



**CITY OF SOLANA BEACH**  
SOLANA BEACH CITY COUNCIL, SUCCESSOR AGENCY TO THE REDEVELOPMENT  
AGENCY, PUBLIC FINANCING AUTHORITY, AND HOUSING AUTHORITY

## AGENDA

**Joint REGULAR Meeting**  
**Wednesday, February 24, 2021 \* 6:00 p.m.**

Teleconference Location Only-City Hall/Council Chambers, 635 S. Highway 101, Solana Beach, California  
This meeting will be conducted in accordance with Governor Newsom's Executive Order N-29-20 related to the COVID-19 virus.

### MEETING LOCATION WILL NOT BE OPEN TO THE PUBLIC

Due to the Executive Order to stay home, in person participation at City Council meetings will not be allowed at this time. In accordance with the Executive Order to stay home, there will be no members of the public in attendance at Council Meetings. Alternatives to in-person attendance for viewing and participating in City Council meetings are being provided under provided below.

### AGENDA MATERIALS

A full City Council agenda packet including relative supporting documentation is posted online [www.cityofsolanabeach.org](http://www.cityofsolanabeach.org) Closed Session Agendas are posted at least 72 hours prior to regular meetings and at least 24 hours prior to special meetings.

### WATCH THE MEETING

- Live web-streaming: Meetings web-stream live on the City's website on the City's [Public Meetings](#) webpage. Find the large Live Meeting button.
- Live Broadcast on Local Govt. Channel: Meetings are broadcast live on Cox Communications - Channel 19 / Spectrum (Time Warner)-Channel 24 / AT&T U-verse Channel 99.
- Archived videos online: The video taping of meetings are maintained as a permanent record and contain a detailed account of the proceedings. Council meeting tapings are archived and available for viewing on the City's [Public Meetings](#) webpage.

### PUBLIC COMMENTS

- Written correspondence (supplemental items) regarding an agenda item at an open session meeting should be submitted to the City Clerk's Office at [clerkoffice@cosb.org](mailto:clerkoffice@cosb.org) with a) Subject line to include the meeting date b) Include the Agenda Item # as listed on the Agenda.
- Correspondence received after the official posting of the agenda, but before 3:00 p.m. (or 3 hrs. prior to the meeting start time) on the meeting day, will be distributed to Council and made available online along with the agenda posting. All submittals received before the start of the meeting will be made part of the record.
- Written submittals will be added to the record and not read out loud.
- The designated location for viewing supplemental documents is on the City's website [www.cityofsolanabeach.org](http://www.cityofsolanabeach.org) on the posted Agenda under the relative Agenda Item.

OR

Verbal comment participation: If you wish to provide a live verbal comment during the meeting, attend the virtual meeting via your computer or call in.

#### Before Meeting

- Sign up (register) to speak at the virtual meeting for the Zoom webinar as early as possible and at least 3 hours prior to the start of the meeting so that Staff can manage the speaker list.
  - Public Participation Link:  
[https://us02web.zoom.us/webinar/register/WN\\_zgdNWgXbS9CKVDyHrrtLDg](https://us02web.zoom.us/webinar/register/WN_zgdNWgXbS9CKVDyHrrtLDg)
  - Follow the prompts to enter your name and email address and identify the item you are speaking on.
- Join the meeting by locating your confirmation email, that was sent immediately following registration, which will provide your log-in link.
- Join/Log-In to the meeting at least 15 minutes prior to the start time so that the City Clerk can verify you are ready to speak before the meeting begins.
- If your computer does not have a mic to speak or you have sound issues, you can use the call-in audio information (Zoom ID, Participant ID) from a landline or cell phone to join the meeting for the audio accessibility.
- If you call in as well for better audio, mute your computer's speakers to eliminate feedback so that you do not have two audios competing when you are speaking.

During Meeting:

- Choose Gallery View to see the presentations, when applicable.
- Participants will be called upon from those who have Registered and their name is identified by the City Clerk calling from the registration list. You will be called on by name and unmuted by the meeting organizer and then you may provide comments for the allotted time. Allotted speaker times are listed under each [Agenda](#) section.

**SPECIAL ASSISTANCE NEEDED - AMERICAN DISABILITIES ACT TITLE 2**

In compliance with the Americans with Disabilities Act of 1990, persons with a disability may request an agenda in appropriate alternative formats as required by Section 202. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the City Clerk's office (858) 720-2400 [clerkoffice@cosb.org](mailto:clerkoffice@cosb.org) at least 72 hours prior to the meeting.

<b>CITY COUNCILMEMBERS</b>			
<b>Lesa Heebner, Mayor</b>			
<b>Kristi Becker</b> Deputy Mayor	<b>Kelly Harless</b> Councilmember	<b>David A. Zito</b> Councilmember District 1	<b>Jewel Edson</b> Councilmember District 3

Gregory Wade  
**City Manager**

Johanna Canlas  
**City Attorney**

Angela Ivey  
**City Clerk**

**SPEAKERS:**

See Public Participation on the first page of the Agenda for publication participation options.

**READING OF ORDINANCES AND RESOLUTIONS:**

Pursuant to [Solana Beach Municipal Code](#) Section 2.04.460, at the time of introduction or adoption of an ordinance or adoption of a resolution, the same shall not be read in full unless after the reading of the title, further reading is requested by a member of the Council. If any Councilmember so requests, the ordinance or resolution shall be read in full. In the absence of such a request, this section shall constitute a waiver by the council of such reading.

**CALL TO ORDER AND ROLL CALL:**

**CLOSED SESSION REPORT:**

**FLAG SALUTE:**

**PROCLAMATIONS/CERTIFICATES:** *Ceremonial*

*None at the posting of this agenda*

**PRESENTATIONS:** Ceremonial items that do not contain in-depth discussion and no action/direction.

*None at the posting of this agenda*

**APPROVAL OF AGENDA:**

**ORAL COMMUNICATIONS:**

**Note to Public:** Refer to [Public Participation](#) for information on how to submit public comment.

This portion of the agenda provides an opportunity for members of the public to address the City Council on items relating to City business and not appearing on today's agenda by having submitted written comments for the record to be filed with the record or by registering to join the virtual meeting online to speak live, per the Public Participation instructions on the Agenda.

Comments relating to items on this evening's agenda are taken at the time the items are heard. Pursuant to the Brown Act, no action shall be taken by the City Council on public comment items. Council may refer items to the City Manager for placement on a future agenda. The maximum time allotted for each speaker is THREE MINUTES (SBMC 2.04.190).

### **COUNCIL COMMUNITY ANNOUNCEMENTS / COMMENTARY:**

*An opportunity for City Council to make brief announcements or report on their activities. These items are not agendaized for official City business with no action or substantive discussion.*

#### **A. CONSENT CALENDAR: (Action Items) (A.1. - A.6.)**

**Note to Public: Refer to [Public Participation](#) for information on how to submit public comment.**

Items listed on the Consent Calendar are to be acted in a single action of the City Council unless pulled for discussion.

Any member of the public may address the City Council on an item of concern by submitting written correspondence for the record to be filed with the record or by registering to join the virtual meeting online to speak live, per the Public Participation instructions on the Agenda. The maximum time allotted for each speaker is THREE MINUTES (SBMC 2.04.190).

Those items removed from the Consent Calendar by a member of the Council will be trailed to the end of the agenda, while Consent Calendar items removed by the public will be discussed immediately after approval of the Consent Calendar.

#### **A.1. Register Of Demands. (File 0300-30)**

Recommendation: That the City Council

1. Ratify the list of demands for January 23, 2021 – February 05, 2021.

#### **[Item A.1. Report \(click here\)](#)**

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

#### **A.2. General Fund Budget Adjustments for Fiscal Year 2020/21. (File 0330-30)**

Recommendation: That the City Council

1. Receive the report listing changes made to the Fiscal Year 2020/21 General Fund Adopted Budget.

#### **[Item A.2. Report \(click here\)](#)**

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

#### **A.3. TransNet Funds Transfer. (File 0390-35)**

Recommendation: That the City Council

1. Adopt **Resolution 2021-020** approving the transfer of \$29,180 of TransNet funds from SB18 Pavement Maintenance account into the SB16 Annual Pavement Maintenance Project (Congestion Relief SB16-9362.20).

#### **[Item A.3. Report \(click here\)](#)**

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**A.4. Solana Energy Alliance (SEA) 2019 Power Content Label and Attestation.**  
(File 1010-40)

Recommendation: That the City Council

1. Adopt **Resolution 2021-024** attesting to the veracity of information provided in Solana Energy Alliance's 2019 SEA Choice Power Content Label; SEA Green Power Content Label and SEA's Power Source Disclosure Report based on Staff and SEA consultant's input and review.

[Item A.4. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**A.5. Americans with Disability Act (ADA) Pedestrian Ramps.** (File 0820-20)

Recommendation: That the City Council

1. Adopt **Resolution 2021-022**:
  - a. Awarding a construction contract to PAL General Engineering in the amount of \$43,500 for the ADA Pedestrian Ramps, Bid No. 2021-02.
  - b. Approving an amount of \$6,000 for construction contingency.
  - c. Authorizing the City Manager to execute the construction contract on behalf of the City.
  - d. Authorizing the City Manager to approve cumulative change orders up to the construction contingency amount.
  - e. Appropriating \$49,500 to the Federal Grants revenue account and to the ADA Pedestrian Ramps CIP project, both in the CDBG fund.
  - f. Authorizing the City Treasurer to amend the FY 2020/21 Adopted Budget accordingly.

[Item A.5. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**A.6. Minutes of the City Council.**

Recommendation: That the City Council

1. Approve the Minutes of the January 27, 2021 City Council meetings.

[Item A.6. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**C. STAFF REPORTS: (C.1. – C.2.)**

**Note to Public: Refer to [Public Participation](#) for information on how to submit public comment.**

Any member of the public may address the City Council on an item of concern by submitting written correspondence for the record to be filed with the record or by registering to join the virtual meeting online to speak live, per the Public Participation instructions on the Agenda. The maximum time allotted for each speaker is THREE MINUTES (SBMC 2.04.190).

**C.1. Quarterly Investment Report.** (File 0350-44)

Recommendation: That the City Council

1. Accept and file the Cash and Investment Report for the quarter ended December 31, 2020.

[Item C.1. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**C.2. Mid-Year Budget Adjustments for Fiscal Year 2020/21.** (File 0330-30)

Recommendation: That the City Council

1. Adopt **Resolution 2021-021** revising appropriations in the Fiscal Year 2020/21 Budget.

[Item C.2. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**WORK PLAN COMMENTS:**

*Adopted June 12, 2019*

**COMPENSATION & REIMBURSEMENT DISCLOSURE:**

GC: Article 2.3. Compensation: 53232.3. (a) Reimbursable expenses shall include, but not be limited to, meals, lodging, and travel. 53232.3 (d) Members of a legislative body shall provide brief reports on meetings attended at the expense of the local agency "City" at the next regular meeting of the legislative body.

**COUNCIL COMMITTEE REPORTS:** [Council Committees](#)

**REGIONAL COMMITTEES: (outside agencies, appointed by this Council)**

- a. City Selection Committee (meets twice a year) Primary-Edson, Alternate-Zito
- b. County Service Area 17: Primary- Harless, Alternate-Edson
- c. Escondido Creek Watershed Authority: Becker /Staff (no alternate).
- d. League of Ca. Cities' San Diego County Executive Committee: Primary-Becker, Alternate-Harless and any subcommittees.
- e. League of Ca. Cities' Local Legislative Committee: Primary-Harless, Alternate-Becker
- f. League of Ca. Cities' Coastal Cities Issues Group (CCIG): Primary-Becker, Alternate-Harless
- g. North County Dispatch JPA: Primary-Harless, Alternate-Becker
- h. North County Transit District: Primary-Edson, Alternate-Becker
- i. Regional Solid Waste Association (RSWA): Primary-Hegenauer, Alternate-Becker
- j. SANDAG: Primary-Zito, 1<sup>st</sup> Alternate-Edson, 2<sup>nd</sup> Alternate-Becker, and any subcommittees.
- k. SANDAG Shoreline Preservation Committee: Primary-Hegenauer, Alternate-Zito
- l. San Dieguito River Valley JPA: Primary-Hegenauer, Alternate-Zito
- m. San Elijo JPA: Primary-Zito, Primary-Becker, Alternate-City Manager
- n. 22<sup>nd</sup> Agricultural District Association Community Relations Committee: Primary-Edson, Primary-Harless

**STANDING COMMITTEES: (All Primary Members) (Permanent Committees)**

- a. Business Liaison Committee – Zito, Edson.
- b. Fire Dept. Management Governance & Organizational Evaluation – Harless, Hegenauer
- c. Highway 101 / Cedros Ave. Development Committee – Edson, Becker
- d. Parks and Recreation Committee – Zito, Harless
- e. Public Arts Committee – Edson, Hegenauer
- f. School Relations Committee – Hegenauer, Harless
- g. Solana Beach-Del Mar Relations Committee – Zito, Edson

**ADJOURN:**

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**Next Regularly Scheduled Meeting is March 10, 2021**

*Always refer the City’s website Event Calendar for Special Meetings or an updated schedule.*

*Or Contact City Hall 858-720-2400*

[www.cityofsolanabeach.org](http://www.cityofsolanabeach.org)

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**AFFIDAVIT OF POSTING**

STATE OF CALIFORNIA }  
COUNTY OF SAN DIEGO } §  
CITY OF SOLANA BEACH }

I, Angela Ivey, City Clerk of the City of Solana Beach, do hereby certify that this Agenda for the February 24, 2021 Council Meeting was called by City Council, Successor Agency to the Redevelopment Agency, Public Financing Authority, and the Housing Authority of the City of Solana Beach, California, was provided and posted on February 17, 2021 at 2:30 p.m. on the City Bulletin Board at the entrance to the City Council Chambers. Said meeting is held at 6:00 p.m., February 24, 2021, in the Council Chambers, at City Hall, 635 S. Highway 101, Solana Beach, California.

Angela Ivey, City Clerk \* City of Solana Beach, CA

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**CITIZEN CITY COMMISSION AND COMMITTEE MEETINGS:**

*Regularly Scheduled, or Special Meetings that have been announced, are posted on each Citizen Commission’s Agenda webpage. See the [Citizen Commission’s Agenda webpages](#) or the City’s Events [Calendar](#) for updates.*

- **Budget & Finance Commission**
- **Climate Action Commission**
- **Parks & Recreation Commission**
- **Public Arts Commission**
- **View Assessment Commission**





# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** February 24, 2021  
**ORIGINATING DEPT:** Finance  
**SUBJECT:** Register of Demands

## **BACKGROUND:**

Section 3.04.020 of the Solana Beach Municipal Code requires that the City Council ratify a register of demands which represents all financial demands made upon the City for the applicable period.

Register of Demands- 01/23/21 through 02/05/21

Check Register-Disbursement Fund (Attachment 1)		\$	1,830,106.66
Health Insurance for February	February 1, 2021		46,163.41
Net Payroll	February 5, 2021		208,081.23
Federal & State Taxes	February 5, 2021		57,275.15
PERS Retirement (EFT)	February 5, 2021		46,059.82

TOTAL		\$	<u>2,187,686.27</u>
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## **DISCUSSION:**

Staff certifies that the register of demands has been reviewed for accuracy, that funds are available to pay the above demands, and that the demands comply with the adopted budget.

## **CEQA COMPLIANCE STATEMENT:**

Not a project as defined by CEQA.

## **FISCAL IMPACT:**

The register of demands for January 23, 2021 through February 5, 2021 reflects total expenditures of \$2,187,686.27 from various City funding sources.

## **WORK PLAN:**

N/A

CITY COUNCIL ACTION: \_\_\_\_\_  
 \_\_\_\_\_

**OPTIONS:**

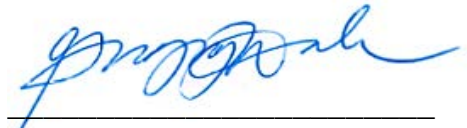
- Ratify the register of demands.
- Do not ratify and provide direction.

**DEPARTMENT RECOMMENDATION:**

Staff recommends that the City Council ratify the above register of demands.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation.



\_\_\_\_\_  
Gregory Wade, City Manager

Attachments:

1. Check Register – Disbursement Fund



PENTAMATION  
 DATE: 02/08/2021  
 TIME: 16:45:26

CITY OF SOLANA BEACH, CA  
 CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 1  
 ACCTPA21

SELECTION CRITERIA: transact.gl\_cash='1011' and transact.ck\_date between '20210123 00:00:00.000' and '20210205 00:00:00.000'  
 ACCOUNTING PERIOD: 8/21

FUND - 001 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	-----DESCRIPTION-----	SALES TAX	AMOUNT
1011	98519	01/28/21	4832	AT&T CALNET 3	00160006120	9391059865 1001-10/31	0.00	394.15
1011	98519	01/28/21	4832	AT&T CALNET 3	00160006120	9391059865 1101-11/30	0.00	394.15
TOTAL CHECK							0.00	788.30
1011	98520	01/28/21	2526	BARTEL ASSOCIATES, LLC	00150005300	GASB68 FY20 AUDIT	0.00	1,750.00
1011	98520	01/28/21	2526	BARTEL ASSOCIATES, LLC	00150005300	GASB74&75 FY20 CALC	0.00	6,000.00
1011	98520	01/28/21	2526	BARTEL ASSOCIATES, LLC	00150005300	OPEB VALUATION	0.00	1,570.00
1011	98520	01/28/21	2526	BARTEL ASSOCIATES, LLC	00150005300	OPEB VALUATION	0.00	3,000.00
TOTAL CHECK							0.00	12,320.00
1011	98521	01/28/21	5822	CALIFORNIA OFFICE CLEANI	00165006570	COVID-19 JNTRLSVC-DEC	0.00	3,311.00
1011	98521	01/28/21	5822	CALIFORNIA OFFICE CLEANI	00165006570	JANITORIAL SVC-DEC	0.00	7,150.00
1011	98521	01/28/21	5822	CALIFORNIA OFFICE CLEANI	00165006570	CLEANING SUPPLIES	0.00	150.00
TOTAL CHECK							0.00	10,611.00
1011	98522	01/28/21	1964	CSAC EXCESS INSURANCE AU	00150005400	FY20/21 EAP JAN-MAR	0.00	405.60
1011	98523	01/28/21	2098	CULLIGAN OF SAN DIEGO	00160006120	WATER FLTR 12/1-1/31	0.00	85.60
1011	98524	01/28/21	134	DIXIELINE LUMBER CO INC	00165006570	COUPLING	0.00	5.81
1011	98524	01/28/21	134	DIXIELINE LUMBER CO INC	00165006560	LIGHTS	0.00	19.38
1011	98524	01/28/21	134	DIXIELINE LUMBER CO INC	00165006570	CBL TIES/WIRE CTTR	0.00	20.15
1011	98524	01/28/21	134	DIXIELINE LUMBER CO INC	00165006570	GLOVES/GRDN STPLS	0.00	35.42
1011	98524	01/28/21	134	DIXIELINE LUMBER CO INC	00165006570	GLOVES/CLOTH	0.00	37.25
1011	98524	01/28/21	134	DIXIELINE LUMBER CO INC	00165006570	CBL STRPR/TAPE	0.00	49.72
1011	98524	01/28/21	134	DIXIELINE LUMBER CO INC	00165006560	WOOD/SCRWS/TIEDWN	0.00	50.79
1011	98524	01/28/21	134	DIXIELINE LUMBER CO INC	00165006560	LUMBER	0.00	62.99
1011	98524	01/28/21	134	DIXIELINE LUMBER CO INC	00165006570	NUT/COVER/NPPL	0.00	67.46
1011	98524	01/28/21	134	DIXIELINE LUMBER CO INC	00165006570	GLOVES	0.00	74.32
1011	98524	01/28/21	134	DIXIELINE LUMBER CO INC	00165006570	PIPE/COUPLING	0.00	199.12
TOTAL CHECK							0.00	622.41
1011	98525	01/28/21	1011	HDL-HINDERLITER, DE LLAM	00150005300	Q2 CY STAX-CONTRACT	0.00	1,216.80
1011	98525	01/28/21	1011	HDL-HINDERLITER, DE LLAM	00150005300	Q2 CY20 STAX AUDIT	0.00	452.59
TOTAL CHECK							0.00	1,669.39
1011	98526	01/28/21	2287	KOPPEL & GRUBER PUBLIC F	20475007520	SNTA FE HILLS JUL-SEP	0.00	47.61
1011	98526	01/28/21	2287	KOPPEL & GRUBER PUBLIC F	20475007520	SNTA FE HILLS OCT-DEC	0.00	47.61
1011	98526	01/28/21	2287	KOPPEL & GRUBER PUBLIC F	20775007550	SAN ELJO HLLS OCT-DEC	0.00	25.85
1011	98526	01/28/21	2287	KOPPEL & GRUBER PUBLIC F	20775007550	SAN ELJO HLLS JUL-SEP	0.00	25.85
1011	98526	01/28/21	2287	KOPPEL & GRUBER PUBLIC F	20575007530	ISLA VERDE JUL-SEP	0.00	24.49
1011	98526	01/28/21	2287	KOPPEL & GRUBER PUBLIC F	20575007530	ISLA VERDE OCT-DEC	0.00	24.49
1011	98526	01/28/21	2287	KOPPEL & GRUBER PUBLIC F	20375007510	OLD HGHWY 101 OCT-DEC	0.00	686.93
1011	98526	01/28/21	2287	KOPPEL & GRUBER PUBLIC F	20375007510	OLD HGHWY 101 JUL-SEP	0.00	686.93
1011	98526	01/28/21	2287	KOPPEL & GRUBER PUBLIC F	00150005300	FIRE BENEFIT JUL-SEP	0.00	544.09
1011	98526	01/28/21	2287	KOPPEL & GRUBER PUBLIC F	00150005300	FIRE BENEFIT OCT-DEC	0.00	544.09
1011	98526	01/28/21	2287	KOPPEL & GRUBER PUBLIC F	20375007510	EXPENSES OCT-DEC	0.00	29.94
1011	98526	01/28/21	2287	KOPPEL & GRUBER PUBLIC F	20375007510	EXPENSES JUL-SEP	0.00	29.94
1011	98526	01/28/21	2287	KOPPEL & GRUBER PUBLIC F	67685008560	SO SOL SWR OCT-DEC	0.00	423.06
1011	98526	01/28/21	2287	KOPPEL & GRUBER PUBLIC F	67685008560	SO SOL SWR JUL-SEP	0.00	432.29
TOTAL CHECK							0.00	3,573.17

