



AGENDA

Tuesday, December 3, 2024

5:00 P.M. Closed Session

6:00-6:30 Reception

6:30 P.M. Open Session

REGULAR MEETING

**CITY COUNCIL, AIRPORT COMMISSION,
MARINA ABRAMS B NON-PROFIT CORPORATION, PRESTON PARK
SUSTAINABLE COMMUNITY NON-PROFIT CORPORATION, SUCCESSOR
AGENCY OF THE FORMER MARINA REDEVELOPMENT AGENCY**

THIS MEETING WILL BE HELD IN PERSON AND VIRTUALLY (HYBRID).

Council Chambers
211 Hillcrest Avenue
Marina, California

AND

Zoom Meeting URL: <https://zoom.us/j/730251556>

Zoom Meeting Telephone Only Participation: 1-669-900-9128 - Webinar ID: 730 251 556

PARTICIPATION

You may participate in the City Council meeting in person or in real-time by calling Zoom Meeting via the weblink and phone number provided at the top of this agenda. Instructions on how to access, view and participate in remote meetings are provided by visiting the City's home page at <https://cityofmarina.org/>. Attendees can make oral comments during the meeting by using the "Raise Your Hand" feature in the webinar or by pressing *9 on your telephone keypad if joining by phone only.

The most effective method of communication with the City Council is by sending an email to marina@cityofmarina.org. Comments will be reviewed and distributed before the meeting if received by 5:00 p.m. on the day of the meeting. All comments received will become part of the record. Council will have the option to modify their action on items based on comments received.

AGENDA MATERIALS

Agenda materials, staff reports and background information related to regular agenda items are available on the City of Marina's website www.cityofmarina.org. Materials related to an item on this agenda submitted to the Council after distribution of the agenda packet will be made available on the City of Marina website www.cityofmarina.org subject to City staff's ability to post the documents before the meeting.

VISION STATEMENT

Marina will grow and mature from a small town bedroom community to a small city which is diversified, vibrant and through positive relationships with regional agencies, self-sufficient. The City will develop in a way that insulates it from the negative impacts of urban sprawl to become a desirable residential and business community in a natural setting. **(Resolution No. 2006-112 - May 2, 2006)**

MISSION STATEMENT

The City Council will provide the leadership in protecting Marina's natural setting while developing the City in a way that provides a balance of housing, jobs and business opportunities that will result in a community characterized by a desirable quality of life, including recreation and cultural opportunities, a safe environment and an economic viability that supports a high level of municipal services and infrastructure. **(Resolution No. 2006-112 - May 2, 2006)**

LAND ACKNOWLEDGEMENT

The City recognizes that it was founded and is built upon the traditional homelands and villages first inhabited by the Indigenous Peoples of this region - the Esselen and their ancestors and allies - and honors these members of the community, both past and present.

1. CALL TO ORDER 
2. ROLL CALL & ESTABLISHMENT OF QUORUM: (City Council, Airport Commissioners, Marina Abrams B Non-Profit Corporation, Preston Park Sustainable Communities Nonprofit Corporation, Successor Agency of the Former Redevelopment Agency Members and Marina Groundwater Sustainability Agency)

Jennifer McAdams, Brian McCarthy, Kathy Biala, Mayor Pro-Tem/Vice Chair
Liesbeth Visscher, Mayor/Chair Bruce C. Delgado
3. PUBLIC COMMENT ON CLOSED SESSION ITEMS:
4. CLOSED SESSION:
 - a. Public Employee Performance Evaluation, Unrepresented Employee (CA Govt. Code Section 54957(b)) – City Manager
 - b. Public Employee Performance Evaluation, Unrepresented Employee (CA Govt. Code Section 54957(b)) – City Attorney
 - c. Conference with Legal Counsel: Anticipated Litigation (Govt. Code § 54956.9(d)(4)), 1 case. Based on existing facts and circumstances, the City Council has decided to initiate or is deciding whether to initiate litigation

6:00-6:30 P.M. RECEPTION FOR VOLUNTEER COMMISSIONERS AND COUNCILMEMBERS-ELEC KATHY BIALA AND JENNY MCADAMS.

6:30 PM - RECONVENE OPEN SESSION AND REPORT ON ANY ACTIONS TAKEN IN CLOSED SESSION

5. MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE (Please stand)

CANVASSING NOVEMBER 5, 2024 ELECTION

Consider adopting Resolution No. 2024-, canvassing the November 5, 2024, General Municipal Election of the City of Marina.

Swearing-in of District 2 City Councilmember-Elect Kathy Biala

Swearing-in of District 3 City Councilmember-Elect Jenny McAdams

6. **SPECIAL PRESENTATIONS:**

a. Commissioner Appreciation Certificates

- i. Planning Commissioners: Audra Walton, Galia Baron, Glenn Woodson, Paul Cheng, Richard St. John, Surinder Rana, Victor Jacobsen.
- ii. Public Works Commissioners: Jaime Schrabec, Joosik Choi, Stephen Rouland, Steve Hunt.
- iii. Recreation & Cultural Services Commissioners: Lisa Rike, Mia Nugyen, Shawn Adams, Sheila Baker.

7. **COUNCIL AND STAFF ANNOUNCEMENTS:**

8. **PUBLIC COMMENT:** *Any member of the public may comment on any matter within the City Council's jurisdiction that is not on the agenda. This is the appropriate place to comment on items on the Consent Agenda. Action will not be taken on items not on the agenda. Comments are limited to a maximum of three (3) minutes. General public comment may be limited to thirty (30) minutes and/or continued to the end of the agenda. Any member of the public may comment on any matter listed on this agenda at the time the matter is being considered by the City Council. Whenever possible, written correspondence should be submitted to the Council in advance of the meeting, to provide adequate time for its consideration.*

9. **CONSENT AGENDA FOR THE SUCCESSOR AGENCY TO THE FORMER MARINA REDEVELOPMENT AGENCY:** *Background information has been provided to the Successor Agency of the former Redevelopment Agency on all matters listed under the Consent Agenda, and these items are considered to be routine and non-controversial. All items under the Consent Agenda are normally approved by one motion. Prior to such a motion being made, any member of the public or City Council may ask a question or make a comment about an agenda item and staff may provide a response. If discussion or a lengthy explanation is required, the Council may remove an item from the Consent Agenda for individual consideration. If an item is pulled for discussion, it will be placed at the end of Other Action Items Successor Agency to the former Marina Redevelopment Agency.*

10. **CONSENT AGENDA:** *These items are considered to be routine and non-controversial. All items under the Consent Agenda may be approved by one motion. Prior to such a motion being made, any member of City Council may ask a question or make a comment about an agenda item and staff may provide a response. If discussion or a lengthy explanation is required, Council may remove the item from the Consent Agenda and it will be placed at the end of Other Action Items.*

a. **ACCOUNTS PAYABLE:** *(Not a Project under CEQA per Article 20, Section 15378)*

- (1) Accounts Payable Check Numbers 105767-105838, totaling \$638,049.70
Accounts Payable Successor Agency Check 128 totaling \$3,070.00

b. **MINUTES:** *(Not a Project under CEQA per Article 20, Section 15378)*

- (1) November 19, 2024, Regular City Council Meeting

c. **CLAIMS AGAINST THE CITY:** None

d. **AWARD OF BID:** None

e. **CALL FOR BIDS:** None

f. **ADOPTION OF RESOLUTIONS:** None

g. APPROVAL OF AGREEMENTS: *(Not a Project under CEQA per Article 20, Section 15378)*

- (1) Adopting Resolution No. 2024-, authorize executing a professional services agreement with US Digital Designs by Honeywell for the installation of a phoenix G2 Fire Station Alerting System *(Not a Project under CEQA per Article 20, Section 15378)*

h. ACCEPTANCE OF PUBLIC IMPROVEMENTS: None

i. MAPS: None

j. REPORTS: (RECEIVE AND FILE):

- (1) Consider receiving Investment Reports for the City of Marina, City of Marina as Successor Agency to the Marina Redevelopment Agency, and Preston Park Sustainable Community Non-Profit Corporation (PPSC-NPC) and Abrams B Non-Profit Corporation for the quarter ended September 30, 2024

k. FUNDING & BUDGET MATTERS: None

l. APPROVE ORDINANCES (WAIVE SECOND READING): None

m. APPROVE APPOINTMENTS:

11. PUBLIC HEARINGS: *In the Council's discretion, the applicant/proponent of an item may be given up to ten (10) minutes to speak. All other persons may be given up to three (3) minutes to speak on the matter.*
12. OTHER ACTIONS ITEMS OF THE SUCCESSOR AGENCY TO THE FORMER MARINA REDEVELOPMENT AGENCY: *Action listed for each Agenda item is that which is requested by staff. The Successor Agency may, at its discretion, take action on any items. Members of the public may be given up to three (3) minutes to speak.*
13. OTHER ACTION ITEMS: *Action listed for each Agenda item is that which is requested by staff. The City Council may, at its discretion, take action on any items. Members of the public may be given up to three (3) minutes to speak.*

Note: No additional major projects or programs should be undertaken without review of the impacts on existing priorities (Resolution No. 2006-79 – April 4, 2006).

- a. Adopting Resolution No. 2024-, accepting Hilltop Park except the landscape area; and accepting the Landscape area subject to entering into an Improvement and Long-Term Maintenance Agreement; and approving an Improvement and Long-Term Maintenance Agreement defining Developers obligations during the maintenance period and finding the action is exempt from CEQA pursuant to Section 15061(B)(3) of the CEQA guidelines. **(45-Minutes) Continued from November 19, 2024**
- b. Adopting Resolution No. 2024-, approving the purchase of a cloud-based public works citizen relationship management (CRM) software platform from CivicPlus, and approving the purchase of an asset management/work order software system from Cityworks, with implementation services provided through Centricity. **(30-Minutes) Continued from November 19, 2024**
- c. Council receive presentation on AB413 Daylight Bill **(30-Minutes)**

14. COUNCIL & STAFF INFORMATIONAL REPORTS:

- a. Monterey County Mayor's Association [Mayor Bruce Delgado]
- b. Council reports on meetings and conferences attended (Gov't Code Section 53232).

15. ADJOURNMENT:

CERTIFICATION

I, Anita Sharp, Deputy City Clerk, of the City of Marina, do hereby certify that a copy of the foregoing agenda was posted at City Hall and Council Chambers Bulletin Board at 211 Hillcrest Avenue, Monterey County Library Marina Branch at 190 Seaside Circle, City Bulletin Board at the corner of Reservation Road and Del Monte Boulevard on or before 6:30 p.m., Friday, November 29, 2024.

ANITA SHARP, DEPUTY CITY CLERK

City Council, Airport Commission and Redevelopment Agency meetings are recorded on tape and available for public review and listening at the Office of the City Clerk and kept for a period of 90 days after the formal approval of MINUTES.

City Council meetings may be viewed live on the meeting night and at 12:30 p.m. and 3:00 p.m. on Cable Channel 25 on the Sunday following the Regular City Council meeting date. In addition, Council meetings can be viewed at 6:30 p.m. every Monday, Tuesday and Wednesday. For more information about viewing the Council Meetings on Channel 25, you may contact Access Monterey Peninsula directly at 831-333-1267.

Agenda items and staff reports are public record and are available for public review on the City's website (www.cityofmarina.org), at the Monterey County Marina Library Branch at 190 Seaside Circle and at the Office of the City Clerk at 211 Hillcrest Avenue, Marina between the hours of 10:00 a.m. 5:00 p.m., on the Monday preceding the meeting.

Supplemental materials received after the close of the final agenda and through noon on the day of the scheduled meeting will be available for public review at the City Clerk's Office during regular office hours and in a 'Supplemental Binder' at the meeting.

ALL MEETINGS ARE OPEN TO THE PUBLIC. THE CITY OF MARINA DOES NOT DISCRIMINATE AGAINST PERSONS WITH DISABILITIES. Council Chambers are wheelchair accessible. Meetings are broadcast on cable channel 25 and recordings of meetings can be provided upon request. To request assistive listening devices, sign language interpreters, readers, large print agendas or other accommodations, please call (831) 884-1278 or e-mail: marina@cityofmarina.org. Requests must be made at least **48 hours** in advance of the meeting.

Upcoming 2024 Meetings of the City Council, Airport
Commission, Marina Abrams B Non-Profit Corporation,
Preston Park Sustainable Community Nonprofit Corporation,
Successor Agency of the Former Redevelopment Agency and
Marina Groundwater Sustainability Agency
Regular Meetings: 5:00 p.m. Closed Session;
6:30 p.m. Regular Open Sessions

C I T Y H A L L 2 0 2 4 H O L I D A Y S
(City Hall Closed)

Winter Break ----- Tuesday, December 24, 2024-Friday, December 31, 2024

2024 COMMISSION DATES

Upcoming 2024 Meetings of Planning Commission
2nd and 4th Thursday of every month. Meetings are held at the Council Chambers at 6:30 P.M.

December 12, 2024

Upcoming 2024 Meetings of Public Works Commission
3rd Thursday of every month. Meetings are held at the Council Chambers at 6:30 P.M.

December 19, 2024

**Upcoming 2024 Meetings of Recreation &
Cultural Services Commission**
1st Wednesday of every quarter month. Meetings are held at the Council Chambers at 6:30 P.M.

Upcoming 2024 Meetings of Marina Tree Committee
2nd Wednesday of every quarter month as needed. Meetings are held at the Council Chambers at 6:30 P.M.

November 4, 2024

Item No. **5a**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of December 3, 2024

**CITY COUNCIL CONSIDER ADOPTING RESOLUTION NO. 2024-,
CANVASSING THE NOVEMBER 5, 2024, GENERAL MUNICIPAL
ELECTION OF THE CITY OF MARINA**

REQUEST:

It is requested that the City Council consider:

1. Adopting Resolution No. 2024-, canvassing the November 5, 2024, General Municipal Election of the City of Marina and Measure U.

BACKGROUND:

On November 5, 2024, the City of Marina held a consolidated General Municipal Election for the election of one City Council Member for District 2, one Council Member for District 3 and Measure U.

ANALYSIS:

Prior to the elected officials taking office, the vote must be canvassed and certified by the Elections Office of the County of Monterey. This canvas and certification have now been completed (“**EXHIBIT A**”).

A recap of the votes is listed below.

The total number of registered voters in the **City of Marina, District 2** was 3,730; and the total number of votes cast was 2,031.

District 2, Office of Council Member for a Four-Year Terms:

Name	Number of Votes	Percentage of Votes
Kathy Biala	2,031	100%

The total number of registered voters in the **City of Marina, District 3** was 3,467; and the total number of votes cast was 2,381.

District 3, Office of Council Member for a Four-Year Terms:

Name	Number of Votes	Percentage of Votes
Jenny McAdams	1,289	54.14%
Michael Moeller	1,092	45.86%

The persons receiving the highest number of votes cast at said election for the four (4) year term Office of City Council Members were Kathy Y. Biala, District # 2 and Jenny McAdams, District #3 are hereby declared to be elected for a four (4) year term.

The total number of registered voters in the City of Marina was 13,035; and the total number of votes cast for **Measure U** was 9,083. A majority of voters voted yes, however, Measure U needed 67% or 2/3rd of affirmative votes to pass.

Measure U, MARINA 911 EMERGENCY RESPONSE, SAFETY, ESSENTIAL SERVICES/ FACILITIES MEASURE. To maintain rapid 911, fire, and emergency response times; ensure Marina's Fire/ Police Departments can respond to emergencies, maintain fire/ police services, provide fire/police stations/community center, shall City of Marina's measure authorizing \$50,000,000 in bonds at legal rates, levying on average \$54.74 annually per \$100,000 of assessed value, generating approximately \$3,191,000 annually while bonds are outstanding, be adopted, requiring public spending disclosure, all funds spent locally?

Vote	Number of Votes	Percentage of Votes
Yes	5,449	59.99%
No	3,634	40.01%

FISCAL IMPACT: None

CONCLUSION:

This request is submitted for City Council consideration and possible action.

Respectfully submitted,

Anita Sharp
Deputy City Clerk/Election Filing Official
City of Marina

REVIEWED/CONCUR:

Layne Long
City Manager
City of Marina

RESOLUTION NO. 2024-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA
CANVASSING THE NOVEMBER 5, 2024, GENERAL MUNICIPAL ELECTION IN
THE CITY OF MARINA

WHEREAS, Resolution No. 2020-44, called and provided for a General Municipal Election to be consolidated with the statewide election held on Tuesday, November 3, 2020, for the election two members of the City Council for the full term of four years as required by the provisions of the laws of the State of California; and

WHEREAS, On November 3, 2020, the City of Marina held a consolidated General Municipal Election for the election two City Council Members; and

WHEREAS, on November 3, 2020, the City of Marina held a consolidated General Municipal Election for the passage of Measure U; and

WHEREAS, prior to the elected officials taking office, the vote must be canvassed and certified by the Elections Office of the County of Monterey. This canvas and certification have now been completed (“Exhibit A”).

NOW, THEREFORE, BE IT RESOLVED, that it is found and determined:

1. The total number of registered voters in the **City of Marina, District 2** was 3,730; and the total number of votes cast was 2,031.

District 2, Office of Council Member for a Four-Year Terms:

Name	Number of Votes	Percentage of Votes
Kathy Biala	2,031	100%

2. The total number of registered voters in the **City of Marina, District 3** was 3,467; and the total number of votes cast was 2,381.

District 3, Office of Council Member for a Four-Year Terms:

Name	Number of Votes	Percentage of Votes
Jennifer McAdams	1,289	54.14%
Michael Moeller	1,092	45.86%

The persons receiving the highest number of votes cast at said election for the four (4) year term Office of City Council Members were Kathy Biala, District # 2 and Jenny McAdams, District #3 are hereby declared to be elected for a four (4) year term.

3. The total number of registered voters in the City of Marina was 13,035; and the total number of votes cast for **Measure U** was 9,083. A majority of voters voted yes, however, Measure U needed 67% or 2/3rd of affirmative votes to pass.

Measure U, MARINA 911 EMERGENCY RESPONSE, SAFETY, ESSENTIAL SERVICES/ FACILITIES MEASURE. To maintain rapid 911, fire, and emergency response times; ensure Marina's Fire/ Police Departments can respond to emergencies, maintain fire/ police services, provide fire/police stations/community center, shall City of Marina's measure authorizing \$50,000,000 in bonds at legal rates, levying on average \$54.74 annually per \$100,000 of assessed value, generating approximately \$3,191,000 annually while bonds are outstanding, be adopted, requiring public spending disclosure, all funds spent locally?

Vote	Number of Votes	Percentage of Votes
Yes	5,449	59.99%
No	3,634	40.01%

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting duly held on the 3rd day of December 2024, by the following vote:

AYES, COUNCIL MEMBERS:

NOES, COUNCIL MEMBERS:

ABSENT, COUNCIL MEMBERS:

ABSTAIN, COUNCIL MEMBERS:

Bruce C. Delgado, Mayor

ATTEST:

Anita Sharp, Deputy City Clerk

EXHIBIT A
TO BE PROVIDED ON DECEMBER 3, 2024

City of Marina

CERTIFICATE

of Appreciation

PRESENTED TO

Audra Walton

In appreciation for your service on the Planning Commission

Dated this 3rd day of December 2024

Bruce C. Delgado
Mayor

Liesbeth Visscher
Mayor Pro Tem

Kathy Y. Biala
Councilmember

Brian McCarthy
Councilmember

Jenny McAdams
Councilmember



City of Marina

CERTIFICATE

of Appreciation

PRESENTED TO

Galia Baron

In appreciation for your service on the Planning Commission

Dated this 3rd day of December 2024

Bruce C. Delgado
Mayor

Liesbeth Visscher
Mayor Pro Tem

Kathy Y. Biala
Councilmember

Brian McCarthy
Councilmember

Jenny McAdams
Councilmember



City of Marina

CERTIFICATE

of Appreciation

PRESENTED TO

Glenn Woodson

In appreciation for your service on the Planning Commission

Dated this 3rd day of December 2024

Bruce C. Delgado
Mayor

Liesbeth Visscher
Mayor Pro Tem

Kathy Y. Biala
Councilmember

Brian McCarthy
Councilmember

Jenny McAdams
Councilmember



City of Marina

CERTIFICATE

of Appreciation

PRESENTED TO

Paul Cheng

In appreciation for your service on the Planning Commission

Dated this 3rd day of December 2024

Bruce C. Delgado
Mayor

Liesbeth Visscher
Mayor Pro Tem

Brian McCarthy
Councilmember



Kathy Y. Biala
Councilmember

Jenny McAdams
Councilmember

City of Marina

CERTIFICATE

of Appreciation

PRESENTED TO

Richard St. John

In appreciation for your service on the Planning Commission

Dated this 3rd day of December 2024

Bruce C. Delgado
Mayor

Liesbeth Visscher
Mayor Pro Tem

Brian McCarthy
Councilmember



Kathy Y. Biala
Councilmember

Jenny McAdams
Councilmember

City of Marina

CERTIFICATE

of Appreciation

PRESENTED TO

Surinder Rana

In appreciation for your service on the Planning Commission

Dated this 3rd day of December 2024

Bruce C. Delgado
Mayor

Liesbeth Visscher
Mayor Pro Tem

Kathy Y. Biala
Councilmember

Brian McCarthy
Councilmember

Jenny McAdams
Councilmember



City of Marina

CERTIFICATE

of Appreciation

PRESENTED TO

Victor Jacobsen

In appreciation for your service on the Planning Commission

Dated this 3rd day of December 2024

Bruce C. Delgado
Mayor

Liesbeth Visscher
Mayor Pro Tem

Brian McCarthy
Councilmember



Kathy Y. Biala
Councilmember

Jenny McAdams
Councilmember

City of Marina

CERTIFICATE

of Appreciation

PRESENTED TO

Jaime Schrabeck

In appreciation for your service on the Public Works Commission

Dated this 3rd day of December 2024

Bruce C. Delgado
Mayor

Liesbeth Visscher
Mayor Pro Tem

Kathy Y. Biala
Councilmember

Brian McCarthy
Councilmember

Jenny McAdams
Councilmember



City of Marina

CERTIFICATE

of Appreciation

PRESENTED TO

Joosik Choi

In appreciation for your service on the Public Works Commission

Dated this 3rd day of December 2024

Bruce C. Delgado
Mayor

Liesbeth Visscher
Mayor Pro Tem

Brian McCarthy
Councilmember



Kathy Y. Biala
Councilmember

Jenny McAdams
Councilmember

City of Marina

CERTIFICATE

of Appreciation

PRESENTED TO

Stephen Rouland

In appreciation for your service on the Public Works Commission

Dated this 3rd day of December 2024

Bruce C. Delgado
Mayor

Liesbeth Visscher
Mayor Pro Tem

Kathy Y. Biala
Councilmember

Brian McCarthy
Councilmember

Jenny McAdams
Councilmember



City of Marina

CERTIFICATE

of Appreciation

PRESENTED TO

Steven Hunt

In appreciation for your service on the Public Works Commission

Dated this 3rd day of December 2024

Bruce C. Delgado
Mayor

Liesbeth Visscher
Mayor Pro Tem

Brian McCarthy
Councilmember



Kathy Y. Biala
Councilmember

Jenny McAdams
Councilmember

City of Marina

CERTIFICATE

of Appreciation

PRESENTED TO

Lisa Rike

In appreciation for your service on the Recreation and Cultural Service Commission

Dated this 3rd day of December 2024

Bruce C. Delgado
Mayor

Liesbeth Visscher
Mayor Pro Tem

Kathy Y. Biala
Councilmember

Brian McCarthy
Councilmember

Jenny McAdams
Councilmember



City of Marina

CERTIFICATE

of Appreciation

PRESENTED TO

Mia Nguyen

In appreciation for your service on the Recreation and Cultural Service Commission

Dated this 3rd day of December 2024

Bruce C. Delgado
Mayor

Liesbeth Visscher
Mayor Pro Tem

Brian McCarthy
Councilmember



Kathy Y. Biala
Councilmember

Jenny McAdams
Councilmember

City of Marina

CERTIFICATE

of Appreciation

PRESENTED TO

Shawn Adams

In appreciation for your service on the Recreation and Cultural Service Commission

Dated this 3rd day of December 2024

Bruce C. Delgado
Mayor

Liesbeth Visscher
Mayor Pro Tem

Kathy Y. Biala
Councilmember

Brian McCarthy
Councilmember

Jenny McAdams
Councilmember



City of Marina

CERTIFICATE

of Appreciation

PRESENTED TO

Sheila Baker

In appreciation for your service on the Recreation and Cultural Service Commission

Dated this 3rd day of December 2024

Bruce C. Delgado
Mayor

Liesbeth Visscher
Mayor Pro Tem

Kathy Y. Biala
Councilmember

Brian McCarthy
Councilmember

Jenny McAdams
Councilmember





Accounts Payable by G/L Distribution Report

Payment Date Range 11/22/24 - 11/22/24

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 120 - City Mgr/HR/Risk										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6300.305 - Prof Svc HR - Citywide Recruit/Background										
11869 - Agile Occupational Medicine PC	EM030794	Agile Occupational Medicine - Pre Emp Px	Paid by EFT # 5383		10/15/2024	11/05/2024	11/05/2024		11/22/2024	960.00
11869 - Agile Occupational Medicine PC	EM031183	Agile Occupational Medicine - Pre Emp Px	Paid by EFT # 5383		10/22/2024	11/06/2024	11/06/2024		11/22/2024	55.00
11869 - Agile Occupational Medicine PC	EM032118	Agile Occupational Medicine - Pre Emp Px	Paid by EFT # 5383		11/04/2024	11/15/2024	11/15/2024		11/22/2024	360.00
11869 - Agile Occupational Medicine PC	EM031339	Agile Occupational Medicine - Pre Emp Px	Paid by EFT # 5383		10/23/2024	11/15/2024	11/15/2024		11/22/2024	55.00
11869 - Agile Occupational Medicine PC	EM032315	Agile Occupational Medicine - Pre Emp Px	Paid by EFT # 5383		11/06/2024	11/15/2024	11/15/2024		11/22/2024	2,965.00
Account 6300.305 - Prof Svc HR - Citywide Recruit/Background Totals								Invoice Transactions	5	\$4,395.00
Account 6380.120 - Utilities Comm Mobile & Pager										
10603 - Verizon Wireless	9978378598	Monthly Verizon Bill-308174766	Paid by EFT # 5392		11/10/2024	11/20/2024	11/20/2024		11/22/2024	214.24
Account 6380.120 - Utilities Comm Mobile & Pager Totals								Invoice Transactions	1	\$214.24
Account 6400.565 - Material & Suppl Office Supplies										
10732 - Office Depot-General Account	391635849001	Office Depot	Paid by Check # 105795		10/18/2024	11/05/2024	11/05/2024		11/22/2024	414.37
10732 - Office Depot-General Account	391635841001	Office Depot	Paid by Check # 105795		10/18/2024	11/05/2024	11/05/2024		11/22/2024	54.18
10732 - Office Depot-General Account	391635837001	Office Depot	Paid by Check # 105795		10/18/2024	11/05/2024	11/05/2024		11/22/2024	82.04
10732 - Office Depot-General Account	391635834001	Office Depot	Paid by Check # 105795		10/18/2024	11/05/2024	11/05/2024		11/22/2024	405.66
Account 6400.565 - Material & Suppl Office Supplies Totals								Invoice Transactions	4	\$956.25
Sub-Division 00 - Non-Subdiv Totals								Invoice Transactions	10	\$5,565.49
Division 000 - Non-Div Totals								Invoice Transactions	10	\$5,565.49
Department 120 - City Mgr/HR/Risk Totals								Invoice Transactions	10	\$5,565.49
Department 130 - Finance										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6300.216 - Prof Svc Fin - Accounting Services										
10511 - Richard B. Standridge	24-23	Service 10/21-11/14/2024	Paid by EFT # 5390		11/15/2024	11/20/2024	11/20/2024		11/22/2024	2,232.50
Account 6300.216 - Prof Svc Fin - Accounting Services Totals								Invoice Transactions	1	\$2,232.50



Accounts Payable by G/L Distribution Report

Payment Date Range 11/22/24 - 11/22/24

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 130 - Finance										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6380.120 - Utilities Comm Mobile & Pager										
10603 - Verizon Wireless	9978378598	Monthly Verizon Bill-308174766	Paid by EFT # 5392		11/10/2024	11/20/2024	11/20/2024		11/22/2024	103.28
Account 6380.120 - Utilities Comm Mobile & Pager Totals							Invoice Transactions	1		\$103.28
Sub-Division 00 - Non-Subdiv Totals							Invoice Transactions	2		\$2,335.78
Division 000 - Non-Div Totals							Invoice Transactions	2		\$2,335.78
Department 130 - Finance Totals							Invoice Transactions	2		\$2,335.78
Department 150 - City Attorney										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6300.450 - Prof Svc Legal - City Attorney Other Svc										
10315 - Keyser Marston Associates	0039206	Professional Services - JOBY EIFD - October 2024	Paid by EFT # 5386		11/06/2024	11/08/2024	11/08/2024		11/22/2024	221.25
Account 6300.450 - Prof Svc Legal - City Attorney Other Svc Totals							Invoice Transactions	1		\$221.25
Sub-Division 00 - Non-Subdiv Totals							Invoice Transactions	1		\$221.25
Division 000 - Non-Div Totals							Invoice Transactions	1		\$221.25
Department 150 - City Attorney Totals							Invoice Transactions	1		\$221.25
Department 190 - Citywide Non-Dept										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6170.400 - Other Benefits State Unempl Insur										
10222 - Employment Development Department	L0712155856	EDD 3rd Quarter 2024	Paid by Check # 105781		10/30/2024	11/15/2024	11/15/2024		11/22/2024	4,500.00
Account 6170.400 - Other Benefits State Unempl Insur Totals							Invoice Transactions	1		\$4,500.00
Account 6380.150 - Utilities Comm Phone System										
10374 - Maynard Group Inc.	301652	Refurbished Avaya 1608I	Paid by EFT # 5388		10/30/2024	11/05/2024	11/05/2024		11/22/2024	292.49
10758 - AT & T CALNET3	000022590237	CALNET3-9391023436 (239-461-6578)	Paid by Check # 105769		11/13/2024	11/20/2024	11/20/2024		11/22/2024	64.10
10758 - AT & T CALNET3	000022599910	CALNET3-9391023491 (884-9654)	Paid by Check # 105769		11/15/2024	11/20/2024	11/20/2024		11/22/2024	91.65
10758 - AT & T CALNET3	000022599902	CALNET3-9391023482 (884-0985)	Paid by Check # 105769		11/15/2024	11/20/2024	11/20/2024		11/22/2024	30.65
10758 - AT & T CALNET3	000022599904	CALNET3-9391023485 (884-2573)	Paid by Check # 105769		11/15/2024	11/20/2024	11/20/2024		11/22/2024	31.78



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 190 - Citywide Non-Dept										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6380.150 - Utilities Comm Phone System										
10758 - AT & T CALNET3	000022599909	CALNET3-9391023490 (884-9568)	Paid by Check # 105769		11/15/2024	11/20/2024	11/20/2024		11/22/2024	58.19
Account 6380.150 - Utilities Comm Phone System Totals										Invoice Transactions 6
										\$568.86
Account 6380.300 - Utilities Gas & Electric										
10560 - Suburban Propane	1602-122284	Propane for Airport Fire Station, 3260 Imjin Road	Paid by Check # 105804		10/31/2024	11/15/2024	11/15/2024		11/22/2024	1,474.43
Account 6380.300 - Utilities Gas & Electric Totals										Invoice Transactions 1
										\$1,474.43
Account 6400.565 - Material & Suppl Office Supplies										
10732 - Office Depot-General Account	393885624001	Office Supplies	Paid by Check # 105795		11/11/2024	11/08/2024	11/08/2024		11/22/2024	63.47
10732 - Office Depot-General Account	393885638001	Supplies for Breakroom	Paid by Check # 105795		11/11/2024	11/08/2024	11/08/2024		11/22/2024	8.35
Account 6400.565 - Material & Suppl Office Supplies Totals										Invoice Transactions 2
										\$71.82
Account 6400.635 - Material & Suppl Postage Shipping										
10480 - Pitney Bowes	3106916155	Quarterly Lease Payment	Paid by Check # 105797		11/11/2024	11/08/2024	11/08/2024		11/22/2024	1,375.38
Account 6400.635 - Material & Suppl Postage Shipping Totals										Invoice Transactions 1
										\$1,375.38
Account 6600.010 - Other Charges Alarm										
10981 - Sentry Alarm Systems of America, Inc.	2266272	Alarm Monitoring - Sports Center - Dec 2024-Feb 2025	Paid by Check # 105801		11/15/2024	11/08/2024	11/08/2024		11/22/2024	285.00
Account 6600.010 - Other Charges Alarm Totals										Invoice Transactions 1
										\$285.00
Account 6600.090 - Other Charges Claims, Judgments, Damages										
10375 - MBASIA-Monterey Bay Area Self Insurance Authority	NOV 2024 190-1	MBASIA - Claim for Payment Q1 2024-2025	Paid by Check # 105788		10/24/2024	11/06/2024	11/06/2024		11/22/2024	6,412.07
Account 6600.090 - Other Charges Claims, Judgments, Damages Totals										Invoice Transactions 1
										\$6,412.07
Account 6600.452 - Other Charges Leased Copier										
11451 - Monterey Bay Office Products - US Bank	541812467	City Hall Copier Lease Payment - November 2024	Paid by Check # 105789		11/04/2024	11/08/2024	11/08/2024		11/22/2024	380.20
Account 6600.452 - Other Charges Leased Copier Totals										Invoice Transactions 1
										\$380.20
Account 6600.460 - Other Charges Legal Notices & Pub										
10270 - Monterey County Herald	0006855944	Public Hearing Notice - Dunes West Side Services CFD Formation	Paid by Check # 105791		10/03/2024	11/08/2024	11/08/2024		11/22/2024	846.35
Account 6600.460 - Other Charges Legal Notices & Pub Totals										Invoice Transactions 1
										\$846.35
Sub-Division 00 - Non-Subdiv Totals										Invoice Transactions 15
										\$15,914.11



