ -	\$ -			\$ -
EDGEWATER HABITAT							
6211	800	North of Playa Habitat Conservation	\$ 5,837	\$ 50,000		\$ 50,000	\$ -
DEPARTMENT TOTAL			\$ 5,837	\$ 50,000	\$ -	\$ 50,000	\$ -
TOTALS			\$ 10,366,698	\$ 13,748,528	\$ 6,619,064	\$ 14,799,842	\$ 1,051,142

2025-2026 Proposed Amended Expenditure Budget