PENTAMATION  
 DATE: 02/08/2021  
 TIME: 16:45:26

CITY OF SOLANA BEACH, CA  
 CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 2  
 ACCTPA21

SELECTION CRITERIA: transact.gl\_cash='1011' and transact.ck\_date between '20210123 00:00:00.000' and '20210205 00:00:00.000'  
 ACCOUNTING PERIOD: 8/21

FUND - 001 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	-----DESCRIPTION-----	SALES TAX	AMOUNT
1011	98527	01/28/21	4187	KRONOS	00160006120	TELESTAFF-APR20-MAR21	0.00	921.82
1011	98528	01/28/21	99	LAWNMOWERS PLUS	00160006120	CHN LOOP/FLTR/OIL	0.00	192.25
1011	98528	01/28/21	99	LAWNMOWERS PLUS	00160006120	BAR 3-8	0.00	66.79
TOTAL CHECK							0.00	259.04
1011	98529	01/28/21	4738	MEDICAL EYE SERVICES	00150005400	ROUNDING JAN 21	0.00	-0.19
1011	98529	01/28/21	4738	MEDICAL EYE SERVICES	001	EE COBRA JAN 21	0.00	11.29
1011	98529	01/28/21	4738	MEDICAL EYE SERVICES	001	EE COBRA JAN 21	0.00	11.29
1011	98529	01/28/21	4738	MEDICAL EYE SERVICES	001	EE TIMING JAN 21	0.00	11.29
1011	98529	01/28/21	4738	MEDICAL EYE SERVICES	001	EE TIMING JAN 21	0.00	11.29
1011	98529	01/28/21	4738	MEDICAL EYE SERVICES	001	VISION JAN 21	0.00	405.41
1011	98529	01/28/21	4738	MEDICAL EYE SERVICES	001	EE TIMING JAN 21	0.00	19.91
1011	98529	01/28/21	4738	MEDICAL EYE SERVICES	001	EE# COBRA JAN 21	0.00	20.33
TOTAL CHECK							0.00	490.62
1011	98530	01/28/21	1161	MOTOROLA SOLUTIONS INC	27060006120	SHSP.18 - 800 MHZ RADI	0.00	12,323.84
1011	98530	01/28/21	1161	MOTOROLA SOLUTIONS INC	27060006120	CSA17.21 - 800 MHZ RA	0.00	12,352.83
1011	98530	01/28/21	1161	MOTOROLA SOLUTIONS INC	13560006120	800 MHZ RADIOS	0.00	18,113.75
1011	98530	01/28/21	1161	MOTOROLA SOLUTIONS INC	13560006170	800 MHZ RADIOS	0.00	6,399.91
TOTAL CHECK							0.00	49,190.33
1011	98531	01/28/21	66	NORTH COUNTY DISPATCH (J	00160006120	FY21 DISPATCH SVC Q2	0.00	26,083.72
1011	98532	01/28/21	2019	NORTH COUNTY EVS, INC	00160006120	ON CALL REPAIR-11/16	0.00	6,231.63
1011	98533	01/28/21	3529	PARKHOUSE TIRE INC	00160006120	TIRES T#237-TIRES	0.00	2,604.22
1011	98534	01/28/21	1087	PREFERRED BENEFIT INS AD	001	REBATE JAN DENTAL	0.00	-223.24
1011	98534	01/28/21	1087	PREFERRED BENEFIT INS AD	001	EE TIMING JAN 21	0.00	-134.90
1011	98534	01/28/21	1087	PREFERRED BENEFIT INS AD	001	EE TIMING JAN 21	0.00	-1.80
1011	98534	01/28/21	1087	PREFERRED BENEFIT INS AD	001	EE TIMING JAN 21	0.00	-1.00
1011	98534	01/28/21	1087	PREFERRED BENEFIT INS AD	00150005400	ADMIN FEE JAN 21	0.00	2.25
1011	98534	01/28/21	1087	PREFERRED BENEFIT INS AD	001	EE TIMING JAN 21	0.00	42.90
1011	98534	01/28/21	1087	PREFERRED BENEFIT INS AD	001	EE TIMING JAN 21	0.00	42.90
1011	98534	01/28/21	1087	PREFERRED BENEFIT INS AD	001	EE TIMING JAN 21	0.00	78.00
1011	98534	01/28/21	1087	PREFERRED BENEFIT INS AD	001	DENTAL JAN 21	0.00	2,487.20
TOTAL CHECK							0.00	2,292.31
1011	98535	01/28/21	1112	RANCHO SANTA FE SECURITY	00165006560	RESTRM LCK/UNLOCK-DEC	0.00	583.57
1011	98535	01/28/21	1112	RANCHO SANTA FE SECURITY	00165006560	ALARM MONITORING-DEC	0.00	252.00
TOTAL CHECK							0.00	835.57
1011	98536	01/28/21	5978	RYAN SMITH	00150005400	R SMITH-LIVESCAN	0.00	40.00
1011	98537	01/28/21	287	SALIENT NETWORKS (FKA DI	00150005450	FY21 PHNE/VM/FAX MAINT	0.00	390.00
1011	98537	01/28/21	287	SALIENT NETWORKS (FKA DI	00150005450	FY21 PHNE/VM/FAX MAINT	0.00	11,838.65
TOTAL CHECK							0.00	12,228.65
1011	98538	01/28/21	5502	SAN DIEGO HUMANE SOCIETY	00160006130	FY21 ANIMAL SVC-OCT	0.00	7,086.00
1011	98538	01/28/21	5502	SAN DIEGO HUMANE SOCIETY	00160006130	FY21 ANIMAL SVC-JAN	0.00	7,086.00
TOTAL CHECK							0.00	14,172.00

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FUND - 001 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	-----DESCRIPTION-----	SALES TAX	AMOUNT
1011	98539	01/28/21	141	SANTA FE IRRIGATION DIST	00160006120	005512000 PENALTY FEE	0.00	56.77
1011	98539	01/28/21	141	SANTA FE IRRIGATION DIST	00160006120	005512000 1103-123120	0.00	567.72
TOTAL CHECK								624.49
1011	98540	01/28/21	169	SDG&E CO INC	55000007750	SEA CCA SVC-NOV	0.00	2,270.59
1011	98541	01/28/21	5961	TOSDAL APC	55000007750	SEA PROF SVC-DEC	0.00	2,982.30
1011	98542	01/28/21	5890	TYLER TECHNOLOGIES, INC.	13550005300	IMPLMNTN-NON-HR-DEC	0.00	2,560.00
1011	98543	01/28/21	1458	THE UNIFORM SPECIALIST	00160006120	SEWINGS-TOTH	0.00	84.44
1011	98543	01/28/21	1458	THE UNIFORM SPECIALIST	00160006120	BOOTS/JCKT/SEW-MALLON	0.00	343.67
TOTAL CHECK								428.11
1011	98544	01/28/21	30	VERIZON WIRELESS-SD	00160006120	FIRE CELL 11/29-12/28	0.00	460.46
1011	98544	01/28/21	30	VERIZON WIRELESS-SD	27060006120	FIRE IPAD 11/29-12/28	0.00	114.03
1011	98544	01/28/21	30	VERIZON WIRELESS-SD	00160006120	BC CELL 11/29-12/28	0.00	64.45
1011	98544	01/28/21	30	VERIZON WIRELESS-SD	00160006170	MS IPADS -11/29-12/28	0.00	152.04
TOTAL CHECK								790.98
1011	98545	01/28/21	3723	WAGeworks	00150005400	FSA ADMIN-AUG	0.00	123.50
1011	98546	01/28/21	5594	WEX BANK	00160006120	CR EXEMPT TAX-NOV 20	0.00	-89.38
1011	98546	01/28/21	5594	WEX BANK	00160006120	AUTO FUEL-NOV 20	0.00	1,217.31
TOTAL CHECK								1,127.93
1011	98547	01/28/21	5916	WEX FLEET UNIVERSAL	00165006560	AUTO FUEL-12/08-01/07	0.00	41.87
1011	98547	01/28/21	5916	WEX FLEET UNIVERSAL	00170007110	AUTO FUEL-12/08-01/07	0.00	54.88
1011	98547	01/28/21	5916	WEX FLEET UNIVERSAL	00165006570	AUTO FUEL-12/08-01/07	0.00	69.79
1011	98547	01/28/21	5916	WEX FLEET UNIVERSAL	00165006510	AUTO FUEL-12/08-01/07	0.00	76.76
1011	98547	01/28/21	5916	WEX FLEET UNIVERSAL	50900007700	AUTO FUEL-12/08-01/07	0.00	83.74
1011	98547	01/28/21	5916	WEX FLEET UNIVERSAL	00160006140	AUTO FUEL-12/08-01/07	0.00	161.12
1011	98547	01/28/21	5916	WEX FLEET UNIVERSAL	00165006530	AUTO FUEL-12/08-01/07	0.00	202.39
1011	98547	01/28/21	5916	WEX FLEET UNIVERSAL	00165006520	AUTO FUEL-12/08-01/07	0.00	223.31
1011	98547	01/28/21	5916	WEX FLEET UNIVERSAL	00160006120	AUTO FUEL-12/08-01/07	0.00	364.05
1011	98547	01/28/21	5916	WEX FLEET UNIVERSAL	00160006170	AUTO FUEL-12/08-01/07	0.00	438.13
TOTAL CHECK								1,716.04
1011	98548	01/28/21	37	XEROX CORPORATION	00150005350	COPIER CLRKS-DEC	0.00	271.68
1011	98548	01/28/21	37	XEROX CORPORATION	00150005350	EXCESS BLK-12/3-12/21	0.00	7.26
1011	98548	01/28/21	37	XEROX CORPORATION	00150005350	EXCESS CLR-12/3-12/21	0.00	50.22
1011	98548	01/28/21	37	XEROX CORPORATION	00150005350	FIERY CLRKS-DEC	0.00	122.84
1011	98548	01/28/21	37	XEROX CORPORATION	00150005350	COPIER UPSTAIRS-DEC	0.00	298.25
1011	98548	01/28/21	37	XEROX CORPORATION	00150005350	EXCESS BLK-12/3-12/21	0.00	6.59
1011	98548	01/28/21	37	XEROX CORPORATION	00150005350	EXCESS CLR-12/3-12/21	0.00	30.12
1011	98548	01/28/21	37	XEROX CORPORATION	00150005350	FIERY UPSTAIRS-DEC	0.00	132.61
1011	98548	01/28/21	37	XEROX CORPORATION	00150005350	COPIER PLANNING-DEC	0.00	546.78
1011	98548	01/28/21	37	XEROX CORPORATION	00150005350	EXCESS BLK-12/3-12/21	0.00	15.68
1011	98548	01/28/21	37	XEROX CORPORATION	00150005350	EXCESS CLR-12/3-12/21	0.00	9.74
1011	98548	01/28/21	37	XEROX CORPORATION	00150005350	FIERY PLANNING-DEC	0.00	132.61
TOTAL CHECK								1,624.38

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FUND - 001 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	-----DESCRIPTION-----	SALES TAX	AMOUNT
1011	98549	02/04/21	4711	ABEL PEREZ	00165006530	MILEAGE 1/24-25	0.00	9.24
1011	98549	02/04/21	4711	ABEL PEREZ	50900007700	MILEAGE 1/24-25	0.00	9.24
TOTAL CHECK							0.00	18.48
1011	98550	02/04/21	2906	ACE UNIFORMS & ACCESSORI	00160006120	SHRT/EMB-HOGAN	0.00	182.05
1011	98551	02/04/21	1135	AFFORDABLE PIPELINE SERV	50900007700	I-SEWER CLEANING	0.00	425.00
1011	98552	02/04/21	2137	AFLAC	001	JANUARY 21	0.00	803.86
1011	98553	02/04/21	4832	AT&T CALNET 3	00150005450	9391012278 11/24-1223	0.00	3,290.78
1011	98553	02/04/21	4832	AT&T CALNET 3	00150005450	9391012282 11/24-1223	0.00	21.74
1011	98553	02/04/21	4832	AT&T CALNET 3	00150005450	9391053641 11/24-1223	0.00	166.16
1011	98553	02/04/21	4832	AT&T CALNET 3	00150005450	9391062899 11/24-1223	0.00	166.16
1011	98553	02/04/21	4832	AT&T CALNET 3	00165006540	9391012279 12/24-1/23	0.00	49.28
1011	98553	02/04/21	4832	AT&T CALNET 3	50900007700	9391012277 12/24-1/23	0.00	14.69
TOTAL CHECK							0.00	3,708.81
1011	98554	02/04/21	5914	BIOCLEAN ENVIROMENTAL SE	00165006520	INSTL CPTR SYS-SITE#	0.00	603.54
1011	98555	02/04/21	5924	CLEAN EARTH ENVIROMENTAL	00165006520	HHW-OCT	0.00	1,249.14
1011	98556	02/04/21	127	COX COMMUNICATIONS INC	00150005450	CTYINTRNT 12/19-01/18	0.00	587.15
1011	98557	02/04/21	1747	DFM ASSOCIATES INC	00150005150	2021 CA ELECT CODES	0.00	117.97
1011	98558	02/04/21	134	DIXIELINE LUMBER CO INC	00165006530	PEBBLE SPRAY	0.00	12.11
1011	98558	02/04/21	134	DIXIELINE LUMBER CO INC	00165006570	GLOVES	0.00	34.46
1011	98558	02/04/21	134	DIXIELINE LUMBER CO INC	00165006570	GLOVES/STN RMVR/BRUSH	0.00	36.45
1011	98558	02/04/21	134	DIXIELINE LUMBER CO INC	00165006570	SWITCHES/PLATES	0.00	37.37
1011	98558	02/04/21	134	DIXIELINE LUMBER CO INC	00165006570	GLOVES	0.00	49.54
1011	98558	02/04/21	134	DIXIELINE LUMBER CO INC	00165006570	URINAL KIT	0.00	60.10
1011	98558	02/04/21	134	DIXIELINE LUMBER CO INC	00165006530	BLACK TOP PATCH	0.00	71.46
TOTAL CHECK							0.00	301.49
1011	98559	02/04/21	1242	DSR - DOOR SERVICE & REP	00165006570	AS NEEDED RPR-01/15	0.00	366.00
1011	98559	02/04/21	1242	DSR - DOOR SERVICE & REP	00165006570	AS NEEDED RPR-01/15	0.00	39.89
TOTAL CHECK							0.00	405.89
1011	98560	02/04/21	884	ENTENMANN-ROVIN CO. INC	00160006120	BADGE WALLETS-FS	0.00	527.96
1011	98561	02/04/21	2062	ENTERPRISE RENT A CAR	27060006120	STRKTM-1127-1214-TOTH	0.00	755.20
1011	98562	02/04/21	223	FEDEX	00150005150	SHIPPING-12/16/20	0.00	124.67
1011	98563	02/04/21	4169	FIRE STATS, LLC	00160006120	FIRE DATA-OCT20-DEC20	0.00	459.00
1011	98564	02/04/21	5889	KOA HILLS CONSULTING, LL	13550005300	PROJ MANAGMNT-JAN	0.00	13,600.00
1011	98565	02/04/21	2102	LEGAL SHIELD CORP	001	PPD LEGAL-JAN 20	0.00	38.86

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	-----DESCRIPTION-----	SALES TAX	AMOUNT
1011	98566	02/04/21	5014	MANAGED SOLUTION	00150005450	PROF SVC-JAN	0.00	750.00
1011	98566	02/04/21	5014	MANAGED SOLUTION	00150005450	PROF SVC-DEC	0.00	750.00
1011	98566	02/04/21	5014	MANAGED SOLUTION	00150005450	PROF SVC-DEC	0.00	1,062.00
1011	98566	02/04/21	5014	MANAGED SOLUTION	00150005450	PROF SVC-12/14-12/23	0.00	1,526.25
TOTAL CHECK							0.00	4,088.25
1011	98567	02/04/21	2106	MIKHAIL OGAWA ENGINEERIN	00165006520	STRMWTR PRK MNGMT-NOV	0.00	4,102.65
1011	98567	02/04/21	2106	MIKHAIL OGAWA ENGINEERIN	00165006520	STRMWTR PRK MNGMT-DEC	0.00	5,923.30
TOTAL CHECK							0.00	10,025.95
1011	98568	02/04/21	5407	PJ CASTORENA, INC.	55000007750	CCA WKLY ENRL1/5&1/12	0.00	64.82
1011	98568	02/04/21	5407	PJ CASTORENA, INC.	55000007750	CCA WKLY 01/19 & 1/26	0.00	84.55
TOTAL CHECK							0.00	149.37
1011	98569	02/04/21	111	MISSION LINEN & UNIFORM	50900007700	LAUNDRY-PUB WORKS	0.00	9.75
1011	98569	02/04/21	111	MISSION LINEN & UNIFORM	50900007700	LAUNDRY-PUB WORKS	0.00	9.75
1011	98569	02/04/21	111	MISSION LINEN & UNIFORM	00165006560	LAUNDRY-PUB WORKS	0.00	13.65
1011	98569	02/04/21	111	MISSION LINEN & UNIFORM	00165006560	LAUNDRY-PUB WORKS	0.00	13.65
1011	98569	02/04/21	111	MISSION LINEN & UNIFORM	00165006520	LAUNDRY-PUB WORKS	0.00	13.65
1011	98569	02/04/21	111	MISSION LINEN & UNIFORM	00165006520	LAUNDRY-PUB WORKS	0.00	13.65
1011	98569	02/04/21	111	MISSION LINEN & UNIFORM	00165006530	LAUNDRY-PUB WORKS	0.00	21.45
1011	98569	02/04/21	111	MISSION LINEN & UNIFORM	00165006530	LAUNDRY-PUB WORKS	0.00	21.45
TOTAL CHECK							0.00	117.00
1011	98570	02/04/21	4522	NISSHO OF CALIFORNIA	00165006530	STREET LNDSCP SVC-DEC	0.00	1,827.01
1011	98570	02/04/21	4522	NISSHO OF CALIFORNIA	00165006560	PRKS LNDSCP SVC-DEC	0.00	11,625.14
1011	98570	02/04/21	4522	NISSHO OF CALIFORNIA	00165006570	PUBFAC LNDSCP SVC-DEC	0.00	2,509.06
1011	98570	02/04/21	4522	NISSHO OF CALIFORNIA	20375007510	MID#33 LNDSCP SVC-DEC	0.00	2,078.87
1011	98570	02/04/21	4522	NISSHO OF CALIFORNIA	20875007580	CRT LNDSCP SVC-DEC	0.00	3,995.90
TOTAL CHECK							0.00	22,035.98
1011	98571	02/04/21	5835	RAFTELIS FINANCIAL CONSU	50900007700	SWR RATE STUDY-DEC	0.00	1,282.50
1011	98572	02/04/21	5552	RAY DEVELOPMENT	001	RFND-DRP1718.07/231 N	0.00	206.25
1011	98572	02/04/21	5552	RAY DEVELOPMENT	001	RFND-DRP1718.07/231 N	0.00	757.50
1011	98572	02/04/21	5552	RAY DEVELOPMENT	213	RFND-DRP1718.07/231 N	0.00	1,375.00
TOTAL CHECK							0.00	2,338.75
1011	98573	02/04/21	416	REGIONAL COMMS SYS, MS 0	00160006120	CAP CODE-DEC	0.00	32.50
1011	98574	02/04/21	287	SALIENT NETWORKS (FKA DI	00150005450	FY21 PHNE/VM/FAX MAINT	0.00	146.25
1011	98575	02/04/21	257	SAN DIEGO COUNTY SHERIFF	00160006110	LAW ENFORCEMENT-NOV	0.00	373,283.85
1011	98575	02/04/21	257	SAN DIEGO COUNTY SHERIFF	00160006110	COVID-19 MASK DETAIL	0.00	1,734.84
1011	98575	02/04/21	257	SAN DIEGO COUNTY SHERIFF	21960006110	LAW ENFORCEMENT-NOV	0.00	12,482.02
1011	98575	02/04/21	257	SAN DIEGO COUNTY SHERIFF	001	CR TOW FEE-NOV	0.00	-54.71
TOTAL CHECK							0.00	387,446.00
1011	98576	02/04/21	169	SDG&E CO INC	20375007510	UTILITIES-12/07-01/07	0.00	2,334.99
1011	98576	02/04/21	169	SDG&E CO INC	00165006570	UTILITIES-12/07-01/07	0.00	4,879.34
1011	98576	02/04/21	169	SDG&E CO INC	21100007600	UTILITIES-12/06-01/06	0.00	6,522.89
1011	98576	02/04/21	169	SDG&E CO INC	00165006540	UTILITIES-12/06-01/06	0.00	444.12