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 190 - Citywide Non-Dept										
Division 000 - Non-Div Totals								Invoice Transactions	15	\$15,914.11
Department 190 - Citywide Non-Dept Totals								Invoice Transactions	15	\$15,914.11
Department 210 - Police										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6300.570 - Prof Svc Other										
10334 - Lexis Nexis Risk Solutions	1100045202	October 2024 Minimum Commitment	Paid by Check # 105786		10/31/2024	11/14/2024	11/14/2024		11/22/2024	150.00
11899 - Robert Half International, Inc	64314724	Temp Position - Admin Asst. - Desiree Matadamas	Paid by Check # 105799		11/15/2024	11/15/2024	11/15/2024		11/22/2024	1,668.45
Account 6300.570 - Prof Svc Other Totals								Invoice Transactions	2	\$1,818.45
Account 6360.050 - Maint & Repairs Building										
10239 - First Alarm	854663	Monitoring	Paid by EFT # 5385		11/15/2024	11/14/2024	11/14/2024		11/22/2024	210.99
Account 6360.050 - Maint & Repairs Building Totals								Invoice Transactions	1	\$210.99
Account 6360.570 - Maint & Repairs Other Svc Agr										
10592 - U.S. Bank Equipment Finance-USbancorp	541085122	Contract Pmt 10/20/24 - 11/20/24	Paid by Check # 105805		10/27/2024	11/14/2024	11/14/2024		11/22/2024	2,920.88
Account 6360.570 - Maint & Repairs Other Svc Agr Totals								Invoice Transactions	1	\$2,920.88
Account 6380.150 - Utilities Comm Phone System										
10053 - AT & T	Nov 2024 428 0	Acct # 24813472754280	Paid by Check # 105768		11/01/2024	11/14/2024	11/14/2024		11/22/2024	17.20
10374 - Maynard Group Inc.	301656	Ref Ticket #280928	Paid by EFT # 5388		11/06/2024	11/14/2024	11/14/2024		11/22/2024	240.00
Account 6380.150 - Utilities Comm Phone System Totals								Invoice Transactions	2	\$257.20
Account 6380.500 - Utilities Water & Sewer										
10349 - Marina Coast Water District	Oct 2024 56-091	Acct # 000056-091	Paid by Check # 105787		10/31/2024	11/14/2024	11/14/2024		11/22/2024	143.71
Account 6380.500 - Utilities Water & Sewer Totals								Invoice Transactions	1	\$143.71
Account 6400.020 - Material & Suppl Ammunition										
11322 - Dooley Enterprises, Inc.	68977	Ammunition	Paid by Check # 105779		10/25/2024	11/14/2024	11/14/2024		11/22/2024	4,774.35
Account 6400.020 - Material & Suppl Ammunition Totals								Invoice Transactions	1	\$4,774.35
Account 6400.565 - Material & Suppl Office Supplies										
10498 - Quill Corporation	41347322	Office Supplies	Paid by Check # 105798		10/31/2024	11/14/2024	11/14/2024		11/22/2024	79.25
10498 - Quill Corporation	41336267	Office Supplies	Paid by Check # 105798		10/31/2024	11/14/2024	11/14/2024		11/22/2024	23.65
10498 - Quill Corporation	41340050	Office Supplies	Paid by Check # 105798		10/31/2024	11/14/2024	11/14/2024		11/22/2024	12.55
Account 6400.565 - Material & Suppl Office Supplies Totals								Invoice Transactions	3	\$115.45



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 210 - Police										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6400.720 - Material & Suppl Safety Equip										
10349 - Marina Coast Water District	089986	Hard Hat	Paid by Check # 105787		11/19/2024	11/18/2024	11/18/2024		11/22/2024	10.91
Account 6400.720 - Material & Suppl Safety Equip Totals							Invoice Transactions 1			\$10.91
Account 6400.800 - Material & Suppl Uniform										
10309 - Salinas Valley Pro Squad	0228970	Uniform - Matadamas	Paid by Check # 105800		10/17/2024	11/14/2024	11/14/2024		11/22/2024	297.12
Account 6400.800 - Material & Suppl Uniform Totals							Invoice Transactions 1			\$297.12
Account 6600.485 - Other Charges Medical Svc - Investigations										
10008 - Monterey County Department of Health - EHB	MRN-PD 24-10	Case # MARPD 24-1873; MARPD 24-1855	Paid by Check # 105790		11/06/2024	11/14/2024	11/14/2024		11/22/2024	4,104.00
10008 - Monterey County Department of Health - EHB	MRN-PD 24-9	Case # MARPD 24-1584; MARPD 24-1665	Paid by Check # 105790		11/06/2024	11/14/2024	11/14/2024		11/22/2024	4,104.00
Account 6600.485 - Other Charges Medical Svc - Investigations Totals							Invoice Transactions 2			\$8,208.00
Sub-Division 00 - Non-Subdiv Totals							Invoice Transactions 15			\$18,757.06
Division 000 - Non-Div Totals							Invoice Transactions 15			\$18,757.06
Department 210 - Police Totals							Invoice Transactions 15			\$18,757.06
Department 250 - Fire										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6300.570 - Prof Svc Other										
10841 - Carmel Fire Protection Associates - Art Black	124519	Plan review & inspection at 592 Santa Ynez Way, Lot 796	Paid by Check # 105774		11/05/2024	11/14/2024	11/14/2024		11/22/2024	230.00
10841 - Carmel Fire Protection Associates - Art Black	124520	Plan review & inspection at 3045 El Capitan Drive, Lot 875	Paid by Check # 105774		11/05/2024	11/14/2024	11/14/2024		11/22/2024	230.00
10841 - Carmel Fire Protection Associates - Art Black	124521	Plan review & inspection at 1043 El Capitan Drive, Lot 876	Paid by Check # 105774		11/05/2024	11/14/2024	11/14/2024		11/22/2024	230.00
10841 - Carmel Fire Protection Associates - Art Black	124522	Plan review & inspection at 1040 El Capitan Drive, Lot 889	Paid by Check # 105774		11/05/2024	11/14/2024	11/14/2024		11/22/2024	230.00
10841 - Carmel Fire Protection Associates - Art Black	124523	Plan review & inspection at 3042 Arroyo Drive, Lot 890	Paid by Check # 105774		11/05/2024	11/14/2024	11/14/2024		11/22/2024	230.00
10841 - Carmel Fire Protection Associates - Art Black	124524	Plan review & inspection at 3067 Arroyo Drive	Paid by Check # 105774		11/05/2024	11/14/2024	11/14/2024		11/22/2024	230.00



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 250 - Fire										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6300.570 - Prof Svc Other										
10171 - CSG Consultants	58860	Fire Inspections by CSG: Eric Rodewald	Paid by EFT # 5384		11/08/2024	11/15/2024	11/15/2024		11/22/2024	760.00
Account 6300.570 - Prof Svc Other Totals										Invoice Transactions 7
										\$2,140.00
Account 6400.100 - Material & Suppl CSA 74 Funded										
10029 - MONTEREY SANITARY SUPPLY,INC./ALTIVUS MEDICAL	21277	Tri-Annual Medical Waste Service at Station 2 - 3260 Imjin Road	Paid by Check # 105793		11/13/2024	11/18/2024	11/18/2024		11/22/2024	106.00
10029 - MONTEREY SANITARY SUPPLY,INC./ALTIVUS MEDICAL	21276	Tri-Annual Medical Waste Service at 208 Palm	Paid by Check # 105793		11/13/2024	11/18/2024	11/18/2024		11/22/2024	106.00
10029 - MONTEREY SANITARY SUPPLY,INC./ALTIVUS MEDICAL	21278	3 Gallon Sharp Container, Kendall	Paid by Check # 105793		11/13/2024	11/18/2024	11/18/2024		11/22/2024	15.21
Account 6400.100 - Material & Suppl CSA 74 Funded Totals										Invoice Transactions 3
										\$227.21
Account 6400.565 - Material & Suppl Office Supplies										
10586 - United Parcel Service	000046E4E454	Shipping to Hollister (radio equip for Sweeney truck build)	Paid by Check # 105806		11/09/2024	11/14/2024	11/14/2024		11/22/2024	60.75
Account 6400.565 - Material & Suppl Office Supplies Totals										Invoice Transactions 1
										\$60.75
Account 6400.800 - Material & Suppl Uniform										
10323 - L.N. Curtis & Sons	INV886873	Uniform for A. Thomas - long sleeve navy shirt	Paid by EFT # 5387		11/15/2024	11/18/2024	11/18/2024		11/22/2024	161.58
Account 6400.800 - Material & Suppl Uniform Totals										Invoice Transactions 1
										\$161.58
Account 6500.700 - Training & Travel Training & Travel										
10431 - MPC Fire Training	10-23-24	Driver Operator Training for FF Frank Isola & Kevin Seaver	Paid by Check # 105808		10/23/2024	11/18/2024	11/18/2024		11/22/2024	436.00
Account 6500.700 - Training & Travel Training & Travel Totals										Invoice Transactions 1
										\$436.00
Sub-Division 00 - Non-Subdiv Totals										Invoice Transactions 13
										\$3,025.54
Division 000 - Non-Div Totals										Invoice Transactions 13
										\$3,025.54
Department 250 - Fire Totals										Invoice Transactions 13
										\$3,025.54
Department 310 - Public Works										
Division 311 - Buildings & Grounds										
Sub-Division 00 - Non-Subdiv										
Account 6360.065 - Maint & Repairs Bdg NonFlagship										
10728 - Ace Hardware-Public Works	089836	Vince DiMaggio Park	Paid by Check # 105767		11/01/2024	11/05/2024	11/05/2024		11/22/2024	66.27



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 310 - Public Works										
Division 311 - Buildings & Grounds										
Sub-Division 00 - Non-Subdiv										
Account 6360.065 - Maint & Repairs Bdg NonFlagship										
10175 - Curtis J Simmons/Cornwell Tools - Curt Simmons	43761	Lift Inspection/Svc Call	Paid by Check # 105775		11/07/2024	11/18/2024	11/18/2024		11/22/2024	500.00
10181 - Dave's Repair Service	37683	Monthly Site Inspections	Paid by Check # 105776		11/08/2024	11/18/2024	11/18/2024		11/22/2024	95.00
10237 - Ferguson Enterprise , Inc. # 1423	5540928	Supplies	Paid by Check # 105782		10/31/2024	11/07/2024	11/07/2024		11/22/2024	301.83
10237 - Ferguson Enterprise , Inc. # 1423	5541120	PW Supplies	Paid by Check # 105782		10/31/2024	11/07/2024	11/07/2024		11/22/2024	257.72
10250 - Gavilan Pest Control	0166103	2660 5th Ave	Paid by Check # 105783		11/08/2024	11/13/2024	11/13/2024		11/22/2024	105.00
Account 6360.065 - Maint & Repairs Bdg NonFlagship Totals							Invoice Transactions 6			\$1,325.82
Account 6360.070 - Maint & Repairs Bdg Public Safety										
10250 - Gavilan Pest Control	0166291	3260 Imjin Rd	Paid by Check # 105783		11/07/2024	11/13/2024	11/13/2024		11/22/2024	90.00
Account 6360.070 - Maint & Repairs Bdg Public Safety Totals							Invoice Transactions 1			\$90.00
Account 6360.440 - Maint & Repairs Landscape General										
10090 - California Department of Forestry and Fire Pr.	0000001608215	Gabilan Camp	Paid by Check # 105772		11/05/2024	11/07/2024	11/07/2024		11/22/2024	1,815.52
Account 6360.440 - Maint & Repairs Landscape General Totals							Invoice Transactions 1			\$1,815.52
Account 6360.690 - Maint & Repairs Supplies										
10403 - NAPA Auto Parts - former Monterey Auto Supply	092912	Oil Filter	Paid by Check # 105794		11/04/2024	11/05/2024	11/05/2024		11/22/2024	13.11
Account 6360.690 - Maint & Repairs Supplies Totals							Invoice Transactions 1			\$13.11
Account 6380.500 - Utilities Water & Sewer										
10349 - Marina Coast Water District	Oct 2024 56-099	9th Street West of 2nd Ave	Paid by Check # 105787		10/31/2024	11/05/2024	11/05/2024		11/22/2024	223.14
10349 - Marina Coast Water District	Oct 2024 56-107	9th Street Irrigation	Paid by Check # 105787		10/31/2024	11/18/2024	11/18/2024		11/22/2024	59.51
10349 - Marina Coast Water District	Oct 2024 56-100	9th Street Irrigation	Paid by Check # 105787		10/31/2024	11/18/2024	11/18/2024		11/22/2024	668.44
10349 - Marina Coast Water District	Oct 2024 56-105	Parcels L&M Hydrant Meter 2660 5th Ave	Paid by Check # 105787		10/31/2024	11/18/2024	11/18/2024		11/22/2024	123.00
10349 - Marina Coast Water District	Oct 2024 56-103	2840 5th Ave	Paid by Check # 105787		10/31/2024	11/18/2024	11/18/2024		11/22/2024	139.81
10349 - Marina Coast Water District	Oct 2024 56-102	9th St & 4th St	Paid by Check # 105787		10/31/2024	11/18/2024	11/18/2024		11/22/2024	144.31
Account 6380.500 - Utilities Water & Sewer Totals							Invoice Transactions 6			\$1,358.21
Account 6400.155 - Material & Suppl Dump Fees										
10427 - Monterey Regional Waste Management District	4187674	Streets Homeless Encampment	Paid by Check # 105792		10/23/2024	11/05/2024	11/05/2024		11/22/2024	26.95



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 310 - Public Works										
Division 311 - Buildings & Grounds										
Sub-Division 00 - Non-Subdiv										
Account 6400.155 - Material & Suppl Dump Fees										
10427 - Monterey Regional Waste Management District	4187578	Streets Homeless Encampment	Paid by Check # 105792		10/23/2024	11/05/2024	11/05/2024		11/22/2024	116.27
10427 - Monterey Regional Waste Management District	4193397	Perc Ponds	Paid by Check # 105792		10/31/2024	11/05/2024	11/05/2024		11/22/2024	101.64
Account 6400.155 - Material & Suppl Dump Fees Totals							Invoice Transactions 3			\$244.86
Account 6400.800 - Material & Suppl Uniform										
10043 - VESTIS GROUP, INC./((f/k/a ARAMARK UNIFORM & C	5110579398	PW Uniforms	Paid by Check # 105807		11/08/2024	11/07/2024	11/07/2024		11/22/2024	227.55
Account 6400.800 - Material & Suppl Uniform Totals							Invoice Transactions 1			\$227.55
Sub-Division 00 - Non-Subdiv Totals							Invoice Transactions 19			\$5,075.07
Division 311 - Buildings & Grounds Totals							Invoice Transactions 19			\$5,075.07
Division 313 - Vehicle Maint										
Sub-Division 00 - Non-Subdiv										
Account 6360.850 - Maint & Repairs Vehicle										
12030 - Doosan Bobcat North America, Inc.	W01665	PW Supplies	Paid by Check # 105780		10/31/2024	11/07/2024	11/07/2024		11/22/2024	362.50
11681 - South Coast Emergency Vehicle Service	INV-1181-ADD	Additional Services for 1998 Spartan Advantage	Paid by EFT # 5391		09/18/2024	11/05/2024	11/05/2024		11/22/2024	1,393.32
Account 6360.850 - Maint & Repairs Vehicle Totals							Invoice Transactions 2			\$1,755.82
Sub-Division 00 - Non-Subdiv Totals							Invoice Transactions 2			\$1,755.82
Division 313 - Vehicle Maint Totals							Invoice Transactions 2			\$1,755.82
Department 310 - Public Works Totals							Invoice Transactions 21			\$6,830.89
Department 410 - Planning										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6380.120 - Utilities Comm Mobile & Pager										
10603 - Verizon Wireless	9978378598	Monthly Verizon Bill-308174766	Paid by EFT # 5392		11/10/2024	11/20/2024	11/20/2024		11/22/2024	103.33
Account 6380.120 - Utilities Comm Mobile & Pager Totals							Invoice Transactions 1			\$103.33
Sub-Division 00 - Non-Subdiv Totals							Invoice Transactions 1			\$103.33
Division 000 - Non-Div Totals							Invoice Transactions 1			\$103.33
Department 410 - Planning Totals							Invoice Transactions 1			\$103.33



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 420 - Engineering										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6300.175 - Prof Svc Eng Svc- Rev Funded Plan Check										
10171 - CSG Consultants	58750	Dunes Phase 2 North Inspections	Paid by EFT # 5384		11/06/2024	11/07/2024	11/07/2024		11/22/2024	2,793.00
10171 - CSG Consultants	58758	Sea Haven Inspection Phase 3B	Paid by EFT # 5384		11/06/2024	11/13/2024	11/13/2024		11/22/2024	7,695.00
10171 - CSG Consultants	58759	Sea Haven Inspections Phase 4	Paid by EFT # 5384		11/06/2024	11/13/2024	11/13/2024		11/22/2024	8,721.00
Account 6300.175 - Prof Svc Eng Svc- Rev Funded Plan Check Totals							Invoice Transactions 3			\$19,209.00
Account 6300.180 - Prof Svc Eng Svc- Rev Funded Inspection										
10171 - CSG Consultants	58769	Permits/Development	Paid by EFT # 5384		11/06/2024	11/13/2024	11/13/2024		11/22/2024	17,234.00
10171 - CSG Consultants	58775	PWD Services	Paid by EFT # 5384		11/06/2024	11/13/2024	11/13/2024		11/22/2024	28,055.00
Account 6300.180 - Prof Svc Eng Svc- Rev Funded Inspection Totals							Invoice Transactions 2			\$45,289.00
Account 6300.185 - Prof Svc Engineering Svs-Staff Augment										
10171 - CSG Consultants	58770	Staff Augmentation	Paid by EFT # 5384		11/06/2024	11/13/2024	11/13/2024		11/22/2024	5,472.00
Account 6300.185 - Prof Svc Engineering Svs-Staff Augment Totals							Invoice Transactions 1			\$5,472.00
Account 6300.190 - Prof Svc Engineering Svc Interagency										
10171 - CSG Consultants	58771	RWQCB	Paid by EFT # 5384		11/06/2024	11/13/2024	11/13/2024		11/22/2024	1,596.00
10171 - CSG Consultants	58772	MCWD	Paid by EFT # 5384		11/06/2024	11/13/2024	11/13/2024		11/22/2024	228.00
10171 - CSG Consultants	58773	TAMC	Paid by EFT # 5384		11/06/2024	11/13/2024	11/13/2024		11/22/2024	912.00
10171 - CSG Consultants	58774	FORA	Paid by EFT # 5384		11/06/2024	11/13/2024	11/13/2024		11/22/2024	684.00
Account 6300.190 - Prof Svc Engineering Svc Interagency Totals							Invoice Transactions 4			\$3,420.00
Account 6330.200 - Fee Agr Costs - Engineering										
10171 - CSG Consultants	58744	BMR Site 2 Backbone Inspections	Paid by EFT # 5384		11/06/2024	11/07/2024	11/07/2024		11/22/2024	342.00
10171 - CSG Consultants	58745	Dunes Hilltop Park Inspection	Paid by EFT # 5384		11/06/2024	11/07/2024	11/07/2024		11/22/2024	2,166.00
10171 - CSG Consultants	58746	Dunes Op Site 1A	Paid by EFT # 5384		11/06/2024	11/07/2024	11/07/2024		11/22/2024	228.00
10171 - CSG Consultants	58747	Dunes Phase 1B Promenade	Paid by EFT # 5384		11/06/2024	11/07/2024	11/07/2024		11/22/2024	1,254.00
10171 - CSG Consultants	58748	Dunes Phase 2 West	Paid by EFT # 5384		11/06/2024	11/07/2024	11/07/2024		11/22/2024	3,648.00
10171 - CSG Consultants	58749	Dunes Phase 2 East Inspections	Paid by EFT # 5384		11/06/2024	11/07/2024	11/07/2024		11/22/2024	2,394.00



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Payment Date Range 11/22/24 - 11/22/24

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 420 - Engineering										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6330.200 - Fee Agr Costs - Engineering										
10171 - CSG Consultants	58751	Dunes Phase 2 West Inspections	Paid by EFT # 5384		11/06/2024	11/13/2024	11/13/2024		11/22/2024	5,472.00
10171 - CSG Consultants	58752	Dunes Phase 3 North	Paid by EFT # 5384		11/06/2024	11/13/2024	11/13/2024		11/22/2024	7,026.50
10171 - CSG Consultants	58753	Dunes Promenade 1B Inspections	Paid by EFT # 5384		11/06/2024	11/13/2024	11/13/2024		11/22/2024	3,078.00
10171 - CSG Consultants	58754	Grocery @ Promenade	Paid by EFT # 5384		11/06/2024	11/13/2024	11/13/2024		11/22/2024	1,026.00
10171 - CSG Consultants	58755	L-1 Lightfighter Village (229 Hayes)	Paid by EFT # 5384		11/06/2024	11/13/2024	11/13/2024		11/22/2024	684.00
10171 - CSG Consultants	58757	Marina Station Inspections Phase 1 and 2	Paid by EFT # 5384		11/06/2024	11/13/2024	11/13/2024		11/22/2024	7,267.50
10171 - CSG Consultants	58761	Seacrest Apartments - 3108 Seacrest Ave	Paid by EFT # 5384		11/06/2024	11/13/2024	11/13/2024		11/22/2024	1,197.00
10171 - CSG Consultants	58762	USA Properties BMR Site 2	Paid by EFT # 5384		11/06/2024	11/13/2024	11/13/2024		11/22/2024	342.00
10171 - CSG Consultants	58763	Via Del Mar Subdivision (3320 Abdy Way)	Paid by EFT # 5384		11/06/2024	11/13/2024	11/13/2024		11/22/2024	2,650.50
Account 6330.200 - Fee Agr Costs - Engineering Totals							Invoice Transactions	15		\$38,775.50
Sub-Division 00 - Non-Subdiv Totals							Invoice Transactions	25		\$112,165.50
Division 000 - Non-Div Totals							Invoice Transactions	25		\$112,165.50
Department 420 - Engineering Totals							Invoice Transactions	25		\$112,165.50
Department 430 - Building Inspection										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6300.070 - Prof Svc Building Plan Check & Inspection										
10171 - CSG Consultants	58760	Sea Haven Phase 4 Map/Plan Review	Paid by EFT # 5384		11/06/2024	11/13/2024	11/13/2024		11/22/2024	228.00
Account 6300.070 - Prof Svc Building Plan Check & Inspection Totals							Invoice Transactions	1		\$228.00
Sub-Division 00 - Non-Subdiv Totals							Invoice Transactions	1		\$228.00
Division 000 - Non-Div Totals							Invoice Transactions	1		\$228.00
Department 430 - Building Inspection Totals							Invoice Transactions	1		\$228.00



Accounts Payable by G/L Distribution Report

Payment Date Range 11/22/24 - 11/22/24

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 510 - Recreation & Culture										
Division 100 - Admin										
Sub-Division 00 - Non-Subdiv										
Account 6380.150 - Utilities Comm Phone System										
10053 - AT & T	Nov 2024 520 5	AT&T 831-582-9957 520 5	Paid by Check # 105768		11/13/2024	11/20/2024	11/20/2024		11/22/2024	391.44
Account 6380.150 - Utilities Comm Phone System Totals							Invoice Transactions 1			\$391.44
Sub-Division 00 - Non-Subdiv Totals							Invoice Transactions 1			\$391.44
Division 100 - Admin Totals							Invoice Transactions 1			\$391.44
Department 510 - Recreation & Culture Totals							Invoice Transactions 1			\$391.44
Fund 100 - General Fund Totals							Invoice Transactions 105			\$165,538.39



Accounts Payable by G/L Distribution Report

Payment Date Range 11/22/24 - 11/22/24

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 130 - Library Maintenance										
Department 000 - Non-Dept										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6360.060 - Maint & Repairs Bdg Library										
10187 - Della Mora Heating, Inc.	16315	Marina Library	Paid by Check # 105777		11/14/2024	11/18/2024	11/18/2024		11/22/2024	220.00
Account 6360.060 - Maint & Repairs Bdg Library Totals							Invoice Transactions 1			\$220.00
Sub-Division 00 - Non-Subdiv Totals							Invoice Transactions 1			\$220.00
Division 000 - Non-Div Totals							Invoice Transactions 1			\$220.00
Department 000 - Non-Dept Totals							Invoice Transactions 1			\$220.00
Fund 130 - Library Maintenance Totals							Invoice Transactions 1			\$220.00



Accounts Payable by G/L Distribution Report

Payment Date Range 11/22/24 - 11/22/24

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 220 - Gas Tax										
Department 000 - Non-Dept										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6360.780 - Maint & Repairs Traffic Signals										
11248 - Bear Electrical Solutions, Inc.	24767	Traffic Signal Maintenance Response	Paid by Check # 105770		10/30/2024	11/18/2024	11/18/2024		11/22/2024	2,055.00
Account 6360.780 - Maint & Repairs Traffic Signals Totals										Invoice Transactions 1
										\$2,055.00
Account 6380.300 - Utilities Gas & Electric										
10463 - Pacific Gas & Electric	Nov 2024 080-09	5th Ave Bldg 1A-136	Paid by Check # 105796		11/06/2024	11/18/2024	11/18/2024		11/22/2024	23.82
10463 - Pacific Gas & Electric	Nov 2024 851-0	PG&E - 3440977851-0	Paid by Check # 105796		11/13/2024	11/20/2024	11/20/2024		11/22/2024	222.73
10463 - Pacific Gas & Electric	Nov 2024 535-3	PG&E - 6161832535-3	Paid by Check # 105796		11/10/2024	11/20/2024	11/20/2024		11/22/2024	352.89
10463 - Pacific Gas & Electric	Nov 2024 827-8	PG&E - 0423929827-8	Paid by Check # 105796		11/10/2024	11/20/2024	11/20/2024		11/22/2024	190.78
Account 6380.300 - Utilities Gas & Electric Totals										Invoice Transactions 4
										\$790.22
Account 6380.500 - Utilities Water & Sewer										
10349 - Marina Coast Water District	Oct 2024 56-036	2nd Ave/Divarty & Intergarrison	Paid by Check # 105787		10/31/2024	11/05/2024	11/05/2024		11/22/2024	223.14
10349 - Marina Coast Water District	Oct 2024 56-037	2nd Ave	Paid by Check # 105787		10/31/2024	11/05/2024	11/05/2024		11/22/2024	223.14
10349 - Marina Coast Water District	Oct 2024 56-049	Imjin Rd (Irrigation/Backflow Accts)	Paid by Check # 105787		10/31/2024	11/05/2024	11/05/2024		11/22/2024	223.14
10349 - Marina Coast Water District	Oct 2024 56-095	2nd Ave	Paid by Check # 105787		10/31/2024	11/05/2024	11/05/2024		11/22/2024	223.14
10349 - Marina Coast Water District	Nov 2024 56-027	Calif Ave at Reindollar	Paid by Check # 105787		11/15/2024	11/18/2024	11/18/2024		11/22/2024	65.06
Account 6380.500 - Utilities Water & Sewer Totals										Invoice Transactions 5
										\$957.62
Account 6400.740 - Material & Suppl Special Dept Suppl										
10108 - Capitol Barricade, Inc.	172216	No Stopping Anytime	Paid by Check # 105773		11/14/2024	11/13/2024	11/13/2024		11/22/2024	1,429.60
10108 - Capitol Barricade, Inc.	172217	Round Post Cap Flat Blade	Paid by Check # 105773		11/14/2024	11/13/2024	11/13/2024		11/22/2024	932.51
10108 - Capitol Barricade, Inc.	172219	Stop Signs	Paid by Check # 105773		11/14/2024	11/13/2024	11/13/2024		11/22/2024	793.22
10540 - Sierra Springs & Alhambra	14225799 111324	209 Cypress Ave	Paid by Check # 105802		11/13/2024	11/13/2024	11/13/2024		11/22/2024	103.40
Account 6400.740 - Material & Suppl Special Dept Suppl Totals										Invoice Transactions 4
										\$3,258.73
Account 6400.780 - Material & Suppl Traffic Signal										
11515 - Nor Cal Signal Supply - Ellen Lynnette Poole	1305-1	Yellow Arrow LED	Paid by EFT # 5389		09/24/2024	11/07/2024	11/07/2024		11/22/2024	205.39



Accounts Payable by G/L Distribution Report

Payment Date Range 11/22/24 - 11/22/24

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 220 - Gas Tax										
Department 000 - Non-Dept										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6400.780 - Material & Suppl Traffic Signal										
11515 - Nor Cal Signal Supply - Ellen Lynnette Poole	1309-1	Batteries	Paid by EFT # 5389		11/06/2024	11/07/2024	11/07/2024		11/22/2024	1,968.38
Account 6400.780 - Material & Suppl Traffic Signal Totals										Invoice Transactions 2
										\$2,173.77
Account 6400.800 - Material & Suppl Uniform										
10043 - VESTIS GROUP, INC./f/k/a ARAMARK UNIFORM & C	5110579399	PW Shop Supplies	Paid by Check # 105807		11/08/2024	11/07/2024	11/07/2024		11/22/2024	73.51
Account 6400.800 - Material & Suppl Uniform Totals										Invoice Transactions 1
										\$73.51
Sub-Division 00 - Non-Subdiv Totals										Invoice Transactions 17
										\$9,308.85
Division 000 - Non-Div Totals										Invoice Transactions 17
										\$9,308.85
Department 000 - Non-Dept Totals										Invoice Transactions 17
										\$9,308.85
Fund 220 - Gas Tax Totals										Invoice Transactions 17
										\$9,308.85



Accounts Payable by G/L Distribution Report

Payment Date Range 11/22/24 - 11/22/24

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 223 - FORA Dissolution										
Department 223 - Habitat Management										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6375.015 - JCFA Habitat Mgt Planning & Design										
10189 - Denise Duffy & Associates	9479	Ramco Restoration Plan	Paid by Check		10/24/2024	11/05/2024	11/05/2024		11/22/2024	1,275.00
				# 105778						
Account 6375.015 - JCFA Habitat Mgt Planning & Design Totals							Invoice Transactions	1		\$1,275.00
Sub-Division 00 - Non-Subdiv Totals							Invoice Transactions	1		\$1,275.00
Division 000 - Non-Div Totals							Invoice Transactions	1		\$1,275.00
Department 223 - Habitat Management Totals							Invoice Transactions	1		\$1,275.00
Fund 223 - FORA Dissolution Totals							Invoice Transactions	1		\$1,275.00



Accounts Payable by G/L Distribution Report

Payment Date Range 11/22/24 - 11/22/24

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 235 - Cypress Cove II AD										
Department 000 - Non-Dept										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6300.180 - Prof Svc Eng Svc- Rev Funded Inspection										
10171 - CSG Consultants	58764	Cypress Cove II	Paid by EFT # 5384		11/06/2024	11/13/2024	11/13/2024		11/22/2024	912.00
Account 6300.180 - Prof Svc Eng Svc- Rev Funded Inspection Totals							Invoice Transactions	1		\$912.00
Sub-Division 00 - Non-Subdiv Totals							Invoice Transactions	1		\$912.00
Division 000 - Non-Div Totals							Invoice Transactions	1		\$912.00
Department 000 - Non-Dept Totals							Invoice Transactions	1		\$912.00
Fund 235 - Cypress Cove II AD Totals							Invoice Transactions	1		\$912.00



Accounts Payable by G/L Distribution Report

Payment Date Range 11/22/24 - 11/22/24

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 252 - CFD - Dunes No. 2015-1										
Department 000 - Non-Dept										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6300.180 - Prof Svc Eng Svc- Rev Funded Inspection										
10171 - CSG Consultants	58765	Locke Paddon CFD	Paid by EFT # 5384		11/06/2024	11/13/2024	11/13/2024		11/22/2024	171.00
Account 6300.180 - Prof Svc Eng Svc- Rev Funded Inspection Totals							Invoice Transactions	1		<u>\$171.00</u>
Sub-Division 00 - Non-Subdiv Totals							Invoice Transactions	1		<u>\$171.00</u>
Division 000 - Non-Div Totals							Invoice Transactions	1		<u>\$171.00</u>
Department 000 - Non-Dept Totals							Invoice Transactions	1		<u>\$171.00</u>
Fund 252 - CFD - Dunes No. 2015-1 Totals							Invoice Transactions	1		<u>\$171.00</u>



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Payment Date Range 11/22/24 - 11/22/24

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 255 - Housing Assistance Fund										
Department 000 - Non-Dept										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6600.400 - Other Charges - Fees										
10463 - Pacific Gas & Electric	Nov 2024 340-8	PG&E - 8376495340-8	Paid by Check # 105796		11/10/2024	11/20/2024	11/20/2024		11/22/2024	1.10
Account 6600.400 - Other Charges - Fees Totals							Invoice Transactions 1			\$1.10
Sub-Division 00 - Non-Subdiv Totals							Invoice Transactions 1			\$1.10
Division 000 - Non-Div Totals							Invoice Transactions 1			\$1.10
Department 000 - Non-Dept Totals							Invoice Transactions 1			\$1.10
Fund 255 - Housing Assistance Fund Totals							Invoice Transactions 1			\$1.10



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 422 - Capital Projects - Measure X										
Department 000 - Non-Dept										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6300.570 - Prof Svc Other										
10171 - CSG Consultants	58766	Annual Street Resurfacing	Paid by EFT # 5384		11/06/2024	11/13/2024	11/13/2024		11/22/2024	7,068.00
Account 6300.570 - Prof Svc Other Totals							Invoice Transactions	1		\$7,068.00
Sub-Division 00 - Non-Subdiv Totals							Invoice Transactions	1		\$7,068.00
Division 000 - Non-Div Totals							Invoice Transactions	1		\$7,068.00
Department 000 - Non-Dept Totals							Invoice Transactions	1		\$7,068.00
Fund 422 - Capital Projects - Measure X Totals							Invoice Transactions	1		\$7,068.00



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Payment Date Range 11/22/24 - 11/22/24

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 462 - City Capital Projects										
Department 000 - Non-Dept										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6300.570 - Prof Svc Other										
10316 - Kimley-Horn & Associates	65165	Imjin Parkway Widening	Paid by Check # 105785		11/11/2024	11/13/2024	11/13/2024		11/22/2024	77,375.74
10316 - Kimley-Horn & Associates	28684500	Imjin Parkway PS&E	Paid by Check # 105785		06/30/2024	11/13/2024	11/13/2024		11/22/2024	14,650.50
11776 - Bianca E. Koenig - BEK Collective	030-004-001-add	Additional for Preston Park	Paid by Check # 105771		07/08/2024	11/13/2024	11/13/2024		11/22/2024	174.20
10171 - CSG Consultants	58767	Carmel Ave Storm Drain Improvements	Paid by EFT # 5384		11/06/2024	11/13/2024	11/13/2024		11/22/2024	2,907.00
10171 - CSG Consultants	58768	Imjin Parkway Widening	Paid by EFT # 5384		11/06/2024	11/13/2024	11/13/2024		11/22/2024	3,306.00
10171 - CSG Consultants	58776	Marina Carmel Ave Drainage Improvements	Paid by EFT # 5384		11/06/2024	11/13/2024	11/13/2024		11/22/2024	1,000.00
Account 6300.570 - Prof Svc Other Totals							Invoice Transactions	6		\$99,413.44
Sub-Division 00 - Non-Subdiv Totals							Invoice Transactions	6		\$99,413.44
Division 000 - Non-Div Totals							Invoice Transactions	6		\$99,413.44
Department 000 - Non-Dept Totals							Invoice Transactions	6		\$99,413.44
Fund 462 - City Capital Projects Totals							Invoice Transactions	6		\$99,413.44



Accounts Payable by G/L Distribution Report

Payment Date Range 11/22/24 - 11/22/24

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 555 - Marina Airport										
Department 000 - Non-Dept										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6360.566 - Maint & Repairs Other Equipment										
10264 - Green Rubber-Kennedy AG	S-790535	781 Neeson Rd	Paid by Check # 105784		10/31/2024	11/13/2024	11/13/2024		11/22/2024	616.38
10264 - Green Rubber-Kennedy AG	S-790420-add	Revised invoice	Paid by Check # 105784		10/31/2024	11/18/2024	11/18/2024		11/22/2024	142.01
Account 6360.566 - Maint & Repairs Other Equipment Totals									Invoice Transactions 2	<u>\$758.39</u>
Account 6380.120 - Utilities Comm Mobile & Pager										
10603 - Verizon Wireless	9978378598	Monthly Verizon Bill- 308174766	Paid by EFT # 5392		11/10/2024	11/20/2024	11/20/2024		11/22/2024	51.64
Account 6380.120 - Utilities Comm Mobile & Pager Totals									Invoice Transactions 1	<u>\$51.64</u>
Account 6380.300 - Utilities Gas & Electric										
10463 - Pacific Gas & Electric	Nov 2024 103-6	3200 Imjin Rd Bldg 507 (8030427103-6)	Paid by Check # 105796		11/06/2024	11/25/2024	11/13/2024		11/22/2024	6,057.89
10463 - Pacific Gas & Electric	Nov 2024 451-7	3271 Imjin Rd (8600650451-7)	Paid by Check # 105796		11/06/2024	11/25/2024	11/13/2024		11/22/2024	397.76
10463 - Pacific Gas & Electric	Nov 2024 347-0	3263 Imji Rd Bldg 519 (6258961347-0)	Paid by Check # 105796		11/06/2024	11/25/2024	11/13/2024		11/22/2024	848.73
10463 - Pacific Gas & Electric	Nov 2024 288-5	781 Neeson Rd Bldg 520 (7175660288-5)	Paid by Check # 105796		11/07/2024	11/25/2024	11/13/2024		11/22/2024	288.28
10463 - Pacific Gas & Electric	Nov 2024 767-2	751 Neeson Rd Bldg 526 (2652040767-2)	Paid by Check # 105796		11/07/2024	11/25/2024	11/13/2024		11/22/2024	99.75
10463 - Pacific Gas & Electric	Nov 2024 608-2	3260 Imjin Ave Bldg 514 (7383993608-2)	Paid by Check # 105796		11/07/2024	11/25/2024	11/13/2024		11/22/2024	1,230.73
Account 6380.300 - Utilities Gas & Electric Totals									Invoice Transactions 6	<u>\$8,923.14</u>
Sub-Division 00 - Non-Subdiv Totals									Invoice Transactions 9	<u>\$9,733.17</u>
Division 000 - Non-Div Totals									Invoice Transactions 9	<u>\$9,733.17</u>
Department 000 - Non-Dept Totals									Invoice Transactions 9	<u>\$9,733.17</u>
Fund 555 - Marina Airport Totals									Invoice Transactions 9	<u>\$9,733.17</u>
Grand Totals									Invoice Transactions 143	<u>\$293,640.95</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 120 - City Mgr/HR/Risk										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6300.465 - Prof Svc Legal - Special Counsel										
11505 - Shartsis Friese LLP	5499708	Professional Services - MPWSP - October 2024	Paid by Check # 105829		11/22/2024	11/25/2024	11/25/2024		11/29/2024	87,837.92
11425 - Formation Environmental, LLC	8921	Presentations/Review	Paid by EFT # 5411		10/27/2024	11/20/2024	11/20/2024		11/29/2024	120.00
Account 6300.465 - Prof Svc Legal - Special Counsel Totals							Invoice Transactions	2		\$87,957.92
Sub-Division 00 - Non-Subdiv Totals							Invoice Transactions	2		\$87,957.92
Division 000 - Non-Div Totals							Invoice Transactions	2		\$87,957.92
Department 120 - City Mgr/HR/Risk Totals							Invoice Transactions	2		\$87,957.92
Department 130 - Finance										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6300.217 - Prof Svc Fin - Business Lic Services										
10274 - Hinderliter, de Llamas & Associates (HDL)	SIN043885	September 2024 BL Admin Fee	Paid by EFT # 5413		09/30/2024	11/26/2024	11/26/2024		11/29/2024	1,287.00
Account 6300.217 - Prof Svc Fin - Business Lic Services Totals							Invoice Transactions	1		\$1,287.00
Sub-Division 00 - Non-Subdiv Totals							Invoice Transactions	1		\$1,287.00
Division 000 - Non-Div Totals							Invoice Transactions	1		\$1,287.00
Department 130 - Finance Totals							Invoice Transactions	1		\$1,287.00
Department 150 - City Attorney										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6300.450 - Prof Svc Legal - City Attorney Other Svc										
10257 - Goldfarb & Lipman	478361	The Dunes - October 2024	Paid by EFT # 5412		11/18/2024	11/19/2024	11/19/2024		11/29/2024	4,891.00
10257 - Goldfarb & Lipman	478360	Marina Heights - October 2024	Paid by EFT # 5412		11/18/2024	11/19/2024	11/19/2024		11/29/2024	730.00
10257 - Goldfarb & Lipman	478359	General - October 2024	Paid by EFT # 5412		11/19/2024	11/19/2024	11/19/2024		11/29/2024	985.00
Account 6300.450 - Prof Svc Legal - City Attorney Other Svc Totals							Invoice Transactions	3		\$6,606.00
Sub-Division 00 - Non-Subdiv Totals							Invoice Transactions	3		\$6,606.00
Division 000 - Non-Div Totals							Invoice Transactions	3		\$6,606.00
Department 150 - City Attorney Totals							Invoice Transactions	3		\$6,606.00



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 190 - Citywide Non-Dept										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6300.570 - Prof Svc Other										
10274 - Hinderliter, de Llamas & Associates (HDL)	SIN043886	September 2024 - HDL TOT	Paid by EFT # 5413		09/30/2024	11/26/2024	11/26/2024		11/29/2024	2,105.38
Account 6300.570 - Prof Svc Other Totals										Invoice Transactions 1
										<u>\$2,105.38</u>
Account 6360.570 - Maint & Repairs Other Svc Agr										
10129 - Cintas Corporation	4212560353	Mat Service City Hall	Paid by Check # 105813		11/22/2024	11/26/2024	11/26/2024		11/29/2024	61.72
Account 6360.570 - Maint & Repairs Other Svc Agr Totals										Invoice Transactions 1
										<u>\$61.72</u>
Account 6380.300 - Utilities Gas & Electric										
10463 - Pacific Gas & Electric	Nov 2024 172-2	PG&E - 5618207172-2	Paid by Check # 105828		11/16/2024	11/26/2024	11/26/2024		11/29/2024	734.77
10463 - Pacific Gas & Electric	Nov 2024 683-2	PG&E 6217294683-2	Paid by Check # 105828		11/15/2024	11/26/2024	11/26/2024		11/29/2024	189.10
10463 - Pacific Gas & Electric	Nov 2024 795-7	PG&E - 4467294795-7	Paid by Check # 105828		11/18/2024	11/26/2024	11/26/2024		11/29/2024	590.39
Account 6380.300 - Utilities Gas & Electric Totals										Invoice Transactions 3
										<u>\$1,514.26</u>
Account 6400.565 - Material & Suppl Office Supplies										
10540 - Sierra Springs & Alhambra	7266038 112224	Water Cooler Rentals and Replacement Water	Paid by Check # 105830		11/22/2024	11/20/2024	11/20/2024		11/29/2024	156.38
Account 6400.565 - Material & Suppl Office Supplies Totals										Invoice Transactions 1
										<u>\$156.38</u>
Account 6400.635 - Material & Suppl Postage Shipping										
10235 - FedEx	8-689-74179	Shipping Charges - BMR Housing Program	Paid by Check # 105818		11/22/2024	11/20/2024	11/20/2024		11/29/2024	54.75
Account 6400.635 - Material & Suppl Postage Shipping Totals										Invoice Transactions 1
										<u>\$54.75</u>
Account 6600.010 - Other Charges Alarm										
10239 - First Alarm	854662	Alarm Monitoring - Vince DiMaggio Park - Dec 24-Feb 25	Paid by EFT # 5410		11/15/2024	11/20/2024	11/20/2024		11/29/2024	176.04
10239 - First Alarm	852250	Alarm Monitoring - Audio Room - Dec 24-Feb 25	Paid by EFT # 5410		11/15/2024	11/20/2024	11/20/2024		11/29/2024	109.62
Account 6600.010 - Other Charges Alarm Totals										Invoice Transactions 2
										<u>\$285.66</u>
Sub-Division 00 - Non-Subdiv Totals										Invoice Transactions 9
										<u>\$4,178.15</u>
Division 000 - Non-Div Totals										Invoice Transactions 9
										<u>\$4,178.15</u>
Department 190 - Citywide Non-Dept Totals										Invoice Transactions 9
										<u>\$4,178.15</u>



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Payment Date Range 11/29/24 - 11/29/24

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 210 - Police										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6360.680 - Maint & Repairs Radio Equip										
11171 - Motorola Solutions, Inc.	8330290685	Radio Repair, Diagnostic & function test, Replace defective part	Paid by EFT # 5415		11/07/2024	11/20/2024	11/20/2024		11/29/2024	677.30
Account 6360.680 - Maint & Repairs Radio Equip Totals									Invoice Transactions 1	\$677.30
Account 6600.455 - Other Charges Leased Parking										
12070 - Open Road Investors, LLC	11-25-24	Parking Rental Fees 12/01/24 - 12/31/24	Paid by Check # 105827		11/25/2024	11/25/2024	11/25/2024		11/29/2024	1,600.00
Account 6600.455 - Other Charges Leased Parking Totals									Invoice Transactions 1	\$1,600.00
Sub-Division 00 - Non-Subdiv Totals									Invoice Transactions 2	\$2,277.30
Division 000 - Non-Div Totals									Invoice Transactions 2	\$2,277.30
Department 210 - Police Totals									Invoice Transactions 2	\$2,277.30
Department 250 - Fire										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6360.570 - Maint & Repairs Other Svc Agr										
10129 - Cintas Corporation	4212560320	Shop towels	Paid by Check # 105813		11/22/2024	11/25/2024	11/25/2024		11/29/2024	159.99
Account 6360.570 - Maint & Repairs Other Svc Agr Totals									Invoice Transactions 1	\$159.99
Account 6400.737 - Material & Suppl Tools & Equip										
10599 - Valley Saw & Garden Equipment	390759	Carb repair kit, fuel filter, hose & other misc items	Paid by Check # 105833		11/07/2024	11/25/2024	11/25/2024		11/29/2024	229.45
Account 6400.737 - Material & Suppl Tools & Equip Totals									Invoice Transactions 1	\$229.45
Account 6400.740 - Material & Suppl Special Dept Suppl										
10927 - Ace Hardware - Fire Dept.	090030	Antibacterial Cleanser	Paid by Check # 105809		11/23/2024	11/25/2024	11/25/2024		11/29/2024	8.72
Account 6400.740 - Material & Suppl Special Dept Suppl Totals									Invoice Transactions 1	\$8.72
Account 6400.800 - Material & Suppl Uniform										
10323 - L.N. Curtis & Sons	INV889066	Uniform for Carlos Vega	Paid by EFT # 5414		11/21/2024	11/25/2024	11/25/2024		11/29/2024	229.20
Account 6400.800 - Material & Suppl Uniform Totals									Invoice Transactions 1	\$229.20
Account 6600.455 - Other Charges Leased Parking										
12070 - Open Road Investors, LLC	11-25-24	Parking Rental Fees 12/01/24 - 12/31/24	Paid by Check # 105827		11/25/2024	11/25/2024	11/25/2024		11/29/2024	400.00
Account 6600.455 - Other Charges Leased Parking Totals									Invoice Transactions 1	\$400.00
Sub-Division 00 - Non-Subdiv Totals									Invoice Transactions 5	\$1,027.36
Division 000 - Non-Div Totals									Invoice Transactions 5	\$1,027.36
Department 250 - Fire Totals									Invoice Transactions 5	\$1,027.36



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 310 - Public Works										
Division 311 - Buildings & Grounds										
Sub-Division 00 - Non-Subdiv										
Account 6360.065 - Maint & Repairs Bdg NonFlagship										
10728 - Ace Hardware-Public Works	089892	City Hall	Paid by Check # 105810		11/08/2024	11/20/2024	11/20/2024		11/29/2024	6.53
12128 - D&D Compressor Service, Inc./D&D Compressor, Inc.	79248	Compressor	Paid by Check # 105814		10/28/2024	11/20/2024	11/20/2024		11/29/2024	649.25
10237 - Ferguson Enterprise , Inc. # 1423	5544575	City Hall	Paid by Check # 105819		11/01/2024	11/20/2024	11/20/2024		11/29/2024	63.61
10250 - Gavilan Pest Control	0166293	3126 Shoemaker at Pond	Paid by Check # 105820		11/21/2024	11/26/2024	11/26/2024		11/29/2024	80.00
11583 - Slakey Brothers	858910217	Pipe	Paid by Check # 105831		11/08/2024	11/20/2024	11/20/2024		11/29/2024	177.05
11583 - Slakey Brothers	858884897	PW items	Paid by Check # 105831		11/04/2024	11/20/2024	11/20/2024		11/29/2024	246.35
Account 6360.065 - Maint & Repairs Bdg NonFlagship Totals								Invoice Transactions	6	\$1,222.79
Account 6360.440 - Maint & Repairs Landscape General										
10230 - Ewing	24200779	Irrigation	Paid by Check # 105817		11/20/2024	11/20/2024	11/20/2024		11/29/2024	476.05
Account 6360.440 - Maint & Repairs Landscape General Totals								Invoice Transactions	1	\$476.05
Account 6380.500 - Utilities Water & Sewer										
10349 - Marina Coast Water District	Nov 2024 56-094	2660 5th Ave	Paid by Check # 105822		11/21/2024	11/26/2024	11/26/2024		11/29/2024	358.10
10349 - Marina Coast Water District	Nov 2024 56-046	3100 Preston Dr	Paid by Check # 105822		11/21/2024	11/26/2024	11/26/2024		11/29/2024	164.86
10349 - Marina Coast Water District	Nov 2024 56-045	3100 Preston Dr	Paid by Check # 105822		11/21/2024	11/26/2024	11/26/2024		11/29/2024	2,595.64
Account 6380.500 - Utilities Water & Sewer Totals								Invoice Transactions	3	\$3,118.60
Account 6400.155 - Material & Suppl Dump Fees										
10427 - Monterey Regional Waste Management District	4198305	St1 perc pond	Paid by Check # 105825		11/07/2024	11/20/2024	11/20/2024		11/29/2024	47.00
10427 - Monterey Regional Waste Management District	4198032	St1 perc pond	Paid by Check # 105825		11/07/2024	11/20/2024	11/20/2024		11/29/2024	117.04
Account 6400.155 - Material & Suppl Dump Fees Totals								Invoice Transactions	2	\$164.04
Account 6400.742 - Material & Suppl Sprinklers/Plants/Fertilizer										
10728 - Ace Hardware-Public Works	089915	Garden Sprayer	Paid by Check # 105810		11/12/2024	11/20/2024	11/20/2024		11/29/2024	21.84
Account 6400.742 - Material & Suppl Sprinklers/Plants/Fertilizer Totals								Invoice Transactions	1	\$21.84
Account 6400.800 - Material & Suppl Uniform										
11956 - Michael Cray - Reimbursement only	11-13-24	Boot Reimbursement	Paid by Check # 105824		11/13/2024	11/20/2024	11/20/2024		11/29/2024	218.45
Account 6400.800 - Material & Suppl Uniform Totals								Invoice Transactions	1	\$218.45
Sub-Division 00 - Non-Subdiv Totals								Invoice Transactions	14	\$5,221.77



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 310 - Public Works										
								Division 311 - Buildings & Grounds Totals	Invoice Transactions 14	\$5,221.77
								Department 310 - Public Works Totals	Invoice Transactions 14	\$5,221.77
Department 420 - Engineering										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6400.565 - Material & Suppl Office Supplies										
10734 - Office Depot-Public Works Dept.	394705549001	Annex Supplies	Paid by Check # 105826		11/11/2024	11/26/2024	11/26/2024		11/29/2024	244.65
10734 - Office Depot-Public Works Dept.	396382797001	Annex Supplies	Paid by Check # 105826		11/14/2024	11/26/2024	11/26/2024		11/29/2024	152.24
10734 - Office Depot-Public Works Dept.	396565715001	Corp Yard Supplies	Paid by Check # 105826		11/14/2024	11/26/2024	11/26/2024		11/29/2024	42.65
								Account 6400.565 - Material & Suppl Office Supplies Totals	Invoice Transactions 3	\$439.54
								Sub-Division 00 - Non-Subdiv Totals	Invoice Transactions 3	\$439.54
								Division 000 - Non-Div Totals	Invoice Transactions 3	\$439.54
								Department 420 - Engineering Totals	Invoice Transactions 3	\$439.54
Department 430 - Building Inspection										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6300.070 - Prof Svc Building Plan Check & Inspection										
10171 - CSG Consultants	58804	Building Inspections Sept-Oct	Paid by EFT # 5409		11/07/2024	11/21/2024	11/21/2024		11/29/2024	21,265.00
								Account 6300.070 - Prof Svc Building Plan Check & Inspection Totals	Invoice Transactions 1	\$21,265.00
Account 6500.070 - Training & Travel Building (SB1186 for CASp)										
11997 - Marissa Huntley - refunds only	11-14-24	Travel Reimbursement	Paid by Check # 105823		11/14/2024	11/18/2024	11/18/2024		11/29/2024	642.73
								Account 6500.070 - Training & Travel Building (SB1186 for CASp) Totals	Invoice Transactions 1	\$642.73
								Sub-Division 00 - Non-Subdiv Totals	Invoice Transactions 2	\$21,907.73
								Division 000 - Non-Div Totals	Invoice Transactions 2	\$21,907.73
								Department 430 - Building Inspection Totals	Invoice Transactions 2	\$21,907.73
Department 510 - Recreation & Culture										
Division 100 - Admin										
Sub-Division 00 - Non-Subdiv										
Account 6500.700 - Training & Travel Training & Travel										
11908 - Andrea Willer - Employee	10-08-24	Travel Reimbursement - NRPA Conference	Paid by Check # 105836		10/08/2024	11/22/2024	11/22/2024		11/29/2024	21.24
								Account 6500.700 - Training & Travel Training & Travel Totals	Invoice Transactions 1	\$21.24
								Sub-Division 00 - Non-Subdiv Totals	Invoice Transactions 1	\$21.24
								Division 100 - Admin Totals	Invoice Transactions 1	\$21.24
								Department 510 - Recreation & Culture Totals	Invoice Transactions 1	\$21.24
								Fund 100 - General Fund Totals	Invoice Transactions 42	\$130,924.01



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 220 - Gas Tax										
Department 000 - Non-Dept										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6380.300 - Utilities Gas & Electric										
10463 - Pacific Gas & Electric	Nov 2024 329-1	430 Marina Heights Dr Unit A (2391581329-1)	Paid by Check # 105828		11/13/2024	11/20/2024	11/20/2024		11/29/2024	44.31
10463 - Pacific Gas & Electric	Nov 2024 533-8	PG&E - 2253666533-8	Paid by Check # 105828		11/15/2024	11/26/2024	11/26/2024		11/29/2024	206.77
10463 - Pacific Gas & Electric	Nov 2024 683-2	PG&E 6217294683-2	Paid by Check # 105828		11/15/2024	11/26/2024	11/26/2024		11/29/2024	747.93
10463 - Pacific Gas & Electric	Nov 2024 362-9	PG&E - 5996678362-9	Paid by Check # 105828		11/16/2024	11/26/2024	11/26/2024		11/29/2024	177.98
Account 6380.300 - Utilities Gas & Electric Totals									Invoice Transactions 4	\$1,176.99
Account 6400.155 - Material & Suppl Dump Fees										
10427 - Monterey Regional Waste Management District	4183998	Sweepings	Paid by Check # 105825		10/18/2024	11/20/2024	11/20/2024		11/29/2024	424.27
Account 6400.155 - Material & Suppl Dump Fees Totals									Invoice Transactions 1	\$424.27
Sub-Division 00 - Non-Subdiv Totals									Invoice Transactions 5	\$1,601.26
Division 000 - Non-Div Totals									Invoice Transactions 5	\$1,601.26
Department 000 - Non-Dept Totals									Invoice Transactions 5	\$1,601.26
Fund 220 - Gas Tax Totals									Invoice Transactions 5	\$1,601.26



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 223 - FORA Dissolution										
Department 000 - Non-Dept										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6300.570 - Prof Svc Other										
11489 - Wallace Group, Inc.	63721	Blight Removal	Paid by Check # 105835		11/20/2024	11/26/2024	11/26/2024		11/29/2024	165.00
Account 6300.570 - Prof Svc Other Totals							Invoice Transactions	1		\$165.00
Sub-Division 00 - Non-Subdiv Totals							Invoice Transactions	1		\$165.00
Division 000 - Non-Div Totals							Invoice Transactions	1		\$165.00
Department 000 - Non-Dept Totals							Invoice Transactions	1		\$165.00
Fund 223 - FORA Dissolution Totals							Invoice Transactions	1		\$165.00



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 251 - CFD - Locke Paddon										
Department 000 - Non-Dept										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6380.300 - Utilities Gas & Electric										
10463 - Pacific Gas & Electric	Nov 2024 272-1	PG&E - 2862559272-1	Paid by Check # 105828		11/15/2024	11/26/2024	11/26/2024		11/29/2024	52.14
Account 6380.300 - Utilities Gas & Electric Totals							Invoice Transactions 1			\$52.14
Sub-Division 00 - Non-Subdiv Totals							Invoice Transactions 1			\$52.14
Division 000 - Non-Div Totals							Invoice Transactions 1			\$52.14
Department 000 - Non-Dept Totals							Invoice Transactions 1			\$52.14
Fund 251 - CFD - Locke Paddon Totals							Invoice Transactions 1			\$52.14



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 462 - City Capital Projects										
Department 000 - Non-Dept										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6300.570 - Prof Svc Other										
10268 - Harris & Associates	65165	Imjin Parkway Improvement Plan	Paid by Check # 105821		11/11/2024	11/21/2024	11/21/2024		11/29/2024	77,375.74
11266 - Verde Design, Inc.	17-2207300	Glorya Jean Tate	Paid by Check # 105834		10/10/2024	11/21/2024	11/21/2024		11/29/2024	50,686.87
11266 - Verde Design, Inc.	18-2207300	Glorya Jean Tate	Paid by Check # 105834		11/07/2024	11/21/2024	11/21/2024		11/29/2024	68,419.09
10556 - California State Water Resources Control Board	SW-0296298	Imjin Parkway Widening	Paid by Check # 105812		11/20/2024	11/26/2024	11/26/2024		11/29/2024	2,671.00
11084 - EMC Planning Group	24-132-1	Locke-Paddon Wetland Community Park & Pond Managment Plan	Paid by Check # 105816		10/31/2024	11/21/2024	11/21/2024		11/29/2024	2,204.62
11489 - Wallace Group, Inc.	63726	Del Monte Medians	Paid by Check # 105835		11/20/2024	11/26/2024	11/26/2024		11/29/2024	9,162.46
10834 - Tyler Technologies, Inc.(Former New World System)	045-492770	Project Management - Initiation of Project Planning	Paid by Check # 105832		11/11/2024	11/26/2024	11/26/2024		11/29/2024	975.00
Account 6300.570 - Prof Svc Other Totals							Invoice Transactions	7		\$211,494.78
Sub-Division 00 - Non-Subdiv Totals							Invoice Transactions	7		\$211,494.78
Division 000 - Non-Div Totals							Invoice Transactions	7		\$211,494.78
Department 000 - Non-Dept Totals							Invoice Transactions	7		\$211,494.78
Fund 462 - City Capital Projects Totals							Invoice Transactions	7		\$211,494.78



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 555 - Marina Airport										
Department 000 - Non-Dept										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6360.448 - Maint & Repairs Lighting										
10728 - Ace Hardware-Public Works	089922	Eye light control, cover and fasteners for T hangars	Paid by Check # 105810		11/12/2024	11/18/2024	11/18/2024		11/29/2024	23.63
Account 6360.448 - Maint & Repairs Lighting Totals									Invoice Transactions 1	\$23.63
Account 6380.300 - Utilities Gas & Electric										
10463 - Pacific Gas & Electric	Nov 2024 683-2	PG&E 6217294683-2	Paid by Check # 105828		11/15/2024	11/26/2024	11/26/2024		11/29/2024	147.93
Account 6380.300 - Utilities Gas & Electric Totals									Invoice Transactions 1	\$147.93
Sub-Division 00 - Non-Subdiv Totals									Invoice Transactions 2	\$171.56
Division 000 - Non-Div Totals									Invoice Transactions 2	\$171.56
Department 000 - Non-Dept Totals									Invoice Transactions 2	\$171.56
Fund 555 - Marina Airport Totals									Invoice Transactions 2	\$171.56
Grand Totals									Invoice Transactions 58	\$344,408.75



Accounts Payable by G/L Distribution Report

Payment Date Range 11/22/24 - 11/22/24

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 758 - Successor Agency Oblig Retirement										
Department 000 - Non-Dept										
Division 000 - Non-Div										
Sub-Division 00 - Non-Subdiv										
Account 6650.039 - ROPS #39-Bond Trustee Fees										
11250 - U.S. Bank	7483849	Adm Fees-Series 2020A & 2020B 9/1/24-8/31/25	Paid by Check # 128		09/25/2024	11/20/2024	11/20/2024		11/22/2024	3,070.00
Account 6650.039 - ROPS #39-Bond Trustee Fees Totals							Invoice Transactions	1		<u>\$3,070.00</u>
Sub-Division 00 - Non-Subdiv Totals							Invoice Transactions	1		<u>\$3,070.00</u>
Division 000 - Non-Div Totals							Invoice Transactions	1		<u>\$3,070.00</u>
Department 000 - Non-Dept Totals							Invoice Transactions	1		<u>\$3,070.00</u>
Fund 758 - Successor Agency Oblig Retirement Totals							Invoice Transactions	1		<u>\$3,070.00</u>
Grand Totals							Invoice Transactions	1		<u>\$3,070.00</u>



DRAFT

Agenda Item: **10b(1)**
City Council Meeting of
December 3, 2024

MINUTES

Tuesday, November 19, 2024

6:30 P.M. Open Session

REGULAR MEETING

**CITY COUNCIL, AIRPORT COMMISSION,
MARINA ABRAMS B NON-PROFIT CORPORATION, PRESTON PARK
SUSTAINABLE COMMUNITY NON-PROFIT CORPORATION, SUCCESSOR
AGENCY OF THE FORMER MARINA REDEVELOPMENT AGENCY**

THIS MEETING WILL BE HELD IN PERSON AND VIRTUALLY (HYBRID).

Council Chambers
211 Hillcrest Avenue
Marina, California

AND

Zoom Meeting URL: <https://zoom.us/j/730251556>

Zoom Meeting Telephone Only Participation: 1-669-900-9128 - Webinar ID: 730 251 556

PARTICIPATION

You may participate in the City Council meeting in person or in real-time by calling Zoom Meeting via the weblink and phone number provided at the top of this agenda. Instructions on how to access, view and participate in remote meetings are provided by visiting the City's home page at <https://cityofmarina.org/>. Attendees can make oral comments during the meeting by using the "Raise Your Hand" feature in the webinar or by pressing *9 on your telephone keypad if joining by phone only.

The most effective method of communication with the City Council is by sending an email to marina@cityofmarina.org. Comments will be reviewed and distributed before the meeting if received by 5:00 p.m. on the day of the meeting. All comments received will become part of the record. Council will have the option to modify their action on items based on comments received.

1. CALL TO ORDER
2. ROLL CALL & ESTABLISHMENT OF QUORUM: (City Council, Airport Commissioners, Marina Abrams B Non-Profit Corporation, Preston Park Sustainable Communities Nonprofit Corporation, Successor Agency of the Former Redevelopment Agency Members and Marina Groundwater Sustainability Agency)

MEMBERS PRESENT: Jennifer McAdams, Brian McCarthy, Kathy Biala, Mayor Pro-Tem/Vice Chair Liesbeth Visscher, Mayor/Chair Bruce C. Delgado
3. PUBLIC COMMENT ON CLOSED SESSION ITEMS:
4. CLOSED SESSION: None

5. MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE (Please stand) Cub Scouts Pack 135

City Council voted unanimously to rearrange the agenda to hear agenda item 13a after the special presentation by Los Arboles Middle School.

6. SPECIAL PRESENTATIONS:

- a. Special Mural presentation by Los Arboles Middle School - Leland Hansen, Principal

7. COUNCIL AND STAFF ANNOUNCEMENTS: None

8. PUBLIC COMMENT: *Any member of the public may comment on any matter within the City Council's jurisdiction that is not on the agenda. This is the appropriate place to comment on items on the Consent Agenda. Action will not be taken on items not on the agenda. Comments are limited to a maximum of three (3) minutes. General public comment may be limited to thirty (30) minutes and/or continued to the end of the agenda. Any member of the public may comment on any matter listed on this agenda at the time the matter is being considered by the City Council. Whenever possible, written correspondence should be submitted to the Council in advance of the meeting, to provide adequate time for its consideration.*

- Carol Eng – Commented on the recent opening of California Ave between Imjin Pkwy and 9th Street and the traffic now passing through it and the current speed limit. Commented on Las Animas Concrete trucks and their lease with the city.
- Mike Moeller – Commented on Tatum's Treehouse in Carmel Valley and volunteering there. Asked about Marina's Tatum's Treehouse and its timeline.
- Karl – Thanked Police and Fire for all they do. Also, commented on Las Animas and asked if there were any regulations prohibiting these trucks going through major thoroughfares and residential streets? Commented on MCWD buildings along California Ave and asked if there was a plan for removing that or modernizing it, and where that falls in the schedule?
- Denise Turley – Commented on Las Animas damaging her vehicle due to wet cement coming out of the unsecured chute on the truck.
- Marie Weiner – Concerned that the city would have a special meeting about Las Animas on the Tuesday before Thanksgiving. Stated the University had a opposition to the Las Animas lease and they are going to be closed for their fall break during that time period.

9. CONSENT AGENDA FOR THE SUCCESSOR AGENCY TO THE FORMER MARINA REDEVELOPMENT AGENCY: *Background information has been provided to the Successor Agency of the former Redevelopment Agency on all matters listed under the Consent Agenda, and these items are considered to be routine and non-controversial. All items under the Consent Agenda are normally approved by one motion. Prior to such a motion being made, any member of the public or City Council may ask a question or make a comment about an agenda item and staff may provide a response. If discussion or a lengthy explanation is required, the Council may remove an item from the Consent Agenda for individual consideration. If an item is pulled for discussion, it will be placed at the end of Other Action Items Successor Agency to the former Marina Redevelopment Agency.*

10. CONSENT AGENDA: *These items are considered to be routine and non-controversial. All items under the Consent Agenda may be approved by one motion. Prior to such a motion being made, any member of City Council may ask a question or make a comment about an agenda item and staff may provide a response. If discussion or a lengthy explanation is required, Council may remove the item from the Consent Agenda and it will be placed at the end of Other Action Items.*
 - a. ACCOUNTS PAYABLE: *(Not a Project under CEQA per Article 20, Section 15378)*
 - (1) Accounts Payable Check Numbers 105689-105766, totaling \$2,280,250.38
 - b. MINUTES: *(Not a Project under CEQA per Article 20, Section 15378)*
 - (1) November 6, 2024, Regular City Council Meeting
 - c. CLAIMS AGAINST THE CITY: *(Not a Project under CEQA per Article 20, Section 15378)*
 - (1) Staff recommends that the City Council reject the following claim and direct sending appropriate notice of rejection to claimant: Gabriela Garcia for a claim received on October 30, 2024.
 - d. AWARD OF BID: None
 - e. CALL FOR BIDS:
 - (1) Adopting **Resolution No. 2024-128**, approval to advertise and call for bids for the construction of the Glorja Jean Tate Park Improvements Phase 2 Project.
 - f. ADOPTION OF RESOLUTIONS: *(Not a Project under CEQA per Article 20, Section 15378)*
 - (1) Adopting **Resolution No. 2024-129**, authorizing funding for the two vacant firefighter positions at a fully burdened of \$270,000 annually.
 - g. APPROVAL OF AGREEMENTS: *(Not a Project under CEQA per Article 20, Section 15378)*
 - (1) Adopting **Resolution No. 2024-130**, authorizing the City Manager to enter into an agreement with EMC Planning Group, Inc. to prepare plans, environmental review documents, and permit applications for the improvements to the amenities and coastal trail at Fort Ord Dunes State Park, not to exceed \$800,000.00, subject to review and approval by the City Attorney.
 - (2) Adopting **Resolution No. 2024-131**, approve agreements with: (1) Motorola for integrated suite of advanced surveillance and operational technologies; (2) Pergrine Integration for data connectivity for seamless evidence sharing, reporting and operational efficiency; and (3) Axon Taser for upgrades to secure advanced taser functionality within an integrated data ecosystem; waive the competitive bidding process pursuant to section 3.16.040 of the municipal code.
 - h. ACCEPTANCE OF PUBLIC IMPROVEMENTS: None
 - i. MAPS: None
 - j. REPORTS: (RECEIVE AND FILE):
 - (1) Monterey-Salians Transit November 4, 2024, Board Meeting Highlights
 - k. FUNDING & BUDGET MATTERS: None

I. APPROVE ORDINANCES (WAIVE SECOND READING):

- (1) Read by title only and adopting **Ordinance No. 2024-11**, authorizing the levy of special taxes within the City of Marina Community Facilities District No. 2024-1 (The Dunes West Side Services) (the "District") pursuant to Chapter 2.5 of Part 1 of Division 2 of Title 5 of the California Government Code, commonly known as the Mello-Ross Community Facilities Act of 1982 ("Act") and Chapter 3.35 of the City of Marina Municipal Code.

m. APPROVE APPOINTMENTS: None

Mayor Pro Tem Visscher recused herself from voting on agenda item 10l(1)

MCCARTHY/BIALA: TO APPROVE THE CONSENT AGENDA MINUS 10l(1). 5-0-0-0 Motion Passes

DELGADO/MCADAMS: TO APPROVE AGENDA ITEM 10l(1). 4-0-0-0 Motion Passes

11. **PUBLIC HEARINGS:** *In the Council's discretion, the applicant/proponent of an item may be given up to ten (10) minutes to speak. All other persons may be given up to three (3) minutes to speak on the matter.*
12. **OTHER ACTIONS ITEMS OF THE SUCCESSOR AGENCY TO THE FORMER MARINA REDEVELOPMENT AGENCY:** *Action listed for each Agenda item is that which is requested by staff. The Successor Agency may, at its discretion, take action on any items. Members of the public may be given up to three (3) minutes to speak.*
13. **OTHER ACTION ITEMS:** *Action listed for each Agenda item is that which is requested by staff. The City Council may, at its discretion, take action on any items. Members of the public may be given up to three (3) minutes to speak.*

Note: No additional major projects or programs should be undertaken without review of the impacts on existing priorities (Resolution No. 2006-79 – April 4, 2006).