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1011	98576	02/04/21	169	SDG&E CO INC	00165006530	UTILITIES-12/06-01/06	0.00	473.88
1011	98576	02/04/21	169	SDG&E CO INC	00165006530	UTILITIES-12/07-01/07	0.00	724.05
1011	98576	02/04/21	169	SDG&E CO INC	00165006540	UTILITIES-12/07-01/07	0.00	943.92
1011	98576	02/04/21	169	SDG&E CO INC	00165006570	UTILITIES-12/06-01/06	0.00	1,460.17
TOTAL CHECK							0.00	17,783.36
1011	98577	02/04/21	3909	SECTRAN SECURITY INC	12050005460	COURIER FUEL-JAN	0.00	15.82
1011	98577	02/04/21	3909	SECTRAN SECURITY INC	12050005460	COURIER SCV-JAN	0.00	113.37
TOTAL CHECK							0.00	129.19
1011	98578	02/04/21	3199	SOUTH COAST EMERGENCY VE	00160006120	SWITCHES/DATALNK MDL	0.00	221.55
1011	98578	02/04/21	3199	SOUTH COAST EMERGENCY VE	00160006120	SWITCHES/LIGHTS	0.00	810.14
TOTAL CHECK							0.00	1,031.69
1011	98579	02/04/21	5743	STANDARD PLUMBING SUPPLY	00165006570	PIPE AND FITTINGS	0.00	10.56
1011	98581	02/04/21	1231	STAPLES CONTRACT & COMME	00150005350	HIGHLIGHTERS	0.00	7.92
1011	98581	02/04/21	1231	STAPLES CONTRACT & COMME	00150005350	WIPES/BINDR CLPS	0.00	8.93
1011	98581	02/04/21	1231	STAPLES CONTRACT & COMME	00150005150	SAFETY KNIFE	0.00	9.47
1011	98581	02/04/21	1231	STAPLES CONTRACT & COMME	00150005300	MOUSE WRIST	0.00	12.38
1011	98581	02/04/21	1231	STAPLES CONTRACT & COMME	00150005150	DESK ORGNZR	0.00	13.99
1011	98581	02/04/21	1231	STAPLES CONTRACT & COMME	00150005300	KYBRD WRIST	0.00	14.54
1011	98581	02/04/21	1231	STAPLES CONTRACT & COMME	00165006510	CALENDAR	0.00	16.15
1011	98581	02/04/21	1231	STAPLES CONTRACT & COMME	00150005300	STAPLER	0.00	17.03
1011	98581	02/04/21	1231	STAPLES CONTRACT & COMME	00150005300	DESK ORGZ/CAL TAPE	0.00	20.29
1011	98581	02/04/21	1231	STAPLES CONTRACT & COMME	00150005150	PAINTERS PLASTIC	0.00	21.54
1011	98581	02/04/21	1231	STAPLES CONTRACT & COMME	00150005300	FILE HOLDER	0.00	24.77
1011	98581	02/04/21	1231	STAPLES CONTRACT & COMME	00165006510	CALENDAR/TAPE	0.00	26.37
1011	98581	02/04/21	1231	STAPLES CONTRACT & COMME	00150005300	KYBRD WRST/MOUSE PAD	0.00	26.92
1011	98581	02/04/21	1231	STAPLES CONTRACT & COMME	00150005150	FNGR GRIPS/MOISTNR	0.00	30.25
1011	98581	02/04/21	1231	STAPLES CONTRACT & COMME	00150005300	KYBRD WRIST/FOLDERS	0.00	31.00
1011	98581	02/04/21	1231	STAPLES CONTRACT & COMME	00150005300	CALENDARS/BK HLDR	0.00	34.76
1011	98581	02/04/21	1231	STAPLES CONTRACT & COMME	00150005350	WIPES	0.00	40.84
1011	98581	02/04/21	1231	STAPLES CONTRACT & COMME	00150005150	PAPER	0.00	44.16
1011	98581	02/04/21	1231	STAPLES CONTRACT & COMME	00150005350	POST ITS/PENS	0.00	44.16
1011	98581	02/04/21	1231	STAPLES CONTRACT & COMME	00150005350	WIPES/ENVELOPS	0.00	57.23
1011	98581	02/04/21	1231	STAPLES CONTRACT & COMME	00150005300	KEYBRD/WIPES	0.00	69.46
1011	98581	02/04/21	1231	STAPLES CONTRACT & COMME	00150005150	KLNX/WIPES/PPR TWL	0.00	71.41
TOTAL CHECK							0.00	643.57
1011	98582	02/04/21	450	SWRCB	00165006520	FY20/21 STRM WTR PRMT	0.00	8,992.00
1011	98582	02/04/21	450	SWRCB	00165006520	FY20/21 STRM WTR PRMT	0.00	2,848.00
TOTAL CHECK							0.00	11,840.00
1011	98583	02/04/21	5967	TING FIBER INC.	00150005450	CH 1GB INTERNET-JAN	0.00	999.00
1011	98583	02/04/21	5967	TING FIBER INC.	00150005450	MS 1000MBPS-JAN	0.00	450.00
TOTAL CHECK							0.00	1,449.00
1011	98584	02/04/21	4534	TRAFFIC SUPPLY, INC	00165006540	PAINT/BK LANE	0.00	535.84
1011	98585	02/04/21	30	VERIZON WIRELESS-SD	00150005450	IT CELL 11/24-12/23	0.00	152.04

PENTAMATION  
 DATE: 02/08/2021  
 TIME: 16:45:26

CITY OF SOLANA BEACH, CA  
 CHECK REGISTER - DISBURSEMENT FUND

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SELECTION CRITERIA: transact.gl\_cash='1011' and transact.ck\_date between '20210123 00:00:00.000' and '20210205 00:00:00.000'  
 ACCOUNTING PERIOD: 8/21

FUND - 001 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	-----DESCRIPTION-----	SALES TAX	AMOUNT
1011	98586	02/04/21	5952	WAR RHINO INC.	45994076510	9407.21 CH DFRD MNT	0.00	5,983.07
1011	98586	02/04/21	5952	WAR RHINO INC.	45993956510	9395.21 FS DFRD MNT	0.00	2,088.52
1011	98586	02/04/21	5952	WAR RHINO INC.	45994076510	9407.21 CH DFRD MNT RT	0.00	314.90
1011	98586	02/04/21	5952	WAR RHINO INC.	45993956510	9395.21 FS DFRD MNT RT	0.00	109.92
1011	98586	02/04/21	5952	WAR RHINO INC.	45994076510	9407.21 CH MNT CNTG	0.00	17,465.44
1011	98586	02/04/21	5952	WAR RHINO INC.	45994076510	9407.21 CH MNT CTN RTN	0.00	919.23
1011	98586	02/04/21	5952	WAR RHINO INC.	459	9407.21 CH MNT CTN RT	0.00	-919.23
1011	98586	02/04/21	5952	WAR RHINO INC.	459	9407.21 CH DFRD MNT R	0.00	-314.90
1011	98586	02/04/21	5952	WAR RHINO INC.	459	9395.21 CH DFRD MNT R	0.00	-109.92
TOTAL CHECK							0.00	25,537.03
1011	98587	02/04/21	4763	WESTERN AUDIO VISUAL	00150005450	CHAMBERS TECH-JAN	0.00	499.00
1011	V9000220	01/28/21	5504	ALL CITY MANAGEMENT SERV	001	CRSSNG GRD11/29-12/12	0.00	4,981.61
1011	V9000220	01/28/21	5504	ALL CITY MANAGEMENT SERV	001	CRSSNG GRD11/29-12/12	0.00	-4,981.61
1011	V9000220	01/28/21	5504	ALL CITY MANAGEMENT SERV	001	CRSSNG GRD12/13-12/26	0.00	-2,490.81
1011	V9000220	01/28/21	5504	ALL CITY MANAGEMENT SERV	001	CRSSNG GRD11/15-11/28	0.00	-2,490.81
1011	V9000220	01/28/21	5504	ALL CITY MANAGEMENT SERV	001	CRSSNG GRD11/15-11/28	0.00	2,490.81
1011	V9000220	01/28/21	5504	ALL CITY MANAGEMENT SERV	001	CRSSNG GRD12/13-12/26	0.00	2,490.81
1011	V9000220	01/28/21	5504	ALL CITY MANAGEMENT SERV	00165006540	CRSSNG GRD12/13-12/26	0.00	1,341.19
1011	V9000220	01/28/21	5504	ALL CITY MANAGEMENT SERV	00165006540	CRSSNG GRD11/15-11/28	0.00	1,341.19
1011	V9000220	01/28/21	5504	ALL CITY MANAGEMENT SERV	00165006540	CRSSNG GRD11/29-12/12	0.00	2,682.39
1011	V9000220	01/28/21	5504	ALL CITY MANAGEMENT SERV	00165006540	CRSSNG GRD12/13-12/26	0.00	2,490.81
1011	V9000220	01/28/21	5504	ALL CITY MANAGEMENT SERV	00165006540	CRSSNG GRD11/15-11/28	0.00	2,490.81
1011	V9000220	01/28/21	5504	ALL CITY MANAGEMENT SERV	00165006540	CRSSNG GRD11/29-12/12	0.00	4,981.61
TOTAL CHECK							0.00	15,328.00
1011	V9000221	01/28/21	4697	CATHERINE WONG	12050005460	2020 GYM RIEMB	0.00	440.33
1011	V9000222	01/28/21	5564	MUFG UNION BANK 2011 SEJ	50900007700	2011 SEJPA INT 3/1	0.00	855.00
1011	V9000222	01/28/21	5564	MUFG UNION BANK 2011 SEJ	50900007700	2011 SEJPA PRIN 3/1	0.00	60,000.00
TOTAL CHECK							0.00	60,855.00
1011	V9000223	01/28/21	5565	MUFG UNION BANK 2017 SEJ	50900007700	2017 SEJPA INT 3/1	0.00	222,431.25
1011	V9000223	01/28/21	5565	MUFG UNION BANK 2017 SEJ	50900007700	2017 SEJPA PRIN 3/1	0.00	225,000.00
TOTAL CHECK							0.00	447,431.25
1011	V9000224	01/28/21	5563	MUFG UNION BANK WW REV B	50900007700	SWR REV BND PRIN 3/1	0.00	285,000.00
1011	V9000224	01/28/21	5563	MUFG UNION BANK WW REV B	50900007700	SWR REV BND INT 3/1	0.00	108,278.13
1011	V9000224	01/28/21	5563	MUFG UNION BANK WW REV B	509	LESS CASH ON HAND 3/1	0.00	-3.48
TOTAL CHECK							0.00	393,274.65
1011	V9000225	01/28/21	5936	TC CONSTRUCTION COMPANY,	228	9362.21ST M&R RT	0.00	-8,643.00
1011	V9000225	01/28/21	5936	TC CONSTRUCTION COMPANY,	45999556510	9955.21ST MNT/RPR	0.00	47,146.00
1011	V9000225	01/28/21	5936	TC CONSTRUCTION COMPANY,	20293626510	9362.21ST MNT/RPR	0.00	72,300.00
1011	V9000225	01/28/21	5936	TC CONSTRUCTION COMPANY,	22893626510	9362.21ST MNT/RPR	0.00	44,771.00
1011	V9000225	01/28/21	5936	TC CONSTRUCTION COMPANY,	22893626510	9362.21ST M&R RT	0.00	8,643.00
TOTAL CHECK							0.00	164,217.00
1011	V9000226	01/28/21	1512	WELLS FARGO BANK N.A.	67185008510	BARB BND INT 3/2/21	0.00	27,846.88
1011	V9000226	01/28/21	1512	WELLS FARGO BANK N.A.	671	LSS RV FND CSH 3/2/21	0.00	-0.40
1011	V9000226	01/28/21	1512	WELLS FARGO BANK N.A.	67285008520	PACIFC BND INT 3/2/21	0.00	9,365.63



PENTAMATION  
 DATE: 02/08/2021  
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CITY OF SOLANA BEACH, CA  
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SELECTION CRITERIA: transact.gl\_cash='1011' and transact.ck\_date between '20210123 00:00:00.000' and '20210205 00:00:00.000'  
 ACCOUNTING PERIOD: 8/21

FUND - 001 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	-----DESCRIPTION-----	SALES TAX	AMOUNT
TOTAL CHECK							0.00	37,212.11
1011	V9000227	01/28/21	4048	WELLS FARGO CORP TRST SS	67685008560	SSSWR BND INT 3/2	0.00	10,016.25
1011	V9000227	01/28/21	4048	WELLS FARGO CORP TRST SS	67385008530	MARSOLAN BND INT 3/2	0.00	9,315.00
TOTAL CHECK							0.00	19,331.25
1011	V9000228	02/04/21	11	ICMA PLAN 302817	001	PLAN # 302817	0.00	11,104.01
1011	V9000229	02/04/21	3859	ICMA RHS 801939	001	PLAN # 801939	0.00	1,887.96
1011	V9000230	02/04/21	5834	KIMLEY-HORN AND ASSOCIAT	45999055550	9905.03 PROF SVC-DEC	0.00	6,972.00
1011	V9000231	02/04/21	5843	MIDAMERICA	16053005360	CTYSOLANAG5-D KUIITE	0.00	433.00
1011	V9000232	02/04/21	13	SOLANA BEACH FIREFIGHTER	001	FD DUES PD 02/05/21	0.00	763.50
TOTAL CASH ACCOUNT							0.00	1,830,106.66
TOTAL FUND							0.00	1,830,106.66
TOTAL REPORT							0.00	1,830,106.66



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** February 24, 2021  
**ORIGINATING DEPT:** Finance  
**SUBJECT:** **Report on Changes Made to the General Fund Adopted Budget for Fiscal Year 2020/21**

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**BACKGROUND:**

Staff provides a report at each Council meeting that lists changes made to the current Fiscal Year (FY) General Fund Adopted Budget.

The information provided in this Staff Report lists the changes made through February 10, 2021.

**DISCUSSION:**

The following table reports the revenue, expenditures, and transfers for 1) the Adopted General Fund Budget approved by Council on June 12, 2019 (Resolution 2019-085) and 2) any resolutions passed by Council that amended the Adopted General Fund Budget.

GENERAL FUND - ADOPTED BUDGET PLUS CHANGES As of February 10, 2021						
Action	Description	Revenues	Expenditures	Transfers from GF		Net Surplus
Reso 2019-085	Adopted Budget	19,827,600	(19,602,500)	(151,100)	(1)	\$ 74,000
Reso 2020-101	FY2020/21 Amended	(495,000)	361,000	80,000	(2)	20,000
	(1) Transfers to:		151,100			
	Debt Service for Public Facilities			151,100		
	(2) Transfer to:		(80,000)			
	City CIP Fund			(80,000)		

**CEQA COMPLIANCE STATEMENT:**

Not a project as defined by CEQA

**COUNCIL ACTION:**

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**FISCAL IMPACT:**

N/A

**WORK PLAN:**

N/A

**OPTIONS:**

- Receive the report.
- Do not accept the report

**DEPARTMENT RECOMMENDATION:**

Staff recommends that the City Council receive the report listing changes made to the FY 2020-2021 General Fund Adopted Budget.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation



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Gregory Wade, City Manager



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** February 24, 2021  
**ORIGINATING DEPT:** Finance Department  
**SUBJECT:** **Council Consideration of Resolution 2021-020 – Approval of TransNet Fund Transfer**

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## **BACKGROUND:**

The San Diego Association of Governments (SANDAG) is required by state and federal laws to develop and adopt a Regional Transportation Improvement Program (RTIP) every two years. The RTIP is a multi-year program of proposed major highway, arterial, transit, and bikeway projects including the *TransNet* Program of Projects. The current 2018 RTIP was adopted by the SANDAG Board on September 28, 2018 and covers the five-year fiscal period 2018/19 through 2022/23. The RTIP includes projects funded by the 2004 Proposition A (TransNet Extension).

This item is before the City Council to consider adoption of Resolution 2021-020 (Attachment 1) which would transfer funds to a current ongoing TransNet-funded project from a completed TransNet-funded Capital Improvement Project.

## **DISCUSSION:**

The SB 16 Annual Pavement Maintenance Project (Congestion Relief SB16-9362.20) was completed and closed in Fiscal Year 2019/20 subsequent to the adoption of the current 5-year RTIP. The project has a negative balance of \$29,180 in the TransNet Account. The proposed transfer will move \$29,180 from the SB18 Pavement Maintenance account into the SB16 Annual Pavement Maintenance Project (Congestion Relief SB16-9362.20), cover the negative balance and to fully fund this completed project.

## **CEQA COMPLIANCE STATEMENT**

Transfer of funding between projects is not a project under CEQA. Environmental review will be addressed prior to City Council approval to advertise construction bids for each of the other projects listed in the RTIP.

CITY COUNCIL ACTION:

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**FISCAL IMPACT:**

The recommended transfer of \$29,180 of TransNet funds from SB18 Pavement Maintenance account into the SB16 Annual Pavement Maintenance Project (Congestion Relief SB16-9362.20) is needed to reconcile the remaining negative balance and to satisfy the TransNet Ordinance accounting and audit requirements.

**WORK PLAN:**

N/A

**OPTIONS:**

- Approve Staff recommendation.
- Deny Staff recommendation.
- Provide alternative direction to Staff.

**DEPARTMENT RECOMMENDATION:**

Staff recommends that City Council adopt Resolution 2021-020 approving the transfer of \$29,180 of TransNet funds from SB18 Pavement Maintenance account into the SB16 Annual Pavement Maintenance Project (Congestion Relief SB16-9362.20).

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation.



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Gregory Wade, City Manager

Attachments

1. Resolution No. 2021-020

**RESOLUTION 2021-020**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, APPROVING THE TRANSFER OF TRANSNET FUNDS FROM A COMPLETED RTIP PROJECT TO ANOTHER ELIGIBLE TRANSNET PROJECT**

**WHEREAS**, on November 4, 2004, the voters of San Diego County approved the San Diego Transportation Improvement Program Ordinance and Expenditure Plan (TransNet) extension, and the 2018 Regional Transportation Improvement Program (RTIP) was adopted by the SANDAG Board on September 28, 2018; and

**WHEREAS**, the City of Solana Beach has completed the previously programmed SB16 Annual Pavement Maintenance Project (Congestion Relief SB16-9362.20), which has a negative balance of \$29,180 on the SANDAG fiscal and compliance audit; and

**WHEREAS**, to comply with a SANDAG fiscal and compliance audit, the funds from the completed RTIP project need to be transferred in order to reconcile the positive balance.

**NOW, THEREFORE**, the City Council of the City of Solana Beach does resolve as follows:

1. That the foregoing recitations are true and correct.
2. That the City Council approves the transfer of \$29,180 of TransNet funds from SB18 Pavement Maintenance account into the SB16 Annual Pavement Maintenance Project (Congestion Relief SB16-9362.20).

**PASSED AND ADOPTED** this 24th day of February 2021, at a regularly scheduled meeting of the City Council of the City of Solana Beach, California by the following vote:

AYES: Councilmembers –  
NOES: Councilmembers –  
ABSTAIN: Councilmembers –  
ABSENT: Councilmembers –

\_\_\_\_\_  
LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA N. CANLAS, City Attorney

\_\_\_\_\_  
ANGELA IVEY, City Clerk



# STAFF REPORT

## CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** February 24, 2021  
**ORIGINATING DEPT:** City Manager's Department  
**SUBJECT:** **Council Consideration of Resolution 2021-024 - Attestation of Solana Energy Alliance 2019 Power Source Disclosure Annual Report and 2019 Power Content Labels**

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### **BACKGROUND:**

Community Choice Aggregation (“CCA”), authorized by Assembly Bill 117, is a state law that allows cities, counties and other authorized entities to aggregate electricity demand within their jurisdictions in order to purchase and/or generate alternative energy supplies for residents and businesses within their jurisdiction while maintaining the existing electricity provider for transmission and distribution services. The goal of a CCA is to provide a higher percentage of renewable energy electricity at competitive and potentially cheaper rates than existing Investor Owned Utilities (“IOU”s), while giving consumers local choices and promoting the development of renewable power sources and programs and local job growth.

The City of Solana Beach’s (“City”) CCA, Solana Energy Alliance (“SEA”), was established by the City Council through adoption of Ordinance 483 on December 13, 2017 and began serving customers in June 2018. SEA is the first CCA to launch in San Diego Gas & Electric territory and remains the only CCA operating in San Diego County.

At its August 26, 2020 City Council (Council) meeting, the Council approved its 2019 Power Content Labels for its SEA Choice and SEA Green power supply products and attested to their accuracy. In October 2020, the California Energy Commission (CEC) issued a final power content label template to be used for customer mailing. On January 31<sup>st</sup>, the CEC notified Solana Beach that the City Council needs to attest to the veracity of the power content labels on the updated template, as well as the Annual Report, even though the data being reported did not change.

CITY COUNCIL ACTION:

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This item is before Council to consider approving Resolution 2021 – 024 (Attachment 1) to comply with the California Energy Commission's (CEC) Power Source Disclosure Program.

**DISCUSSION:**

California Public Utilities Code requires all retail sellers of electric energy, including SEA, to disclose “accurate, reliable, and simple-to-understand information on sources of energy” that are delivered to their respective customers. Applicable regulations direct retail sellers to provide such communications prior to October 1st of each year. The format for requisite communications is highly prescriptive, offering little flexibility to retail sellers when presenting such information to customers. This format has been termed the Power Content Label, or PCL, by the CEC. The PCLs (SEA Choice and SEA Green) before the Council is for the 2019 calendar year.