- a. Council to provide staff direction for continuing the rehabilitation of the Aquatic and Sports Center (Capital Project Number QLF 2004) including: updated design and programming features; proposed project phasing; funding options and other alternatives.

Public Comments:

- Maria Bellmore – Kinesiology faculty at CSUMB and there are many benefits this project could bring. Advocated for doing this project all at once to save on costs. Stated CSUMB has a service-learning program and internship program that the City can partner with to help bring down staffing costs.
- Brian Shields – Carpenters Local 646 Field Rep. Asked that the bid package for this project include local hire, prevailing wage, apprenticeship. Spoke about Daly City, Jefferson Union High School District, adopted very good pre-qualification language around a project of theirs and would like to forward those over and hopefully have them become a part of the talking points of this this project.
- Emily Schmidt – CSUMB Water Polo coach and spoke about the size of the University's pool and the activities they include in their program. This pool would offer so much to our community. Asked if possibly the size of the city pool could be increased to 27 meters it would make a huge difference in the way the pool is used.

- Alberto – Spoke about labor standards and having language in there that talks about who pays for healthcare for the workers. Asked that council make sure to add some pre-qualification language, apprenticeship, local hire, and healthcare.
- Allison Hunt – Monterey Bay Roller Derby, we'd love to host bouts and provide opportunities for youth roller derby with this space. Excited to see what's being proposed.
- John Lural – Monterey Bay United Water Polo Club, excited and very enthusiastic about providing opportunities for aquatics here in Monterey Peninsula and specifically Marina. would love to hold more events in the aquatic community here in Marina, bringing in tournaments, bringing in visitors and thinks a pool would very much fit inside the mission statement of Marina.
- Chris Barlow – Otter Bay Water Pool Foundation, here to speak in support of the project. Explained the services provided by Otter Bay Pool Foundation. Emphasize the importance of developing this project, to focus on athletics and competition and maintaining the vision of the center.
- Michael Lang – Monterey Bay Pickleball Club, thanked the city for being forward-thinking in terms of pickleball with all the projects going on. Stated pickleball is not only the fastest growing sport in America but a wonderful opportunity for people of all ages to compete on the same surface at the same time and the only place on the peninsula that would have indoor courts. Stated having a walking path around the courts might create a safety problem.
- Barbara Lang – Likes the idea of doing this project in one phase, it's more efficient and less costs. Asked about the stripping of the multi-use courts and the scheduling of times for pickleball play.
- Gabe Gardina – Excited to see the pool opening again. Asked if anyone had approached the Clint Eastwood Foundation to have it named after him to alleviate costs.
- Grace Silva-Santella – Spoke in support of pickleball and adjusting the scheduling time. Project should be done all at once. You have spent 20 years with a deep analysis, a lot of public input and public outreach with Marina residents. Looks forward to becoming a member of this facility.
- Erica Graham – Runs the Athletic Booster Club at Marina High School. This amazing news for us, we don't have a swim center/pool. Concerned that putting all of the money into this specific project and not into the fields in our community. Disappointed to see the removal of the field out of the adjoining dunes project kids and adults were looking forward to using them.
- Darius Rike – Supports this project and it should be completed in one phase. The more recreation opportunities we have in the community of different types, the better. For kids, for adults.
- May – Spoke in favor of completing the project but also wanted the Council to look around and prioritize work that needs to be done on existing city structures.
- Denise Turley – Asked if there would be sufficient parking for the sports center and about ADA accessories to help with getting into and out of the pool.
- V. Rodriguez – Supports the project it's great for our community. If we're going to build something here in the city of Marina, it should be done right, our children need this and have been wanting. Commented on membership fees and making sure not to exclude low-income families.
- Karl – Commented about helping o raise money through EV charging stations.

MCADAMS/MCCARTHY: THAT WE ALLOW (1) STAFF AND THE DESIGN TEAM WILL FINALIZE AN UPDATED AGREEMENT WITH COAR TO BE PRESENTED AT A FUTURE CITY COUNCIL MEETING FOR AUTHORIZATION TO PROCEED; (2) PROCEED WITH DESIGN OF PHASE 1 AND PHASE 2 FOR THE AQUATIC CENTER, SPORTS CENTER, CONNECTOR BUILDING, AND ASSOCIATED SITEWORK; (3) COORDINATE WITH CONCURRENT DUNES CITY PARK PROJECT TO ENSURE A COHESIVE DESIGN AND COORDINATED SITE/UTILITY WORK; (4) UPDATE THE FINANCIAL OPERATING MODEL AS THE PROJECT DEVELOPS AND THE OPERATIONS APPROACH EVOLVES. 5-0-0-0 Motion Passes

- b. City Council to receive a presentation from the City's consultant, Raimi+Associates (R+A), on the draft "Final" Preferred Alternative Land Use Map (Map) and Land Use policies; and provide direction to staff allowing for the in-depth analysis of growth projections, water needs, and potential traffic and circulation impacts to begin as part of the preparation of the draft Environmental Impact Report (EIR) for the GP2045.

Public Comments:

- Fred Watson – Commented on the San Gilia near Imjin Road and Imjin Parkway and noted under state law, any development in known San Gilia areas must be avoided or mitigated. The land use map should be modified to incorporate a plan for how impacts to San Gilia and maritime chaparral will be avoided or mitigated. City is missing the full extent of how much maritime chaparral and San Gilia is in this landscape that will legally constrain the city.
 - Denise Turley – Asked who the correct person is to contact to provide input or comments on this matter.
 - Terry Tallen – Noted that it's essential that the properties surrounding/adjacent to Walmart be included in the general plan update with a medium to high-density residential overlay increasing owns rights to also build residential on the site along the lines with the site plans we previously submitted. Other stakeholders of the vacant parcels have been carrying the properties for 2 decades. Stated the Dunes has destroyed retail in North Marina.
 - Rob Riedel – In-laws have owned the vacant property on the north side of Marina Shopping Center for the past 2 decades. We strongly support Mr. Tallen's proposal to allow for residential improvement on his site, it's clearly the highest and best use of this parcel.
- c. spring Resolution No. 2024-, accepting Hilltop Park except the landscape area; and accepting the Landscape area subject to entering into an Improvement and Long-Term Maintenance Agreement; and approving an Improvement and Long-Term Maintenance Agreement defining Developers obligations during the maintenance period and finding the action is exempt from CEQA pursuant to Section 15061(B)(3) of the CEQA guidelines. **(30-Minutes) Continued to December 3, 2024**
 - d. Adopting Resolution No. 2024-, approving the purchase of a cloud-based public works citizen relationship management (CRM) software platform from CivicPlus, and approving the purchase of an asset management/work order software system from Cityworks, with implementation services provided through Centricity. **(15-Minutes) Continued to December 3, 2024**

14. COUNCIL & STAFF INFORMATIONAL REPORTS:

- a. Monterey County Mayor's Association [Mayor Bruce Delgado]
- b. Council reports on meetings and conferences attended (Gov't Code Section 53232).

15. ADJOURNMENT: The meeting adjourned at 10:55 P.M.

ATTEST:

Anita Sharp, Deputy City Clerk

Bruce C. Delgado, Mayor

November 27, 2024

Item No. **10g(1)**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of December 3, 2024

**CITY COUNCIL CONSIDER ADOPTING RESOLUTION NO. 2024-
AUTHORIZING THE CITY MANAGER TO EXECUTE A
PROFESSIONAL SERVICES AGREEMENT FOR \$189,500 WITH US
DIGITAL DESIGNS (USDD) BY HONEYWELL FOR THE
INSTALLATION OF A PHOENIX G2 FIRE STATION ALERTING
SYSTEM FOR BOTH FIRE STATIONS**

RECOMMENDATION:

It is requested that the City Council:

1. Adopt Resolution No: 2024- authorize executing a professional services agreement with US Digital Designs by Honeywell for the installation of a phoenix G2 Fire Station Alerting System, and;
2. Authorize the Finance Director to make necessary accounting and budgetary entries, and;
3. Authorize the City Manager to execute the agreements on behalf of the City, subject to final review and approval by the City Attorney.

BACKGROUND:

In 2020, Emergency Services Consulting International (ESCI) conducted a comprehensive Standards of Cover and Deployment analysis for the Marina Fire Department. The ESCI study was a comprehensive study that evaluated all aspects of the Fire Department. One of those areas was our response times. Our response times can be improved. We can reduce response times by up to 30 to 45 seconds by making changes to our Station Alerting and the way the Emergency Communications Department (ECD) dispatches calls for service.

Our current fire station alerting system, which is essentially an amplified paging system, is outdated, unsupported, and can be subject to hardware failures. Many components need frequent repair, leading to less than ideal communication and service interruptions. These issues can pose risks in critical situations. As a result, the Department would benefit from a more advanced and reliable alerting system to improve the fire department's overall performance.

ANALYSIS:

In 2023 through the Monterey County Fire Chiefs, a Monterey County-specific Fire Station Alerting Working Group was formed. The working group consisted of representatives from various Monterey County fire agencies, including myself and the Emergency Communications Department (ECD). The goal was to find a solution that would meet the needs of every Fire Department within Monterey County and to mitigate the impact that current station alerting systems may have on our firefighters as well as reduce our response times by 30 to 45 seconds or more. The group solicited presentations from multiple companies, including Locution, Motorola, Comtech, and US Digital Designs by Honeywell (USDD). After evaluating compatibility, versatility, market share, and customer satisfaction, the group selected the Phoenix G2 system by USDD. Working with the County Fire Chiefs and ECD, the purchase of the County wide system at ECD has been approved and is now moving toward installation and implementation of the

Phoenix G2 system which allows us to utilize the Honeywell G2 system to reduce our response times and promote the health and well-being of our firefighters.

As reported, our average response time is 7 minutes and 3 seconds. The typical response time should be within 5 minutes. When this system is fully implemented, we expect to see time savings of 30 to 45 seconds or more on every dispatch. The new system will also incorporate new features that enhance the health and wellbeing of our firefighters.

The Phoenix G2 system has the following key features:

- **Automated Alerting:** The system includes an automated mechanism for quickly and accurately relaying emergency calls to the station, with multiple pathways for redundancy to ensure seamless communication and minimize delays.
- **Multi-Channel Communication:** The system will utilize audio, visual, and digital channels to ensure that alerts are promptly received by all firefighters, eliminating communication gaps and ensuring critical information reaches the correct personnel.
- **Real-Time Tracking and Reporting:** The system provides real-time tracking and reporting of emergency calls, dispatches, and responses. This feature will enable us to monitor department performance, identify areas for improvement, and make data-driven decisions to enhance response capabilities.
- **Response Timers:** Visual crew response timers will be included to improve response efficiency through enhanced training.
- **Integration with Existing Infrastructure:** The system will seamlessly integrate with our current infrastructure, communication devices, and emergency response vehicles, minimizing additional investment and ensuring a smooth transition.

Health Promotion Benefits:

- **Heart Saver Tones and Lighting:** The system uses ramp-up tones and lighting designed to reduce stress, anxiety, and fatigue among responders, based on research.
- **The US Fire Administration study, “Fire & Emergency Service – Hearing Conservation Program Manual” (FA118/1992), states the following:** The soft-start alerting tones used by the Phoenix G2 system minimize the stress on firefighters by increasing the volume of the tone slowly, from off to full volume, over a longer amount of time. In addition, because the system includes many speakers located throughout the fire station, the volume levels for each speaker can be much lower than in other systems.
- **A day/night feature in the Phoenix G2 system lowers the speaker volume during the quieter nighttime hours to further mitigate the “startle response.”**

FISCAL IMPACT:

This project was approved as project number HSF2315 for \$200,000 in the current budget. The total cost of the professional services agreement with USDD is \$189,500 which includes all parts and labor. The only other cost to be charged to this project will be \$5,000 for the countywide cost share to install the G2 system at ECD. The complete project will be under budget.

Pricing is pursuant to the Master Price agreement entered into between League of Oregon Cities and USDD, and made available to members of the National Purchasing Partners, LLC, dba Public Safety GPO, dba Law Enforcement GPO, and dba NPP gov-Contract #PS20350. Marina Fire Department is a member: M-5697197

RECOMMENDATION

Adopt a resolution authorizing the City Manager to execute a professional services agreement with US Digital Designs (USDD) by Honeywell for the installation of a Phoenix G2 Fire Station Alerting System, including hardware and software, not to exceed \$189,500 pursuant to review and approval of the City Attorney.

CONCLUSION:

This request is submitted for City Council consideration and possible action.

Respectfully submitted,

Doug McCoun
Fire Chief
City of Marina

REVIEWED/CONCUR:

Tori Hannah
Finance Director
City of Marina

Layne P. Long
City Manager
City of Marina

RESOLUTION NO. 2024-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT FOR \$189,500 WITH US DIGITAL DESIGNS (USDD) BY HONEYWELL FOR THE INSTALLATION OF A PHOENIX G2 FIRE STATION ALERTING SYSTEM FOR BOTH FIRE STATIONS

WHEREAS, the City of Marina conducted a Standards of Cover study which identified improvements needed to reduce dispatching response times, and;

WHEREAS, an upgraded Station Alerting system would help to promote the health and well-being of our firefighters, and;

WHEREAS, staff has worked with other Fire Departments as part of a working group to find solutions to reduce dispatching times, and;

WHEREAS, the working group has researched many different station alerting systems and has agreed that the US Digital Designs by Honeywell will provide the best service to all the Fire Departments in Monterey County, and;

WHEREAS, installation of components will be provided through a trained and certified Phoenix G2 vendor known as Tech Electric; and

WHEREAS, the City shall pay US Digital Designs by Honeywell an amount of \$189,500 for all software, hardware and installation; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Marina does hereby:

1. Adopt Resolution No: 2024- authorizing the purchase of the Honeywell G2 Station Alerting system, and;
2. Authorize the Finance Director to make necessary accounting and budgetary entries, and;
3. Authorize the City Manager to execute the agreements on behalf of the City, subject to final review and approval by the City Attorney.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Marina duly held on the 3rd day of December 2024 by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS: None

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS: None

Bruce C. Delgado, Mayor

ATTEST:

Anita Sharp, Deputy City Clerk

US DIGITAL DESIGNS

QUOTE

1835 E. Sixth St. Suite #27
Tempe, Arizona 85281

877-551-8733 tel

480-290-7892 fax

DATE: 11/27/2024
Expires: 2/25/2025

Quote SUBMITTED TO:

City of Marina, CA
Marina Fire Department

REF PROPOSAL

CA_MRNA001 v6

Section Totals

SECTION TOTALS		
[UNLESS OTHERWISE NOTED, ALL PRICES ARE \$US]		
STATION-LEVEL SUBTOTAL		184,247.55
Includes:	STATION 01 SYSTEM:	90,627.13
	STATION 01 WARRANTY & SUPPORT:	-
	STATION 01 ESTIMATED TAX:	3,620.94
Includes:	STATION 02 SYSTEM:	86,844.52
	STATION 02 WARRANTY & SUPPORT:	-
	STATION 02 ESTIMATED TAX:	3,154.96
Notes: Two (2) Station Systems currently included in this proposal with installation by Tech Electric.		
FLEX ALERT SUBTOTAL		\$ 5,251.88
Includes:	FLEX ALERT DEVICE	\$ 4,005.00
	ANNUAL RECURRING SUBSCRIPTION	\$ 900.00
	FLEX ALERT ESTIMATED TAX:	\$ 346.88
US Digital Designs System Total:		\$ 189,499.43

December 3, 2024

Item No. **10j(1)**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of December 3, 2024

Honorable Chairperson and Members
of the Successor Agency to Marina Redevelopment Agency

Successor Agency Meeting
of December 3, 2024

Chair and Board Members of
Preston Park Sustainable Community Non-Profit Corporation

Corporation Meeting
of December 3, 2024

CITY COUNCIL OF THE CITY OF MARINA, SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY BOARD, AND PRESTON PARK SUSTAINABLE COMMUNITY NPC BOARD TO RECEIVE INVESTMENT REPORTS FOR THE CITY OF MARINA, CITY OF MARINA AS SUCCESSOR AGENCY TO THE MARINA REDEVELOPMENT AGENCY, AND PRESTON PARK SUSTAINABLE COMMUNITY NON-PROFIT CORPORATION AND ABRAMS B NON-PROFIT CORPORATION FOR THE QUARTER ENDED SEPTEMBER 2024

REQUEST:

It is requested that the City Council and Boards:

1. Consider receiving Investment Reports for the City of Marina, City of Marina as Successor Agency to the Marina Redevelopment Agency, and Preston Park Sustainable Community Non-Profit Corporation (PPSC-NPC) and Abrams B Non-Profit Corporation for the quarter ended September 30, 2024.

BACKGROUND:

Cash Management

At the end of the first quarter, the City's aggregate cash and investments was \$161.5 million. This represents a decrease of \$4.0 million when compared to the prior quarter. Property tax, which is one of the City's key revenues, is primarily received in April and December. This uneven revenue receipting pattern, as well as planned expenditures contributes to a reduction in the first quarter cash.

The City's fiduciary funds, which consist of the Successor Agency to the Marina Redevelopment Agency and the Fort Ord Reuse Authority (FORA) bond reserve account, were \$6.2 million and \$14,174, respectively. This represents a \$2.3 million reduction in the Successor Agency Fund's cash position, when compared to the prior quarter. This decrease was primarily due to bond payments that were made in the first quarter of the fiscal year.

The combined Preston Park and Abrams Park balances were \$16.8 million. The quarterly increase of approximately \$800,000 reflects on-going revenues and timing differences associated with expenditures.

Consistent with the City's investment strategy of capital preservation, the City has continued to maintain significant cash with the Local Agency Investment Fund (LAIF), US Treasury Bills, US Agency Bonds.

An overview of City investments is presented below, with detailed information included in the attached reports.

Table I: Cash and Investments

Summary of Cash and Investments

Amounts in Millions

Quarter Ended September 30, 2024

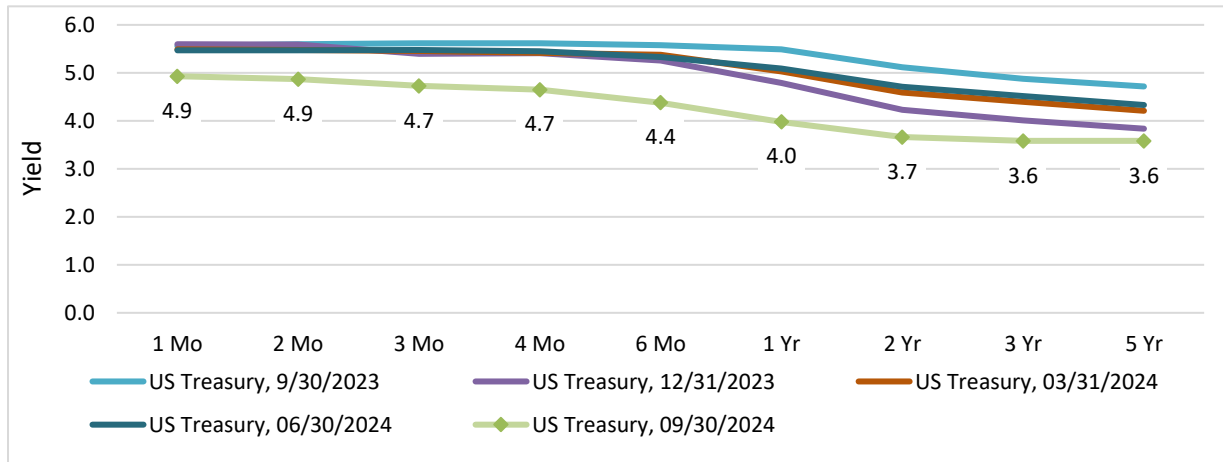
<u>City</u>	<u>June</u>		<u>September</u>		<u>Change (Curr - Prev)</u>	
	<u>Yield</u>	<u>Amount</u>	<u>Yield</u>	<u>Amount</u>	<u>Yield</u>	<u>Amount</u>
Cash	0.00%	2.97	0.00%	3.45	0.00%	0.48
LAIF	4.36%	53.03	4.56%	50.19	0.20%	(2.84)
US Treasury Bills	5.08%	98.50	4.96%	92.32	-0.12%	(6.18)
US Agency Bonds	-	-	4.50%	5.02	4.50%	5.02
Restricted Money Market - Bond Proceeds/Reserves	4.86%	10.97	4.47%	10.51	-0.39%	(0.46)
Subtotal		165.47		161.48		(3.99)
<u>Fiduciary</u>						
Cash	0.00%	0.15	0.00%	0.12	0.00%	(0.03)
LAIF	4.36%	4.80	4.56%	2.54	0.20%	(2.25)
Restricted Money Market - Bond Proceeds/Reserves	4.88%	3.53	4.45%	3.55	-0.44%	0.02
Subtotal		8.48		6.22		(2.26)
<u>Preston</u>						
Cash	2.68%	12.51	2.49%	13.10	-2.03%	0.59
Money Market	0.65%	0.25	0.65%	0.25	0.00%	
Subtotal		12.76	0.65%	13.35		0.59
<u>Abrams</u>						
Cash	0.00%	0.41	0.00%	0.43	0.00%	0.03
Money Market	1.00%	2.79	0.83%	2.99	-0.18%	0.20
Subtotal		3.20		3.42		0.22
Total Cash		189.91		184.47		(5.44)

Interest Rate / Economy

The Federal Open Committee (FOMC) is the monetary policy making body of the Federal Reserve. Their goal is to achieve maximum employment, with a targeted 2% inflation rate. The FOMC met seven times in calendar year 2024 (January through November). Interest rates remained steady between 5.25% and 5.50% from July 2023 to August 2024. In September, the FOMC reduced the interest rate to between 4.75% - 5.00%, with further reductions in November to between 4.5% - 4.75%. These decreases were previously anticipated to coincide with cooling inflation and labor market conditions. While there is continuing economic uncertainty, economists and FOMC members speculate that rates could continue to fall in calendar year 2025 to 3.125 – 3.625%.

The following chart shows the treasury yield curve and its shift from September 2023 to September 2024, as well as the decrease in interest rates when compared to the prior quarter. Chart I also captures the current inverted yield curve where shorter-term investments yield a higher interest rate, as compared to those that are being held for a longer period.

Chart 1 Treasury Yield Curve



Investment Performance

The quarterly LAIF interest rate was 4.56%, which represents a 0.20% increase from the previous quarter. This growth in LAIF rates typically follow or are in close alignment with the federal funds lending rate. A history of how LAIF closely tracks with the upper federal funds limit is provided in Chart II. The City's investment portfolio includes US treasuries and a US Agency Bond with maturity dates of one year or less. Their current combined market yield is close to 5%, which continues to exceed the LAIF rate. While these investments are yielding a higher return, it is becoming less likely that this level of return will be available when the investments mature. While the return rates fluctuate with economic conditions, Chart I shows that the six-month and one-year treasury bill had a yield of 4.4% and 4.0%, respectively at September 30, 2024. The City's Mid-Cycle budget amendment reflects this potential reduction in interest earnings.

Chart II: LAIF Compared to Federal Funds Upper Limit Interest Rates

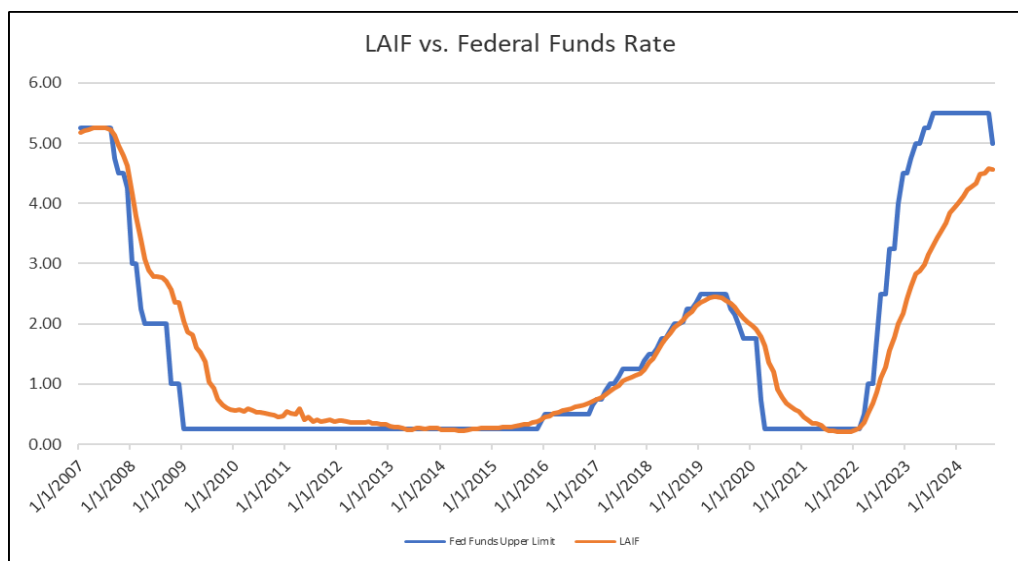


Chart provided by Time Value Investments, with source data from the Federal Reserve and the California State Treasury, Presentation dated November 1, 2024.

Portfolio Strategy

The prior fiscal year investment goal was to match or outperform LAIF. While this goal continues, staff also plans to evaluate cash flow needs to determine if it is prudent to purchase approved investments with terms of two to five years. This could allow the City to lock-in higher interest rates for a greater time horizon. This could be beneficial if there are continuing signs that interest rates will fall in calendar year 2025.

ANALYSIS:

The attached investment reports include the City of Marina's and the City of Marina as Successor Agency to the Marina Redevelopment Agency's and Preston & Abrams Non-Profit Corporation reports ("**EXHIBIT A**"). These include balances of City, Successor Agency and Preston Park / Abrams Park, and restricted FORA bond reserves that are held by financial institutions, as reported in their monthly statements.

FISCAL IMPACT:

Investing the City's in accordance with the City's primary investment objective of safety, liquidity and yield can earn respectable interest earnings for the City, City of Marina's and the City of Marina as Successor Agency to the Marina Redevelopment Agency.

CONCLUSION:

This report is submitted for City Council consideration and possible action.



Roger Sattoof
Financial Analyst
City of Marina

Tori Hannah
Finance Director
City of Marina

REVIEWED/CONCUR:

Layne P. Long
City Manager
City of Marina

EXHIBIT A-1

To: Honorable Mayor and City Council Members

From: Roger Sattoof, Financial Analyst

RE: Investment Report for **City of Marina** Funds
Quarter Ended September 30, 2024

Cash and Investment Summary:

	<u>Market Value</u>
Cash	\$ 3,447,083
Local Agency Investment Fund (LAIF)	50,186,626
US Treasury Bills	92,321,380
US Agency Bonds	5,017,635
Restricted Money Market Account - Bond Proceeds or Bond Reserves	10,508,625
	<u>\$ 161,481,348</u>
Cash not earning interest	\$ 3,445,099
Non earning cash as a percentage of total cash	2%

I hereby certify that sufficient investment liquidity and anticipated revenues are available to meet the City of Marina's anticipated expenditure requirements for the next six (6) months.
(California Government Code Section 53646)



Tori Hannah, Finance Director



Roger Sattoof, Financial Analyst

EXHIBIT A-1

CITY OF MARINA
INVESTMENT REPORT
Quarter Ended September 30, 2024

Institution/Type of Investment	Additional Identifiers/CUSIP #	Purchase Date	Maturity	Rate (%)	Face Value	Market Value	Cost Basis	Unrealized Gain/Loss	
Cash									
Petty Cash	-	-	-	-	\$ 2,000	\$ 2,000	\$ 2,000	-	
Chase Checking Account	-	-	-	-	3,443,099	3,443,099	3,443,099	-	
Total Cash					\$ 3,445,099	\$ 3,445,099	\$ 3,445,099	-	
Investments									
Local Agency Investment Fund (LAIF)									
Pooled money investment	-	-	-	4.56%	\$ 50,186,626	\$ 50,186,626	\$ 50,186,626	\$ -	
JP Morgan Investments									
US Agency Bond	Federal Farm Credit Bank	3133ERPC9	08/08/24	02/12/25	4.50%	\$ 5,000,000	\$ 5,017,635	\$ 5,000,000	\$ 17,635
US Treasury Bill	US Treasury Bill	912797KU0	04/18/24	10/17/24	5.22%	9,237,000	9,217,695	8,999,703	217,991
US Treasury Bill	US Treasury Bill	912797LQ8	06/20/24	12/19/24	5.05%	5,000,000	4,950,570	4,872,169	78,401
US Treasury Bill	US Treasury Bill	912797LZ8	08/02/24	01/30/25	4.80%	5,000,000	4,926,602	4,885,722	40,880
US Treasury Bill	US Treasury Bill	912797MJ3	08/08/24	02/06/25	4.84%	6,000,000	5,906,400	5,857,613	48,787
US Treasury Bill	US Treasury Bill	912797KJ5	09/18/24	03/20/25	4.54%	21,252,000	20,820,968	20,781,732	39,236
US Treasury Bill	US Treasury Bill	912797LN5	06/28/24	06/12/25	5.04%	2,485,000	2,417,094	2,369,160	47,935
Total JP Morgan Investments					\$ 53,974,000	\$ 53,256,964	\$ 52,766,099	\$ 490,865	
Citizens Bank LPL									
Cash	-	-	-	1.99%	\$ 1,984	\$ 1,984	\$ 1,984	-	
US Treasury Bill	-	912797MY0	09/24/24	01/21/25	4.51%	\$ 2,085,000	\$ 2,056,069	\$ 2,054,781	\$ 1,288
US Treasury Bill	-	912797KA4	03/12/24	02/20/25	4.96%	\$ 2,094,000	\$ 2,057,987	\$ 1,999,636	\$ 58,352
US Treasury Bill	-	912797KA4	03/15/24	02/20/25	4.94%	\$ 5,000,000	\$ 4,914,010	\$ 4,778,622	\$ 135,388
US Treasury Bill	-	912797KA4	03/20/24	02/20/25	5.03%	\$ 5,233,000	\$ 5,143,003	\$ 4,999,358	\$ 143,645
US Treasury Bill	-	912797KA4	03/21/24	02/20/25	4.98%	\$ 228,000	\$ 228,010	\$ 221,772	\$ 6,238
US Treasury Bill	-	912797KA4	05/17/24	02/20/25	5.19%	\$ 9,354,000	\$ 9,193,130	\$ 8,998,865	\$ 194,265
US Treasury Bill	-	912797KJ5	03/21/24	03/20/25	5.04%	\$ 5,249,000	\$ 5,142,540	\$ 5,003,019	\$ 139,521
US Treasury Bill	-	912797KS5	04/18/24	04/17/25	5.20%	\$ 5,252,000	\$ 5,136,598	\$ 4,999,788	\$ 136,810
US Treasury Bill	-	912797LN5	06/13/24	06/12/25	5.07%	\$ 10,500,000	\$ 10,210,704	\$ 10,003,342	\$ 207,362
Total Citizens Bank LPL					\$ 45,000,984	\$ 44,084,034	\$ 43,061,165	\$ 1,022,869	

EXHIBIT A-1

CITY OF MARINA
INVESTMENT REPORT
Quarter Ended September 30, 2024

Institution/Type of Investment	Additional Identifiers/CUSIP #	Purchase Date	Maturity	Rate (%)	Face Value	Market Value	Cost Basis	Unrealized Gain/Loss
<i>Restricted Bond Reserve Accounts</i>								
US Bank								
Money Market	Abrams B Debt Service	N/A	N/A	4.58%	\$ 709,006	\$ 709,006	\$ 709,006	-
Money Market	2022 COPS - Transportation Improvements	N/A	N/A	4.36%	\$ 9,799,620	\$ 9,799,620	\$ 9,799,620	-
Total Bond Reserve Accounts					\$ 10,508,625	\$ 10,508,625	\$ 10,508,625	-
Total Cash and Investments					\$ 163,115,334	\$ 161,481,348	\$ 159,967,614	\$ 1,513,734

EXHIBIT A-2

To: Honorable Mayor and City Council Members

From: Roger Sattoof, Financial Analyst

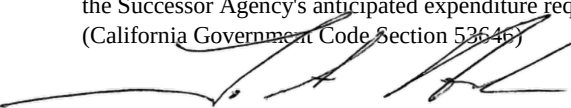
RE: Investment Report for **Fiduciary Funds: Successor Agency and the FORA Bond Reserve Account**
Quarter Ended September 30, 2024

Cash and Investment Summary:

	<u>Market Value</u>
Cash	\$ 124,394
Local Agency Investment Fund (LAIF)	\$ 2,541,824
Restricted Money Market - Bond Proceeds/Bond Reserves	\$ 3,552,103
Total	\$ 6,218,321

Cash not earning interest	\$ 124,394
Non earning cash as a percentage of total cash	2%

I hereby certify that sufficient investment liquidity and anticipated revenues are available to meet the Successor Agency's anticipated expenditure requirements for the next six (6) months.
(California Government Code Section 53646)



Tori Hannah, Finance Director

Roger Sattoof, Financial Analyst

EXHIBIT A-2

City of Marina
Investment Report for **Fiduciary** Funds
Quarter Ended September 30, 2024

Institution/Type of Investment	Additional Identifiers/CUSIP#	Purchase Date	Maturity	Rate (%)	Face Value	Market Value	Cost Basis	Unrealized Gain /Loss
Successor Agency								
Cash								
Checking Account	Chase Bank	-	-	0.00%	\$ 124,394	\$ 124,394	\$ 124,394	-
Investments								
Local Agency Investment Fund (LAIF)								
Pooled money investment				4.56%	\$ 2,541,824	\$ 2,541,824	\$ 2,541,824	-
Restricted Bond Reserve Accounts								
US Bank								
Money Market	2018 Housing Tax Allocation Bonds Series A&B	-	-	4.56%	\$ 1,148,871	\$ 1,148,871	\$ 1,148,871	-
Money Market	2020 Housing Tax Allocation Bonds Series A&B	-	-	4.53%	\$ 1,044,990	\$ 1,044,990	\$ 1,044,990	-
Money Market	2023 Housing Tax Allocation Bonds Series A&B	-	-	4.33%	\$ 1,344,068	\$ 1,344,068	\$ 1,344,068	-
Total Bond Reserve Accounts					\$ 3,537,929	\$ 3,537,929	\$ 3,537,929	-
Total Successor Agency					\$ 6,204,147	\$ 6,204,147	\$ 6,204,147	\$ -
Fort Ord Resuse Authority (FORA) Bond Reserves								
Restricted Bond Reserve Accounts								
US Bank								
Money Market	2020 Tax Allocation Bonds	-	-	4.36%	\$ 14,174	\$ 14,174	\$ 14,174	-
Total Cash and Investments						\$ 6,218,321		

EXHIBIT A-3

To: Honorable Mayor and City Council Members

From: Roger Sattoof, Financial Analyst

RE: Investment Report for **Abrams and Preston** Funds

Preston Park Sustainable Community Non-Profit Corporation & Abrams B Non-Profit Corporation

Quarter Ended September 30, 2024

Cash and Investment Summary:

	<u>Market Value</u>
Cash	\$ 13,535,040
Money Market	3,236,568
	<u>\$ 16,771,609</u>
Cash not earning interest	\$ 1,012,149
Non earning cash as a percentage of total	6%

I hereby certify that sufficient investment liquidity and anticipated revenues are available to meet the City of Marina's anticipated expenditure requirements for the next six (6) months.

(California Government Code Section 53646)



Tori Hannah, Finance Director



Roger Sattoof, Financial Analyst

EXHIBIT A-3

CITY OF MARINA
INVESTMENT REPORT
Quarter Ended September 30, 2024

Institution/Type of Investment	Additional Identifiers /CUSIP#	Purchase Date	Maturity	Rate (%)	Face Value	Market Value	Cost Basis	Unrealized Gain /Loss
Preston Park								
Cash								
<i>Chase</i>								
Checking Account	Operations	-	-	2.80%	\$ 686,033	\$ 686,033	\$ 686,033	-
Checking Account	Security Deposit	-	-	0.00%	\$ 578,436	\$ 578,436	\$ 578,436	-
<i>Bridge Bank</i>								
High-Yield Checking Account	Capital Reserve Account	-	-	4.66%	\$ 11,836,858	\$ 11,836,858	\$ 11,836,858	-
Total Cash					\$ 13,101,326	\$ 13,101,326	\$ 13,101,326	-
Investments								
<i>Bridge Bank</i>								
Money Market	Capital Reserve Account	-	-	0.65%	\$ 250,133	\$ 250,133	\$ 250,133	-
Total Investments					\$ 250,133	\$ 250,133	\$ 250,133	\$ -
Total Cash and Investments - Preston Park					\$ 13,351,460	\$ 13,351,460	\$ 13,351,460	\$ -
Abrams Park								
Cash								
<i>Bridge Bank</i>								
Checking Account	Operations	-	-	0.00%	\$ 433,714	\$ 433,714	\$ 433,714	-
Total Cash					\$ 433,714	\$ 433,714	\$ 433,714	-
Investments								
<i>Bridge Bank</i>								
Money Market	Trust - Security Deposits	-	-	0.65%	\$ 273,273	\$ 273,273	\$ 273,273	-
Money Market	Trust - Reserves	-	-	1.00%	\$ 2,713,163	\$ 2,713,163	\$ 2,713,163	-
Total Investments					\$ 2,986,435	\$ 2,986,435	\$ 2,986,435	-
Total Cash and Investments - Abrams Park					\$ 3,420,149	\$ 3,420,149	\$ 3,420,149	-
Total Cash and Investment:					\$ 16,771,609			

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of December 3, 2024

**CITY COUNCIL CONSIDER ADOPTING RESOLUTION NO. 2024-,
ACCEPTING HILLTOP PARK EXCEPT THE LANDSCAPED AREA;
AND ACCEPTING THE LANDSCAPE AREA SUBJECT TO ENTERING
INTO AN IMPROVEMENT AND LONG-TERM MAINTENANCE
AGREEMENT; AUTHORIZE THE CITY MANAGER TO EXECUTE AN
IMPROVEMENT AND LONG-TERM MAINTENANCE AGREEMENT
DEFINING DEVELOPERS OBLIGATIONS DURING THE
MAINTENANCE PERIOD SUBJECT TO REVIEW AND APPROVAL BY
THE CITY ATTORNEY; AND FIND THIS ACTION IS EXEMPT FROM
CEQA PURSUANT TO SECTION 15061(B(3)) OF THE CEQA
GUIDELINES.**

RECOMMENDATION: It is recommended that the City Council consider adopting Resolution No. 2024-;

1. Approving acceptance of Hilltop Park except the landscaped areas; and accept the landscaped area subject to the City of Marina and Shea Homes' entering into a separate Improvement and Maintenance Agreement for Hilltop Park defining City's and Shea Homes obligations during the maintenance period;
2. Authorizing the City Manager to negotiate and execute the agreement subject to final review and approval by the City Attorney; and
3. Direct City staff to take appropriate steps to pay the Marina Coast Water District (MCWD) capacity charge for the park, which shall be reimbursed to the City after two (2) years; and authorize the Finance Director to make necessary accounting and budgetary entries.

PROJECT HISTORY

Hilltop Park as approved in the Dunes Specific Plan is a unique and different park from the other traditional developed parks in Marina. Its location provides beautiful panoramas of the ocean to the west and Salinas and the hills to the east. The park as designed is to be a passive park, rather than an active use park and will not have playground equipment, sports fields, and other established play areas. The park's landscape emphasizes native plantings, overlooks, seating areas, walking pathways, picnic areas, and a dog park. Trails follow the contours of the land and provide access from Eighth and Ninth streets.

The park has an extensive project history with multiple public meetings, an ad hoc committee appointed by the City Council, direction from the City Council on vision and design of the park, and assistance from local volunteers in the park development.

The City hired Denise Duffy and Associates ("DDA") to review and inspect the planted and seeded native vegetation within the park and make recommendations and to also prepare short and long-term maintenance recommendations (**Exhibits E and F**). John Wandke from DDA, the hired environmental scientist evaluated the landscape plan and concluded that the seeding and planting effort was mostly successful and has a good chance of continuing to grow and fill in over time. He also recommended certain actions to move the park landscaping towards meeting the success criteria.

Hilltop Park Hardscape

All hardscaped areas of the park are completed including trails, the dog park, benches, and picnic area. The punch list prepared by the City is completed and the City is ready to accept the hardscaped areas of the park. The hardscaped areas proposed to be accepted are shown in **Exhibit C**.

The hardscaped areas will, upon acceptance, be maintained by the City's park maintenance staff. Short-term, the City has the staffing to add this park to its park maintenance scheduling; however, the City will need additional staff resources long-term. Staff will be bringing this issue back to the council when we start the budget process for FY 2025/26 and FY 2026/27 budgets.

Hilltop Park Landscape

Due to the unique design of a natural and native park, the seeds and plants are not yet fully grown and will continue to grow and develop over the next five years. In order to allow for the acceptance by the City of the landscaped areas, the City and Shea Homes have agreed to a "Hilltop Park Improvement and Maintenance Agreement" which defines the Developer's responsibilities over the next two-year maintenance period for the park.

Maintenance Period

The developer is required to maintain the landscaping for a period of two years from the date of acceptance of the landscaped areas of the park. Additionally, the Landscape Plan defines success criteria for development of the landscaped areas. The success criteria have three objectives:

Objective #1 Percent (%) coverage of bare ground

- a. Year 1-2 80-95%
- b. Year 3-4 70-85%
- c. Year 5 65-75%

Objective #2 Percent (%) coverage of non-natives plants

- d. Years 1-5 Les than 10%

Objective #3 Percent (%) coverage of native plants

- e. Year 1 5-10%
- f. Year 2 10-20%
- g. Year 3 15-25%
- h. Year 4 20-30%
- i. Year 5 25-35%

Consistent with the Landscape Plan, DDA recommends that irrigation described in the Plan be installed on a temporary basis within certain areas of the park. The reliance upon mother nature to irrigate the site is unlikely to result in the success criteria being met.

ANALYSIS

As set forth above, City staff recommend that the City accept the hardscaped areas shown on Exhibit C. In order to accept the not fully developed landscaped areas of Hilltop Park, City staff proposes the Council accept Hilltop Park landscaped areas in its current state, conditioned upon City and Shea Homes entering into a Hilltop Park Improvement and Maintenance Agreement that includes the following key terms.

City responsibilities

- Pay the capacity charge fee to MCWD for the hook up to MCWD's water system. It is expected that after two to three years of watering the plants will be established, and the water can be disconnected and MCWD will reimburse the City for the capacity charge fee.
- Pay the water utility costs for watering the park

Shea Home responsibilities

- Implement recommendations of Denise Duffy & Associates Memorandum of August 2, 2024 including:
- Re-inspect the seeded areas during fall 2024 to determine if additional seedling mortality has occurred during the dry season and identify areas that require a re-application of the seed mix and reseed according to map in the Memorandum.
- Continue to reseed the park on an as-needed basis.
- Install a temporary on-grade irrigation system for all the areas indicated on the map that need to be reseeded and will maintain this system for two years.
- Remove invasive weeds throughout all areas prior to reseeding
- Inspect and remove invasive weeds on a once monthly basis
- Remove ice plant mats, jubata grass, plume acacia saplings, and ice plant under oak thicket.
- Provide a two-year performance/warranty bond

Attached is a proposed draft of this agreement **Exhibit D**

ENVIROMENTAL REVIEW

Acceptance of a park and entering into a maintenance contract is not a project subject to the California Environmental Quality Act pursuant to the commonsense exemption found in section 15061(b)(3) of the CEQA Guidelines.

FISCAL IMPACT

Capacity Fee-The Monterey Coast Water District (MCWD) capacity charge to temporarily service the park will cost \$31,271-\$78,662 depending on if the water is potable or recycled water. After two years the water line would be capped, and the City would be reimbursed by MCWD for the fee.

Long Term Maintenance Cost-As directed by the City Council, Denise Duffy and Associates has prepared a detailed long term maintenance plan for Hilltop Park. Due to the very specific seed mix on the site, over the course of the next seven (7) years it will cost the City of Marina approximately \$277,000 to maintain the park in its current plant configuration.

CONCLUSION

City staff are recommending acceptance of the hardscaped areas shown on Exhibit C, and conditional acceptance of the landscaped areas of Hilltop Park subject to the developer entering into an agreement, Exhibit D to be executed by the City Manager on behalf of the City, subject to the review and approval of the City Attorney.

Respectfully submitted

Guido F. Persicone, AICP
Community Development Director
City of Marina

REVIEWED BY:

Layne Long
City Manager
City of Marina

Exhibits
A-Resolution
B-Project History
C-Map showing Accepted/Accepted Subject to Agreement Areas
D-Draft Maintenance Agreement with exhibits of Park, Improvements and Maintenance Plan
E-Hilltop Park Recommendations, Denise Duffy and Associates.
F-Hilltop Park Landscape Maintenance Manual

RESOLUTION NO. 2024-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA CITY ACCEPTING THE REAL PROPERTY OF AND IMPROVEMENTS TO HILLTOP PARK EXCEPT THE LANDSCAPED AREA WITHIN THE PARK, WHICH SHALL BE SUBJECT TO ACCEPTANCE UPON EXECUTION OF, AND WHICH ACCEPTANCE SHALL BE CONDITIONED BY THE TERMS OF, AN IMPROVEMENT AND MAINTENANCE AGREEMENT. THE CITY MANAGER SHALL BE AUTHORIZED TO PREPARE, NEGOTIATE, AND EXECUTE THE AGREEMENT SUBJECT TO REVIEW AND APPROVAL BY THE CITY ATTORNEY. THIS ACTION IS EXEMPT FROM CEQA PURSUANT TO SECTION 15061(B(3)) OF THE CEQA GUIDELINES.

WHEREAS, the University Village Specific Plan envisioned Hilltop Park (referred to herein as “park”) to be a passive area with walking trails, picnic areas and native vegetation; and

WHEREAS, diligent effort has been made by the City and community volunteers for the landscaping of this park; and

WHEREAS, when the City of Marina approved the project plans for Hilltop Park specific success criteria were established for the City to accept the park from Shea Homes; and

WHEREAS, due nature of this park planted by seeds, the success criteria can only be met over time and cannot be met currently; and

WHEREAS, the City desires to accept the park so community members can utilize the park’s trails as well as the dog park set forth in the plans for the park; and

WHEREAS, the City of Marina desires to enter into a separate agreement for the landscaping of the park so that the City may fully accept the real property and improvements thereon upon fulfillment of the terms and conditions of said agreement; and

WHEREAS, the City Staff Report of even date herewith sets forth the project history and staff’s recommendations with respect to the park; and

NOW THEREFORE BE IS RESOLVED that the City Council of the City of Marina does hereby incorporate the recitals as if fully set forth herein in their entirety and:

1. Finds that the following actions are exempt from CEQA pursuant to section 15061(b)(3) of the CEQA Guidelines.
2. Accepts Hilltop Park except the landscaped area as shown on Exhibit C; and accepts the landscaped area subject to the City of Marina and Shea Homes’ entering into a separate Improvement and Maintenance Agreement, Exhibit D for Hilltop Park defining City’s and Shea Homes obligations during the maintenance period;
3. Authorizes the City Manager to negotiate and execute the agreement subject to final review and approval by the City Attorney; and

4. Directs City staff to take appropriate steps to pay the Marina Coast Water District (MCWD) capacity charge for the park, which shall be reimbursed to the City after two (2) years; and authorize the Finance Director to make necessary accounting and budgetary entries.

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting duly held on the 3rd day of December 2024, by the following vote:

AYES, COUNCIL MEMBERS:

NOES, COUNCIL MEMBERS:

ABSENT, COUNCIL MEMBERS:

ABSTAIN, COUNCIL MEMBERS:

Bruce Delgado, Mayor

ATTEST:

Anita Sharp, Deputy City Clerk

Exhibits B-Project History

November 2020-Marina Community Partners (MCP) presents to the city its initial concept design for Hilltop Park; Fred Watson & Scott Waltz provide comments on the concept design: FORTAG, Planting/Trees and invasive species removal.

December 2020 to January 2021-MCP response to Fred & Scott's comments with a new concept plan.

February 2021-City received an email from Fred Watson regarding the mass grading on the Hilltop Park site

April 2021-City Council received first presentation on the Concept Park Design.

May 2021-City Council's Ad-Hoc committee met with the Developer to discuss items brought up during the Council meeting

April 20, 2021-Council approval of the conceptual plan for Hilltop Park except the vegetation. The council directed the formation of an ad hoc committee for the trees, grasses, forbs and shrubs for this park.

May 17, 2022-City Council approval of resolution 2022-60. Native plants were emphasized but 100% native plants was not required. Section 3A of the resolution specifically says, "commercially available seed shall be used¹." The motion also included a requirement that the City shall develop a maintenance plan for the park before it is transferred over to the City.²

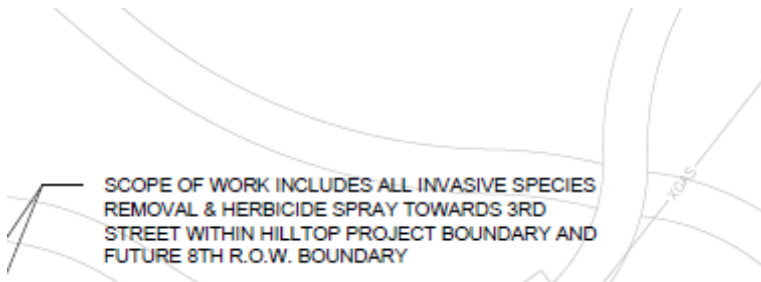
April 4, 2023 – City Public Works Department Conditionally Approved the Final Design Plans for Construction

19. THE CONTRACTOR SHALL GUARANTEE THAT ALL SHRUBS ARE FREE FROM DEFECT IN MATERIAL OR WORKMANSHIP FOR A PERIOD OF 90 DAYS AFTER FINAL ACCEPTANCE OF WORK. TREES SHALL BE GUARANTEED FOR ONE YEAR AFTER FINAL ACCEPTANCE OF WORK. THE CONTRACTOR SHALL REPLACE ANY DEFECTIVE PLANT MATERIAL OR WORKMANSHIP AT NO ADDITIONAL COST TO THE OWNER DURING THIS PERIOD.

¹ Note this can be found on the Access Media Partners (AMP) video at 2 hours and 25 minutes into the video.
<https://videoplayer.telvue.com/player/AWBnUCvvx6cKD1BrvIIZX31orwnnR9JL/media/720943?key=AWBnUCvvx6cKD1BrvIIZX31orwnnR9JL>

² 2 hour and 30 minutes into the AMP video

CITY OF MARINA APPROVAL	
APPROVED BY:	BRIAN McMINN
TITLE:	CITY ENGINEER
SIGNATURE:	
DATE:	4/4/23

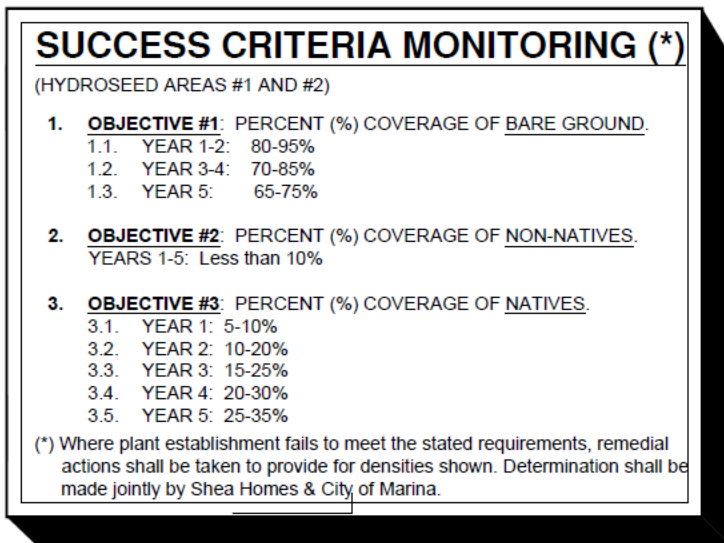


September 11, 2023 – MCP provided an Addendum Bulletin from their Landscape Architect (vanderToolen, vTa) revising the Hydroseeding Material Specifications, Temporary Irrigation (removal), and Hydroseed Mix amounts and application/planting timing.

October 10, 2023 – MCP provided an Addendum Bulletin from vTa providing the revised irrigation plan sheets that would **remove all temporary irrigation** for trees, shrubs, volunteer planting areas and hydroseeding areas.

150 Tackifer – M-Binder

2. Protection: Contractor is to stay off treated areas.
3. Unused Loads: If mixture remains in tank for more than 8 hours it shall be removed from the job site at contractor's expense.
4. Reseeding: After "Final Acceptance", reseeding will be done at the request of the owner and shall be considered extra.



December 19, 2023-Council approved the alternate seed mix for the site.

January 11, 2024-prior to issuing the approval of the park, a memo was prepared by Vander Toolen and Associates stating all seed proposed was going to be planted except for item 1 (Deerwood) which was not available and item 2 (California Sagebrush) which the staff recommended be removed.

February 15, 2024-Erik Nava, City of Marina Contract Public Works Inspector, field verified all the seeds proposed were planted. The only modification was the Monkey Flower had a Latin name change.

June 13, 2024-site visit by City staff and Dense Duffy and Associates to better understand the status of the park.

June 18, 2024-City Council authorized a contract with Denise Duffy and Associates to prepare a maintenance plan for the park with particular emphasis on how to maintain the new unique blend of plant species planted by Marina Community Partners and community volunteers.

Summer 2024-a punch list was prepared for Marina Community Partners (MCP) to ensure the park was constructed in accordance with the approved set of plans.

August 23, 2024-an email was sent to Marina Community Partners (MCP) stating that the punch list was complete with the exception of two key items:

Public Works has two remaining items for site amenities – the Dog Park sand import and the Rod & Cable fencing (See attached Exhibit).

Landscaping/Hydroseeding will be discussed separately outside of Public Works through the Planning/CDD team regarding the 2-yr Maintenance requirement set by Council (see Resolutions 2022-60 and 2023-134).



HILLTOP PARK IMPROVEMENT & MAINTENANCE AGREEMENT
“The Dunes on Monterey Bay” Project

THIS AGREEMENT (“Agreement”) is made effective this ___ day of _____, 2024 (“Effective Date”), by and between the City of Marina, herein called the “City,” a municipal corporation, and Shea Homes Limited Partnership, a real property owner, developer or subdivider, herein called the “Developer.”

RECITALS

A. Developer is the owner of that certain real property identified for purposes of Phase 2 East of the Dunes on Monterey Bay Project (the “Dunes Project,” or “Project”) as “Parcel OS-2.2,” approximately bounded by 3rd Avenue, future 8th Street, California Avenue, and 9th Street, in the City of Marina, County of Monterey, State of California, which is more particularly described on Sheet 13 of 13 of Tract No. 1550 recorded in the Monterey County Records Office in Volume 24 of Cities and Towns, at page 73(the “Property”) as more particularly described in **Exhibit A**, which is attached and incorporated herein by reference.

B. In connection with the Dunes Project, Developer has prepared, and the City has approved the plans and related specifications for construction, installation, completion, and maintenance of certain improvements on the Property, which in its eventual, final improved condition is referred to herein as “Hilltop Park.” The improvement plans for Hilltop Park were approved by the City Engineer on April 4, 2023, and by the District Engineer for the Marina Coast Water District (“MCWD”) on April 5, 2023 (the “Landscape Plan”). The Landscape Plan is on file in the City’s Department of Community Development and is incorporated into this Agreement by this reference.

C. As set forth more particularly in the Landscape Plan, the improvements for Hilltop Park include, but are not limited to, non-native invasive plant species removal; planting, watering, and otherwise maintaining trees, shrubs, and other specified plants and grasses; hydroseeding of prepared soil; installation and operation of irrigation lines; installing concrete and decomposed granite paving; boulder installation; and constructing concrete steps, handrails, pedestrian trails, and a dog park (collectively, the “Improvements”).

D. Developer has irrevocably offered Hilltop Park for dedication to the City for open space purposes. The City and its landscape consultant (Denise Duffy & Associates) have inspected the Property and Improvements as of the Execution Date of this Agreement. The City has determined that in order for the City to find Hilltop Park’s condition compliant with the Landscape Plan, Developer must take certain actions as more particularly described in **Exhibit B** hereto, which is incorporated herein by this reference. Exhibit B to this Agreement is declaratory of Developer’s existing obligations under the Landscape Plan and other Dunes Project approvals (“Approvals”), and does not supersede any requirement, condition, or obligation set forth therein.

Exhibit C sets forth the maintenance requirements of the Landscape Plan and, similarly, does not supersede the Approvals.

E. The City's acceptance of Hilltop Park, and the Improvements, is contingent on Developer committing to perform each and every covenant and condition of this Agreement, including Exhibits B and C hereto, and achieving each and every condition of the Landscape Plan.

F. This Agreement is entered into in accordance with Subdivision Map Act (Government Code Sections 66410 et seq.) and other applicable laws, and ordinances, rules, regulations, and determinations of the City.

NOW, THEREFORE, in consideration of the faithful performance of the terms and conditions set forth in this Agreement, it is agreed between the Developer and the City (collectively, the "Parties") as follows:

1. **Purpose.** The purpose of this Agreement is to: (a) guarantee construction, and completion of the Improvements in accordance with the Landscape Plan, including Exhibit B to this Agreement; and (b) ensure satisfactory performance by the Developer of Developer's obligations with respect thereto, including maintenance of the Improvements in accordance with the Landscape Plan and Exhibit C for a period of two years beginning upon the City's issuance of a Certificate(s) of Completion (described further below) ("Maintenance Period"). The recitals set forth above are hereby made a part of this Agreement.

2. **Improvements as a Benefit.** Developer agrees that the Improvements, which Developer is obligated to provide, will materially benefit the Property and are necessary to comply with the Landscape Plan and applicable law.

3. **Duty to Install Improvements.** Developer agrees to construct, install, and complete, or cause to be constructed, installed, and completed, all of the Improvements, in accordance with the Landscape Plan and Exhibit B hereto, and to provide the maintenance as set forth therein for the Maintenance Period, at the Developer's own expense.

4. **Performance of Work.** Developer agrees that the work necessary to construct and install the Improvements will be done in a good and workmanlike manner in accordance with accepted construction practices and in a manner equal or superior to the requirements of the City's Municipal Code ("Code") and rulings made under it. In the event that any conflict between the Improvement Plans and the Code should arise after the date of this Agreement but before the City issues a Certificate of Completion for the Improvements, the provisions of the Code shall control, but only to the extent consistent with the terms of the Approvals. Further, the work will be conducted in accordance with the requirements and procedures listed in the Approvals (including the Landscape Plan), in accordance with all City standards, specifications and applicable laws, rules and regulations, and to the satisfaction of the City. It is agreed that the City shall have the right to reject any or all of the work performed under this Agreement if such work does not conform to the Approvals, Landscape Plan, Exhibit B hereto, or any City standards and specifications, applicable law, rule, or regulation.

5. **City Payment of Capacity Charge.** City agrees to pay the capacity charge to Marina Coast Water District (MCWD) related to the installation of irrigation for Area 2 in Figure 1 of Exhibit B. Irrigation of Area 2 shall be provided during the Maintenance Period as necessary. After completion of Maintenance Period, City may request MCWD to refund all or a portion of capacity charge per rules or policy established by MCWD. Additionally, City shall pay cost of water for irrigation during Maintenance Period.

6. **Completion.** The Improvements required under this Agreement shall be completed by the Developer within _____ months of the date of this Agreement.

7. **Notice and Certification of Completion.** Developer shall advise the City in writing of the completion of the Improvements herein specified and request certification of completion. Upon receipt of Developer's request for certification of completion, City shall promptly inspect the Improvements. If the City determines, upon such inspection, that the Improvements have been satisfactorily completed, the City shall issue a certificate indicating the same (the "Certificate of Completion"). For the purposes of this Agreement, the date of completion shall be the date that the City issues a Certificate of Completion, upon which the Council's conditional acceptance of Hilltop Park will be removed, and the park will be fully accepted. The decision of the City shall be final as to whether any material or workmanship meets the applicable plans, specifications, and standards as set forth herein and in the Landscape Plan.

8. **Maintenance of Improvements.** As set forth in the Approvals, Developer agrees to diligently maintain the Improvements in good condition, health, and repair, and in accordance with the specifications in the Landscape Plan, Exhibit B, and Exhibit C to this Agreement, and any other applicable project Approvals, for two (2) years after the City issues the Certificate of Completion. The Developer or its successor shall employ the standard of care necessary to prevent the Improvements from substantially deteriorating during this time. This requirement is declaratory of Developer's existing obligations under the Approvals, and does not supersede any requirement, condition, or obligation set forth therein.

9. **Nonperformance and Costs.** If, within the time specified in this Agreement and any approved extension, Developer fails to complete the Improvements, to act promptly as required by this Agreement, or to otherwise breach this Agreement, the City shall provide fifteen (15) calendar days written notice to Developer's and Developer's surety, if any, of such failure ("Notice"), proceed to complete the Improvements pursuant to the Landscape Plan including Exhibit B hereto, by contract or otherwise, and Developer, immediately upon demand, shall pay the costs and charges incurred by City for said work, together with a fifteen percent (15%) administrative charge.

In the event of any such Notice, Developer's surety, if any, shall have the duty to take over and complete the work and the required Improvements; provided, however, that if the surety within thirty (30) calendar days after the serving of such Notice upon it does not give the City written notice of its intention to correct the deficiencies or complete the work within sixty (60) calendar days after notice to the City of such election, then the City may take over the work and prosecute the same to completion by contract, or by any other method the City may deem advisable, for the account and at the expense of the Developer, and the Developer's surety shall be liable to City for any excess costs of damages incurred by the City, including reasonable attorney's fees and interest

from the date of notice of such costs until the costs have been satisfied. If the form of improvement security is other than a bond, then the City, after giving notice of breach of the Agreement, may proceed to collect against the improvement security in the manner provided by law and by the terms of any security instrument.

10. **Remedies.** The City may bring legal action to: (1) compel performance of this Agreement; (2) ensure compliance with the Approvals; and (3) recover the costs (including the City's administrative costs) of completing the Improvements pursuant to Paragraph 8. The City may also seek any and all remedies available in law or equity. The Developer agrees that, if legal action is brought by the City, the Developer shall pay all of the costs of suit and reasonable attorneys' fees and all other expenses of litigation as determined by the court having jurisdiction over such suit, if such court rules that the Developer has failed to carry out any of its obligations under this Agreement.

11. **Responsibilities for Damage.** Any damage to the utilities, concrete work, or paving, or to any portion of adjacent properties that is caused by Developer or its employees, agents, or contractors, and that occurs during or from the project construction shall be completely repaired by the Developer to the satisfaction of the City.

12. **Utility Deposits.** Developer shall satisfy the City that it has made the deposits required for utilities to be supplied and connected with the applicable portion of the Project prior to obtaining a certificate of completion.

13. **Permits and Fee-Payments.** As required by the Approvals, and as applicable, Developer shall obtain all necessary permits and licenses for the construction of the Improvements, and shall pay all fees and taxes required by applicable law, including state law and local ordinance.

14. **Superintendence by Developer.** Developer shall have a competent foreman or superintendent with the authority to act for Developer, on the work site, during the course of construction of the Improvements.

15. **Inspections - Payment of Fees.** The City is authorized to enter the Property for inspection purposes at any time. Developer shall at all times maintain the Property so that the City and any agency authorized to make inspections can safely access and inspect all parts of the Property. Developer shall pay to the City the cost of inspecting the Improvements, including the costs of staff time and any consulting services determined to be necessary by the City, consistent with the City's fee schedules.

16. **Estimate of Costs; Security.** The estimated cost of the Improvements to be constructed under this Agreement is \$_____ and is more fully described in **Exhibit D**, attached hereto. Developer shall furnish two good and sufficient bonds, in an amount of 100% of the City Engineer's, or his or her designee's, estimated cost of the Improvements, guaranteeing Developer's performance of this Agreement: (1) a Payment Bond on a form provided by the City; and (2) a Faithful Performance Bond, both of which must be secured from a surety company admitted to do business in California. Each bond shall set forth a time period for performance by the Developer of its obligations and the terms and conditions on which the City may obtain the proceeds of the bond. Alternatively, the Developer may provide a cash deposit in an amount of

100% of the City Engineer's, or his or her designee's, estimated cost of the Improvements to guarantee Developer's performance of this Agreement.

The Faithful Performance Bond shall be in an amount not less than one hundred percent (100%) of the total estimated amount payable for the Improvements described in this Agreement, and shall secure payment to City of any loss due to the default of the Developer or its contractors or subcontractors their inability or refusal to perform this Agreement, and to guarantee or warranty the work done pursuant to this Agreement for a period of one year following issuance of Certificate of Completion by City against any defective work or labor done or defective materials furnished, provided that after completion of the Improvements by the Developer, Developer may substitute for the Performance Bond securing the warranty described above with a separate warranty bond issued by an admitted surety in the amount of ten percent (10%) of the total contract price of the Improvements (provided that amount of said bond shall not be less than One Thousand Dollars (\$1,000) to cover the one-year warranty period).

The Payment Bond shall be in an amount not less than one hundred percent (100%) of the total estimated amount payable for the Improvements described in this Agreement. The Payment Bond shall secure the payment of those persons or entities to whom the Developer may become legally indebted for labor, materials, tools, equipment or services of any kind used or employed by the contractor or subcontractor in performing the work, or taxes or amounts to be withheld thereon. The Payment Bond shall provide that the surety will pay the following amounts should the Developer, or its contractor or subcontractors fail to pay the same, plus reasonable attorneys' fees to be fixed by the court if suit is brought upon the bond: (1) amounts due to any person that has a lien right pursuant to California Civil Code Sections 8520, 8530 and 9100; (2) amounts due under the Unemployment Insurance Code with respect to work or labor performed for the Improvements described in this Agreement; and (3) any amounts required to be deducted, withheld, and paid over to the Employment Development Department from the wages of employees of the Developer, its contractors and subcontractors pursuant to Section 13020 of the Unemployment Insurance Code with respect to the work and labor. The Payment Bond shall, by its terms, inure to the benefit of any person that has a lien right pursuant to Civil Code Sections 8520, 8530 and 9100 so as to give a right of action to those persons or their assigns in any suit brought upon the bond.

Developer shall file with the Recorder's Office of the County of Monterey a notice of completion of the Improvements in accordance with California Civil Code section 3093.

The Developer shall submit the following for both the surety that furnishes the Payment Bond and the surety that furnishes the Faithful Performance Bond: (1) a current printout from California Department of Insurances website (www.insurance.ca.gov) showing that the surety is admitted to do business in the State; or (2) a certificate from the Clerk of the County of Monterey that the surety's certificate of authority has not been surrendered, revoked, canceled, annulled, or suspended or in the event that it has, than renewed authority has been granted.