Information presented in the PCL includes the share of total energy supply related to various resource types, including both renewable and conventional fuel sources. If a retail seller meets a certain percentage of its supply obligation from unspecified resources, the report must identify such purchases as “unspecified sources of power”. Unspecified sources of power refer to electricity that cannot be traced back to a specific generator, such as energy purchased from the market at large or from broadly defined portfolios of generating resources.

During the 2019 calendar year, SEA delivered a substantial portion of its electric energy supply from renewable energy sources, including geothermal and wind. For SEA Choice customers, 50.3% of total energy supply was sourced from renewable energy resources and 49.7% from carbon free sources, for a total 100% carbon free energy product. For SEA Green customers, 100% of energy deliveries were sourced from renewable energy resources, specifically solar sources. The PCL form is a CEC template, which each retail seller is expected to complete. A copy of SEA's PCLs are attached for reference. In compliance with CEC requirements, the PCL was mailed to SEA customers in December 2019.

To fulfill its Power Source Disclosure Program reporting obligations for 2019, SEA must also provide the CEC with its Board's/Council's attestation regarding the accuracy of information included in the PCL. Current Power Source Disclosure Program regulations allow public agencies, including SEA, to provide a self-attestation with regard to the accuracy of information reported for its retail electric service offerings.

Based on reviews previously completed by Staff and external technical consultants, it is recommended that the City Council, acting as the SEA Board, attest to the accuracy of information included in the 2019 PCL related to the SEA Choice and SEA Green supply portfolios.

Upon approval, a copy of this Staff Report, Resolution and related meeting minutes will be forwarded to the CEC, thereby completing SEA's PCL reporting obligation for the 2019 calendar year.

**CEQA COMPLIANCE STATEMENT:**

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

**FISCAL IMPACT:**

This action does not result in any fiscal impact. The costs of mailing of the Power Content Label was included in the approved Fiscal Year 2020/21 budget.

**WORK PLAN:**

Environmental Sustainability – Policy Development – Implement Solana Energy Alliance

**OPTIONS:**

- Approve Staff recommendations
- Do not approve Staff recommendations
- Provide further direction to Staff

**DEPARTMENT RECOMMENDATION:**

Staff recommends the City Council approve Resolution 2021-024 attesting to the veracity of information provided in Solana Energy Alliance’s 2019 SEA Choice Power Content Label; SEA Green Power Content Label and SEA’s Power Source Disclosure Report based on Staff and SEA consultant’s input and review.

**CITY MANAGER RECOMMENDATION:**

Approve Department Recommendation.



\_\_\_\_\_  
Gregory Wade, City Manager

Attachments:

1. Resolution 2021-024
2. 2019 SEA Power Content Label
3. 2019 SEA Choice Power Source Disclosure Report
4. 2019 SEA Green Power Source Disclosure Report

**RESOLUTION 2021-024**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, ATTESTING TO THE VERACITY OF THE 2019 SOLANA ENERGY ALLIANCE ANNUAL POWER SOURCE DISCLOSURE REPORTS AND POWER CONTENT LABELS**

**WHEREAS**, the City Council approved the launch of the Solana Energy Alliance (SEA) to provide customers a choice in energy service providers; and

**WHEREAS**, as a load serving entity, SEA is required to prepare and file an annual power source disclosure report; and

**WHEREAS**, SEA is also required to prepare and mail annual power content labels; and

**WHEREAS**, the City Council, in their role as the Board of Directors of SEA, is required to attest to the veracity of the annual power source disclosure reports and power content labels.

**NOW, THEREFORE**, the City Council of the City of Solana Beach does resolve as follows:

1. That the foregoing recitations are true and correct.
2. That the City Council attests to the veracity of the 2019 Solana Energy Alliance Power Source Disclosure Reports and Power Content Labels.

**PASSED AND ADOPTED** this 24<sup>th</sup> day of February, 2021, at a regularly scheduled meeting of the City Council of the City of Solana Beach, California by the following vote:

AYES: Councilmembers –  
NOES: Councilmembers –  
ABSTAIN: Councilmembers –  
ABSENT: Councilmembers –

\_\_\_\_\_  
LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA N. CANLAS, City Attorney

\_\_\_\_\_  
ANGELA IVEY, City Clerk

**2019 POWER CONTENT LABEL**  
 SOLANA ENERGY ALLIANCE  
[www.solanaenergyalliance.org/about/](http://www.solanaenergyalliance.org/about/)

ENERGY RESOURCES	2019 SEA CHOICE Power Mix	2019 SEA GREEN Power Mix	2019 CA Power Mix
<b>Eligible Renewable<sup>1</sup></b>	<b>50.3%</b>	<b>100.0%</b>	<b>31.7%</b>
- Biomass & Biowaste	0.0%	0.0%	2.4%
- Geothermal	4.3%	0.0%	4.8%
- Eligible Hydroelectric	0.0%	0.0%	2.0%
- Solar	21.1%	100.0%	12.3%
- Wind	24.9%	0.0%	10.2%
<b>Coal</b>	<b>0.0%</b>	<b>0.0%</b>	<b>3.0%</b>
<b>Large Hydroelectric</b>	<b>49.7%</b>	<b>0.0%</b>	<b>14.6%</b>
<b>Natural Gas</b>	<b>0.0%</b>	<b>0.0%</b>	<b>34.2%</b>
<b>Nuclear</b>	<b>0.0%</b>	<b>0.0%</b>	<b>9.0%</b>
<b>Other</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.2%</b>
<b>Unspecified sources of power<sup>2</sup></b>	<b>0.0%</b>	<b>0.0%</b>	<b>7.3%</b>
<b>TOTAL</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Percentage of Retail Sales Covered by Retired Unbundled RECs<sup>3</sup></b>	<b>0.0%</b>	<b>0.0%</b>	
<p><sup>1</sup> The eligible renewable percentage above does not reflect RPS compliance, which is determined using a different methodology.</p> <p><sup>2</sup> Unspecified power is electricity that has been purchased through open market transactions and is not traceable to a specific generation source.</p> <p><sup>3</sup> Renewable energy credits (RECs) are tracking instruments issued for renewable generation. Unbundled renewable energy credits (RECs) represent renewable generation that was not delivered to serve retail sales. Unbundled RECs are not reflected in the power mix or GHG emissions intensities above.</p>			
For specific information about this electricity product, contact:		Solana Energy Alliance 1 (858) 720-4422	
For general information about the Power Content Label, please visit:		<a href="http://www.energy.ca.gov/pcl/">http://www.energy.ca.gov/pcl/</a>	
For additional questions, please contact the California Energy Commission at:		Toll-free in California: 844-454-2906 Outside California: 916-653-0237	



**SOLANAENERGYALLIANCE**



*A Service of the City of Solana Beach*

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## **Solana Energy Alliance**

City of Solana Beach

635 S. Highway 101

Solana Beach, CA 92075

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MINUTEMAN  
PRESS



**ANNUAL REPORT TO THE CALIFORNIA ENERGY COMMISSION: Power Source Disclosure  
 SCHEDULE 3: ANNUAL POWER CONTENT LABEL DATA  
 for the year ending December 31, 2019  
 SOLANA ENERGY ALLIANCE  
 SEA CHOICE**

Instructions: No data input is needed on this schedule. Retail suppliers should use these auto-populated calculations to fill out their Power Content Labels.

	<b>Adjusted Net Procured (MWh)</b>	<b>Percent of Total Retail Sales</b>
<b>Renewable Procurements</b>	30,147	50.3%
Biomass & Biowaste	-	0.0%
Geothermal	2,550	4.3%
Eligible Hydroelectric	-	0.0%
Solar	12,647	21.1%
Wind	14,950	24.9%
Coal	-	0.0%
Large Hydroelectric	29,777	49.7%
Natural gas	-	0.0%
Nuclear	-	0.0%
Other	-	0.0%
Unspecified Power	-	0.0%
<b>Total</b>	<b>59,924</b>	<b>100.0%</b>

<b>Total Retail Sales (MWh)</b>	<b>59,924</b>
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<b>Percentage of Retail Sales Covered by Retired Unbundled RECs</b>	<b>0.0%</b>
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**ANNUAL REPORT TO THE CALIFORNIA ENERGY COMMISSION: Power Source Disclosure  
 SCHEDULE 3: ANNUAL POWER CONTENT LABEL DATA  
 for the year ending December 31, 2019  
 SOLANA ENERGY ALLIANCE  
 SEA GREEN**

Instructions: No data input is needed on this schedule. Retail suppliers should use these auto-populated calculations to fill out their Power Content Labels.

	<b>Adjusted Net Procured (MWh)</b>	<b>Percent of Total Retail Sales</b>
<b>Renewable Procurements</b>	353	100.0%
Biomass & Biowaste	-	0.0%
Geothermal	-	0.0%
Eligible Hydroelectric	-	0.0%
Solar	353	100.0%
Wind	-	0.0%
Coal	-	0.0%
Large Hydroelectric	-	0.0%
Natural gas	-	0.0%
Nuclear	-	0.0%
Other	-	0.0%
Unspecified Power	-	0.0%
<b>Total</b>	<b>353</b>	<b>100.0%</b>

<b>Total Retail Sales (MWh)</b>	<b>353</b>
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<b>Percentage of Retail Sales Covered by Retired Unbundled RECs</b>	<b>0.0%</b>
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# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** February 24, 2021  
**ORIGINATING DEPT:** Engineering Department  
**SUBJECT:** **Council Consideration of Resolution 2021-022 Awarding a Construction Contract for Americans with Disability Act (ADA) Pedestrian Ramps**

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## **BACKGROUND:**

At the November 13, 2019 City Council meeting, the City Council authorized a Community Development Block Grant (CDBG) Funding application for Americans with Disabilities Act (ADA) pedestrian ramp improvements at various public street intersections. The County of San Diego approved funding for the Fiscal Year (FY) 2020/21 CDBG improvement project and issued a notice to proceed on August 24, 2020.

This item is before the City Council to consider approving Resolution 2021-022 (Attachment 1) awarding a construction contract to the lowest responsible and responsive bidder, PAL General Engineering, for the construction of ADA pedestrian ramps at various locations throughout the City.

## **DISCUSSION:**

Staff prepared the construction documents for the installation of several pedestrian ramps and advertised the project for competitive bidding. The locations for pedestrian ramps included in the bid are listed in Attachment 2.

On February 2, 2021, eleven bids for ADA Pedestrian Ramps, Bid No. 2021-02, were received and publicly opened by the City Clerk. The bid results are listed on the table on the following page.

CITY COUNCIL ACTION:

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## Bid Results

<b>Contractors</b>	<b>Base Bid</b>
PAL General Engineering	\$43,500
Portillo Concrete	\$58,500
New Century Construction	\$63,400
Just Construction	\$66,768
Blue Pacific Engineering & Construction	\$68,000
HSCC	\$68,718
A B Hashmi	\$79,300
Tri-Group Construction	\$80,600
LC Paving & Sealing	\$100,400
Pavement Rehab Company	\$111,000
Accurate Asphalt and Concrete	\$125,488

The lowest bid submitted by PAL General Engineering was found to be complete and responsive to the bid specifications. PAL General Engineering has successfully completed previous street improvements for the City. Staff is recommending that PAL General Engineering be awarded the construction contract. The contract duration is 15 working days (three weeks) and Staff anticipates the project to be completed in late March or early April 2021.

### **CEQA COMPLIANCE STATEMENT:**

The project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301(c) of the State CEQA Guidelines.

### **FISCAL IMPACT:**

The City received County approval for \$52,020 in CDBG funds for FY 2020/21. The total project budget is \$49,500, which would be appropriated with the attached resolution. In addition to the \$43,500 contract amount, Staff is recommending a construction contingency of \$6,000 (approximately 15%) for unforeseen conditions and unanticipated changes, for a total construction budget of \$49,500. The City will request that unexpended CDBG funds be carried over to a future year.

### **WORK PLAN:**

This project is not identified in the FY 2020/21 Work Plan.

### **OPTIONS:**

- Adopt Staff recommendations and award construction contract.

- Postpone contract award and provide direction to Staff.
- Reject construction bids and provide alternative direction to Staff.

**DEPARTMENT RECOMMENDATION:**

Staff recommends that the City Council adopt Resolution 2021-022:

1. Awarding a construction contract to PAL General Engineering in the amount of \$43,500 for the ADA Pedestrian Ramps, Bid No. 2021-02.
2. Approving an amount of \$6,000 for construction contingency.
3. Authorizing the City Manager to execute the construction contract on behalf of the City.
4. Authorizing the City Manager to approve cumulative change orders up to the construction contingency amount.
5. Appropriating \$49,500 to the Federal Grants revenue account and to the ADA Pedestrian Ramps CIP project, both in the CDBG fund.
6. Authorizing the City Treasurer to amend the FY 2020/21 Adopted Budget accordingly.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation.



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Gregory Wade, City Manager

Attachments:

1. Resolution No. 2021-022
2. List of ADA Ramp Locations

## RESOLUTION 2021 - 022

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, AWARDING A CONSTRUCTION CONTRACT TO PAL GENERAL ENGINEERING FOR AMERICANS WITH DISABILITIES ACT PEDESTRIAN RAMPS

**WHEREAS**, on November 13, 2019, the City Council authorized a Community Development Block Grant (CDBG) application for Americans with Disabilities Act (ADA) pedestrian ramp improvements; and

**WHEREAS**, the City of Solana Beach has received approval from the County of San Diego Department of Housing and Community Development for a CDBG improvement project in the amount of \$52,020; and

**WHEREAS**, on February 2, 2021, eleven bids for ADA Pedestrian Ramps, Bid No. 2021-02, were received and publicly opened by the City Clerk. At that time, it was determined that PAL General Engineering was the apparent low bidder with a construction estimate of \$43,500, and it was determined PAL General Engineering's bid was complete and responsive to the bid specifications; and

**WHEREAS**, Staff recommends a contingency of \$6,000 for unforeseen changes.

**NOW, THEREFORE**, the City Council of the City of Solana Beach, California, does resolve as follows:

1. That the above recitations are true and correct.
2. That the City Council awards the construction contract to PAL General Engineering, in the amount of \$43,500 for the ADA Pedestrian Ramps, Bid No. 2021-02.
3. That the City Council approves an amount of \$6,000 for construction contingency.
4. That the City Council authorizes the City Manager to execute the construction contract on behalf of the City.
5. That the City Council authorizes the City Manager to approve cumulative change orders up to the construction contingency amount.
6. That the City Council appropriates \$49,500 to the Federal Grants revenue account and to the ADA Pedestrian Ramps CIP project, both in the CDBG fund.

7. That the City Council authorizes the City Treasurer to amend the Fiscal Year 2020/21 Adopted Budget accordingly.

**PASSED AND ADOPTED** this 24th day of February, 2021 at a regular meeting of the City Council of the City of Solana Beach, California by the following vote:

AYES: Councilmembers –  
NOES: Councilmembers –  
ABSTAIN: Councilmembers –  
ABSENT: Councilmembers –

\_\_\_\_\_  
LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA N. CANLAS, City Attorney

\_\_\_\_\_  
ANGELA IVEY, City Clerk

## LIST OF RAMP LOCATIONS

No.	Cross Streets		Corner	Ramp Type	Exist. S/W Width at Ramp (X)
1	Lomas Santa Fe Dr	Solana Hills Dr	SW	Type C2	10'
2	South Sierra Ave	Linda Mar Dr	NW	Type C2	8'2"
3	South Sierra Ave	Linda Mar Dr	SW	Type C2	10'3"
4	Santa Victoria	Santa Luisa	NW	Type C1	6'2"
5	Santa Victoria	Santa Luisa	NE	Type C1	8'
6	Santa Victoria	Santa Luisa	SW	Type C1	6'6"
7	Santa Victoria	Santa Luisa	SE	Type C1	8'2"
8	Santa Victoria	Santa Rufina	NW	Type C1	7'6"
9	Santa Victoria	Santa Rufina	NE	Type C1	7'11"
10	Santa Victoria	Santa Rufina	SW	Type C1	7'7"
11	Santa Victoria	Santa Rufina	SE	Type C1	8'2"
12	Santa Helena (509)	Santa Victoria	NE	Type C1	7'10"
13	Stevens Ave	Stevens Ave West	NW	Type C1	7'4"

Construct pedestrian ramps in accordance with the City of San Diego Standard Drawings, 2018 Edition (SDG-135).

For all Type C1 and C2 Ramps, the minimum landing width ('X' minus retaining curb) shall not be less than the existing sidewalk width at the center of the ramp.

Work shall include traffic control, saw-cutting, demolition, disposal and asphalt pavement patching. Relocate irrigation sprinkler heads as needed to construct ramps.

Existing sidewalk width includes 6" curb.

Truncated domes shall be yellow, cast-in-place replaceable units.



# CITY OF SOLANA BEACH

SOLANA BEACH CITY COUNCIL, SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY, PUBLIC FINANCING AUTHORITY, AND HOUSING AUTHORITY

## AGENDA

Joint – Closed Session

Wednesday, January 27, 2021 ♦ 5:00 p.m.

Teleconference Location Only-City Hall/Council Chambers, 635 S. Highway 101, Solana Beach, California  
This meeting will be conducted in accordance with Governor Newsom’s Executive Order N-29-20 related to the COVID-19 virus.

CITY COUNCILMEMBERS			
<b>Lesa Heebner, Mayor</b>			
<b>Kristi Becker</b> Deputy Mayor	<b>Kelly Harless</b> Councilmember	<b>David A. Zito</b> Councilmember District 1	<b>Jewel Edson</b> Councilmember District 3

Gregory Wade  
City Manager

Johanna Canlas  
City Attorney

Angela Ivey  
City Clerk

### CALL TO ORDER AND ROLL CALL:

Mayor Heebner called the closed session to order at 5:00 p.m.

Present: Lesa Heebner, Kristi Becker, Kelly Harless, David A. Zito and Jewel Edson  
 Absent: None  
 Also Present: Gregory Wade, City Manager and Johanna Canlas, City Attorney

### PUBLIC COMMENT ON CLOSED SESSION ITEMS (ONLY):

*Report to Council Chambers and submit speaker slips to the City Clerk before the meeting recesses to closed session.*

### CLOSED SESSION:

#### 1. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Pursuant to Government Code section 54956.8  
 Property: APN: 263-352-03,04,05,06 and 07 and 263-342-02  
 City Negotiator: City Manager Greg Wade Negotiating  
 Parties: Matt Tucker, North County Transit District  
 Under negotiation: Lease Price and Terms

#### 2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Government Code Section 54956.9(d)(1)  
 - Beach & Bluff Conservancy v. City of Solana Beach, California Coastal Commission, Surfrider (Case No. 37-2019-0002080-CU-WM-NC)

**ACTION: No reportable actions.**

### ADJOURN:

Mayor Heebner adjourned the meeting at 5:45 p.m.

Angela Ivey, City Clerk

Council Approved: \_\_\_\_\_

**AGENDA ITEM A.6.**



# CITY OF SOLANA BEACH

SOLANA BEACH CITY COUNCIL, SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY, PUBLIC FINANCING AUTHORITY, AND HOUSING AUTHORITY

## MINUTES

Joint REGULAR Meeting

Wednesday, January 27, 2021 \* 6:00 p.m.

Teleconference Location Only-City Hall/Council Chambers, 635 S. Highway 101, Solana Beach, California

This meeting will be conducted in accordance with Governor Newsom's Executive Order N-29-20 related to the COVID-19 virus.

**Minutes contain a summary of significant discussions and formal actions taken at a City Council meeting.**

- City Council meetings are video recorded and archived as a permanent record. The video recording captures the complete proceedings of the meeting and is available for viewing on the City's website.
- Posted Reports & Supplemental Docs contain records up to the cut off time prior to meetings for processing new submittals. Complete records containing meeting handouts, PowerPoints, etc. can be obtained through a [Records Request](#).

### CITY COUNCILMEMBERS

Lesa Heebner, **Mayor**

Kristi Becker  
**Deputy Mayor**

Kelly Harless  
**Councilmember**

David A. Zito  
**Councilmember**  
District 1

Jewel Edson  
**Councilmember**  
District 3

Gregory Wade  
**City Manager**

Johanna Canlas  
**City Attorney**

Angela Ivey  
**City Clerk**

### CALL TO ORDER AND ROLL CALL:

Mayor Nichols called the meeting to order at 6:06 p.m.

Present: Lesa Heebner, Kristi Becker, Kelly Harless, David A. Zito, Jewel Edson

Absent: None

Also: Greg Wade, City Manager

Present: Johanna Canlas, City Attorney

Angela Ivey, City Clerk

Dan King, Assistant City Manager

Mo Sammak, City Engineer/Public Works Dir.

Ryan Smith, Finance Dir.

Joseph Lim, Community Development Dir.

**CLOSED SESSION REPORT: None**

**FLAG SALUTE:**

### APPROVAL OF AGENDA:

**Motion:** Moved by Councilmember Zito and second by Deputy Mayor Becker to approve.

**Approved 5/0.** Ayes: Heebner, Becker, Harless, Zito, Edson. Noes: None. **Motion carried unanimously.**

### ORAL COMMUNICATIONS:

**Note to Public:** Refer to [Public Participation](#) for information on how to submit public comment.

This portion of the agenda provides an opportunity for members of the public to address the City Council on items relating to City business and not appearing on today's agenda by



having submitted written comments for the record to be filed with the record or by registering to join the virtual meeting online to speak live, per the Public Participation instructions on the Agenda.