17. **Erosion Control.** Consistent with the Approvals, Developer shall comply with the City-approved Stormwater Pollution Prevention Plan and Erosion Control Plans for the Project during construction of all Improvements to prevent erosion damage to the Property and to adjacent properties or improvements.

18. **No Waiver by City.** Inspection of the work and/or materials, or approval of work and/or materials inspected, or a statement by an officer, agent, or employee of the City indicating the work complies with this Agreement, or acceptance of all of these acts shall not relieve Developer of its obligation to fulfill this Agreement; nor is the City by these acts prohibited from bringing an action for damages or specific enforcement arising from the Developer's failure to comply with this Agreement. No action or omission by the City shall constitute a waiver of any provision of this Agreement unless expressly provided in writing. No course of dealing between Developer and the City, or any delay on the part of the City in exercising any rights hereunder, shall operate as a waiver of any rights by the City, except to the extent these rights are expressly waived in writing by the City.

19. **Hold Harmless Agreement.** Developer shall hold harmless, defend, and indemnify the City, its officers, employees, and agents from and against any and all damage, injury, and/or death to persons and property, and any and all claims, demands, costs, losses, damages, injuries, or liability, including attorneys' fees, howsoever caused, resulting directly or indirectly from the performance or nonperformance of any and all work done or to be done pursuant to this Agreement. Developer shall not be required to indemnify and hold harmless the City as set forth in this Paragraph for liability attributable to the sole fault of the City, provided such sole fault is determined by agreement between the Parties or the findings of a court of competent jurisdiction.

20. **Developer Not Agent of City.** Neither Developer nor its agents or contractors are agents of the City in connection with the performance of Developer's obligations under this Agreement.

21. **Notice of Breach and Default.** If Developer refuses or fails to prosecute the work required by this Agreement with such diligence as will ensure its completion within the time specified, or fails to complete the work within such time, or if the Developer is adjudged as bankrupt or makes a general assignment for the benefit of creditors, or if a receiver is appointed in the event of Developer's insolvency, or if Developer or Developer's contractors, subcontractors, agents, or employees violate this Agreement, the City may serve written notice upon Developer of breach of this Agreement.

22. **Breach of Agreement - Performance by City.** If the City gives notice of breach of this Agreement, the Developer shall provide written confirmation to the City of its intention to correct the deficiencies or complete the work under this contract within thirty (30) calendar days after the date of such notice of breach. If the Developer does not correct the deficiencies or complete the work within sixty (60) calendar days after the date of the notice of breach, or such additional time as deemed necessary by the Developer and as the City reasonably deems acceptable, the Developer shall be deemed in default, and the City may, but is not required to, take over the work and prosecute the same to completion by contract or other method which the City considers advisable, for the account, and at the expense, of Developer. In this event, the City, without liability for doing so, may take possession of and utilize in completing the work such materials, appliances, plants, and other property belonging to Developer as may be on the work site and necessary for completion of the work. The City may withdraw from the security specified in Paragraph 15 of this Agreement to pay the face amount of the obligations for completion of the work, as well as any additional costs and reasonable expenses and fees,

including reasonable attorneys' fees and interest from the date of notice of such costs until the costs have been satisfied, incurred by the City in successfully enforcing the obligations under this Agreement. In the event the cost of completing the work under this contract exceeds the amount contained in the security deposits specified under Paragraph 15, the Developer shall be responsible for any additional costs actually incurred by the City.

23. **Notices.** All notices required shall be in writing and delivered by Registered mail, postage prepaid, or any nationally recognized overnight courier that routinely issues receipts (e.g., FedEx). A party may change its address by notice in writing to the other party and thereafter notices shall be addressed and transmitted to the new address. All notices shall be deemed received three (3) business days after dispatch by United States Postal Service regular mail, or one (1) business day after dispatch by a reputable overnight courier service.

Notices to be given to the City shall be addressed as follows:

City Manager
City of Marina
211 Hillcrest Avenue
Marina, CA 93933

With a cc to:

Shute, Mihaly & Weinberger
396 Hayes Street
San Francisco, CA 94102
Attn: City Attorney, City of Marina

Notices to the Developer shall be addressed as follows:

[PROVIDE ADDRESS]

24. **Change of Developer.** If the Developer voluntarily ceases to have any legal interest in the Property, then a notice to that effect shall be filed with the City. The notice shall include the name and address of the new owner of the Property, submittal of a new security in accordance with Paragraph 15 of this Agreement (at which time the original security will be released), and a certified copy of the recorded deed. Unless a new agreement between the City and any successor owner is entered into, Developer shall provide the City with an assignment and assumption agreement between Developer and the successor owner relating to rights and obligations under this Agreement. Developer shall thereafter have no further obligations to the City under this Agreement except for any liability or obligations arising prior to such transfer.

25. **Heirs, Successors and Assigns.** This Agreement shall be binding upon and inure to the benefit of the heirs, successors and assigns of the Parties.

26. **Agreement Attaches to the Land - Recordation.** This Agreement pertains to and runs with the Property. This Agreement shall be recorded in the office of the County Recorder at the expense of the Developer and shall constitute notice to all successors and assigns of and to the Property of the obligations set forth herein.

27. **Miscellaneous Terms and Provisions.**

(a) If any provision of this Agreement is adjudged illegal, inoperative, or invalid, the remaining provisions of this Agreement, to the extent practicable, shall continue in full force and affect.

(b) This Agreement contains a full, final and exclusive statement of the Agreement of the Parties regarding the subject matter hereof.

(c) The obligations upon the Developer signing this Agreement terminate upon Certificate of Completion issued in accordance with Paragraph 6, or upon filing of a written assignment and assumption agreement with the County Recorder, and in compliance with Paragraph 22, above.

(d) This Agreement shall be administered, interpreted and enforced under the laws of the State of California and the City of Marina. In case of dispute, venue shall reside in Monterey County, California.

(e) Developer warrants and represents that the person signing on behalf of Developer has the authority to execute this Agreement on behalf of Developer, and has the authority to bind the Developer and the Property to the terms and obligations set forth in this Agreement. Developer agrees that this Agreement, and any instrument or agreement required hereunder, are within the Developer's powers, and have been duly authorized and delivered, and do not conflict with Developer's organizational powers.

(f) Developer agrees that this Agreement is a valid, legal, and binding Agreement, enforceable against Developer in accordance with its terms, and that any instrument or agreement required hereunder, when executed and delivered, will be similarly legal, valid, binding, and enforceable. Developer agrees that this Agreement does not conflict with any law, agreement, or obligations by which Developer is bound.

IN WITNESS WHEREOF, the Parties have executed the Agreement on the day and year above written.

[SIGNATURE PAGE FOLLOWS]

City of Marina,
a municipal corporation,

By: _____

Layne Long
City Manager

Attest:

City Clerk

Approved as to Form:

City Attorney

Developer,

By: _____

Name: _____

Title: _____

(Signature Must be Notarized)

Exhibit “A”

Description of Property

Exhibit “B”

“Scope of Work”

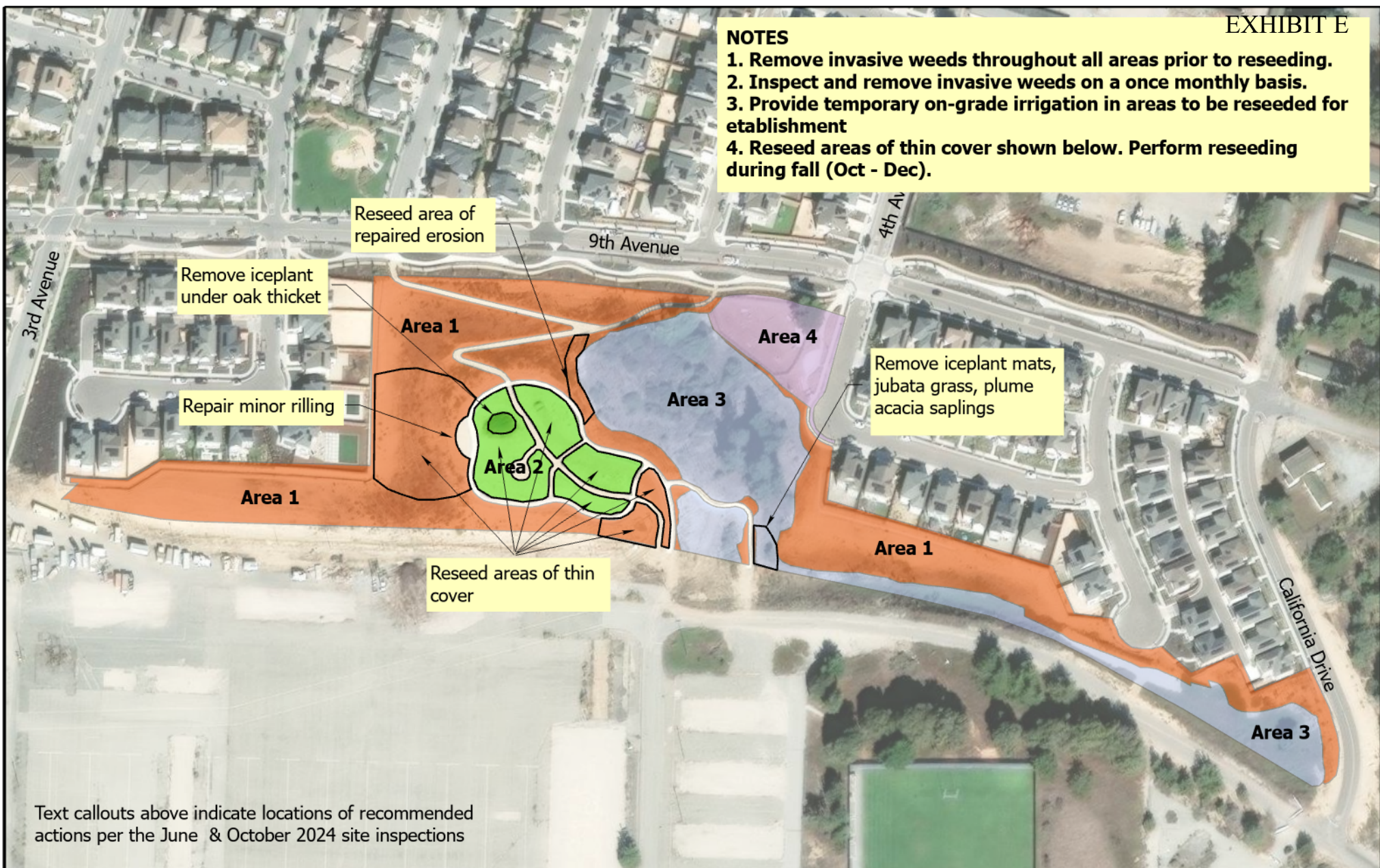
Exhibit “C”
Maintenance Plan

Exhibit “D”
Engineer’s Cost Estimate

1843483.6

NOTES

1. Remove invasive weeds throughout all areas prior to reseeding.
2. Inspect and remove invasive weeds on a once monthly basis.
3. Provide temporary on-grade irrigation in areas to be reseeded for establishment
4. Reseed areas of thin cover shown below. Perform reseeding during fall (Oct - Dec).



Landscape Areas

- Area 1 - Steep Slope Planting (5.75 Ac)
- Area 2 - Bluff Planting (0.75 Ac)
- Area 3 - Existing Habitat Area (3.00 Ac)
- Area 4 - Dog Park (0.50 Ac)

0 100 200 Feet



Landscape Areas

Hilltop Park



Denise Duffy and Associates, Inc.
Planning and Environmental Consulting

Date
10-2024
Scale
1 in = 200 ft

Figure
24

Native Plant Landscape Maintenance Manual

Hilltop Park Dunes Phase 2 East Marina, CA



July 2024

Prepared for:
City of Marina
290 Cypress Avenue
Marina, CA 93933

Prepared By:



Denise Duffy & Associates, Inc.
Contact: John Wandke
947 Cass Street, Suite 5
Monterey, CA 93940

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1 Introduction

This Native Plant Landscape Maintenance Manual (Manual) for Hilltop Park has been prepared for the City of Marina by Denise Duffy & Associates (DD&A). The purpose of this Manual is to provide guidance on appropriate maintenance activities necessary to both promote successful establishment of planted native vegetation and protect existing native habitat within Hilltop Park. Hilltop Park is approximately 10 acres and was created as part of the Dunes Phase 2 East development. The park provides a combination of informal and formal recreational opportunities for the public. These include decomposed granite walking paths that meander throughout the park, informal areas landscaped with native plants, existing protected areas of native habitat, a dog park, restrooms, a picnic area and associated areas of formal landscaping and hardscape features. Installation of the native plant landscaping was completed in winter 2024 and included tree plantings primarily consisting of coast live oak, staking and irrigation at tree planting locations, hydroseeding disturbed areas with a native seed mix, and installation of native coastal scrub species from container stock in select areas, and landscaping the area around the dog park with a combination of native and horticultural plantings per plans and specifications prepared by vanderToolen Associates.

The focus of this Manual is on both short and long-term maintenance of the informal native landscape areas and the existing areas of protected habitat within the park. Maintenance of the built park environment, dog park, and infrastructure is addressed by others. Specifically, this Manual provides recommendations for the following:

- Proper methods for identification and control of priority non-native invasive plant species;
- Management of public access routes for protection of delicate native vegetation;
- Erosion control; and
- Maintenance of plant material, replanting and/or reseeding.

1.1 Management Areas

The portions of Hilltop Park that are relevant to this Manual are shown on **Figure 1**. They consist of the following zones as defined on plans prepared by vanderToolen Associates:

- **Area 1** – “Steep slope” planting areas (5.75 acres) - North and west-facing slopes, sandy soils, hydroseeded with coastal scrub seed mix and planted with occasional coast live oak trees.
- **Area 2** – “Bluff” planting areas (0.75 acre) – Flat hilltop area with existing coast live oak thicket, sandy soils, hydroseeded with coastal scrub seed mix.
- **Area 3** – Existing habitat area (3.00 acres) – North-facing slope with existing maritime chaparral and coastal scrub vegetation in central area, margins planted with coastal scrub species.
- **Area 4** – Dog park planting area (0.50 acre) – Area of formal landscape and hardscape (shown for reference only).



Landscape Areas

- Area 1 - Steep Slope Planting (5.75 Ac)
- Area 2 - Bluff Planting (0.75 Ac)
- Area 3 - Existing Habitat Area (3.00 Ac)
- Area 4 - Dog Park (0.50 Ac)

0 100 200 Feet



Landscape Areas

Hilltop Park



Denise Duffy and Associates, Inc.

Planning and Environmental Consulting

Date

7-2024

Scale

1 in = 200 ft

Figure

3d

2 Maintenance Recommendations

The following sections provide recommendations for maintenance personnel qualifications, invasive non-native plant control, access control, erosion control, plant maintenance, and scheduling.

2.1 Maintenance Personnel Qualifications

The individuals performing long, and short-term maintenance of the native landscape areas must be experienced in the restoration, maintenance and management of native habitats of the Monterey Bay or Central Coast region and/or be directly supervised by a qualified individual. Native landscape maintenance personnel should have a unique skillset that includes but is not limited to the following:

- Working knowledge of California native plants and the ability to identify native plant species found in the vicinity of Hilltop Park, including the species installed during the project and other species that may be found on site. Ability to identify native plant species both in a seedling and mature stage;
- Ability to identify invasive non-native plants species both in a seedling and mature stage.
- Familiarity with invasive non-native plant control techniques;
- Experience working in and around sensitive habitats;
- Familiarity with special status plants known to occur at the site, such as the federally threatened Monterey spineflower (*Chorizanthe pungens* v. *pungens*);
- Familiarity with planting methods and water needs of California native plants found at the site; and
- Other general knowledge of landscape maintenance including irrigation, erosion control techniques, planting methods, fencing, pruning, tree staking.

2.2 Invasive Non-Native Plant Control

Correct identification and properly timed removal of invasive non-native plant species is a key element of both short term and long-term maintenance of the park. **Table 1** summarizes the priority invasive non-native plant species that have been observed by DD&A during 2024 at the park. This list may be updated over time, based on annual site inspections, as many other invasive plant species could potentially colonize the site. These species are considered a priority for removal and control due to their current presence at the site and their known tendency to invade disturbed areas, displace native plant species, impact diversity, affect wildlife habitat, and in some cases, alter soil properties. **Table 1** provides some basic management notes for control of the priority invasive non-native plant species but should not be construed as a complete list of treatment methods.

Invasive non-native plant control should adhere to the following general guidelines and best practices:

- Perform regular inspections to identify the extent and growth stage of invasive non-native plants.
- Plan removal events around the life cycle of each target species so removal occurs prior to seed formation.
- Make an effort to completely remove weeds from the site rather than creating and leaving piles. Iceplant may be left in piles for several months prior to off haul to allow desiccation and reduce weight, as long as the piles are not placed on native vegetation.

- Bag weeds with viable seeds and transport to the municipal landfill.
- Transport weeds without viable seeds from the field to the haul truck/bin using re-usable cans, totes, burlap, or tarps to minimize use of single-use plastic. Always cover and secure loads prior to transport.
- Minimize soil disturbance when possible and plan hauling routes to avoid trampling sensitive species.
- Control invasive non-native plant species using non-chemical control methods first. If herbicides must be used, adhere to the following BMPs for herbicide use:
 - An individual certified by the California Department of Pesticide Regulation (CDPR) shall be contracted to implement invasive species removal via herbicide treatment. Herbicide shall only be applied by persons certified by the CDPR.
 - Individuals applying herbicides shall be knowledgeable of dune plant species and be capable of distinguishing between native plants and the target non-native species. Care shall be exercised to avoid overspray and damage to non-target plants.
 - All reasonable precautions shall be taken to protect the environment and human health and safety. Herbicides shall be applied in an environmentally safe manner. Herbicide use shall be directed narrowly at the target organism to avoid broad impacts on the ecosystem.
 - All conditions of herbicide labels shall be followed.
 - Herbicides shall not be applied during or within 24 hours prior to rain.
 - Drift shall be avoided by not applying herbicides under windy conditions (e.g., >10 miles per hour) and by using ground-based applicators, low tank pressures, and spray nozzles adjusted for larger droplet sizes, or other methods recommended by the licensed individual. Extra caution will be used when winds are between 5 and 10 miles per hour.
 - Herbicides shall not be mixed, loaded, rinsed, or stored near aquatic or other sensitive resources.
 - Herbicides shall not be applied within 100 feet of aquatic resources.

Table 1. Summary of Priority Invasive Non-native Plants

Botanical Name Common Name	Photograph	Growth Form Blooming Period	Cal-IPC Rating Basic Management Notes
<i>Acacia longifolia</i> Sydney golden wattle		Tree June - Aug	Cal-IPC Rating: 'Watch' • Hand pull seedlings or saplings whenever found. • Large individuals may be cut and stump treated with glyphosate or triclopyr.
<i>Brassica</i> sp. <i>Hirschfeldia</i> sp. <i>Sisymbrium</i> sp. Mustard species		Herbaceous annual or biennial April – July to year- round	Cal-IPC Rating: typically 'Moderate' • Hand pull, when found, typically March-August, but possibly any time, prior to seed production. • Do not cut, completely remove taproot.
<i>Bromus diandrus</i> Ripgut brome Other potential invasive annual grasses (<i>Festuca myuros</i> , <i>Avena barbata</i> , <i>Hordeum murinum</i> , <i>Bromus hordeaceus</i> , <i>Bromus madritensis</i>)		Annual grass April - June	Cal-IPC Rating: 'Moderate' • Hand pull between February and April when young or when just beginning to flower but before ripe seed is produced. • Large monotypic infestations can be treated with herbicide when in the seedling stage, prior to flowering.

Botanical Name Common Name	Photograph	Growth Form Blooming Period	Cal-IPC Rating Basic Management Notes
<i>Carpobrotus edulis</i> Hottentot fig, iceplant		Succulent perennial Feb-Oct	Cal-IPC Rating: 'High' • Hand pull year round. A serrated harvest sickle knife can make removal of large mats easier. • Remove all plant parts; remaining plant material can form new adventitious roots. • Large mats can be effectively controlled with a 2% glyphosate solution.
<i>Centaurea melitensis</i> Tocalote		Herbaceous annual April - Aug	Cal-IPC Rating: 'Moderate' • Hand pull in April and May prior to flowering.
<i>Cortaderia jubata</i> Jubata grass		Large perennial grass Sept - Feb	Cal-IPC Rating: 'High' • Hand pull seedlings. • Cut, bag, and remove any seed plumes. • Remove all living plant parts from the site • Treat individuals too large to remove without heavy equipment using glyphosate or fluazifop herbicide in late summer or fall.

Botanical Name Common Name	Photograph	Growth Form Blooming Period	Cal-IPC Rating Basic Management Notes
<i>Paraserianthes lophantha</i> Albizia, stink bean, plume Acacia		Tree May - July	Cal-IPC Rating: 'Watch' Hand pull seedlings or saplings whenever found. Large individuals may be cut and stump treated with glyphosate or triclopyr.

Notes:

Cal-IPC – California Invasive Plant Council (2024)

2.3 Access Controls

Signage

Strategic placement of low-profile metal signage in native landscape areas can help reduce trampling impacts by informing the public that certain areas are closed to foot traffic. **Figure 2** provides a typical example of informative signage. Wording and signage design can be adjusted as desired.

Fencing

Native plant installations are often damaged unknowingly when the public wander off established trails. Impacts from trampling by people and dogs can be reduced through the use of strategically placed fencing and informative signage. An area east of the dog park has already been identified as a location where additional fencing is needed to prevent inadvertent trampling impacts to planted or protected areas of vegetation. Other areas may require fencing if trampling impacts are observed. Fencing can be costly and has aesthetic impacts, so the decision to fence should be based on need. The following should be incorporated into the maintenance routine:

- During the short term, monitor the site for formation of social trails or trampling impacts during each monthly maintenance inspection.
- Consider the use of symbolic metal post and cable, wood post and rope/cable, or sturdier two or three rail split cedar fencing to discourage off-trail use.



Figure 2. Typical Signage Example



Example of wood split rail fencing



Example of metal anchor rod and cable

Figure 3. Examples of Fencing

2.4 Erosion Control

Erosion control is expected to be primarily a short-term maintenance activity as planted vegetation becomes established, begins to spread and stabilize soils. Erosion control may also be required during the long-term maintenance period. The most common erosion features at the park are expected to be minor rill formation from surface runoff caused by moderate or high-intensity rainfall. Formation of larger, gully features is not expected, but if created by an unusual event, would require repairs that are outside the scope of this document. Recommendations for repair of minor erosion is provided below:

- Assess the entire site for erosion features during each maintenance inspection event;
- Identify for treatment areas of minor erosion greater than approximately 100 square feet (sf) in area or areas of erosion that have expanded since the prior maintenance inspection;
- Prior to October 15 of a given year, repair areas of erosion:
 - Identify the point of origin of concentrated surface flow run on;
 - Using hand tools, restore eroded areas to a condition consistent with the original grade, as feasible;
 - Install temporary, biodegradable erosion control materials designed to interrupt the flow of water over the soil surface beginning at the point of run on. Do not use materials made of plastic or containing plastic monofilament netting, which can ensnare wildlife. Biodegradable straw wattles with a burlap casing secured with wooden stakes should be installed along slope contours, keyed into a shallow trench, and staked every four feet to prevent water from flowing beneath the wattle.
 - If mulching is performed for erosion control, use clean rice straw. Do not use bedding straw or hay.
 - Reseed and/or plant disturbed areas after erosion control installation is completed.

2.5 Plant Maintenance

Native plant landscape areas typically do not require the same level of plant maintenance as formal landscaping. Native plants in these types of applications are usually left to grow, flower, and set seed naturally without pruning. However, some plant maintenance is expected, as recommended below:

- Remove dead woody plants/branches as needed;
- Trim vegetation that is encroaching on trails during fall;
- Inspect and maintain tree staking so trees remain upright;
- Install wire browse protection cages if damaging herbivory is observed;
- Repair water retention basins around container plantings as needed; and
- Perform replacement/supplemental planting as desired in early winter months.

2.6 Scheduling

A suggested schedule for short-term (1 – 3 years) and long-term (4 – 10 years) maintenance activities is provided below. Although some level of maintenance may be needed indefinitely, the long-term maintenance period is set at 10 years, at which time the frequency and need for maintenance can be reassessed.

Activity Description	Short Term												Long Term											
	YEAR 1 - 3												YEAR 4 - 10											
Month	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12
Quarter	Q1			Q2			Q3			Q4			Q1			Q2			Q3			Q4		
Invasive Non-native Plant Control																								
Weed control (general)																								
Weed control by species																								
Acacia sp.																								
Mustard sp.																								
Annual grass sp.																								
Iceplant sp.																								
Tocalote																								
Jubata grass																								
Access Controls - Fencing																								
Inspect for trampling impacts, social trails																								
Erosion Control																								
Inspect for erosion																								
Perform repairs																								
Re-seeding																								
Plant Maintenance																								
Inspect container plantings, trees, staking - repair as needed																								
Replanting																								

Figure 4. Suggested Maintenance Schedule

3 References

Cal-IPC. 2024. California invasive plant inventory. California Invasive Plant Council: Berkeley, California. Available at: <https://www.cal-ipc.org/plants/inventory/>

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of December 3, 2024

CITY COUNCIL CONSIDER ADOPTING RESOLUTION NO. 2024-, APPROVING PURCHASE OF A CITIZEN RELATIONSHIP MANAGEMENT (CRM) SOFTWARE FROM CIVICPLUS; APPROVING THE PURCHASE OF AN ASSET MANAGEMENT/MAINTENANCE WORK ORDER SOFTWARE SYSTEM FROM CITYWORKS, WITH IMPLEMENTATION SERVICES THROUGH CENTRICITY; WAIVE THE CITY'S FORMAL BID PROCESS, WITHOUT COMPETITIVE BIDDING, FINDING THAT COMPETITIVE BIDDING WOULD BE UNAVAILABLE, WOULD NOT PRODUCE AN ADVANTAGE AND WOULD NOT BE IN THE PUBLIC INTEREST; AUTHORIZE THE FINANCE DIRECTOR TO MAKE NECESSARY ACCOUNTING AND BUDGETARY ENTRIES; AND AUTHORIZE THE CITY MANAGER TO NEGOTIATE AND EXECUTE THE AGREEMENTS SUBJECT TO REVIEW AND APPROVAL BY THE CITY ATTORNEY

RECOMMENDATION:

It is recommended that the City Council adopt Resolution No. 2024- _:

1. Approving the purchase of a cloud-based public works citizen relationship management (CRM) software platform from CivicPlus, in the amount of \$22,541, with an automatic renewal in the second year for \$37,684, and an option to renew for one (1) additional year at \$39,568, for a total three-year cost of \$99,793, and;
2. Approving the purchase of an asset management/work order software system from Cityworks, with implementation services provided through Centricity in the first-year combined amount of \$58,200, with an option to renew for two (2) additional years at an average amount of \$22,800, for a total three-year cost of \$103,800, and;
3. Authorize the Finance Director to make necessary accounting and budgetary entries, and;
4. Authorize the City Manager to negotiate and execute the aforementioned agreements subject to final review by the City Attorney.

BACKGROUND:

As part of the Fiscal Year 2023-24 and 2024-25 Budget, Council established a list of priorities. One of the highest-ranking priorities included the implementation of a customer service request software for city streets and repairs. Currently, the Public Works Department does not have an asset management/work order system that allows for maintenance planning, initiating work orders, or tracking maintenance efforts against specific assets or sites. These requests are taken by phone, through email, or identified by staff and assigned to members of the maintenance crew. The City also does not have an automated solution that allows a community member to report a potential street hazard, a repair at a City parks or facility; or similar concern, and monitor the status of the request. The acquisition of a public works asset management/work order system that interfaces with citizen relationship management (CRM) software is projected to provide the following benefits:

- Increases responsiveness to residents by providing a seamless solution for residents to report non-emergency concerns and receive updates on their progress.
- Establishes a system to record preventive maintenance schedules and notify staff of upcoming maintenance or equipment replacement requirements.
- Expands productivity by allowing a supervisor or administrative staff to assign work orders in real-time and providing field crews with the option of updating the work order status through a mobile app.
- Provides a database to retain maintain these records, monitor performance, and produce associated management reports.

It also anticipated that the acquisition of the software packages is also complimentary to various Council goals that relate to facility and park maintenance plans, as well as general technology initiatives.

The City appropriated \$80,000 in the Fiscal Year 2023-24 and 2024-25 City-Wide Capital Improvement Fund to support these efforts. A process was initiated to evaluate software packages, with the goal of recommending the purchase of a system that would support the City's needs. An overview of that process, along with the recommended software packages is included in the Analysis section of this report. Staff will also provide a brief overview at the City Council Meeting.

ANALYSIS:

City staff invited five companies to showcase their software and provide a proposal for their asset management/maintenance work order systems. During the software demo, each company presented information on the following key aspects: functionality, performance, user-friendliness, service request reporting, Geographic Information System (GIS) integration, Global Positioning Satellite (GPS) capabilities, dashboards, and reporting features. The software package would also need to have the capability to allow field crews to receive assigned service requests and log maintenance efforts through the use of mobile cellphone app. Staff rated the different packages based on these key aspects, pricing, and reference checks from Cities that were currently using the software. Based on the evaluation process, Cityworks was selected as the recommended software package. Cityworks partners with Centricity GIS, LLC for implementation services. A copy of the proposal and an informational brochure on the Cityworks software is provided in **EXHIBIT A AND B**.

This same process was applied to selection of a CRM software. Three vendors were invited to provide a demonstration of software packages that would seamlessly integrate with the asset management system/maintenance work order system. The software package would need to offer an online portal for residents to submit requests, as well as a customizable mobile app to allow both residents and staff to report any issues at the site or from an alternate location; and receive updates on the progress of the reported items. In addition, this platform would also need to be able to apply this same functionality to non-emergency service requests for other departments. Based on this evaluation process, staff found SeeClickFix to best meet the City's needs. This software package was also presented to a Council subcommittee consisting of Mayor Delgado and Council Member McCarthy; the Executive Team, and the City's information technology representative. A copy of the proposal and informational brochure is included in **EXHIBITS C AND D**.

The costs associated with both packages are listed below:

	First Year	Second Year	Third Year	Total
Cityworks/Centricity				
Implementation Costs	\$39,000	-	-	\$39,000
Cityworks Licensing	19,200	21,600	24,000	64,800
SeeClickFix (CivicPlus) ⁽¹⁾				
Implementation Costs	22,541	-	-	22,541
Licensing	-	37,684	39,568	77,252
Total Costs	\$80,741	\$59,284	\$63,568	\$203,593

(1) Second and third-year licensing costs based on 5% annual increase in Years 2 and 3.

The estimated timeline for implementing both packages is approximately six months. Once the software is launched, information on how the public can download the app or use the portal will be presented at a Council Meeting and published on the website.

Section 3.16.040 of the City's Municipal Code requires a formal bidding process for purchases of supplies or equipment that are \$25,000 or more, however it also includes the following exception: Bidding procedures shall be dispensed with when the City Council finds by resolution that competitive bidding would be unavailing, would not produce an advantage and would not be in the public interest. Due to the complexity and variations in software products, the City did not develop formal specifications or advertised, as outlined in the bid process. Staff, however, did request competitive proposals from industry-recognized software vendors and conducted a formal evaluation process. Based on the competitive process that was undertaken, staff is requesting that Council waive the bid process in accordance with the exceptions identified in Section 3.16.040 of the Municipal Code.

The purchase of these software packages will require agreements with Cityworks and Centricity for the implementation and licensing of the Cityworks software; and CivicPlus for SeeClickFix. The City Attorney is currently reviewing the different vendor agreements. Staff is recommending that Council authorize the City Manager to sign the agreements based on the final review and approval of the City Attorney.

FISCAL IMPACT:

The combined first year costs for the implementation and licensing of both software packages are \$80,741. The Fiscal Year 2024-25 Adopted Capital Improvement Fund budget includes an \$80,000 appropriation for this project. Staff is recommending that the additional \$741 comes from project savings that are retained in the unallocated CIP fund balance.

The average annual costs for the remaining two-year contract years for Cityworks are \$22,800, while the average annual costs associated with SeeClickFix are \$38,626. The combined average for each of the two additional years is estimated to be approximately \$61,426.

At the Mid-Cycle Budget Presentation, it was estimated that there would be approximately \$1 million in revenues to support new on-going expenditures. If this item is approved this evening, along with the requests for two additional firefighters; and the Police Body-Worn and Vehicle Camera Project, the revised estimated on-going operating surplus is projected to be \$485,000.

CONCLUSION:

This request is submitted for City Council consideration and possible action.

Respectfully submitted,

Tori Hannah
Director of Finance
City of Marina

REVIEWED/CONCUR:

Layne Long
City Manager
City of Marina

RESOLUTION NO. 2024-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARIN APPROVING PURCHASE OF A CITIZEN RELATIONSHIP MANAGEMENT (CRM) SOFTWARE FROM CIVICPLUS; APPROVING THE PURCHASE OF AN ASSET MANAGEMENT/MAINTENANCE WORK ORDER SOFTWARE SYSTEM FROM CITYWORKS, WITH IMPLEMENTATION SERVICES THROUGH CENTRICITY; WAIVE THE CITY'S FORMAL BID PROCESS, WITHOUT COMPETITIVE BIDDING, FINDING THAT COMPETITIVE BIDDING WOULD BE UNAVAILING, WOULD NOT PRODUCE AN ADVANTAGE AND WOULD NOT BE IN THE PUBLIC INTEREST; AUTHORIZE THE FINANCE DIRECTOR TO MAKE NECESSARY ACCOUNTING AND BUDGETARY ENTRIES; AND AUTHORIZE THE CITY MANAGER TO NEGOTIATE AND EXECUTE THE AGREEMENTS SUBJECT TO REVIEW AND APPROVAL BY THE CITY ATTORNEY

WHEREAS, the Public Works Department does not have an asset management/maintenance work order system that allows for the implementation and monitoring of maintenance plans; or an automated system to track and assign work orders, and a database to track repair history on specific assets and sites, and;

WHEREAS, the City does not have a Citizen Relationship Management (CRM) software system that allows for residents and visitors to conveniently report maintenance or other concerns, and receive status updates regarding their requests, and;

WHEREAS, Cityworks provides the necessary technology, reporting, and records management functionality to manage the City's maintenance and asset management needs; SeeClickFix provides a method for residents and visitors to initiate non-emergency service requests and receive status updates; and the two cloud-based software systems, Cityworks and SeeClickFix, integrate to provide a seamless solution, and;

WHEREAS, the addition of the Cityworks and SeeClickFix software packages reflect the City Council goals and increases responsiveness to the community by City staff and provides for stronger asset management, and;

WHEREAS, Municipal Code section 3.16.040 provides an exception to the requirement for competitive bidding when the City Council finds by resolution that competitive bidding would be unavailing, would not produce an advantage and would not be in the public interest.