Comments relating to items on this evening's agenda are taken at the time the items are heard. Pursuant to the Brown Act, no action shall be taken by the City Council on public comment items. Council may refer items to the City Manager for placement on a future agenda. The maximum time allotted for each speaker is THREE MINUTES (SBMC 2.04.190).

Peggy Walker, San Diego Alliance for Drug Free Alliance, spoke about Solana Beach being highlighted by the San Diego County Tobacco Control Coalition (TCC) for its leadership and tobacco policies over the years and its more recent passage of the City's comprehensive ban on the sale of flavored tobacco products making the Solana Beach the second city in the County in 2020 to pass a flavor ban, a TCC assessment showing smoking and vaping continued to be a nuisance and health problem in multi-unit housing (MUH), smoke-free MUH being a major health and equity priority for San Diego County and the state, San Dieguito Alliance and TCC continued suggestion of smoke-free language or policy and city housing element updates, the City of Del Mar having recently instructed its planning department to look into establishing such a policy, and requested that Solana Beach consider doing so as well.

Trevor Baily introduced himself as an SDSU student in the entrepreneurship program and a partner in a startup company called Shore Cubby to solve the problem of securing valuables for beach goers and surfers with developing a digital locker system that could be placed near the beach, paid by the hour.

#### **COUNCIL COMMUNITY ANNOUNCEMENTS / COMMENTARY:**

*An opportunity for City Council to make brief announcements or report on their activities. These items are not agendaized for official City business with no action or substantive discussion.*

#### **A. CONSENT CALENDAR: (Action Items) (A.1. - A.5.)**

**Note to Public:** Refer to [Public Participation](#) for information on how to submit public comment.

Items listed on the Consent Calendar are to be acted in a single action of the City Council unless pulled for discussion.

Any member of the public may address the City Council on an item of concern by submitting written correspondence for the record to be filed with the record or by registering to join the virtual meeting online to speak live, per the Public Participation instructions on the Agenda. The maximum time allotted for each speaker is THREE MINUTES (SBMC 2.04.190).

Those items removed from the Consent Calendar by a member of the Council will be trailed to the end of the agenda, while Consent Calendar items removed by the public will be discussed immediately after approval of the Consent Calendar.

#### **A.1. Register Of Demands. (File 0300-30)**

Recommendation: That the City Council

1. Ratify the list of demands for December 12, 2020 – January 8, 2021.

[Item A.1. Report \(click here\)](#)

**Motion:** Moved by Councilmember Edson and second by Councilmember Harless to approve. **Approved 5/0.** Ayes: Heebner, Becker, Harless, Zito, Edson. Noes: None. **Motion carried unanimously.**

**A.2. General Fund Budget Adjustments fo Fiscal Year 2020-2021.** (File 0330-30)

Recommendation: That the City Council

1. Receive the report listing changes made to the Fiscal Year 2020-2021 General Fund Adopted Budget.

[Item A.2. Report \(click here\)](#)

**Motion:** Moved by Councilmember Edson and second by Councilmember Harless to approve. **Approved 5/0.** Ayes: Heebner, Becker, Harless, Zito, Edson. Noes: None. **Motion carried unanimously.**

**A.3. Replacement Vehicle for the Marine Safety Department.** (File 0370-26)

Recommendation: That the City Council

1. Approve **Resolution 2021-011** awarding and authorizing the purchase of a replacement vehicle for the Marine Safety Department.

[Item A.3. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**Motion:** Moved by Councilmember Edson and second by Councilmember Harless to approve. **Approved 5/0.** Ayes: Heebner, Becker, Harless, Zito, Edson. Noes: None. **Motion carried unanimously.**

**A.4. State Parks Shoreline Erosion Protection Grant Application.** (File 0610-12)

Recommendation: That the City Council

1. Adopt **Resolution 2021-009** authorizing submittal of a Shoreline Erosion Protection Grant application to the State of California Department of Parks and Recreation, Division of Boating and Waterways and authorizing the City Manager to act on behalf of the City of Solana Beach, in consultation with the City Attorney, to negotiate and execute all agreements and amendments necessary to comply with the State Parks, Division of Boating and Waterways grant requirements.

[Item A.4. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**Motion:** Moved by Councilmember Edson and second by Councilmember Harless to approve. **Approved 5/0.** Ayes: Heebner, Becker, Harless, Zito, Edson. Noes: None. **Motion carried unanimously.**

**A.5. Adjustments to the Current Fiscal Year (FY) 2020/2021 Seasonal/Temporary Salary Schedule.** (File 0520-10)

Recommendation: That the City Council

1. Adopt **Resolution 2021-010** approving Salary Adjustments to the FY 2020-2021 Part-Time/Temporary/Seasonal Salary Schedule and authorizing the City Manager to make any subsequent changes to the Salary Schedule in

accordance with applicable laws.

[Item A.5. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**Motion:** Moved by Councilmember Edson and second by Councilmember Harless to approve. **Approved 5/0.** Ayes: Heebner, Becker, Harless, Zito, Edson. Noes: None. **Motion carried unanimously.**

**B. PUBLIC HEARINGS: (B.1. – B.2.)**

**Note to Public:** Refer to [Public Participation](#) for information on how to submit public comment.

Any member of the public may address the City Council on an item of concern by submitting written correspondence for the record to be filed with the record or by registering to join the virtual meeting online to speak live, per the Public Participation instructions on the Agenda. The maximum time allotted for each speaker is THREE MINUTES (SBMC 2.04.190).

An applicant or designee(s) for a private development/business project, for which the public hearing is being held, is allotted a total of fifteen minutes to speak, as per SBMC 2.04.210. A portion of the fifteen minutes may be saved to respond to those who speak in opposition. All other speakers have three minutes each.

After considering all of the evidence, including written materials and oral testimony, the City Council must make a decision supported by findings and the findings must be supported by substantial evidence in the record.

**B.1. Public Hearing: 514 Canyon Dr., Applicant: Ewing, Case: 17-19-13  
DRP/SDP.** (File 0600-40)

The proposed project meets the minimum zoning requirements under the SBMC, may be found to be consistent with the General Plan and may be found, as conditioned, to meet the discretionary findings required as discussed in this report to approve a DRP and an administrative SDP. Therefore, Staff recommends that the City Council:

1. Conduct the Public Hearing: Open the Public Hearing, Report Council Disclosures, Receive Public Testimony, and Close the Public Hearing.
2. Find the project exempt from the California Environmental Quality Act pursuant to Section 15303 of the State CEQA Guidelines; and
3. If the City Council makes the requisite findings and approves the project, adopt **Resolution 2021-006** conditionally approving a DRP and SDP to demolish the existing residence and construct a replacement two-story, single-family residence with an 449 square foot attached garage, and perform associated site improvements at 514 Canyon Drive, Solana Beach.

[Item B.1. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

Corey Andrews, Principal Planner, presented a PowerPoint (on file).

Mayor Heebner opened the public hearing.

Council disclosures.

**Motion:** Moved by Councilmember Harless and second by Councilmember Edson to close the public hearing. **Approved 5/0.** Ayes: Heebner, Becker, Harless, Zito, Edson. Noes: None. **Motion carried unanimously.**

Council discussed the scale bulk and mass of the glass enclosure, the two glass towers at the Southwest corner of the dwelling and second story of the westerly portion of the glass tower remaining transparent, lowering the most westerly tower to 309 MSL and lowering the portion further back to 311 and six inches MSL, the compatibility with topography, vegetation and colors of the natural environment, removing the far left portion of the stair landing tower reflected in story poles 11, 12, 16 and 17, eliminating the pavers in the right-of-way, scaling down the westerly portion, restricting the height of the 11 icee blue podocarpus in the west side yard to the legal fence height, and reducing the ceiling height in the office.

**Motion:** Moved by Mayor Heebner and second by Deputy Mayor Becker to approve the recommended action with additional modifications to eliminate the pavers in the required ten-feet decomposed granite, limit podocarpus plantings in the west side yard to legal fence height, that the two glass towers at the Southwest corner of the dwelling be modified by lowering the most westerly tower to 309 MSL and lowering the portion further back to 311 and six inches MSL. **Approved 5/0.** Ayes: Heebner, Becker, Harless, Zito, Edson. Noes: None. **Motion carried unanimously.**

**B.2. Public Hearing: 520 North Cedros Ave., Applicants: Murphy, Case: DRP19-009/SDP19-010.** (File 0600-40)

The proposed project meets the minimum zoning requirements under the SBMC, may be found to be consistent with the General Plan and may be found, as conditioned, to meet the discretionary findings required as discussed in this report to approve a DRP and SDP. Therefore, Staff recommends that the City Council:

1. Conduct the Public Hearing: Open the Public Hearing, Report Council Disclosures, Receive Public Testimony, and Close the Public Hearing.
2. Find the project exempt from the California Environmental Quality Act pursuant to Section 15303 of the State CEQA Guidelines; and
3. If the City Council makes the requisite findings and approves the project, adopt **Resolution 2021-005** conditionally approving a DRP and SDP to demolish an existing single-family residence, construct a replacement two-story, single-family residence with a two-car garage, and perform associated site improvements at 520 North Cedros Avenue, Solana Beach.

[Item B.2. Report \(click here\)](#)

[Item B.2. Staff Report Update 1 \(updated 1-27 at 2:45pm\)](#)

[Item B.2. Supplemental Docs \(updated 1-26 at 10:45am\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

Greg Wade, City Manager, introduced the item.

Councilmember Zito recused from this item due to owning property within 500 ft. of this property.

Katie Benson, Sr. Planner, presented a PowerPoint (on file).

Mayor Heebner opened the public hearing.

Council disclosures.

John Murphy, applicant, said that he and his wife were long term residents and live in the neighborhood.

Brian Church, architect, spoke about the traditional architectural style, the smaller 2<sup>nd</sup> floor to minimize the massing of the structure, the 2<sup>nd</sup> floor windows being directed towards the street and all other 2<sup>nd</sup> story windows were smaller and faced to the back and sides of the house, solar panels will be hidden, and the landscaping.

**Motion:** Moved by Councilmember Harless and second by Deputy Mayor Becker to close the public hearing. **Approved 4/0/1.** Ayes: Heebner, Becker, Harless, Edson. Noes: None. Absent: Zito (recused) Motion carried.

Council discussed the fence location behind the DG (decomposed granite) lying within the yard and planning the removal of the tree around the bird nesting season.

**Motion:** Moved by Councilmember Harless and second by Councilmember Edson to approve. **Approved 4/0/1.** Ayes: Heebner, Becker, Harless, Edson. Noes: None. Absent: Zito (recused) Motion carried.

Mayor Heebner recessed the meeting at 7:32 p.m. for a break and reconvened at 7:40 p.m.

### **C. STAFF REPORTS: (C.1. – C.2.)**

**Note to Public:** Refer to [Public Participation](#) for information on how to submit public comment.

Any member of the public may address the City Council on an item of concern by submitting written correspondence for the record to be filed with the record or by registering to join the virtual meeting online to speak live, per the Public Participation instructions on the Agenda. The maximum time allotted for each speaker is THREE MINUTES (SBMC 2.04.190).

#### **C.1. 2021 Annual Citizen Commission Appointments & Climate Action Jr. Member(s) Discussion.** (File 0120-06)

Recommendation: That the City Council

Greg Wade, City Manager, introduced the item.

Angela Ivey, City Clerk, displayed a worksheet (on file) for Commission appointments.

1. Appoint three (3) members to the **Budget and Finance** Commission nominated/appointed by individual members (Mayor, Councilmembers Zito and Edson) for two-year terms.

**Motion:** Councilmember Edson moved and second by Councilmember Zito to approve the reappointments of Kevin (Ed) Murphy (Zito), Jeff Lyle (Edson) and Jolene Koester

(Heebner) Budget & Commission for terms expiring January 2023. **Approved 5/0.** Ayes: Heebner, Becker, Harless, Zito, Edson. Noes: None. **Motion carried unanimously.**

3. Appoint four (4) members to the **Parks and Recreation** Commission nominated/appointed by *Council-at-large* for two-year terms.

**Motion:** Councilmember Edson moved and second by Councilmember Harless to approve the reappointments of Danielle King as nominated by Councilmember Harless, Valeri Paul as nominated by Deputy Mayor Becker, Sandra Hutton as nominated by Councilmember Zito, and appointment of Liz Maruchau as nominated by Councilmember Edson to the Parks & Recreation Commission for terms expiring January 2023. **Approved 5/0.** Ayes: Heebner, Becker, Harless, Zito, Edson. Noes: None. **Motion carried unanimously.**

4. Appoint three (3) members to the **Public Arts** Commission nominated/appointed by *Council-at-large* for two-year terms.

**Motion:** Councilmember Edson moved and second by Deputy Mayor Becker to approve the reappointment of Deborah Sweet as nominated by Mayor Heebner, appointment of Halle Shilling as nominated by Councilmember Harless, and appointment of Sharon Perkowski as nominated by Councilmember Edson to the Public Arts Commission for terms expiring January 2023. **Approved 5/0.** Ayes: Heebner, Becker, Harless, Zito, Edson. Noes: None. **Motion carried unanimously.**

5. Appoint three (3) members to the **View Assessment** Commission appointed by individual Councilmembers (Mayor and Deputy Mayor Becker and Councilmember Edson) for two-year terms.

**Motion:** Councilmember Edson moved and second by Deputy Mayor Becker to approve the reappointments of Bob Moldenhauer by Mayor Heebner, Paul Bishop by Councilmember Edson, and Matthew Cohen by Councilmember Becker to the View Assessment Commission for terms expiring January 2023. **Approved 5/0.** Ayes: Heebner, Becker, Harless, Zito, Edson. Noes: None. **Motion carried unanimously.**

2. Appoint three (3) members to the **Climate Action** Commission nominated/appointed by *Council-at-large* for the following positions:
  - a. Two (2) *Resident* appointments for two-year terms.
  - b. One (1) *Professional* appointment for member of the environmental and/or scientific community (*resident or non-resident*) for a two-year term.
6. Discuss criteria for addition of Junior Member(s) on the Climate Action Commission and direct Staff to prepare/finalize an application and a Resolution in accordance therewith.
7. Adopt Resolution 2021-018 modifying the composition of the Climate Action Commission membership.

Jonathan Goodmacher spoke in favor of the reappointment of the two existing members of the Climate Action Commission who had reapplied, the appointment of Judy

Hegenauer in lieu of a Councilmember or professional position, and adding Youth Commissioners to the Commission appointed by the Commission.

Shawna McGarry spoke about her interest in continuing to serve on the Climate Action Commission.

Peter Zahn spoke in favor of the reappointment of the two existing members of the Climate Action Commission, making a position for the appointment of Judy Hegenauer, to utilize the applicants not appointed this time on the Commission's projects, and the establishment of Junior Commissioners.

Council discussed the Climate Action Commission and the importance of maintaining positions for two Councilmembers on the Commission, adding an additional professional category position or replacing/flexing one of those seats with a resident, whether the professional positions were needed any longer, and designating a primary Councilmember with a vote and an alternate, without a vote, to serve.

Deputy Mayor Becker volunteered to step down as a Councilmember designee on the Commission and instead serve as an alternate for Councilmember Zito, and allowing Judy Hegenauer to be appointed in lieu of the second Councilmember position.

Council discussed the Junior Commission Member option, support for them to be Solana Beach residents but not required, opening the positions to middle school as well as high school residents, permitting the Commission to make the Junior Commission Member appointments as non-voting members, keeping it open to non-residents depending on the number of applicants, prioritizing resident students, allowing a limited number of middle school students, and making appointments for one-year terms by the Climate Action Commission members.

Greg Wade, City Manager, stated that in January of 2017 a resolution was adopted to give Council the flexibility in the two Councilmember positions with an option of appointing a professional or resident in the event that a second Councilmember was not available to serve. He summarized the proposed resolution reflecting the discussion that would have a recital that said, For the two Councilmember appointments, membership shall consist of any of the following: a) two Councilmembers b) one Councilmember and a professional or resident, in the event a second Councilmember is not available, or c) a primary Councilmember and an alternate Councilmember to sit on the commission, should the primary member be unavailable to attend, and adding a recital that would reference up to five Junior Commission Members appointed to the Climate Action Commission who meet the established criteria.

Council and Staff confirmed that the Councilmember positions would now be a primary and an alternate, that both Councilmembers could attend the meeting but with only one would vote.

Mayor Heebner confirmed consensus among Council that all Junior Commission Members would be non-voting residents, with up to one middle-school student, all appointed by the Commission for one-year terms.



**Motion:** Councilmember Zito moved and second by Councilmember Edson to adopt Resolution 2021-018 as modified with respect to the structure of the Climate Action Commission. **Approved 5/0.** Ayes: Heebner, Becker, Harless, Zito, Edson. Noes: None. **Motion carried unanimously.**

Councilmember Edson nominated Judy Hegenauer, Councilmember Harless nominated Peter Zahn, Deputy Mayor Becker nominated Shawna McGarry, and Councilmember Zito nominated Michael McClune, all to the Climate Action Commission.

**Motion:** Councilmember Edson moved and second by Councilmember Harless to approve the appointment of Judy Hegenauer and the reappointments of Peter Zahn, Shawna McGarry, and Michael McClune (professional) to the Climate Action Commission, all for two-year terms. **Approved 5/0.** Ayes: Heebner, Becker, Harless, Zito, Edson. Noes: None. **Motion carried unanimously.**

**Motion:** Mayor Heebner moved and second by Councilmember Zito to appoint Councilmember Dave Zito as the primary Councilmember position and Deputy Mayor Becker as the alternate Councilmember position. **Approved 5/0.** Ayes: Heebner, Becker, Harless, Zito, Edson. Noes: None. **Motion carried unanimously.**

[Item C.1. Report \(click here\)](#)

[Item C.1. Staff Report Update 1](#)

[Item C.1. Staff Report Update 2](#)

[Item C.1. Supplemental Docs \(updated 1-27 at 12:30pm\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

## **C.2. Energy Innovation and Carbon Dividend Act.** (File 0480-60)

Recommendation: That the City Council

1. Adopt **Resolution 2021-012**, urging the United States Congress to Enact the Energy Innovation and Carbon Dividend Act of 2019.

[Item C.2. Report \(click here\)](#)

[Item C.2. Supplemental Docs \(updated 1-27 at 4:00pm\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

Dan King, Assistant City Manager, presented a PowerPoint (on file).

Council discussed allowing the Climate Action Commission to review this information and other leading bills and return to Council with their input.

No Action.

### **COMPENSATION & REIMBURSEMENT DISCLOSURE: None**

GC: Article 2.3. Compensation: 53232.3. (a) Reimbursable expenses shall include, but not be limited to, meals, lodging, and travel. 53232.3 (d) Members of a legislative body shall provide brief reports on meetings attended at the expense of the local agency "City" at the next regular meeting of the legislative body.



**COUNCIL COMMITTEE REPORTS:** [Council Committees](#)

**REGIONAL COMMITTEES:** (outside agencies, appointed by this Council)

**STANDING COMMITTEES:** (All Primary Members) (*Permanent Committees*)

**ADJOURN:**

Mayor Heebner adjourned at 8:42 p.m. in memory of the 426,000 lives lost to COVID-19 nationwide.

Angela Ivey, City Clerk

Council Approved: \_\_\_\_\_



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** February 24, 2021  
**ORIGINATING DEPT:** Finance  
**SUBJECT:** **Quarterly Investment Report**

---

## **BACKGROUND:**

California Government Code Section 53600 requires timely reporting of local agency investment transactions and portfolio to the agency's legislative body.

This item is before Council to receive a presentation and to accept and file the Cash and Investment Report for the quarter ended December 31, 2020.

## **DISCUSSION:**

The investment objectives for the City of Solana Beach are 1) to provide safety to ensure the preservation of capital in the overall portfolio, 2) to provide sufficient liquidity for cash needs and 3) to generate a market rate of return consistent with the Investment Policy. The performance objective for the portfolio is to earn a total rate of return through a market cycle that is equal to or above the return on the benchmark yield. In order to achieve this objective, the portfolio invests in high-quality fixed income securities that comply with the Investment Policy and all applicable regulations governing the funds.

The attached Quarterly Cash and Investment Report ensures that the City complies with Section 53600. The City's investment portfolio complies with the City's Investment Policy that is approved annually by the City Council. The majority of City funds are invested in Chandler Asset Management (Chandler), Public Agency Retirement Services (PARS), and Local Agency Investment Fund (LAIF).

Staff from Chandler, PARS and Highmark Capital, the manager of the City's PARS Trust Fund, will be at the meeting on February 24<sup>th</sup> to provide an economic update and overview of the performance of the City's assets and the PARS Trust Fund.