WHEREAS, due to the complexity and variations in software products, the City did not develop formal specifications or advertised, as outlined in the bid process; staff, however, did request competitive proposals from industry-recognized software vendors and conducted a formal evaluation process. Based on the competitive process that was undertaken, staff is requesting that Council waive the bid process in accordance with the exceptions identified in Section 3.16.040 of the Municipal Code.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Marina does hereby incorporate the recitals set forth herein, and:

1. Approve the purchase of SeeClickFix, a cloud-based citizen relationship management (CRM) software platform from CivicPlus, in the amount of \$22,541, with an automatic renewal in the second year for \$37,684, and an option to renew for one (1) additional year at \$39,568, for a total three-year cost not to exceed \$99,793 and;

2. Approve the purchase of an asset management/work order software system from Cityworks, with implementation services provided through Centricity in the first-year combined amount of \$58,200, with an option to renew for two (2) additional years of software licensing costs at an average of \$22,800, for a total three-year cost not to exceed \$103,800.
3. Approves waiving the City's formal bid process; finding that competitive bidding would be unavailing, would not produce an advantage and would not be in the public interest, and;
4. Authorizes Finance Director to make necessary accounting and budgetary entries, and;
5. Authorize City Manager to negotiate and execute the purchase agreement on behalf of City subject to final review by the City Attorney.

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting duly held on the 3rd day of December 2024 by the following vote:

AYES, COUNCIL MEMBERS:

NOES, COUNCIL MEMBERS:

ABSENT, COUNCIL MEMBERS:

ABSTAIN, COUNCIL MEMBERS:

Bruce C. Delgado, Mayor

ATTEST:

Anita Sharp, Deputy City Clerk



PROPOSAL

Cityworks AMS Implementation Services

Prepared for:
City of Marina
November 8, 2024

CONTACT:

Brandon Wright
801-376-8160
bwright@centricitygis.com

**Centricity GIS
10659 N Sahalee St
Cedar Hills, UT 84062**

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About Centricity GIS

Introduction

Centricity GIS, LLC is a GIS Consulting company offering implementation, data, and application development services. Our founder, Brandon Wright, has 20 years of experience in GIS, Asset Management, and systems integration. All of our technical staff have at least 7 years of expertise in their discipline.

In addition to providing services for specific projects, we are also able to augment an agency's staff by providing resources such as programmers, analysts, and technicians on site.

Centricity GIS is a Cityworks Business Partner specializing in CMMS and GIS services for public agencies such as Cities, Counties, and Water Agencies. As a partner, we specialize in the implementation of Cityworks and ESRI technologies. From out of the box using Esri's ArcGIS for Local Government solutions to custom PLL implementations, we can help agencies realize their return on investment as quickly as possible.

We are located in Cedar Hills, Utah, about 30 minutes from Cityworks headquarters.



Experience.

Centricity GIS is a full-service, multidisciplinary asset management and permitting system consulting firm. We provide consulting services to municipal governments and private and public utilities.

Our project team will use tried and true implementation strategies that focus on your business processes and workflows, system requirements and training.

Centricity GIS has performed over 50 unique Cityworks implementations over nearly 20 years in the Asset Management and Permitting Industry. The flexibility and power of the Cityworks platform correlates with our extensive knowledge in system design and implementation.

Our business process knowledge in permitting allows us to be efficient and effective during all of the phases of implementation.

Centricity GIS has in house developers that focus on core Cityworks integrations and development tools. We have a history of integrating with Cityworks for many types of systems including:

- Customer Account Information
- Financial Systems
- Utility Billing
- SCADA
- AVL
- Citizen Reporting

Cover Pages/Executive Summary

November 8, 2024

Subject: Cityworks AMS Implementation Services

City of Marina:

This proposal is for providing implementation services for the Cityworks AMS solution for City of Marina. The Cityworks solution is wholly unique because it is the only system that completely leverages your GIS data throughout your work process. This includes consuming member partners GIS Services without replicating the GIS data. In other words, we will use your map data as the system of record, rather than try to sync your GIS records with your asset management database. This GIS and AMS data continuity problem (connecting to multiple instances of members ArcGIS Online systems) will be eliminated entirely with the Cityworks platform

Using your GIS as the asset system of record unlocks all of the Esri platform functionality, including analytics, mobile apps, website publishing, and keeps your GIS records clean and up to date for interdepartmental use across the enterprise as well as for your customers if the City chooses to do so.

Centricity GIS and Cityworks understands the goals of the City as shown below with a brief description of how we will achieve your goals.

This proposal includes the following services:

- AMS (Asset Management) Implementation for the City of Marina

We are very excited about this opportunity. Please let me know if you have any questions or concerns regarding this proposal.

Sincerely,



Brandon Wright
Founder | President

Cityworks AMS Implementation

A. Introduction

This scope of work identifies the tasks required for the successful implementation of Cityworks AMS system. Centricity GIS understands that the following requirements have been identified by the City, and will be included in implementation:

- Workflow Review Meetings (Onsite)
- Initial Cityworks AMS Database Configuration for **Parks, Streets/Sidewalks, Storm drain, Detention Facilities, Signs.**
 - Service Requests, Work Orders, Inspections Setup
 - Employees, Materials & Equipment
 - GIS Support
- Review of Configured Database (Remote)
- Admin User Training (Onsite)
- End User Training (Onsite)
- Rollout Support (Onsite)
- Ad-Hoc Support

The following tasks are included in this scope of work:

Task 1: Workflow Review Meeting (Remote - 1 Day)

Meet with City staff to review workflows that will be created and configured in the Cityworks AMS Application

Tasks:

1. Meet with City staff to review and understand the City workflows for Cityworks AMS for:
Parks, Streets/Sidewalks, Storm drain, Detention Facilities, Signs
2. Get documentation from City that will provide the basis for the AMS configuration.
 - a. Print Documents
 - b. Reports
 - c. Diagrams, Etc.

Deliverable Milestones:

- a. Meeting Notes

Task 2: Initial Cityworks Database Configuration

Configuration of Cityworks system and database.

Tasks:

1. Cityworks Database Configuration for:
 - a. Parks
 - b. Streets/Sidewalks
 - c. Storm Drain
 - d. Detention Facilities
 - e. Signs
2. Workflows
 - a. Service Requests
 - b. Work Orders
 - c. Inspections
 - d. Employees, Material, Equipment
 - e. Tasks
3. Reports
4. GIS Integration
5. Field Module Setup

Deliverable Milestones:

- a. Configured Database

Task 3: Review of configured database (Remote)

Meet with City staff to review workflows and Cityworks setup that has been configured.

Tasks:

1. Database Review
2. Workflow changes and configuration changes as needed

Deliverable Milestones:

- a. Meeting Notes
- b. Configuration changes

Task 4: Admin Training (Onsite – 1 Days)

Centricity GIS will provide onsite training for the primary, or "Administrator" users of Cityworks. The City will provide the training facility and computers necessary for staff use.

Following the training of Administrator users, Centricity GIS will conduct a "Train-the-Trainer" style session with key department staff. The purpose of this training is to provide knowledge and steps necessary to train all other field personnel who will use the system.

Training will occur over 1 day

Deliverable Milestones:

- a. Admin and User Training completed
- b. Copy of training material used in training session delivered in digital format (PDF)
- c. Go-live

Task 5: End User Training (onsite – 2 Days)

Centricity GIS will provide onsite training for the primary, or "Administrator" users of Cityworks. The City will provide the training facility and computers necessary for staff use.

Following the training of end users, Centricity GIS will conduct a "Train-the-Trainer" style session with key department staff. The purpose of this training is to provide knowledge and steps necessary to train all other field personnel who will use the system.

Training will occur over 2 days

Deliverable Milestones:

- a. Admin and User Training completed
- b. Copy of training material used in training session delivered in digital format (PDF)
- c. Go-live

Task 6: Rollout Support (onsite – 1 Day)

After the configuration, installation and training phases have concluded, we will provide Onsite rollout support.

1. Determine with department manager/champion what data/inboxes need to be displayed.
2. Build Dashboards – Build end user and management inboxes/dashboards
3. Cityworks Reconfiguration that needs completed based on Work Flow Meetings and Admin training.
4. Configuration of Mobile Apps.

Will occur over 1 days

Deliverable Milestones:

- a. Onsite Rollout Support

Task 7: Ad-Hoc Support

After the configuration, installation and training phases have concluded, we will provide troubleshooting and support services. Used as needed up to 40 hours.

1. Determine with department manager/champion what data/inboxes need to be displayed.
2. Build Additional Inboxes/Dashboards – Build end user and management inboxes
3. Cityworks Reconfiguration that needs completed based on Work Flow Meetings and Admin training.
4. Additional configuration of Mobile Apps (if applicable licenses from Cityworks apply)

Deliverable Milestones:

- a. Support as needed at negotiated rate
- b. Billed Time and Material as used

Firm Description & Project Organization

Centricity GIS, LLC is a multi-service organization providing specialized services in Field Asset Surveying, Geographic Information Systems (GIS) and application software services. CENTRICITY GIS provides professional services including consulting, training, staffing and technical support.

We continue to set the standard for high quality GIS Centric and Cityworks implementation projects, especially in utility industry for Water, Sewer, Storm, Gas and Electric backed by staff with a wide range of industry and technical experience having over 20 years of experience in GIS and 25 years in Cityworks implementation.

CENTRICITY GIS is a Dun & Bradstreet verified business

Partners:

- Cityworks Business Partner Network
- ESRI Silver Partner



Management

Mr. Brandon Wright, founder of Centricity GIS, LLC, graduated with a B.S. degree in Business Information Systems from the University of Colorado, USA. He has over 20 years of professional experience in Cityworks and GIS within the Asset Management industry and has successfully completed over 50 Cityworks related projects. Most of his project experience is in implementing Cityworks systems with government agencies throughout United States. His core competency is in implementing Cityworks Asset Management solutions for government agencies (Water, Wastewater, Parks & Rec, etc).

Mr. Wright manages the strategic planning, business development and company operations for CENTRICITY GIS. He also serves as client liaison officer on all the projects by overseeing scope, schedule, budget and time frame.

Specialties: Asset Management, Data Conversion, and Project Implementation.

Software Skills

GIS Software: ArcGIS Desktop, ArcGIS Online, ArcGIS Server, ArcGIS Pro

Asset Management Software: Cityworks PLL and AMS

Databases: Access, SQL Server, Oracle, Geodatabase

Reporting Tools: Crystal Reports, SQL Server Reporting Services

Qualifications and Past Performance

The following table shows the combined project experience of our team.

- Centricity GIS Reference Sites

Client	Implementation	Support	PLL	AMS	Reporting	Integrations
Moses Lake, WA	✓	✓	✓	✓	✓	✓
West Valley City, UT	✓	✓	✓	✓	✓	✓
Park City, UT	✓	✓		✓	✓	
Herriman, UT	✓	✓	✓	✓	✓	✓
Saratoga Springs, UT	✓	✓	✓	✓	✓	
Rancho Palos Verdes, CA	✓	✓		✓	✓	
Las Gallinas Valley Sanitary District, CA		✓		✓		
Redlands, CA	✓	✓	✓	✓	✓	✓
Cook County, IL	✓	✓	✓	✓	✓	
DDOT, Washington, DC	✓	✓		✓	✓	
Apex, NC	✓	✓		✓	✓	
Houston, TX	✓	✓		✓	✓	
Ruidoso, NM	✓	✓		✓	✓	

EDUCATION

Bachelor of Science
Degree, Business
Information Systems,
University of Colorado



Brandon Wright

Founder/Project Oversight

Mr. Wright has over 18 years of experience providing Asset Management and GIS services to public agencies. Mr. Wright has been responsible for directing asset management projects and addressing logistical and technical concerns. Prior to working at Centricity GIS, Mr. Wright worked Cityworks for 10 years.

Services include database development/administration and maintenance, map creation, needs assessment, implementation and integration. Integration services include integrating GIS databases (SQL Server or Oracle) with other systems such as Asset Management Systems, Customer Billing, Document Management and Work Orders. He also provides system training, and general IT consulting services.

Summary of Skills

- Expertise using ESRI's ArcGIS software products, ArcGIS Desktop 10.x, ArcGIS Server, ArcGIS Online
- Experience in administration of Cityworks AMS & PLL
- Cityworks PLL Administration Training
- Expertise in Mapping, GIS Data Modeling, Systems Integration, Needs Assessments
- Over 18 years of Project Management experience
- Database experience with SQL Server, Oracle, and Microsoft Access

Representative Projects

- Moses Lake, Washington, Cityworks and PLL Implementation
- Rancho Palos Verdes, Cityworks Implementation
- Vista Irrigation District, Cityworks Implementation
- San Mateo, Cityworks Implementation
- Cook County, IL, Cityworks and PLL Implementation
- Saratoga Spring, UT, Cityworks and PLL Implementation
- Houston, TX, Cityworks Implementation/Expansion
- DDOT (Washington, D.C.), Cityworks Implementation/Expansion
- Columbia, SC, Cityworks Implementation/Expansion
- Lafayette, LA, Cityworks Implementation
- El Paso, TX, Cityworks Implementation/Expansion
- Apex, NC, Cityworks Implementation

Fee/Cost Proposal

Cityworks AMS Implementation Costs

Task	Description	Total Cost
1	Workflow Review Meetings (Remote)	\$ 1,000
	Workflow Meetings Meeting Notes	
2	Initial Cityworks Database Configuration	\$ 25,000
	All groups as outlines in details section	
3	Database Review (Remote)	\$ 1,000
	Meeting Notes and Action Items	
4	Admin User Training (1 Day Onsite)	\$ 3,000
	Onsite Administrator Training for City Admins	
5	End User Training (2 Days Onsite)	\$ 6,000
	Onsite End User Training for City Users	
6	Rollout Support (1 Days Onsite)	\$ 3,000
	Onsite Support for End Users when system goes live	
7	Ad-Hoc Support (up to 40 hours)	\$ Included
	Continued Support of Cityworks Application, Reports, etc.	
	<u>Training and Onsite Visits (Core Implementation)</u>	<u>\$ 39,000</u>

Total Software Costs

Software Costs	Year 1	Year 2	Year 3 (and Beyond)
Cityworks Elite License	\$ 19,200	\$ 21,600	\$ 24,000
<u>Total Yearly</u>	\$ 19,200	\$ 21,600	\$ 24,000

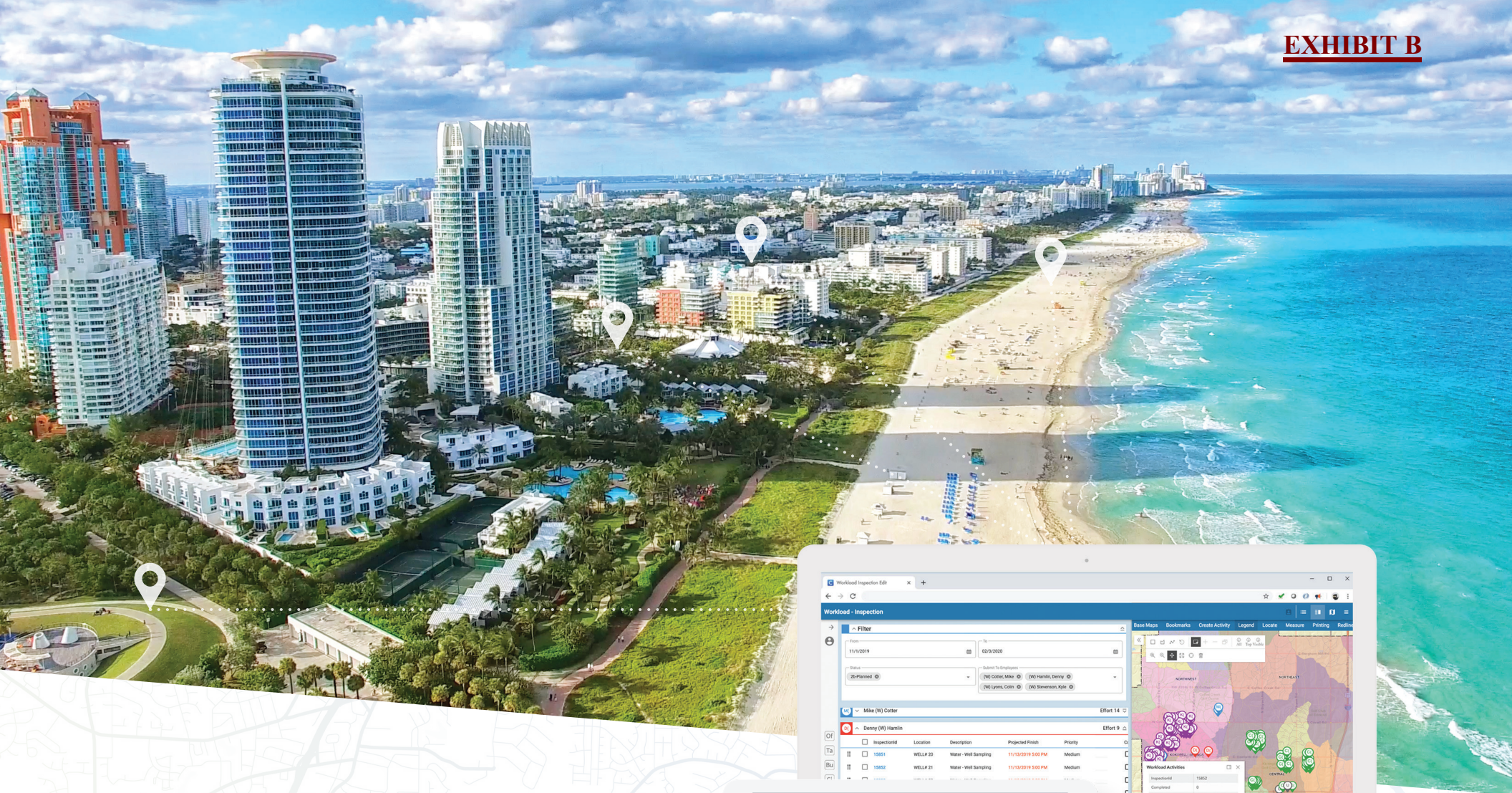
Total Year One Costs

Software Costs	Year 1
Cityworks Elite License	\$ 19,200
Centricity Implementation Cost	\$ 39,000
<u>Total Yearly</u>	\$ 58,200

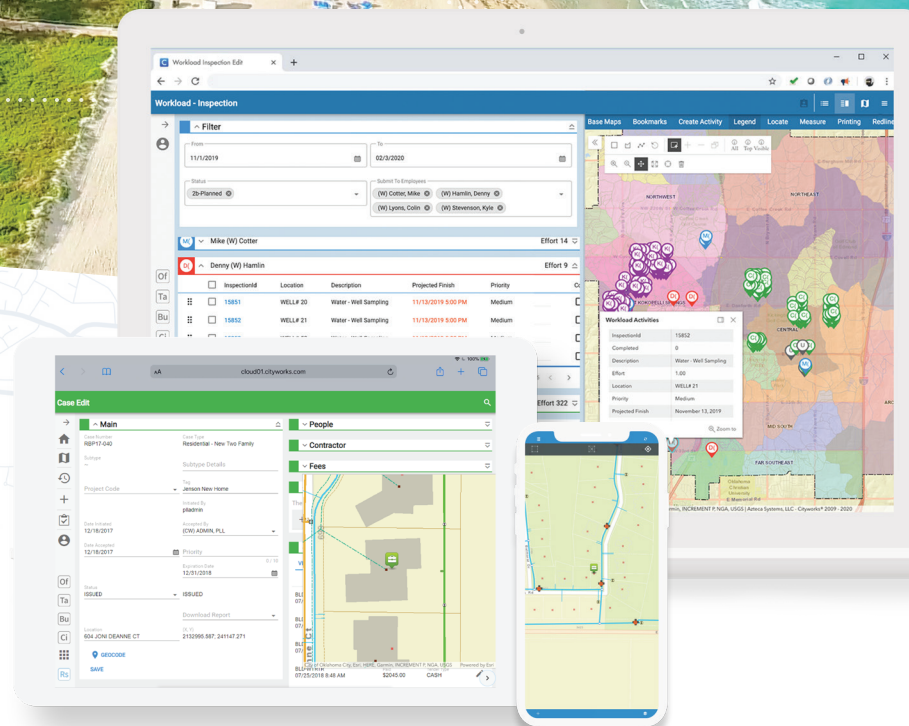
Tentative/Potential Cityworks Implementation Schedule

Task Description	Assigned To	Status	Est. Start	Est. End
1. Workflow Review Meetings	Centricity/City of Marina	Pending	12/15/24	12/17/24
2. Initial Cityworks Database Configuration	Centricity	Pending	12/17/24	3/15/25
3. Database Review	Centricity/City of Marina	Pending	3/25/25	4/1/25
4. Conduct Admin Training	Centricity	Pending	4/15/25	4/16/25
5. Conduct End User Training	Centricity	Pending	4/21/25	4/23/25
6. Cityworks Roll Out Support	Centricity	Pending	4/24/25	4/25/25
7. Ad-Hoc Support	Centricity	Pending	4/28/25	Ongoing
8. Centricity Locates (DigAlert) Configuration	Centricity	Pending	3/15/25	4/1/25

*This schedule is preliminary and subject to change, and shall not be construed as a binding commitment or obligation on our part.



GIS-centric public asset management and community development solutions.



CITYWORKS

PROVIDING CRITICAL INSIGHTS
TO KEEP YOUR COMMUNITY
MOVING FORWARD

GEOGRAPHIC INFORMATION SYSTEMS (GIS) changed the way we understand the world around us. Intuitive modeling tools provide public agencies the ability to view, manage, and manipulate the assets they care for: infrastructure, facilities, property, and permits. Recognizing the powerful capabilities of GIS and the inherent value of the Esri® ArcGIS® geodatabase as the authoritative system of record for local government assets, Cityworks® introduced a new and innovative approach to asset management and community development.

The Cityworks web GIS-centric platform combines ArcGIS solutions with powerful work management, field mobility, operational performance, and data analytics tools. Our solutions empower GIS intelligence to help you build a more resilient, sustainable, and safe community.

THE GIS-CENTRIC PLATFORM

- 📍 **Leverages your investment in GIS** without redundancy, data synchronization, or special integration.
- 📍 Uses the ArcGIS geodatabase as the authoritative system of record for **all asset classes**—linear, dispersed, and condensed.
- 📍 Supports your **entire organization workflow**: from data collection and work management to public engagement and strategic planning.
- 📍 Uses ArcGIS tools for simple and **effective location intelligence**, supported by web maps and single sign-on access to Esri apps and analytics solutions.

WHY CHOOSE CITYWORKS?



GIS-Centric

Built exclusively on Esri® ArcGIS®, Cityworks uses your geodatabase as the authoritative data source for all asset, land, and permit information—providing a total solution to improve your agency's operational effectiveness.



Open Architecture

Cityworks is built on open standards, giving you complete access to your data in an open architecture that easily integrates with existing business systems.



Flexible

Easily create templates to manage common asset management activities. Or, think outside the box and modify them for virtually any business process where workflow, tracking, and GIS are needed.



Mobile

Empower your field crew to interact directly with GIS assets by collecting information, reporting observations, uploading pictures, completing outstanding tasks, and using visual map tools to streamline workflows.



Public Engagement

Cityworks data and ArcGIS tools empower your customers to provide input, remain informed, and monitor progress online.



Location Intelligence

GIS maps offer a superior platform for interpreting data and supporting location intelligence. Cityworks and ArcGIS help local governments and utilities do more with less when managing capital infrastructure and regulations.

A SOLUTION FOR EVERY ASSET

No matter how complicated your process or infrastructure, we have a solution to meet your needs.

- Airports
- Buildings
- Electric & Gas
- Facilities
- Fleet
- Inspections
- Licensing
- Parks & Recreation
- Permits
- Public Works
- Reporting
- Streets
- Stormwater
- Transportation
- Urban Forestry
- Water
- Wastewater
- Vegetation Management
- And More



CITYWORKS PRODUCTS

Our platform includes two core GIS-centric solutions:

- **Cityworks AMS**, our asset management system
- **Cityworks PLL**, for permits, licensing, and land

These solutions support critical business workflows at every level of your organization and across multiple departments. Choose one platform to support your workflows, or use them together to track infrastructure from new developments to care and maintenance.

Deployment Options

Cityworks can be set up on-premises or as a managed deployment of software as a service (SaaS) with Cityworks Online hosted in a cloud environment. Benefits of Cityworks Online include:

- Secure access from any location
- Easy to adapt and scale
- Increased cross-department collaboration
- Reduced IT overhead and administrative burden

Data Storage Plus

This optional service provides all the benefits of Cityworks Online with the additional functionality of a sandbox environment and a replica reporting database. The sandbox environment provides a secure location where administrators can test custom configurations and become familiar with updates before they are pushed to production. The replica reporting database provides real-time, read-only access to the production data for reporting tools such as ArcGIS Insights, Crystal Reports, SQL Reporting Service, Microsoft Power BI, and more.

CITYWORKS ADD-ONS

Cityworks AMS and PLL can each be configured in Admin and expanded with optional software applications. These specialized software apps support unique end user experiences that can be customized to your needs with Cityworks Style.

- **Respond**
- **Mobile App (for iOS/Android)**
- **Operational Insights**
- **OpX**
- **Pavement Management**
- **Performance Budgeting**
- **Public Access**
- **Storeroom**
- **Workload**
- **Analytics**
- **APIs**
- **IoT Solutions**



CITYWORKS AMS

MANAGE YOUR WORK. ANYWHERE. ANYTIME.

For more than 20 years, Cityworks has been the leading GIS-centric solution for public asset management. Cityworks AMS is designed to help organizations manage public assets and their associated data, work activities, and business processes. We are committed to helping cities and utilities build resilient, safe, and sustainable communities.

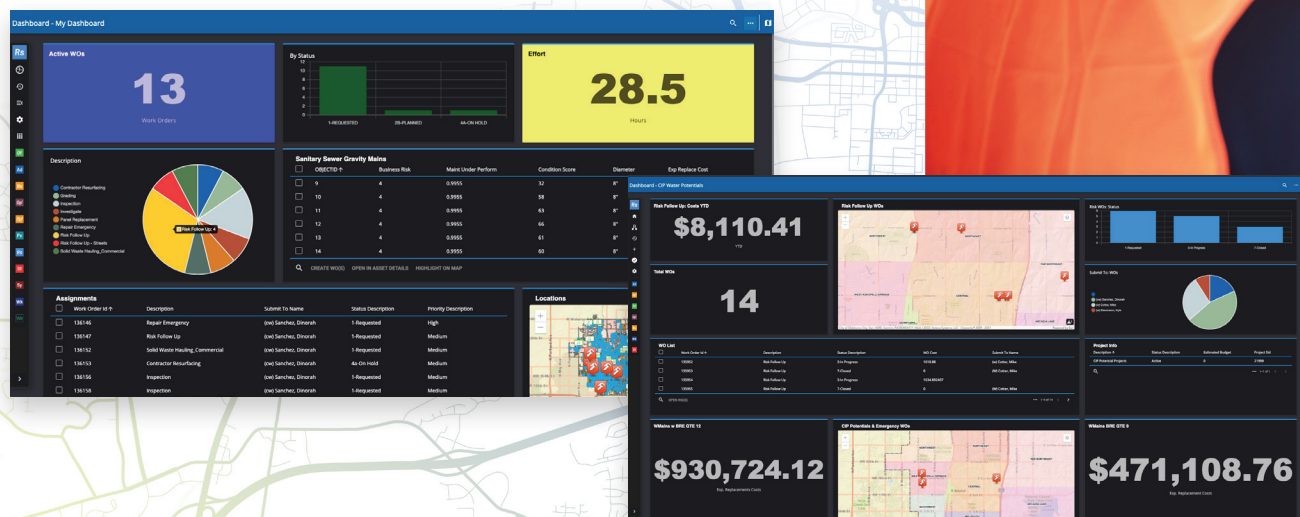
Give staff the power of GIS and automation. Cityworks AMS is built exclusively on ArcGIS, giving both office staff and field crews access to real-time data and simplified workflows.

Streamline operations. Configure templates and inboxes to help manage work, track costs, and improve operations. Complete work anywhere and on any device.

Improve collaboration. Share asset data and streamline communication among employees, across departments, and with your customers.

Identify and evaluate risk. Cityworks and ArcGIS can help you identify your riskiest assets and put the right plan in place to improve them.

Make insightful decisions. Use dashboards, analytics, and maps to visualize data, understand resources, and report more accurately.



CITYWORKS PLL

GOODBYE, PAPERWORK. HELLO, EFFICIENCY.

Designed to simplify applications for customers and streamline workflows for staff, Cityworks PLL helps local governments and utilities deliver better service to their communities.

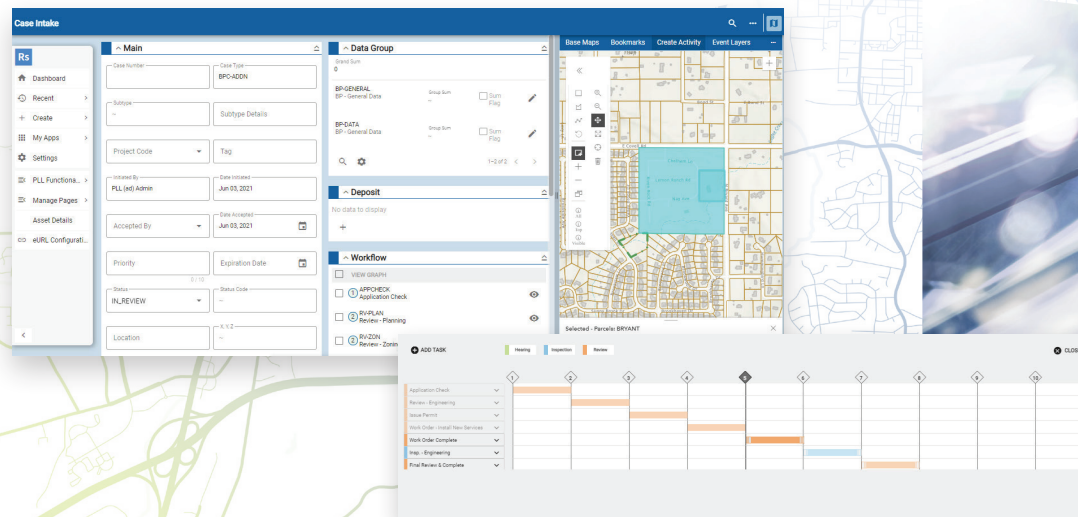
Give staff the power of GIS and automation. Spatial data is better data. Use GIS to automate application data collection, improve staff collaboration, and visualize data.

Help customers faster. Let residents, contractors, and businesses submit, pay, and track applications online at their convenience with an easy-to-use public portal.

Boost productivity. Configure templates, inboxes, and dashboards to help predict daily tasks and simplify processes. Complete work anywhere and on any device.

Make insightful decisions. Use dashboards, analytics, and maps to visualize data, understand resources, and report more accurately.

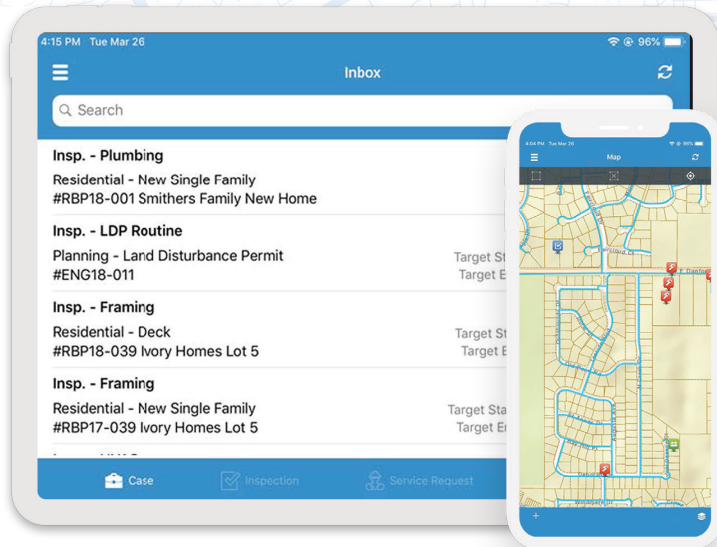
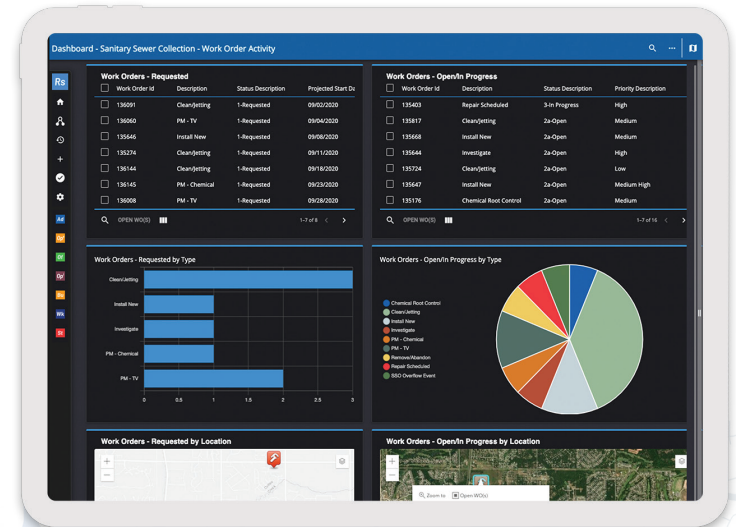
Improve collaboration. Cityworks PLL connects seamlessly with the Cityworks Asset Management System, allowing organizations to track the full lifecycle of public assets and achieve greater collaboration across departments.



RESPOND

Cityworks Respond delivers a persistent map experience and powerful dashboards with a modern look and feel—whether you're on a computer or tablet. You have the power to manage assets and create work orders, as well as capture digital signatures for inspections and permitting tasks, right in the palm of your hand.