CITY COUNCIL ACTION:

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**CEQA COMPLIANCE STATEMENT:**

Not a project as defined by CEQA

**FISCAL IMPACT:**

None

**WORK PLAN:**

N/A

**OPTIONS:**

- Receive reports
- Provide direction

**DEPARTMENT RECOMMENDATION:**

Staff recommends that the City Council accepts and files the attached Cash and Investment Report for the quarter ended December 31, 2020.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation



\_\_\_\_\_  
Gregory Wade, City Manager

Attachments:

1. Cash and Investment Report – December 31, 2020
2. PARS Investment Report- December 31, 2020
3. Chandler Asset Quarterly Investment Report- December 31, 2020

City of Solana Beach  
Cash and Investment Report  
December 31, 2020

Type of Investment	Custodian	Maturity	Current Stated Yield	Percent of Portfolio	Cost Value (Rounded)	Market Value (Rounded)	Current Quarter Yield	Quarter Interest Earned (Rounded)	Fiscal Year to Date Interest Earned (Rounded)
General Checking Account	Union Bank of California	On Demand <sup>(1)</sup>	N/A	8.24%	\$ 3,211,470	\$ 3,211,470	N/A	N/A	N/A
Payroll Account	Union Bank of California	On Demand <sup>(1)</sup>	N/A	0.45%	175,072	175,072	N/A	N/A	N/A
Worker's Comp - Checking	Union Bank of California	On Demand <sup>(1)</sup>	N/A	0.14%	55,076	55,076	N/A	N/A	N/A
Successor Agency - Checking	Union Bank of California	On Demand <sup>(1)</sup>	N/A	0.26%	100,899	100,899	N/A	N/A	N/A
SEA Lockbox	River City Bank	On Demand <sup>(1)</sup>	N/A	3.43%	1,337,953	1,337,953	N/A	N/A	N/A
SEA Reserve	River City Bank	On Demand <sup>(1)</sup>	N/A	0.27%	103,830	103,830	0.21%	67	213
Local Agency Investment Fund	State of CA	On Demand <sup>(1)</sup>	N/A	10.47%	4,076,566	4,076,566 <sup>(2)</sup>	0.63%	6,445	16,418
Chandler Asset Management (CMA) Investment Portfolio	US Bank	1 to 3 years	N/A	66.94%	26,074,687	26,807,554 <sup>(5)</sup>	0.16%	133,879 <sup>(6)(7)</sup>	260,103 <sup>(6)(7)</sup>
Public Agency Retirement Services (PARS)	US Bank	Varied	N/A	9.80%	3,816,985	4,229,592 <sup>(3)</sup>	8.37%	127,228 <sup>(7)</sup>	159,284 <sup>(7)</sup>
Blackrock Institutional Funds 2011 SEJPA Revenue Bonds	Union Bank of California (Cash with Fiscal Agent)	Varied	N/A	0.00%	0	0 <sup>(4)</sup>	0.00%	-	-
Blackrock Institutional Funds 2017 Waste Water Revenue Bonds	Union Bank of California (Cash with Fiscal Agent)	Varied	N/A	0.00%	0	0 <sup>(4)</sup>	0.00%	-	-
Wells Fargo Advantage Money Market RDA Refunding Bond Series 2017	Wells Fargo Bank (Cash with Fiscal Agent)	Varied	N/A	0.00%	13	13 <sup>(4)</sup>	N/A	1	1
Total Cash and Investments					100.00%	\$ 38,952,551	\$ 40,098,025	\$ 267,620	\$ 436,019

<sup>(1)</sup> Funds may be withdrawn with 24 hours notice

<sup>(2)</sup> Source: Monthly Pooled Money Investment Account Market Valuation as reported by LAIF (if available)

<sup>(3)</sup> Source: US Bank Asset Summary

<sup>(4)</sup> Source: fiscal agent month-end statements.

<sup>(5)</sup> Source: CMA US Bank statements

<sup>(6)</sup> Includes accrued interest

<sup>(7)</sup> Includes realized investment gains/losses of current quarter

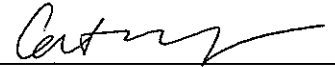
I certify that this report accurately reflects all pooled investments and is in compliance with Government Code Section 53640-53646 as amended January 1, 1996, as well as the investment policy of the City of Solana Beach as approved annually by the City Council.

Furthermore, I certify that sufficient investment liquidity and anticipated revenues are available to meet the City's budgeted expenditure requirements for the next six months.

Date 02/16/2021



Approved by:  
Ryan Smith  
Finance Director/Treasurer



Prepared by:  
Catherine Wong  
Senior Accountant

PUBLIC  
AGENCY  
RETIREMENT  
SERVICES

**PARS**

TRUSTED SOLUTIONS. LASTING RESULTS.



# CITY OF SOLANA BEACH

PARS 115 Trust – OPEB Prefunding Program and Pension Rate Stabilization Program (PRSP)  
February 11, 2021

**ATTACHMENT 2**

# CONTACTS

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**Mitch Barker**  
**Executive Vice President**  
(800) 540-6369 x116  
mbarker@pars.org

**Christiane Tsuda**  
**Senior Portfolio Manager**  
(858) 551-5359  
christiane.tsuda@highmarkcapital.com

**Jennifer Meza**  
**Manager, Consulting**  
(800) 540-6369 x141  
jmeza@pars.org

# PARS 115 TRUST TEAM

## Trust Administrator & Consultant



- Recordkeeping
- Sub-trust accounting
- Monitors plan compliance
- Processes contributions/disbursements
- Hands-on, dedicated support teams
- Coordinates all agency services

37

Years of Experience  
(1984-2021)

2,000+

Plans under  
Administration

1,000+

Public Agency  
Clients

500K+

Plan Participants

\$5.0B

Assets under  
Administration

## Trustee



- 5th largest commercial bank and one of the nation's largest trustees for Section 115 trusts
- Safeguard plan assets
- Oversight protection as plan fiduciary
- Custodian of assets

158

Years of Experience  
(1863-2021)

\$5.0T

Assets under  
Administration

## Investment Manager



- Investment sub-advisor to trustee U.S. Bank
- Investment policy assistance
- Uses open architecture
- Active and passive platform options
- Customized portfolios (with minimum asset level)

102

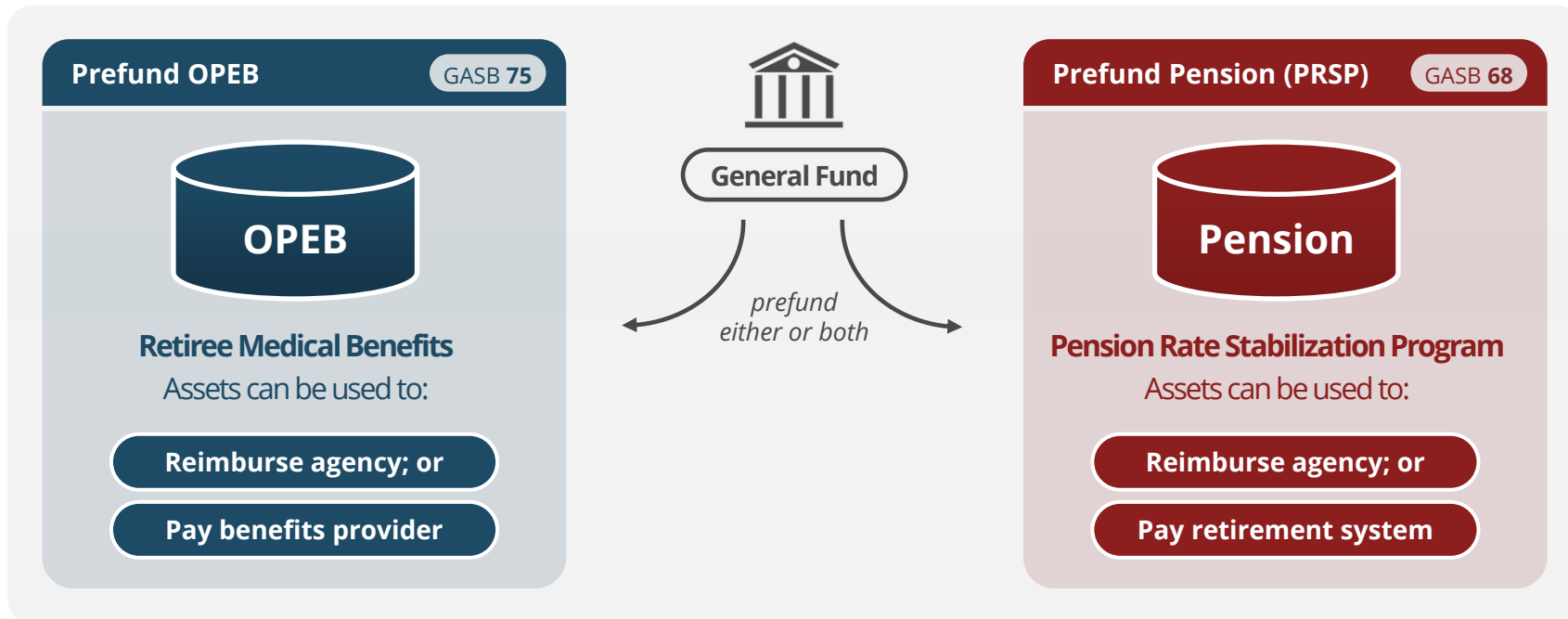
Years of Experience  
(1919-2021)

\$16.2B

Assets under  
Management



# PARS IRS-APPROVED SECTION 115 TRUST



**Subaccounts**  
 OPEB and pension assets are individually sub-accounted, and can be divided by dept., bargaining group, or cost center.

**Financial Stability**  
 Assets in the PARS Section 115 Combination Trust can be used to address unfunded liabilities.

**Flexible Investing**  
 Allows separate investment strategies for OPEB and pension subaccounts.

**Anytime Access**  
 Trust funds are available anytime; OPEB for OPEB and pension for pension.

**Economies-of-Scale**  
 OPEB and pension assets aggregate and reach lower fees on tiered schedule sooner – saving money!

**No Set Up Cost or Minimums**  
 No set-up costs, no minimum annual contribution amounts, and no fees until assets are added.





# PARS 115 CLIENT LIST – 400+ TOTAL CLIENTS, INCLUDING:

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## SAN DIEGO COUNTY (15)

Updated February 2021

### CITIES (7)

- Coronado
- El Cajon
- Escondido
- La Mesa
- Lemon Grove
- National City
- Solana Beach

### SCHOOL DISTRICTS (6)

- Coronado USD
- Grossmont-Cuyamaca CCD
- Lakeside Union SD
- Lemon Grove SD
- Poway USD
- San Dieguito Union HSD

### SPECIAL DISTRICTS (2)

- Fallbrook Public Utility District
- San Elijo Joint Powers Authority

*The*

# PARS OPEB TRUST PROGRAM

*for prefunding Other Post-Employment Benefits*

# SUMMARY OF AGENCY'S OPEB PLAN

---

<b>Plan Type:</b>	IRC Section 115 Irrevocable Exclusive Benefit Trust
<b>Trustee Approach:</b>	Discretionary
<b>Plan Effective Date:</b>	October 14, 2015
<b>Plan Administrator:</b>	City Manager
<b>Current Investment Strategy:</b>	Moderate (Active) Strategy; Individual Account

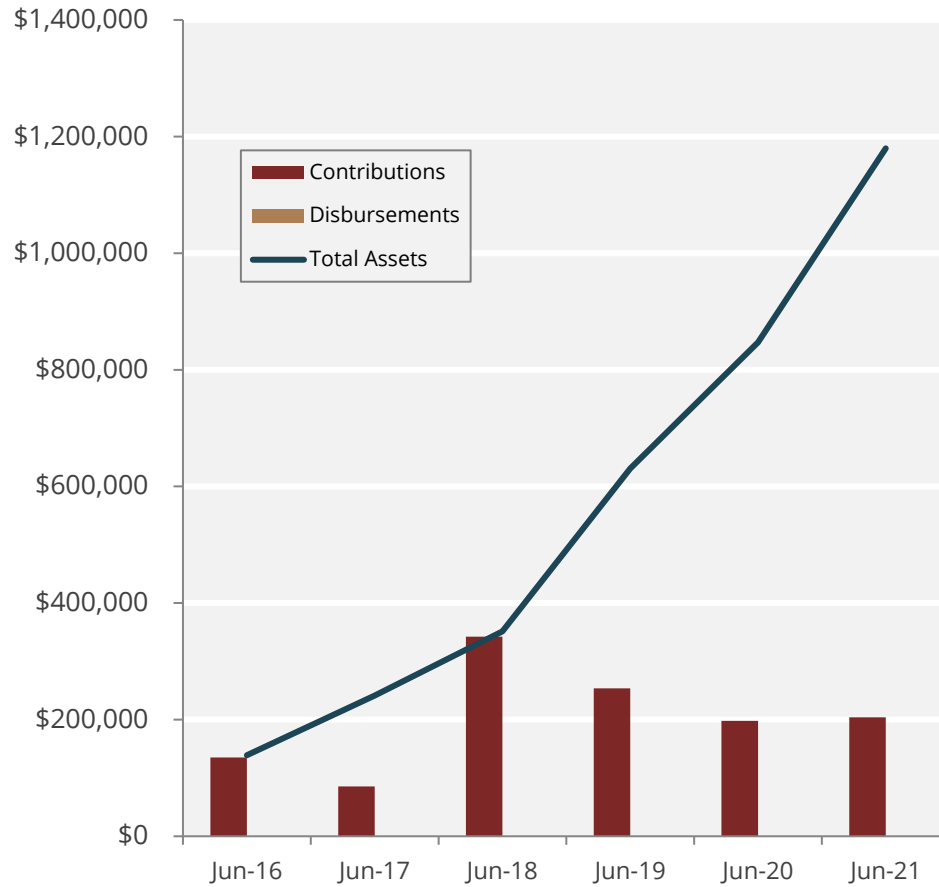
## AS OF DECEMBER 31, 2020:

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<b>Initial Contribution:</b>	March 2016: \$135,000
<b>Additional Contributions:</b>	\$1,083,241
<b>Total Contributions:</b>	\$963,581
<b>Disbursements:</b>	\$0
<b>Total Investment Earnings:</b>	\$227,355
<b>Account Balance:</b>	\$1,179,842

# SUMMARY OF AGENCY'S OPEB PLAN

## CONTRIBUTIONS, DISBURSEMENTS, AND TOTAL ASSETS AS OF DECEMBER 31, 2020:



Plan Year Ending

Year	Contributions	Disbursements	Total Assets
Jun-16*	\$135,000	\$0	\$138,968
Jun-17	\$85,376	\$0	\$241,151
Jun-18	\$87,689	\$0	\$351,281
Jun-19	\$253,516	\$0	\$630,704
Jun-20	\$198,000	\$0	\$847,218
Jun-21**	\$204,000	\$0	\$1,179,842

\*Plan Year Ending June 2016 is based on 4 months of activity.  
 \*\*Plan Year Ending June 2021 is based on 6 months of activity.

# OPEB ACTUARIAL RESULTS

- We have received the actuarial report by Bartel Associates with a valuation date as of June 30, 2019. In the table below, we have summarized the results.

<b>Demographic Study</b>	Valuation Date: June 30, 2019 Measurement Date: June 30, 2020
<b>Actives</b>	65
<b>Retirees</b>	58
<b>Total</b>	123

# OPEB ACTUARIAL RESULTS

	Valuation Date: June 30, 2019 Measurement Date: June 30, 2020 Discount Rate: 6.00%
Total OPEB Liability (TOL)	\$3,532,448
Fiduciary Net Position	\$847,218
Net OPEB Liability (NOL)	\$2,685,230
Funded Ratio (%)	24%
Actuarially Determined Contribution (ADC) for FY 2019-20	\$378,000
Annual Benefit Payments (Pay-as-you-Go) for FY 2019-20	\$248,040

**Rule of thumb:** For every one percent increase in the discount rate, the unfunded liability is lowered by 10-12%.

*The*

# PARS PENSION RATE STABILIZATION PROGRAM

*for prefunding pension obligations*

# SUMMARY OF AGENCY'S PENSION PLAN

---

<b>Plan Type:</b>	IRC Section 115 Irrevocable Exclusive Benefit Trust
<b>Trustee Approach:</b>	Discretionary
<b>Plan Effective Date:</b>	October 14, 2015
<b>Plan Administrator:</b>	City Manager
<b>Current Investment Strategy:</b>	Moderate (Active) Strategy; Individual Account

## AS OF DECEMBER 31, 2020:

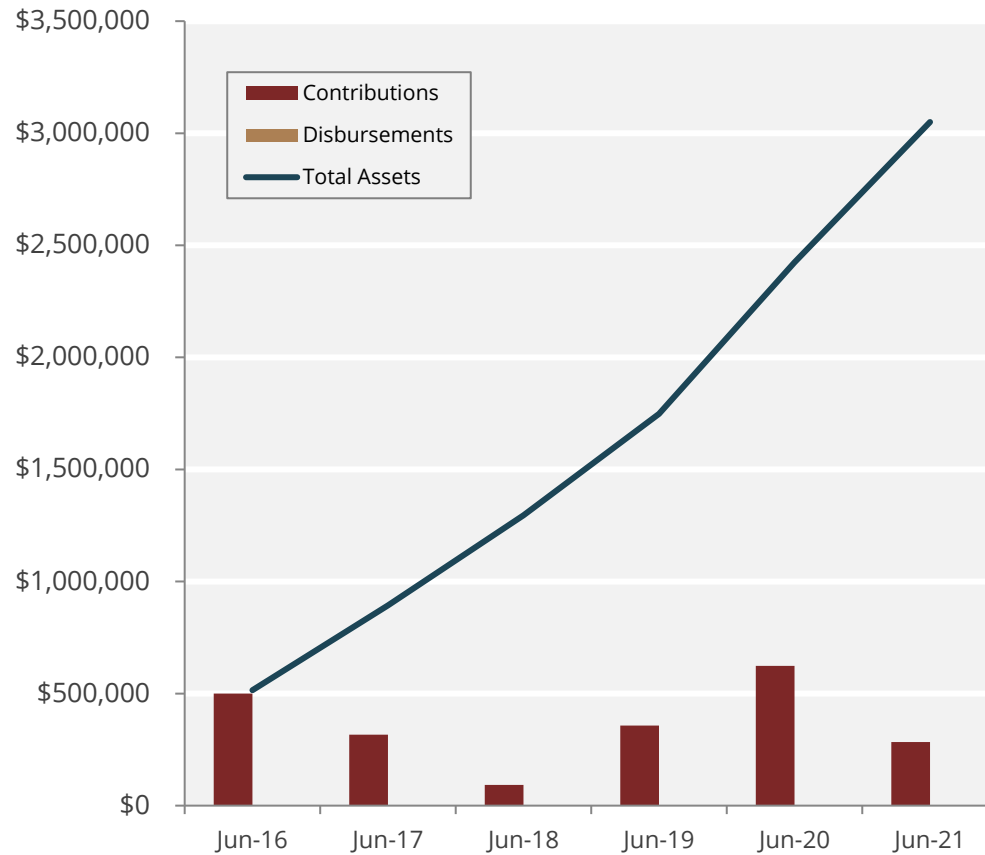
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<b>Initial Contribution:</b>	March 2016: \$500,000
<b>Additional Contributions:</b>	\$1,673,391
<b>Total Contributions:</b>	\$2,428,051
<b>Disbursements:</b>	\$0
<b>Total Investment Earnings:</b>	\$651,692
<b>Account Balance:</b>	\$3,049,750



# SUMMARY OF AGENCY'S PENSION PLAN

## CONTRIBUTIONS, DISBURSEMENTS, AND TOTAL ASSETS AS OF DECEMBER 31, 2020:



Plan Year Ending

Year	Contributions	Disbursements	Total Assets
Jun-16*	\$500,000	\$0	\$514,694
Jun-17	\$316,209	\$0	\$893,195
Jun-18	\$347,094	\$0	\$1,294,957
Jun-19	\$357,098	\$0	\$1,747,863
Jun-20	\$623,724	\$0	\$2,423,859
Jun-21**	\$283,926	\$0	\$3,049,750

\*Plan Year Ending June 2016 is based on 4 months of activity.  
 \*\*Plan Year Ending June 2021 is based on 6 months of activity.