Rs



MOBILE APPS FOR IOS AND ANDROID

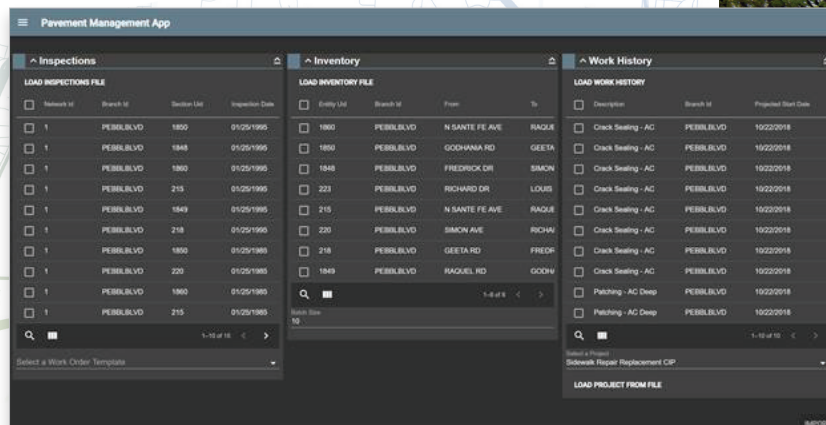
The Cityworks mobile app caches data locally on the device. This allows field crews to conduct inspections, investigate service requests, perform maintenance, and complete case tasks even out of network range. The apps integrate seamlessly with Esri apps, expanding your out-of-the-box functionality. For example, field users can easily access ArcGIS Field Maps from the Cityworks mobile app to capture or edit an asset in the GIS.

PAVEMENT MANAGEMENT

Whether you're patching potholes or rebuilding roads, maintaining pavement infrastructure is both costly and time consuming. Pavement Management helps you get ahead of the curve by integrating your pavement analysis tool and your work management system.

Pavement Management provides an easy-to-use communication link between Cityworks and pavement analysis tools like PAVER. By managing your pavement infrastructure in the geodatabase, Pavement Management allows you to track materials, costs, work history, and pavement analysis data in one central location.

Pv



The screenshot displays the Pavement Management App interface, which is divided into three main sections: Inspections, Inventory, and Work History. Each section contains a table of data.

LOAD INSPECTIONS FILE			
Network ID	Branch ID	Section List	Inspection Date
1	PERBLVD	1850	01/25/1995
1	PERBLVD	1848	01/25/1995
1	PERBLVD	1860	01/25/1995
1	PERBLVD	215	01/25/1995
1	PERBLVD	1849	01/25/1995
1	PERBLVD	218	01/25/1995
1	PERBLVD	1850	01/25/1995
1	PERBLVD	220	01/25/1995
1	PERBLVD	1860	01/25/1995
1	PERBLVD	215	01/25/1995

LOAD INVENTORY FILE			
Entity List	Branch ID	From	To
1860	PERBLVD	N SANTI FE AVE	RAGUE
1860	PERBLVD	GOUGHANA RD	GEETA
1848	PERBLVD	FREDRICK DR	SIMON
220	PERBLVD	RICHARD DR	LOUIS
215	PERBLVD	N SANTI FE AVE	RAGUE
220	PERBLVD	SIMON AVE	RICHAN
218	PERBLVD	GEETA RD	FREDP
1849	PERBLVD	RAGUEL RD	GOCHV

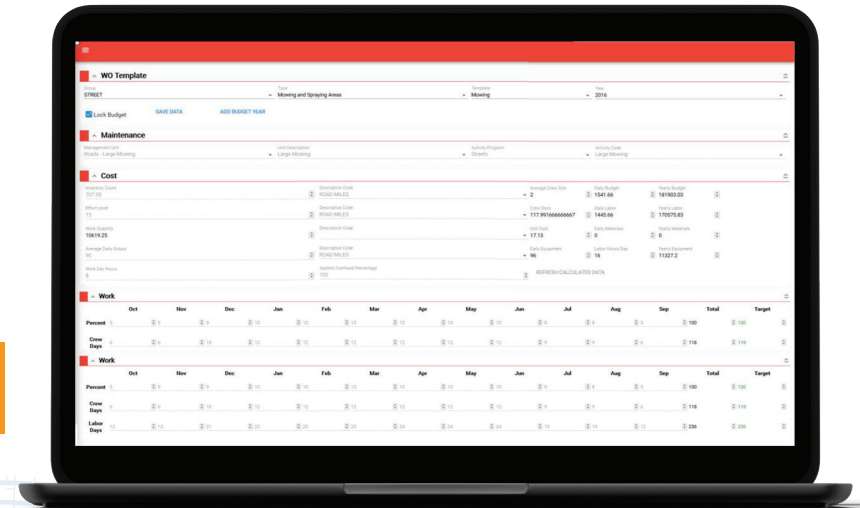
LOAD WORK HISTORY		
Description	Branch ID	Projected Start Date
Crack Sealing - AC	PERBLVD	10/22/2018
Crack Sealing - AC	PERBLVD	10/22/2018
Crack Sealing - AC	PERBLVD	10/22/2018
Crack Sealing - AC	PERBLVD	10/22/2018
Crack Sealing - AC	PERBLVD	10/22/2018
Crack Sealing - AC	PERBLVD	10/22/2018
Crack Sealing - AC	PERBLVD	10/22/2018
Crack Sealing - AC	PERBLVD	10/22/2018
Patching - AC Deep	PERBLVD	10/22/2018
Patching - AC Deep	PERBLVD	10/22/2018



PERFORMANCE BUDGETING

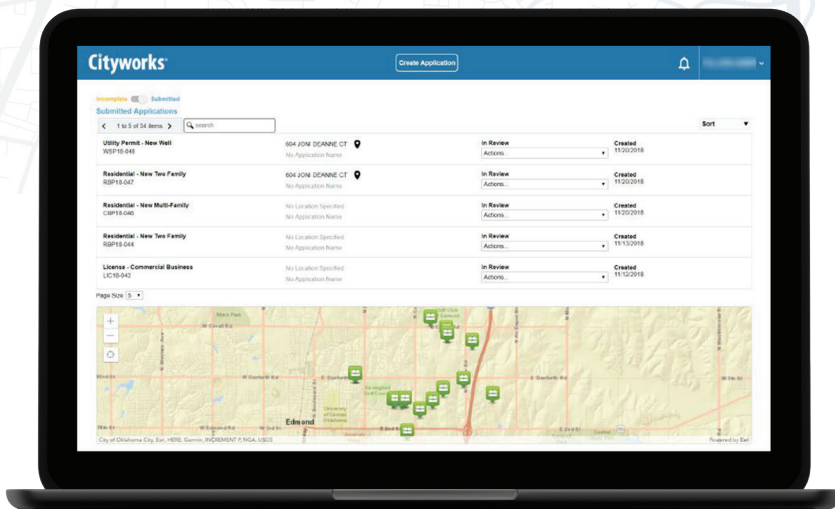
When you track work progress against desired or anticipated levels, you can better promote crew accountability and efficiency, improve data quality and material tracking, and provide administrators with reliable indicators for infrastructure management.

Performance Budgeting supports activity-based budgeting reconciliation, year-to-date tracking, and annual and daily budget projections. Budget projections are based on work order templates, maintenance factors, cost factors, plus actual and projected work. Performance Budgeting can help to accurately predict future budgets and determine cost projection, productivity, optimal crew size, and more.



PUBLIC ACCESS

Public Access is the citizen portal to Cityworks PLL. It allows residents and contractors to apply for and track the progress of permits and licenses, start the application process, or finish an incomplete application. Once the permit or license has been created, the user can request inspections, check the status of the application, and pay permit fees online.



STOREROOM

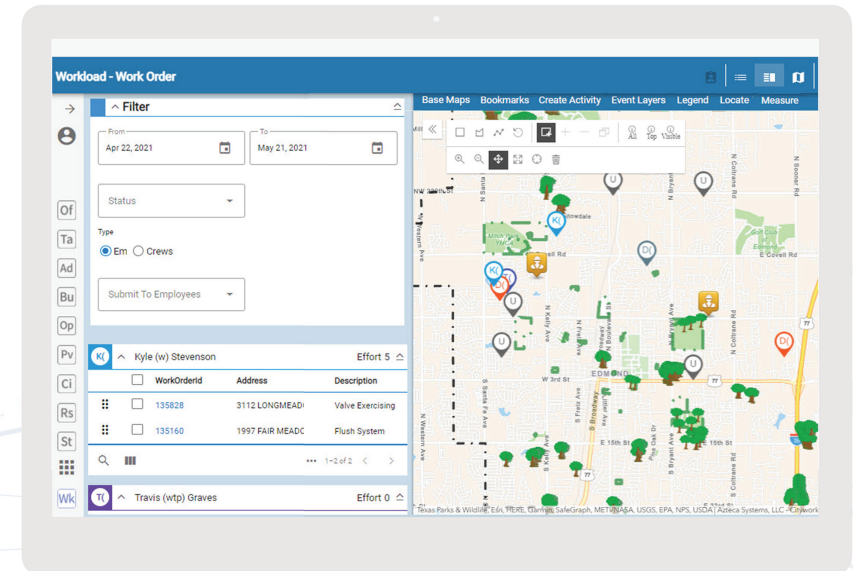
Our warehouse management application is designed to track materials and transactions in a secure environment. As part of a holistic public asset management platform, Storeroom can help organizations reduce material costs, improve inventory levels, and better inform budgetary needs. Storeroom supports barcode scanning and other methods of automated warehouse data collection. Storeroom is also fully integrated with Cityworks Analytics to enable more detailed, visual reports.



St

WORKLOAD

For supervisors who manage field crews and inspectors, juggling employee schedules can be a daunting task. Workload gives supervisors a simple yet powerful interface for reviewing, assigning, and modifying work activities. The application includes a dynamic map interface and allows managers to interact with PLL cases as well as AMS work orders and inspections.

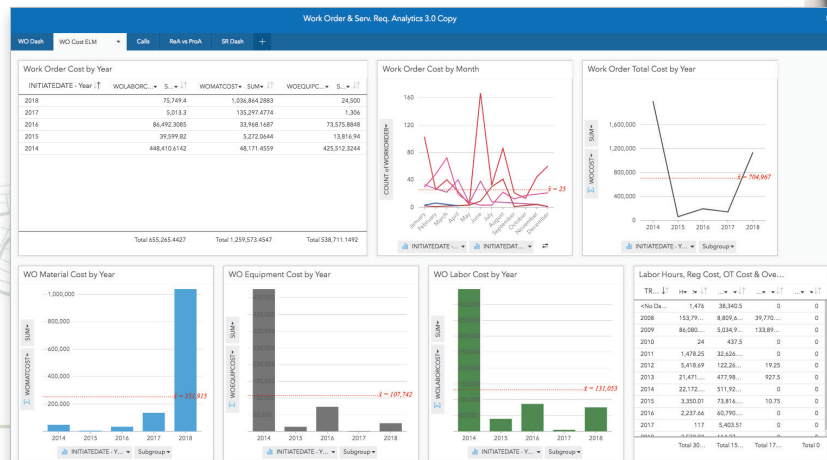


Wk

ANALYTICS

Cityworks Analytics enables organizations to quickly create detailed reports using the information in their database. Analytics is integrated with ArcGIS Insights, Esri's data analytics software made for advanced location intelligence.

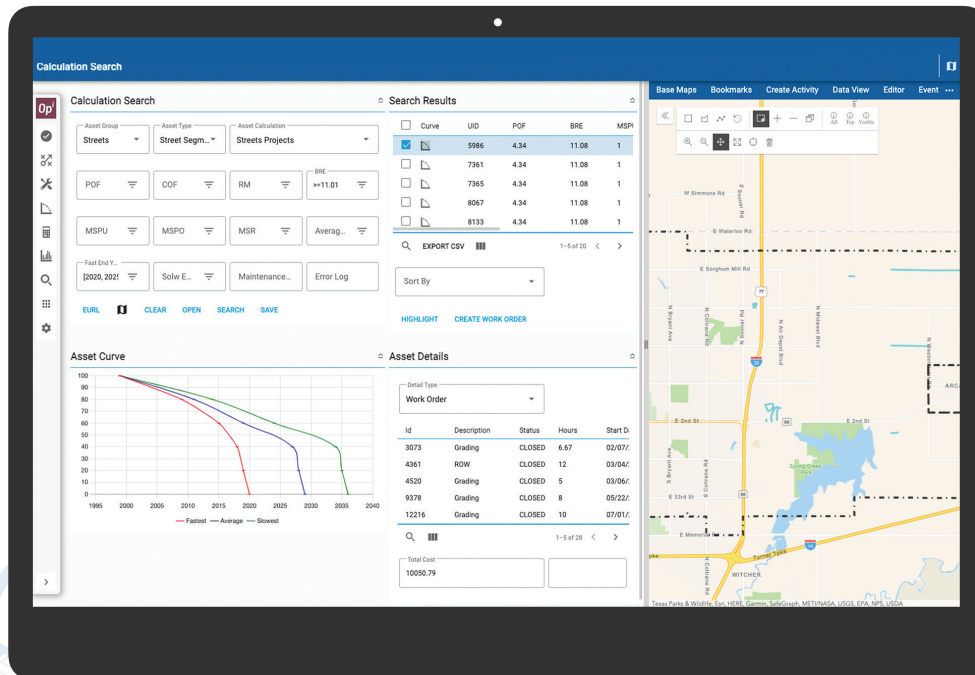
Using Cityworks Analytics with ArcGIS Insights allows users to visualize asset data in maps, charts, graphs, and tables. Together, these tools provide valuable information about the operational performance of your organization.



OPERATIONAL INSIGHTS

Operational Insights helps organizations identify and assess high-risk assets and establish maintenance strategies to increase their lifespan. This app delves into asset management through the framework of defining risk and tracking maintenance procedures. These risk and maintenance scores are calculated using Esri's ArcGIS, maintenance data, and expected useful life defined by the user.

Potential assets of concern can be identified on the dashboard or map, and work orders can be created using map tools. Operational Insights integrates with ArcGIS Insights, allowing for seamless creation of compiled analysis and data visualizations.



ASSET MANAGEMENT OUTPUTS

Operational Insights generates the following score outputs:

- **Probability of Failure (POF)**
- **Consequence of Failure (COF)**
- **Business Risk Exposure (BRE)**
- **Under Maintained Proactive Maintenance Score (MSPU)**
- **Over Maintained Proactive Maintenance Score (MSPO)**
- **Overall Reactive Maintenance Score (MSR)**
- **Asset Curve's Average End Year**
- **Asset Curve's Fast End Year**
- **Asset Curve's Slow End Year**



Organizing infrastructure asset data and reporting on large municipal and utility projects can sometimes feel impossible. OpX offers a streamlined experience for managing infrastructure projects and emergency response activities within Cityworks. By configuring projects to consume data from your asset management and

permitting systems, you can monitor the full project lifecycle across multiple departments. OpX provides a single place to review related work activities and assets, quickly access contracts, compare actual costs to estimated costs, and track permit revenue against estimated revenue.

Project Summary > Project Details

Project: Panel Replacement

Details

Name: Panel Replacement

Description: Permanent panel replacement

Status: Active Project

☐ Canceled

☐ No Budget

Start Date: Jul 01, 2021, 12:00 A

Finish Date: Jul 30, 2022, 12:00 A

Approved By: (att) Patrick, Danica

Assigned To: (cwl) Sanchez, Dirona...

Last Modified: Jul 15, 2021

Category:

VIEW AUDIT LOG

Work Activities

Activity Type: Work Order

Work Order Id	Description	Cost
136166	Panel Replacement	\$0.00
136170	Panel Replacement	\$0.00
136171	Panel Replacement	\$0.00
136172	Panel Replacement	\$0.00

Related Contracts

Assets Details

VIEW ALL 8 assets selected CLEAR SELECTION

Asset Type: STREETS (4)

ID	OBJECTID	LENGTH
7771	441	1006.72471529
7772	492	641.53264746
7753	1488	824.55739208
7227	4768	384.99520754

Financials

Costs

	Estimated Cost	Actual Cost	Variance
Equipment	\$598.00	\$0.00	\$598.00
Labor	\$6,152.00	\$0.00	\$6,152.00
Material	\$2,317.52	\$0.00	\$2,317.52
Total	\$12,068.52	\$0.00	\$12,068.52

Revenue

	Estimated Revenue	Actual Revenue	Variance
Case Fees	\$125.00	\$0.00	\$125.00

Comments

ADD COMMENT

Sort: 1-4 of 4

Base Maps

Bookmarks

Create Activity

Data View

Editor

Event Layers

Legend

35

IoT SOLUTIONS

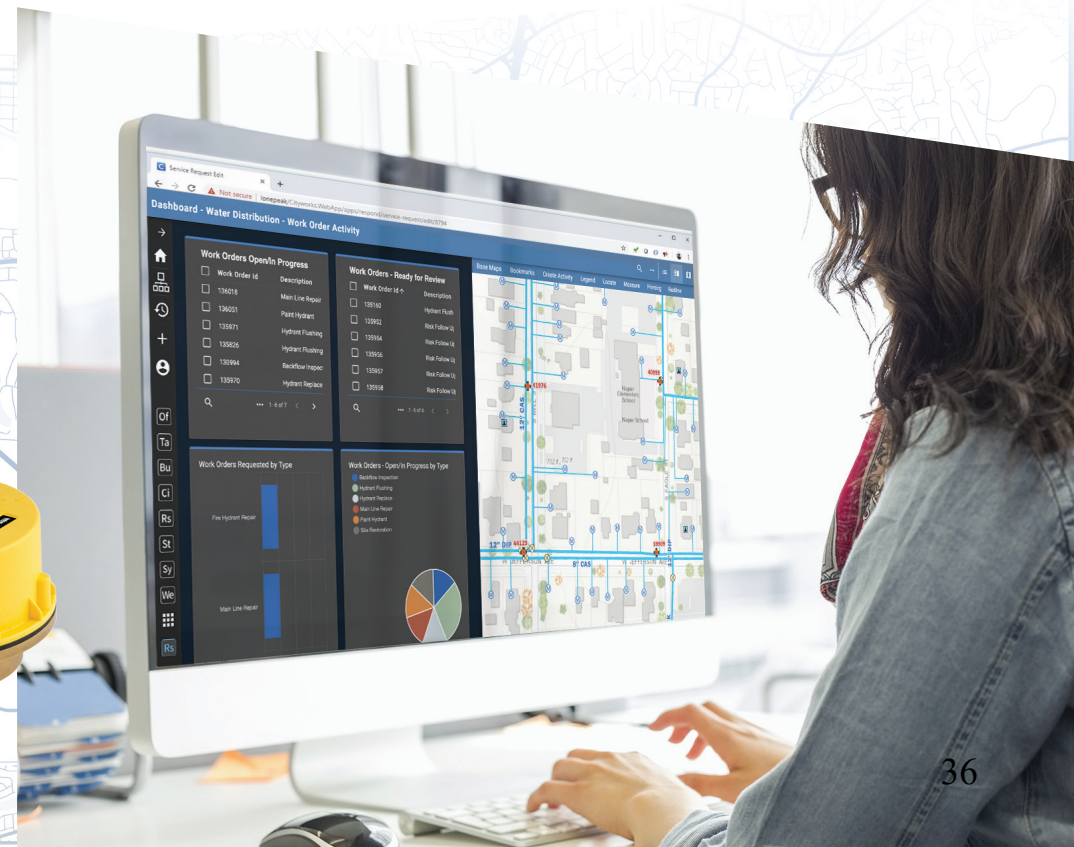
FOR INTELLIGENT ASSET MANAGEMENT

Maintaining essential services throughout your community is a full-time responsibility. But for communities across the globe, constrained resources and aging infrastructure pose steep challenges. In the United States alone, public infrastructure receives a D+ ranking.

A new IoT solution from Cityworks combines the power of ArcGIS, Trimble Unity, and the Trimble Telog family of battery-powered, wireless recorders and sensors. The solution allows utilities to

leverage sensor data, location intelligence, and analytics tools in their asset management strategies by combining the industry-leading Cityworks asset management software with Trimble's Telog® IoT recorders and the latest release of Trimble Unity Remote Monitoring software.

This innovative GIS-centric solution allows organizations to better understand their service levels, work history, emergency response, and capital planning needs.



Cityworks®

A TRIMBLE COMPANY



OFFICE AND RESPOND

Browser-based user experiences optimized for the office and field.



MOBILE APPS

Mobile device user experiences optimized for either an iOS or Android device.



WEB GIS-CENTRIC PLATFORM

Cityworks and ArcGIS provide a full web GIS-centric platform for public asset management, permitting, licensing, and planning.



For more information contact us at:
info@cityworks.com • 801-523-2751 • Cityworks.com



**CivicPlus**

302 South 4th St. Suite 500
Manhattan, KS 66502
US

Quote #:**Date:****Expires On:**

Statement of Work

Q-84364-1

9/12/2024 9:10 AM

11/29/2024

Client:

City of Marina, CA

Bill To:

MARINA CITY, CALIFORNIA

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Megan Schindler		megan.schindler@civicplus.com		Net 30

Discount(s)

QTY	PRODUCT NAME	DESCRIPTION	DISCOUNT %	TOTAL
1.00	SeeClickFix Year 1 Annual Fee Discount	Year 1 Annual Fee Discount	0	USD -3,345.75
1.00	SeeClickFix Year 1 Annual Fee Discount	Year 1 Annual Fee Discount	0	USD -2,503.25
1.00	SeeClickFix Year 1 Annual Fee Discount	Year 1 Annual Fee Discount	0	USD -2,500.00
1.00	SeeClickFix Year 1 Annual Fee Discount	Year 1 Annual Fee Discount	0	USD -1,250.00
1.00	SeeClickFix Year 1 Annual Fee Discount	Year 1 Annual Fee Discount	0	USD -3,750.00

Recurring Service(s)

QTY	PRODUCT NAME	DESCRIPTION	DISCOUNT %	TOTAL
1.00	SeeClickFix Request	Unlimited gov user licenses for service request management tool to intake citizen submissions via mobile app. Assign requests internally, resolve issues and measure request performance. Includes support and virtual training services.	0	USD 13,383.03

QTY	PRODUCT NAME	DESCRIPTION	DISCOUNT %	TOTAL
1.00	SeeClickFix Conversations	Multi-channel communications tool to organize resident communications into a single inbox. Maintain a log of individual resident interactions.	50	USD 5,006.74
1.00	Marketplace App Annual	Marketplace App Annual	50	USD 5,000.00
1.00	SeeClickFix Connector for ArcGIS Workforce	SeeClickFix-hosted integration with ArcGIS Workforce, for work assignments.	0	USD 5,000.00
1.00	SeeClickFix Connector for Cityworks AMS (SR + WO)	: SeeClickFix-hosted integration with Cityworks AMS (online or on-premise), for service requests and/or work orders. Requires Cityworks version 15+, and license for Citizen Engagement API.	0	USD 7,500.00

List Price - Initial Term Total	USD 45,896.51
Total Investment - Initial Term	USD 22,540.77
Annual Recurring Services (Subject to Uplift)	USD 35,889.77

Initial Term	12 Months
Initial Term Invoice Schedule	100% Invoiced upon Signature Date

Renewal Procedure	Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date
Annual Uplift	5% to be applied in year 2

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at <https://www.civicplus.help/hc/en-us/p/legal-stuff> (collectively, the "Binding Terms"), By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

Acceptance

The undersigned has read and agrees to the following Binding Terms, which are incorporated into this SOW, and have caused this SOW to be executed as of the date signed by the Customer which will be the Effective Date:

For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>

Authorized Client Signature

CivicPlus

By (please sign):

By (please sign):

Printed Name:

Printed Name:

Title:

Title:

Date:

Date:

Organization Legal Name:

Billing Contact:

Title:

Billing Phone Number:

Billing Email:

Billing Address:

Mailing Address: (If different from above)

PO Number: (Info needed on Invoice (PO or Job#) if required)

Implementation

Project Timeline

From project kickoff to announcing the launch of your SeeClickFix 311 CRM, the implementation process averages 8-12 weeks. For projects that include specific integration to an approved third-party system, the timeline generally expands to 12-18 weeks. Your staff will work with a CivicPlus implementation consultant to establish a workable schedule once final scope has been determined and your project kicks off. This overview provides you with an outline of what to expect during each phase.

PHASE 1: INTRODUCTION & PLANNING	• Introduction call • Final project timeline developed
PHASE 2: ACCOUNT CONFIGURATION	• Configuration of account and best practices • Identify branding standards for mobile app • One hour backend control training
PHASE 3: USER TRAINING & TESTING	• User training with customized agenda • User testing and revisions
PHASE 4: MARKETING PLANNING	• Launch and public announcement planning • Development of press release, social media campaign templates, and digital marketing images
PHASE 5: LAUNCH	• Assistance with launch press release • Press conference/council meeting assistance • Create theme campaigns for specific request types • Assistance developing messaging for PSA video or radio segment announcement

Approaching Your Project Implementation

Phase 1: Introduction & Planning

Implementation begins with an introduction call that includes your leadership team and implementation consultant. We will review your organization's goals, establish a timeline for launching your SeeClickFix 311 CRM, determine which departments will use the solution, and field any questions you have. During the introduction call, we will also determine if a kickoff presentation with your leadership team is needed.

After the introduction call, your implementation consultant will develop a final project timeline based on final scope, agreed milestones, and key deliverables.

Phase 2: Account Configuration

During this phase, your team will gain access to your SeeClickFix 311 CRM account and receive consultation on how to best configure your settings. This phase will also include a one-hour training session on the backend controls via webinar.

We will train you to configure your account for success. Configuration will include setting up members, request types, automatic assignments, and notifications, escalation contacts, timeline response goals, recurring data exports, preformatted response messages, custom emails, geographical areas for tracking and reporting, and mobile app buttons that link to webpages, call phone numbers, or display custom content.

Phase 3: User Training & Testing

Your training will include:

- How to effectively respond to service requests
- Understanding the differences between internal and external communications
- Process to generate work orders
- Creating usable reports
- Overview of new core concepts of application rules for request categories
- Secondary questions
- Workflows
- Request status alerts
- Notices
- User roles
- Access levels

We offer two approaches to training. Depending on the needs of your organization, training can be virtual for live groups or we can develop a train-the-trainer approach and work with two to three people on your team who will then train the remainder of your staff.

After training, authorized members can begin testing the platform to better understand the features and capabilities of the system. This testing also allows for feedback for configuration changes needed prior to launch.



See Click Fix offers two-three free monthly tutorials for customers to attend online at their convenience. We will review the topics you were previously trained on, and you can ask questions from our lead trainer. Many customers find these refresher tutorials extremely valuable as a review or even training of new staff members.

The goal of the SeeClickFix 311 CRM training is to educate system admins for the implementation process. If a custom agenda is required, we will work with Columbia stakeholders to develop the best training for your team.

Columbia's responsibilities will include:

- Securing stakeholder availability for meeting(s) to customize training agenda.
- Ensure admins are available to participate in the system admin training.
- Have team members available for the SeeClickFix 311 CRM install, provide training on best practices, and system configuration.

Phase 4: Marketing Planning

We will host a specific call to discuss launch and public announcement planning. We can provide a variety of resources to assist in marketing, including our User Adoption Guide and downloadable materials available from our Help Desk.

The basic steps for marketing planning and launch include:

- Setting official launch and announcement date
- Completing a launch questionnaire
- Adding web portal and app links to your website
- Adding the app to Facebook page(s)
- Developing and executing marketing plan

Phase 5: Launch & Announcement

Your customer success manager will work with you to successfully announce the launch of the SeeClickFix 311 CRM in your community. This consulting and assistance may include:

- Assistance with crafting a press release
- Assistance with draft announcement language and design of organization newsletter, flyers, and other community-wide notices
- Assistance creating theme campaigns about specific request types (fall clean up, back to school, hurricane season preparation, etc.)
- Assistance with content/message of public service announcement video or radio segment



SeeClickFix
POWERED BY CIVICPLUS

311 CRM

A 311 CRM Solution to Power Positive Civic Experiences

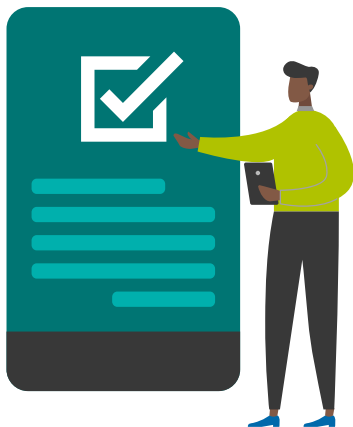




Your residents have high expectations for the level of service they receive from their community leaders—and so do you.

Private sector brands that leverage modern and personalized technology solutions have raised the bar for high-quality customer service. However, public service leaders who want to create similar experiences for their residents often lack a unified system to consolidate and manage all the different channels community members use to submit requests, inquiries, and feedback, including social media, forms, texts, emails, phone calls, and walk-in requests.

As a result, requests, feedback, and inquiries can get lost or delayed, leaving the impression that their local government is difficult and slow. Even worse, your residents aren't the only ones frustrated; staff members may also feel helpless to provide the highest-quality customer service.



We believe there should be a one-stop, frictionless way for local governments to provide positive civic experiences.

So, we built one.

CivicPlus offers a comprehensive and robust 311, request management, and resident engagement solution that empowers governments to demonstrate their positive community impact, accountability, responsiveness, resulting in greater resident appreciation and trust.

Our industry-leading request management system is easily integrable with the most widely used Esri and asset management systems to help governments receive, respond, and report on community issues and repairs.

Our solution also allows residents to submit feedback, questions, inquiries, and requests using the most common digital communication tools they already use daily—text, email, and phone. All messages are aggregated in a single system and associated with individual resident profiles for historical reference and administrative triage, assignment, resource management, and resolution.

Our SeeClickFix 311 CRM Solution Empowers Local Leaders to:



Leverage the communication channels residents already rely on



Eliminate communication barriers between residents and internally across departments



Capture all the diverse voices in your community to understand better what they want and need from their leaders



Meet contactless government expectations by enabling residents and staff to communicate remotely and safely from home, at work, and out in the community



Create custom internal workflows to route requests for rapid response

With our SeeClickFix 311 CRM Solution, You Get:

Resident Communication Features

- Receive and respond to emails and text messages from a single inbox
- Log a phone call or walk-in request
- Receive geotagged photos of service requests submitted via the SeeClickFix mobile app for response by your public works service staff
- Receive and respond to questions or comments submitted via the CivicPlus Chatbot*
- Document and refer to historical communications at the resident level
- Integrate the Report an Issue web portal into your website
- Residents can submit feedback, questions, inquiries, and requests using the most common digital communication channels they already use daily such as text messages, social media, and web forms
- Include secondary questions that prompt the resident for all the details you need to respond to their request
- Enable locationless submissions that don't require the resident to identify a specific location associated with a concern
- Residents can create a personal profile to manage community requests and receive automatic notifications based on their profile
- Conduct two-way communications with residents from request start to completion, providing transparency and proving accountability
- Send routine updates and maintenance notices to residents

*CivicPlus Chatbot is powered by Frase



Staff Collaboration Features

- Submit internal-only service requests
- Subscribe to requests to monitor progress
- Automate issue routing to the right team or department
- Detect duplicate requests to save time
- Assign issues according to staff roles and restrictions
- Escalate overdue requests to managers
- Enable internal-only commenting along the issue lifecycle
- Restrict administrative access to certain request types to design custom branded experiences
- Leverage any of our 20+ integrations with industry-leading public works software partners
- Track work order resources, spend, and budget to plan for future projects and prove your responsibility with taxpayer dollars



Mapping and Data Analytics Features

- Go beyond request capture to full life-cycle visibility from reporting to resolution
- Leverage reliable data to report successes, support leadership recommendations, budget requests, and decisions
- Display open and closed issues and monitor trends on a public map
- Review the Report Card feature to measure performance for data-driven decisions
- Set up automatic reports sent to key managers
- Manage time and resources with service level agreement (SLA) reporting



Every Solution User Receives

Unlimited licenses | Unlimited resident profiles | Unlimited request categories | A multi-channel solution | Your community's branding incorporated into your resident-facing experiences



How We'll Support You and Your Staff

Onboarding and Implementation | Technical Support
| Customer Success | Online Help Centers for Your
Staff and Your Residents

SeeClickFix 311 CRM
POWERED BY **CIVICPLUS**



November 27, 2024

Item No. **13c**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of December 3, 2024

**CITY COUNCIL RECEIVE THE MARINA POLICE DEPARTMENT'S
PRESENTATION ON AB 413 CALIFORNIA DAYLIGHTING LAW.**

REQUEST:

It is requested that the City Council consider:

1. Receiving Marina Police Department's presentation on California New Day lighting Law AB 413.

BACKGROUND:

On October 10, 2023, California Assembly Bill 413 (AB 413) also known as "Daylighting" law was signed into law. The law became effective on January 1, 2024. AB 413 prohibits the stopping, standing, or parking of a vehicle within 20' of the vehicle approach side of any unmarked or marked crosswalk or 15 feet of any crosswalk where a curb extension anywhere in California. Prior to January 1, 2025, only warnings may be issued for the violation unless the curbs were painted red or a sign existed.

ANALYSIS:

In enacting AB 413, into law created a new section of the vehicle code CVC 22500(N) which prohibits the stopping, standing, or parking of a vehicle within 20 feet of the vehicle approach side of any unmarked or marked crosswalk or 15 feet of any crosswalk with a curb extension. On a two-way street, only the space on the right-side approaching a crosswalk as one is driving is affected. However, on a one-way street, both the left and the right curb areas 20 feet from the crosswalk are no parking zones. AB 413 Allows local jurisdictions to paint zones that are longer or shorter than 20 feet. When you see a red curb or parking prohibition sign next to a crosswalk just follow that distance. If there is no paint or signs, the 20 feet distance applies. 20 feet is about the length of a standard parking space or one large car-length.

CONCLUSION:

Daylighting is the simple concept that safety is improved by removing parked cars next to crosswalks. By keeping the area next to crosswalks clear of parked vehicle obstructions people walking and people driving or riding on the street can see each other better. Remember to leave at least 20 feet (or one large car length) between a marked or unmarked crosswalk and your vehicle, so approaching vehicles can see pedestrians and bicycles.

Respectfully submitted,

Steve Russo
Acting Police Chief
Marina Police Department
City of Marina

REVIEWED/CONCUR:

Layne Long
City Manager
City of Marina