# PENSION FUNDING STATUS

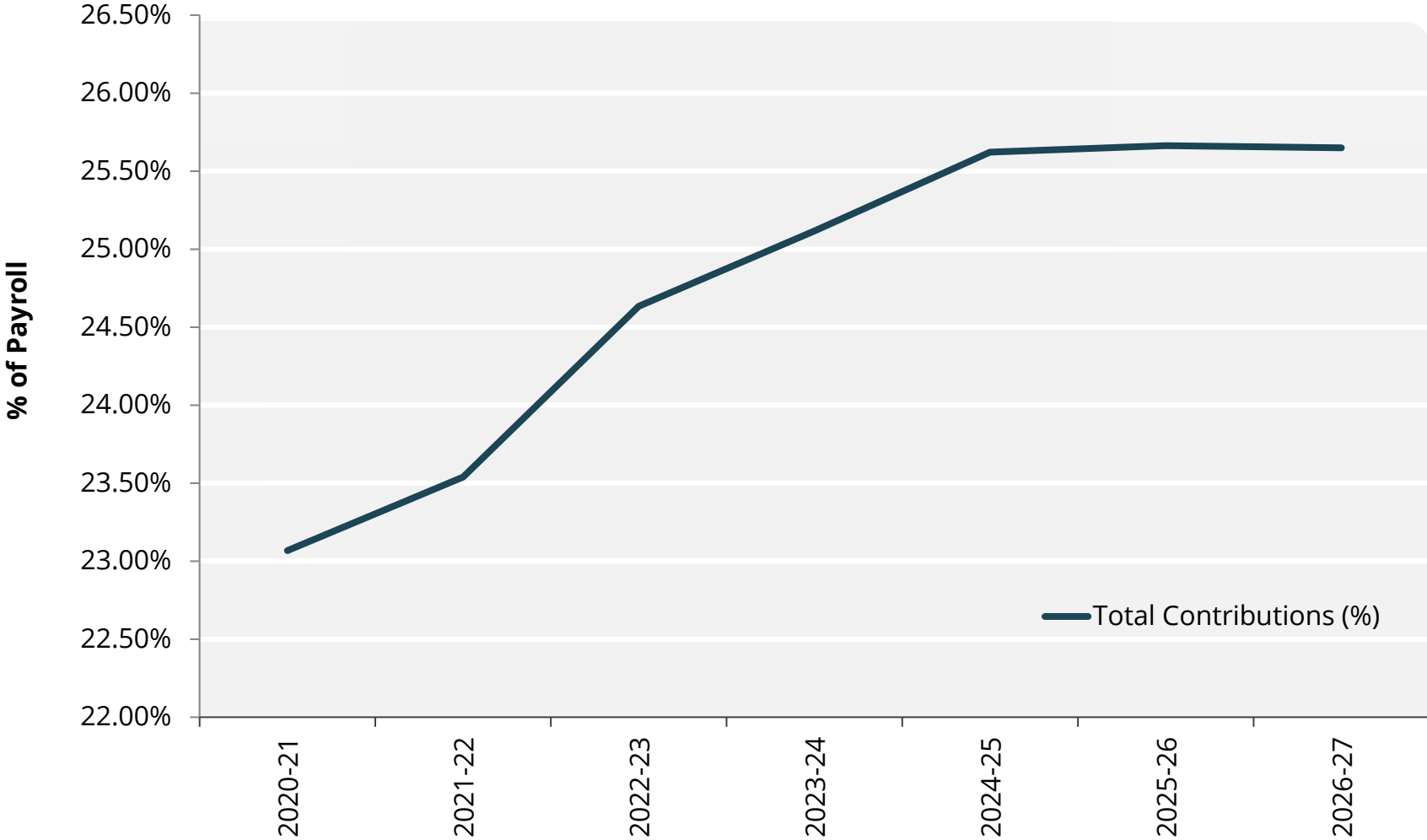
As of June 30, 2019, City of Solana Beach’s CalPERS pension plan is funded as follows\*:

Combined Miscellaneous & Safety Groups	Valuation as of June 30, 2018	Valuation as of June 30, 2019	Change
Actuarial Liability	\$55.0 M	\$57.8 M	5.1% ↑
Assets	\$39.3 M	\$41.2 M	5.0% ↑
Unfunded Liability	\$15.8 M	\$16.6 M	5.5% ↑
Funded Ratio	71.4%	71.3%	0.1% ↓
Employer Contribution Amount	\$1.7 M (FY 19-20)	\$1.9 M (FY 20-21)	13.2% ↑
Employer Contribution Amount	---	\$2.6 M (FY 26-27)	35.6% ↑

\* Data through 2026-27 from Agency’s latest CalPERS actuarial valuation.

# PROJECTED EMPLOYER CONTRIBUTIONS (MISC.)

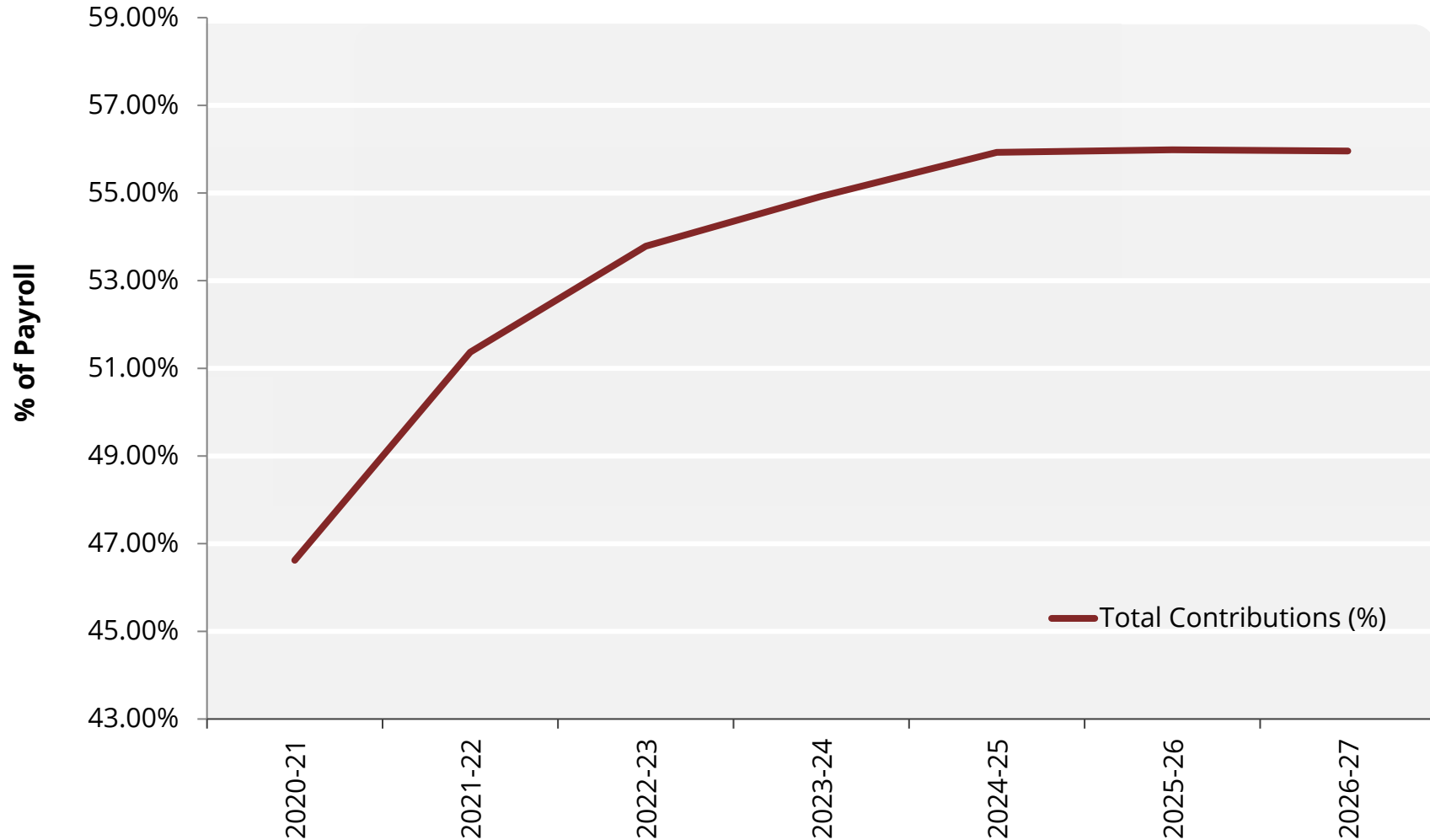
Projected misc. contributions increase from \$1.9M to \$2.6M\* (35.6% ↑)



\* Data through 2026-27 from Agency's latest CalPERS actuarial valuation.

# PROJECTED EMPLOYER CONTRIBUTIONS (SAFETY)

Projected safety contributions increase from \$1.2M to \$1.6M\* (33.7% ↑)



\* Data through 2026-27 from Agency's latest CalPERS actuarial valuation.

# **PARS: City of Solana Beach**

**December 2020**

**Presented by:  
Christiane Tsuda – Senior Portfolio Manager**

## Selected Period Performance

### PARS City of Solana Beach

AGG000400

Period Ending: 12/31/2020

Sector	1 Month	3 Months	1 Year	3 Years	Inception to Date 03/01/2016
Cash Equivalents	.00	.01	.36	1.38	1.05
<i>Lipper Money Market Funds Index</i>	<i>.00</i>	<i>.00</i>	<i>.40</i>	<i>1.33</i>	<i>.99</i>
Total Fixed Income	.48	1.57	7.16	4.95	4.44
<i>BBG Barclays US Aggregate Bd Index (USD)</i>	<i>.14</i>	<i>.67</i>	<i>7.51</i>	<i>5.34</i>	<i>4.14</i>
Total Equities	5.18	17.51	18.05	11.62	15.62
Large Cap Funds	4.19	14.05	20.50	14.00	17.02
<i>S&amp;P 500 Composite Index</i>	<i>3.84</i>	<i>12.15</i>	<i>18.40</i>	<i>14.18</i>	<i>17.04</i>
Mid Cap Funds	4.67	19.87	16.83	11.45	15.05
<i>Russell Midcap Index</i>	<i>4.69</i>	<i>19.91</i>	<i>17.10</i>	<i>11.61</i>	<i>15.23</i>
Small Cap Funds	7.61	32.76	20.86	13.43	17.31
<i>Russell 2000 Index (USD)</i>	<i>8.65</i>	<i>31.37</i>	<i>19.96</i>	<i>10.25</i>	<i>15.93</i>
REITs	2.36	8.89	-5.78	4.43	
<i>Wilshire REIT Index</i>	<i>2.78</i>	<i>10.62</i>	<i>-7.90</i>	<i>3.30</i>	
International Equities	6.84	19.05	14.34	6.32	12.70
<i>MSCI EAFE Index (Net)</i>	<i>4.65</i>	<i>16.05</i>	<i>7.82</i>	<i>4.28</i>	<i>9.82</i>
<i>MSCI EM Free Index (Net USD)</i>	<i>7.35</i>	<i>19.70</i>	<i>18.31</i>	<i>6.17</i>	<i>14.90</i>
Total Managed Portfolio	2.60	8.54	12.34	7.86	9.60

Returns are gross of account level investment advisory fees and net of any fees, including fees to manage mutual fund or exchange traded fund holdings. Securities are not FDIC insured, have no bank guarantee, and may lose value. Returns for periods over one year are annualized. The information presented has been obtained from sources believed to be accurate and reliable. Past performance is not indicative of future returns.

# Asset Allocation – City of Solana Beach

As of December 31, 2020

Current Asset Allocation		Investment Vehicle		
<b>Equity</b>	<b>48.22%</b>		<b>Range: 40% - 60%</b>	<b>\$ 2,037,530</b>
Large Cap Core	5.37%	COFYX	Columbia Contrarian Core Cl Y	226,695
		VGIAX	Vanguard Growth & Income Admiral Shares	406,993
Large Cap Value	4.08%	DODGX	Dodge & Cox Stock Fund	172,348
		IVE	iShares S&P 500 Value ETF	68,363
Large Cap Growth	2.89%	HNACX	Harbor Capital Appreciation Instl	121,913
		PRUFX	T. Rowe Price Growth Stock Fund	121,438
Mid Cap Core	3.18%	IWR	iShares Russell Mid Cap ETF	134,221
Small Cap Value	3.62%	UBVFX	Undiscovered Managers Behavioral Value R6	152,971
Small Cap Growth	3.43%	RSEJX	Victory RS Small Cap Growth Fund	144,798
International Core	1.60%	DODFX	Dodge & Cox International Stock Fund	67,648
		DFALX	DFA Large Cap International Portfolio	107,705
International Growth	1.65%	MGRDX	MFS International Growth Fund	69,794
Emerging Markets	4.08%	HHHFX	Schroder Emerging Market Equity	172,407
REIT	1.66%	VNQ	Vanguard REIT ETF	70,237
<b>Fixed Income</b>	<b>45.50%</b>		<b>Range: 40% - 60%</b>	<b>\$ 1,922,422</b>
Short-Term	8.14%	VFSUX	Vanguard Short-Term Corp Adm Fund	344,009
Intermediate-Term	11.95%	DBLFX	DoubleLine Core Fixed Income I	504,805
		PTRQX	Prudential Total Return Bd Cl Q	507,365
		PTRRX	PIMCO Total Return Instl Fund	506,263
		PHIYX	PIMCO High Yield Instl Fund	59,981
<b>Cash</b>	<b>6.28%</b>		<b>Range: 0% - 20%</b>	<b>\$ 265,307</b>
		FGZXX	First American Government Obligations Fund	265,307
<b>TOTAL</b>	<b>100.00%</b>			<b>\$ 4,225,259</b>

# City of Solana Beach

## For Period Ending December 31, 2020

LARGE CAP EQUITY FUNDS							
Fund Name	1-Month Return	3-Month Return	Year-to-Date	1-Year Return	3-Year Return	5-Year Return	10-Year Return
Columbia Contrarian Core Inst3	4.30	14.20	22.44	22.44	14.11	14.52	13.92
Vanguard Growth & Income Adm	4.19	12.49	18.08	18.08	13.49	14.63	13.90
Harbor Capital Appreciation Retirement	4.80	12.62	54.56	54.56	26.86	22.53	18.37
T. Rowe Price Growth Stock I	4.07	12.03	37.09	37.09	21.18	19.33	16.95
Dodge & Cox Stock	4.15	20.86	7.16	7.16	7.52	12.27	11.96
iShares S&P 500 Value ETF	3.48	14.44	1.24	1.24	6.62	10.35	10.56
<b>S&amp;P 500 TR USD</b>	<b>3.84</b>	<b>12.15</b>	<b>18.40</b>	<b>18.40</b>	<b>14.18</b>	<b>15.22</b>	<b>13.88</b>
MID CAP EQUITY FUNDS							
iShares Russell Mid-Cap ETF	4.66	19.85	16.91	16.91	11.45	13.22	12.24
SMALL CAP EQUITY FUNDS							
Undiscovered Managers Behavioral Val R6	8.11	43.26	3.62	3.62	2.72	8.28	10.57
Victory RS Small Cap Growth R6	7.06	22.57	38.32	38.32	20.47	19.31	16.04
<b>Russell 2000 TR USD</b>	<b>8.65</b>	<b>31.37</b>	<b>19.96</b>	<b>19.96</b>	<b>10.25</b>	<b>13.26</b>	<b>11.20</b>
REAL ESTATE FUNDS							
Vanguard Real Estate ETF	2.77	9.25	-4.72	-4.72	4.92	5.64	8.67
INTERNATIONAL EQUITY FUNDS							
Fund Name	1-Month Return	3-Month Return	Year-to-Date	1-Year Return	3-Year Return	5-Year Return	10-Year Return
Dodge & Cox International Stock	5.21	24.69	2.10	2.10	0.93	6.65	4.63
DFA Large Cap International I	5.18	15.94	8.12	8.12	4.24	7.94	5.33
MFS International Growth R6	5.14	11.58	15.82	15.82	10.38	12.88	7.86
<b>MSCI EAFE NR USD</b>	<b>4.65</b>	<b>16.05</b>	<b>7.82</b>	<b>7.82</b>	<b>4.28</b>	<b>7.45</b>	<b>5.51</b>
Hartford Schrodgers Emerging Mkts Eq F	9.28	21.37	23.78	23.78	8.59	14.79	5.10
<b>MSCI EMNR USD</b>	<b>7.35</b>	<b>19.70</b>	<b>18.31</b>	<b>18.31</b>	<b>6.17</b>	<b>12.81</b>	<b>3.63</b>
BOND FUNDS							
DoubleLine Core Fixed Income I	0.61	1.72	5.60	5.60	4.47	4.44	4.75
PGIM Total Return Bond R6	0.58	2.38	8.10	8.10	6.08	5.95	5.36
PIMCO Total Return Instl	0.31	1.06	8.88	8.88	5.54	4.86	4.19
Vanguard Short-Term Investment-Grade Adm	0.36	0.98	5.25	5.25	4.00	3.38	2.76
<b>BBgBarc US Agg Bond TR USD</b>	<b>0.14</b>	<b>0.67</b>	<b>7.51</b>	<b>7.51</b>	<b>5.34</b>	<b>4.44</b>	<b>3.84</b>
PIMCO High Yield Instl	1.52	5.45	5.34	5.34	5.69	7.32	6.17
<b>ICE BofA BB-B US HY Constnd TR USD</b>	<b>1.60</b>	<b>5.70</b>	<b>6.28</b>	<b>6.28</b>	<b>6.22</b>	<b>8.02</b>	<b>6.63</b>

Source: SEI Investments, Morningstar Investments

Returns less than one year are not annualized. Past performance is no indication of future results. The information presented has been obtained from sources believed to be accurate and reliable. Securities are not FDIC insured, have no bank guarantee and may lose value.



# ADMINISTRATIVE REVIEW

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- 1 Future contributions
- 2 Future disbursement requests/options
- 3 Agency's future actuarial valuation for GASB 45/75 compliance  
Next valuation measurement date: Up to date
- 4 GASB 75 updates – effective for fiscal years beginning after June 15, 2017
- 5 Investment Guidelines Document – Needed
- 6 Client funding policy
- 7 Client Feedback
- 8 GASB 74/75 Compliance
- 9 Employer Portal – Now Available



# EMPLOYER PORTAL

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**Public Agency Retirement Services (PARS) is pleased to announce the launch of our new employer portal for the IRC Section 115 Trust. Features include:**

- Latest monthly account balance
- Downloadable prior statements
- Transaction history
- Investment Performance

**To access this powerful new tool for account management, please provide:**

- Opt-In Addendum
- Agency Personnel Designation Form

[employer.pars.org](https://employer.pars.org)

# GASB COMPLIANCE

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- To assist our public agency clients with GASB compliance, PARS will be providing with the following:
  - An individual trust statement of each agency’s plan assets that shows a reconciliation of assets held at the beginning of the fiscal year through the end of the fiscal year, breaking out the appropriate plan contributions, benefit payments, expenses, and investment earnings
  - Year-end audited financial statements of the Trust as a whole including Schedule of Changes in Fiduciary Net Position by Employer completed by Clifton Larson Allen (CLA) that is intended to be compliant with GASB 67/68 requirements.
  - Supporting SOC 1-Type 2 report on the controls over the calculation and allocation of additions and deductions to employer accounts within the Trust
  - Investment allocation data and information on investment policies including target asset allocations and allowable asset class allocation ranges

## PARS DIVERSIFIED PORTFOLIOS CONSERVATIVE

Q4 2020

### WHY THE PARS DIVERSIFIED CONSERVATIVE PORTFOLIO?

#### Comprehensive Investment Solution

HighMark® Capital Management, Inc.'s (HighMark) diversified investment portfolios are designed to balance return expectations with risk tolerance. Key features include: sophisticated asset allocation and optimization techniques, four layers of diversification (asset class, style, manager, and security), access to rigorously screened, top tier money managers, flexible investment options, and experienced investment management.

#### Rigorous Manager Due Diligence

Our manager review committee utilizes a rigorous screening process that searches for investment managers and styles that have not only produced above-average returns within acceptable risk parameters, but have the resources and commitment to continue to deliver these results. We have set high standards for our investment managers and funds. This is a highly specialized, time consuming approach dedicated to one goal: competitive and consistent performance.

#### Flexible Investment Options

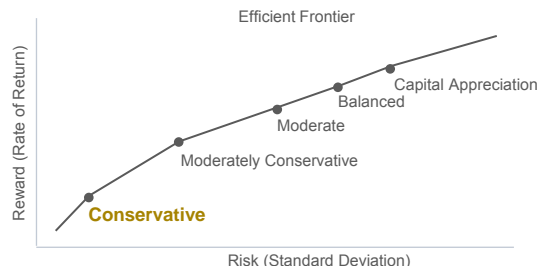
In order to meet the unique needs of our clients, we offer access to flexible implementation strategies: HighMark Plus utilizes actively managed mutual funds while Index Plus utilizes index-based securities, including exchange-traded funds. Both investment options leverage HighMark's active asset allocation approach.

#### Risk Management

The portfolio is constructed to control risk through four layers of diversification – asset classes (cash, fixed income, equity), investment styles (large cap, small cap, international, value, growth), managers and securities. Disciplined mutual fund selection and monitoring process helps to drive return potential while reducing portfolio risk.

### INVESTMENT OBJECTIVE

To provide a consistent level of inflation-protected income over the long-term. The major portion of the assets will be fixed income related. Equity securities are utilized to provide inflation protection.



### ASSET ALLOCATION — CONSERVATIVE PORTFOLIO

	Strategic Range	Policy	Tactical
Equity	5 – 20%	15%	15%
Fixed Income	60 – 95%	80%	84%
Cash	0 – 20%	5%	1%

### ANNUALIZED TOTAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

#### HighMark Plus Composite (Active)

Current Quarter*	3.90%
Blended Benchmark*,**	3.04%
Year To Date	9.03%
Blended Benchmark**	7.81%
1 Year	9.03%
Blended Benchmark**	7.81%
3 Year	6.10%
Blended Benchmark**	5.68%
5 Year	5.84%
Blended Benchmark**	5.24%
10 Year	4.75%
Blended Benchmark**	4.31%

#### Index Plus Composite (Passive)

Current Quarter*	3.07%
Blended Benchmark*,**	3.04%
Year To Date	8.56%
Blended Benchmark**	7.81%
1 Year	8.56%
Blended Benchmark**	7.81%
3 Year	5.83%
Blended Benchmark**	5.68%
5 Year	5.35%
Blended Benchmark**	5.24%
10 Year	4.43%
Blended Benchmark**	4.31%

\* Returns less than one year are not annualized. \*\*Breakdown for Blended Benchmark: From 10/1/2012 - Present: 7.5% S&P500, 1.5% Russell Mid Cap, 2.5% Russell 2000, 1% MSCI EM (net), 2% MSCI EAFE (net), 52.25% BBG Barclays US Agg, 25.75% ICE BofA 1-3 Yr US Corp/Govt, 2% ICE BofA US High Yield Master II, 0.5% Wishire REIT, and 5% FTSE 1 Mth US T-Bill. From 4/1/2007 – 9/30/2012, the blended benchmark was 12% S&P 500, 1% Russell 2000, 2% MSCI EAFE (net), 40% ICE BofA 1-3 Year Corp./Govt, 40% BBG Barclays US Agg, 5% FTSE 1 Mth US T-Bill. Prior to April 2007: the blended benchmark was 15% S&P 500, 40% ICE BofA 1-3Yr Corp/Govt, 40% BBG Barclays US Agg, and 5% FTSE 1 Mth US T-Bill.

### ANNUAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

#### HighMark Plus Composite (Active)

2008	-9.04%
2009	15.59%
2010	8.68%
2011	2.19%
2012	8.45%
2013	3.69%
2014	3.88%
2015	0.29%
2016	4.18%
2017	6.73%
2018	-1.35%
2019	11.05%
2020	9.03%

#### Index Plus Composite (Passive)

2008	-6.70%
2009	10.49%
2010	7.67%
2011	3.70%
2012	6.22%
2013	3.40%
2014	4.32%
2015	0.06%
2016	3.75%
2017	5.52%
2018	-1.09%
2019	10.37%
2020	8.56%

### PORTFOLIO FACTS

#### HighMark Plus (Active)

Composite Inception Date	07/2004
No of Holdings in Portfolio	20

#### Index Plus (Passive)

Composite Inception Date	07/2004
No of Holdings in Portfolio	13

## HOLDINGS

### HighMark Plus (Active)

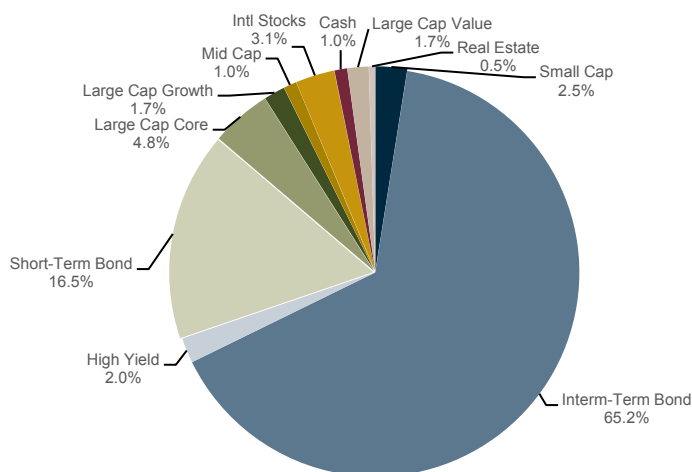
Columbia Contrarian Core I3  
Vanguard Growth & Income Adm  
Dodge & Cox Stock Fund  
iShares S&P 500 Value ETF  
Harbor Capital Appreciation - Retirement  
T. Rowe Price Growth Stock - I  
iShares Russell Mid-Cap ETF  
Vanguard Real Estate ETF  
Undiscovered Managers Behavioral Value-R6  
Victory RS Small Cap Growth - R6  
DFA Large Cap International Portfolio  
Dodge & Cox International Stock  
MFS International Growth - R6  
Hartford Schroders Emerging Markets Eq  
Vanguard Short-Term Invest-Grade Adm  
PIMCO High Yield Instl  
PIMCO Total Return Fund - Inst  
PGIM Total Return Bond - R6  
DoubleLine Core Fixed Income - I  
First American Government Obligations Z

### Index Plus (Passive)

iShares Core S&P 500 ETF  
iShares S&P 500 Value ETF  
iShares S&P 500 Growth ETF  
iShares Russell Mid-Cap ETF  
Vanguard Real Estate ETF  
iShares Russell 2000 Value ETF  
iShares Russell 2000 Growth ETF  
iShares Core MSCI EAFE ETF  
Vanguard FTSE Emerging Markets ETF  
Vanguard Short-Term Invest-Grade Adm  
iShares Core U.S. Aggregate  
SPDR® Blmbg Barclays High Yield Bond  
First American Government Obligations Z

*Holdings are subject to change at the discretion of the investment manager.*

## STYLE



The performance records shown represent size-weighted composites of tax exempt accounts that meet the following criteria: Accounts are managed by HighMark with full investment authority according to the PARS Conservative active and passive objectives.

The adviser to the PARS portfolios is US Bank, and HighMark serves as sub-adviser to US Bank to manage these portfolios. US Bank may charge clients as much as 0.60% annual management fee based on a sliding scale. US Bank pays HighMark 60% of the annual management fee for assets sub-advised by HighMark under its sub-advisory agreement with US Bank. The 0.36% paid to HighMark, as well as other expenses that may be incurred in the management of the portfolio, will reduce the portfolio's returns. Assuming an investment for five years, a 5% annual total return, and an annual sub-advisory fee rate of 0.36% deducted from the assets at market at the end of each year, a \$10 million initial value would grow to \$12.53 million after fees (Net-of-Fees) and \$12.76 million before fees (Gross-of-Fees). Gross returns are presented before management and custodial fees but after all trading expenses and reflect the reinvestment of dividends and other income. A client's return will be reduced by the advisory fees and other expenses it may incur as a client. Additional information regarding the firm's policies and procedures for calculating and reporting performance results is available upon request. Performance results are calculated and presented in U.S. dollars and do not reflect the deduction of investment advisory fees, custody fees, or taxes but do reflect the deduction of trading expenses. Returns are calculated based on trade-date accounting.

Blended benchmarks represent HighMark's strategic allocations between equity, fixed income, and cash and are rebalanced monthly. Benchmark returns do not reflect the deduction of advisory fees or other expenses of investing but assumes the reinvestment of dividends and other earnings. An investor cannot invest directly in an index. The unmanaged S&P 500 Index is representative of the performance of large companies in the U.S. stock market. The MSCI EAFE Index is a free float-adjusted market capitalization index designed to measure developed market equity performance, excluding the U.S. and Canada. The MSCI Emerging Markets Index is a free float-adjusted market capitalization index that is designed to measure equity market performance in the global emerging markets. The Russell Midcap Index measures the performance of the mid-cap segment of the U.S. equity universe. The Russell 2000 Index measures the performance of the small-cap segment of the U.S. equity universe. The ICE BofA US High Yield Master II Index tracks the performance of below investment grade U.S. dollar-denominated corporate bonds publicly issued in the U.S. domestic market. Wilshire REIT index measures U.S. publicly traded Real Estate Investment Trusts. The unmanaged Bloomberg Barclays U.S. Aggregate Bond Index is generally representative of the U.S. taxable bond market as a whole. The ICE BofA 1-3 Year U.S. Corporate & Government Index tracks the bond performance of the ICE BofA U.S. Corporate & Government Index, with a remaining term to final maturity less than 3 years. The unmanaged FTSE 1-Month U.S. Treasury Bill Index tracks the yield of the 1-month U.S. Treasury Bill.

HighMark Capital Management, Inc. (HighMark), an SEC-registered investment adviser, is a wholly owned subsidiary of MUFG Union Bank, N.A. (MUB). HighMark manages institutional separate account portfolios for a wide variety of for-profit and nonprofit organizations, public agencies, and public and private retirement plans. MUB, a subsidiary of MUFG Americas Holdings Corporation, provides certain accounts to HighMark and is compensated for these services. Past performance does not guarantee future results. Individual account management and construction will vary depending on each client's investment needs and objectives. Investments employing HighMark strategies are NOT insured by the FDIC or by any other Federal Government Agency, are NOT Bank deposits, are NOT guaranteed by the Bank or any Bank affiliate, and MAY lose value, including possible loss of principal.

## HIGHMARK CAPITAL MANAGEMENT

350 California Street  
Suite 1600  
San Francisco, CA 94104  
800-582-4734

### ABOUT THE ADVISER

HighMark® Capital Management, Inc. (HighMark) has 100 years (including predecessor organizations) of institutional money management experience with \$9.3 billion in assets under management and \$8.9 billion in assets under advisement\*. HighMark has a long term disciplined approach to money management and currently manages assets for a wide array of clients.

### ABOUT THE PORTFOLIO MANAGEMENT TEAM

#### Andrew Brown, CFA®

Senior Portfolio Manager  
Investment Experience: since 1994  
HighMark Tenure: since 1997  
Education: MBA, University of Southern California; BA, University of Southern California

#### Salvatore "Tory" Milazzo III, CFA®

Senior Portfolio Manager  
Investment Experience: since 2004  
HighMark Tenure: since 2014  
Education: BA, Colgate University

#### J. Keith Stribling, CFA®

Senior Portfolio Manager  
Investment Experience: since 1985  
HighMark Tenure: since 1995  
Education: BA, Stetson University

#### Christiane Tsuda

Senior Portfolio Manager  
Investment Experience: since 1987  
HighMark Tenure: since 2010  
Education: BA, International Christian University, Tokyo

#### Anne Wimmer, CFA®

Senior Portfolio Manager  
Investment Experience: since 1987  
HighMark Tenure: since 2007  
Education: BA, University of California, Santa Barbara

#### Randy Yurchak, CFA®

Senior Portfolio Manager  
Investment Experience: since 2002  
HighMark Tenure: since 2017  
Education: MBA, Arizona State University; BS, University of Washington

#### Asset Allocation Committee

Number of Members: 17  
Average Years of Experience: 25  
Average Tenure (Years): 13

#### Manager Review Group

Number of Members: 7  
Average Years of Experience: 17  
Average Tenure (Years): 8

\*Assets under management ("AUM") include assets for which HighMark provides continuous and regular supervisory and management services. Assets under advisement ("AUA") include assets for which HighMark provides certain investment advisory services (including, but not limited to, investment research and strategies) for client assets of its parent company, MUFG Union Bank, N.A.



## PARS DIVERSIFIED PORTFOLIOS MODERATELY CONSERVATIVE

Q4 2020

### WHY THE PARS DIVERSIFIED MODERATELY CONSERVATIVE PORTFOLIO?

#### Comprehensive Investment Solution

HighMark® Capital Management, Inc.'s (HighMark) diversified investment portfolios are designed to balance return expectations with risk tolerance. Key features include: sophisticated asset allocation and optimization techniques, four layers of diversification (asset class, style, manager, and security), access to rigorously screened, top tier money managers, flexible investment options, and experienced investment management.

#### Rigorous Manager Due Diligence

Our manager review committee utilizes a rigorous screening process that searches for investment managers and styles that have not only produced above-average returns within acceptable risk parameters, but have the resources and commitment to continue to deliver these results. We have set high standards for our investment managers and funds. This is a highly specialized, time consuming approach dedicated to one goal: competitive and consistent performance.

#### Flexible Investment Options

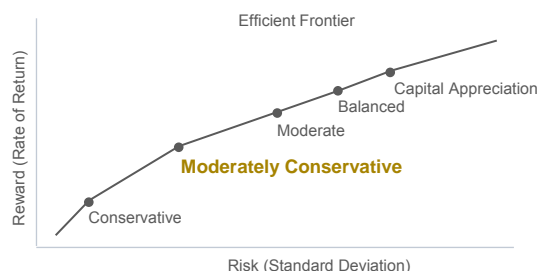
In order to meet the unique needs of our clients, we offer access to flexible implementation strategies: HighMark Plus utilizes actively managed mutual funds while Index Plus utilizes index-based securities, including exchange-traded funds. Both investment options leverage HighMark's active asset allocation approach.

#### Risk Management

The portfolio is constructed to control risk through four layers of diversification – asset classes (cash, fixed income, equity), investment styles (large cap, small cap, international, value, growth), managers and securities. Disciplined mutual fund selection and monitoring process helps to drive return potential while reducing portfolio risk.

### INVESTMENT OBJECTIVE

To provide current income, with capital appreciation as a secondary objective. The major portion of the assets is committed to income-producing securities. Market fluctuations should be expected.



### ASSET ALLOCATION — MODERATELY CONSERVATIVE PORTFOLIO

	Strategic Range	Policy	Tactical
Equity	20 - 40%	30%	31%
Fixed Income	50 - 80%	65%	68%
Cash	0 - 20%	5%	1%

### ANNUALIZED TOTAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

HighMark Plus Composite (Active)		Index Plus Composite (Passive)	
Current Quarter*	6.26%	Current Quarter*	5.17%
Blended Benchmark**, **	5.40%	Blended Benchmark**, **	5.40%
Year To Date	10.76%	Year To Date	9.74%
Blended Benchmark**	9.90%	Blended Benchmark**	9.90%
1 Year	10.76%	1 Year	9.74%
Blended Benchmark**	9.90%	Blended Benchmark**	9.90%
3 Year	7.06%	3 Year	6.76%
Blended Benchmark**	6.98%	Blended Benchmark**	6.98%
5 Year	7.12%	5 Year	6.76%
Blended Benchmark**	6.89%	Blended Benchmark**	6.89%
10 Year	5.99%	10 Year	5.70%
Blended Benchmark**	5.85%	Blended Benchmark**	5.85%

\* Returns less than one year are not annualized. \*\*Breakdown for Blended Benchmark: From 10/1/2012 - Present: 15.5% S&P500, 3% Russell Mid Cap, 4.5% Russell 2000, 2% MSCI EM (net), 4% MSCI EAFE (net), 49.25% BBG Barclays US Agg, 14% ICE BofA 1-3 Yr US Corp/Gov't, 1.75% ICE BofA US High Yield Master II, 1% Wilshire REIT, and 5% FTSE 1 Mth US T-Bill. From 4/1/2007 - 9/30/2012: the blended benchmark was 25% S&P 500; 1.5% Russell 2000, 3.5% MSCI EAFE (net), 25% ICE BofA 1-3 Year Corp./Gov't, 40% BBG Barclays US Agg, 5% FTSE 1 Mth US T-Bill. Prior to April 2007, the blended benchmark was 30% S&P 500, 25% ICE BofA 1-3Yr Corp/Gov, 40% BBG Barclays US Agg, and 5% FTSE 1 Mth US T-Bill.

### ANNUAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

HighMark Plus Composite (Active)		Index Plus Composite (Passive)	
2008	-15.37%	2008	-12.40%
2009	18.71%	2009	11.92%
2010	10.46%	2010	9.72%
2011	1.75%	2011	3.24%
2012	10.88%	2012	8.24%
2013	7.30%	2013	6.78%
2014	4.41%	2014	5.40%
2015	0.32%	2015	-0.18%
2016	4.94%	2016	5.42%
2017	9.56%	2017	8.08%
2018	-2.60%	2018	-2.33%
2019	13.73%	2019	13.53%
2020	10.76%	2020	9.74%

### PORTFOLIO FACTS

HighMark Plus (Active)		Index Plus (Passive)	
Composite Inception Date	08/2004	Composite Inception Date	05/2005
No of Holdings in Portfolio	20	No of Holdings in Portfolio	13

## HOLDINGS

### HighMark Plus (Active)

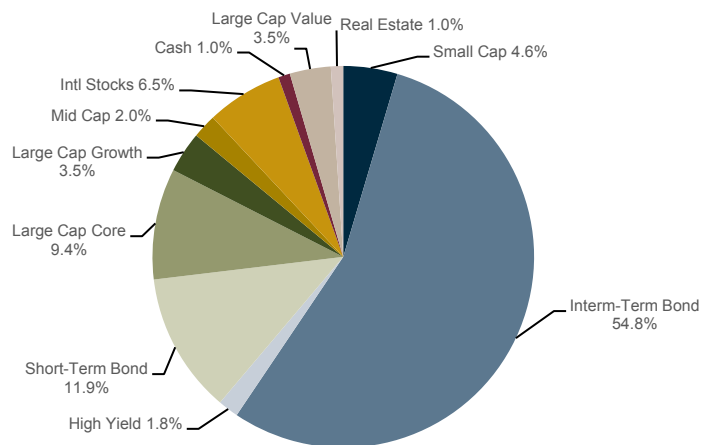
Columbia Contrarian Core I3  
 Vanguard Growth & Income Adm  
 Dodge & Cox Stock Fund  
 iShares S&P 500 Value ETF  
 Harbor Capital Appreciation - Retirement  
 T. Rowe Price Growth Stock - I  
 iShares Russell Mid-Cap ETF  
 Vanguard Real Estate ETF  
 Undiscovered Managers Behavioral Value-R6  
 Victory RS Small Cap Growth - R6  
 DFA Large Cap International Portfolio  
 Dodge & Cox International Stock  
 MFS International Growth - R6  
 Hartford Schroders Emerging Markets Eq  
 Vanguard Short-Term Invest-Grade Adm  
 PIMCO High Yield Instl  
 PIMCO Total Return Fund - Inst  
 PGIM Total Return Bond - R6  
 DoubleLine Core Fixed Income - I  
 First American Government Obligations Z

### Index Plus (Passive)

iShares Core S&P 500 ETF  
 iShares S&P 500 Value ETF  
 iShares S&P 500 Growth ETF  
 iShares Russell Mid-Cap ETF  
 Vanguard Real Estate ETF  
 iShares Russell 2000 Value ETF  
 iShares Russell 2000 Growth ETF  
 iShares Core MSCI EAFE ETF  
 Vanguard FTSE Emerging Markets ETF  
 Vanguard Short-Term Invest-Grade Adm  
 iShares Core U.S. Aggregate  
 SPDR® Blmbg Barclays High Yield Bond  
 First American Government Obligations Z

*Holdings are subject to change at the discretion of the investment manager.*

## STYLE



The performance records shown represent a size-weighted composite of tax exempt accounts that meet the following criteria: Accounts are managed by HighMark with full investment authority according to the PARS Moderately Conservative active and passive objectives.

The adviser to the PARS portfolios is US Bank, and HighMark serves as sub-adviser to US Bank to manage these portfolios. US Bank may charge clients as much as 0.60% annual management fee based on a sliding scale. US Bank pays HighMark 60% of the annual management fee for assets sub-advised by HighMark under its sub-advisory agreement with US Bank. The 0.36% paid to HighMark, as well as other expenses that may be incurred in the management of the portfolio, will reduce the portfolio's returns. Assuming an investment for five years, a 5% annual total return, and an annual sub-advisory fee rate of 0.36% deducted from the assets at market at the end of each year, a \$10 million initial value would grow to \$12.53 million after fees (Net-of-Fees) and \$12.76 million before fees (Gross-of-Fees). Gross returns are presented before management and custodial fees but after all trading expenses and reflect the reinvestment of dividends and other income. A client's return will be reduced by the advisory fees and other expenses it may incur as a client. Additional information regarding the firm's policies and procedures for calculating and reporting performance results is available upon request. Performance results are calculated and presented in U.S. dollars and do not reflect the deduction of investment advisory fees, custody fees, or taxes but do reflect the deduction of trading expenses. Returns are calculated based on trade-date accounting.

Blended benchmarks represent HighMark's strategic allocations between equity, fixed income, and cash and are rebalanced monthly. Benchmark returns do not reflect the deduction of advisory fees or other expenses of investing but assumes the reinvestment of dividends and other earnings. An investor cannot invest directly in an index. The unmanaged S&P 500 Index is representative of the performance of large companies in the U.S. stock market. The MSCI EAFE Index is a free float-adjusted market capitalization index designed to measure developed market equity performance, excluding the U.S. and Canada. The MSCI Emerging Markets Index is a free float-adjusted market capitalization index that is designed to measure equity market performance in the global emerging markets. The Russell Midcap Index measures the performance of the mid-cap segment of the U.S. equity universe. The Russell 2000 Index measures the performance of the small-cap segment of the U.S. equity universe. The ICE BofA US High Yield Master II Index tracks the performance of below investment grade U.S. dollar-denominated corporate bonds publicly issued in the U.S. domestic market. Wilshire REIT index measures U.S. publicly traded Real Estate Investment Trusts. The unmanaged Bloomberg Barclays U.S. Aggregate Bond Index is generally representative of the U.S. taxable bond market as a whole. The ICE BofA 1-3 Year U.S. Corporate & Government Index tracks the bond performance of the ICE BofA U.S. Corporate & Government Index, with a remaining term to final maturity less than 3 years. The unmanaged FTSE 1-Month U.S. Treasury Bill Index tracks the yield of the 1-month U.S. Treasury Bill.

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## HIGHMARK CAPITAL MANAGEMENT

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 800-582-4734

### ABOUT THE ADVISER

HighMark® Capital Management, Inc. (HighMark) has 100 years (including predecessor organizations) of institutional money management experience with \$9.3 billion in assets under management and \$8.9 billion in assets under advisement\*. HighMark has a long term disciplined approach to money management and currently manages assets for a wide array of clients.

### ABOUT THE PORTFOLIO MANAGEMENT TEAM

#### Andrew Brown, CFA®

Senior Portfolio Manager  
 Investment Experience: since 1994  
 HighMark Tenure: since 1997  
 Education: MBA, University of Southern California; BA, University of Southern California

#### Salvatore "Tory" Milazzo III, CFA®

Senior Portfolio Manager  
 Investment Experience: since 2004  
 HighMark Tenure: since 2014  
 Education: BA, Colgate University

#### J. Keith Stribling, CFA®

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 Education: BA, Stetson University

#### Christiane Tsuda

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 Investment Experience: since 1987  
 HighMark Tenure: since 2010  
 Education: BA, International Christian University, Tokyo

#### Anne Wimmer, CFA®

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 Investment Experience: since 1987  
 HighMark Tenure: since 2007  
 Education: BA, University of California, Santa Barbara

#### Randy Yurchak, CFA®

Senior Portfolio Manager  
 Investment Experience: since 2002  
 HighMark Tenure: since 2017  
 Education: MBA, Arizona State University; BS, University of Washington

#### Asset Allocation Committee

Number of Members: 17  
 Average Years of Experience: 25  
 Average Tenure (Years): 13

#### Manager Review Group

Number of Members: 7  
 Average Years of Experience: 17  
 Average Tenure (Years): 8

\*Assets under management ("AUM") include assets for which HighMark provides continuous and regular supervisory and management services. Assets under advisement ("AUA") include assets for which HighMark provides certain investment advisory services (including, but not limited to, investment research and strategies) for client assets of its parent company, MUFJ Union Bank, N.A.

## WHY THE PARS DIVERSIFIED MODERATE PORTFOLIO?

### Comprehensive Investment Solution

HighMark® Capital Management, Inc.'s (HighMark) diversified investment portfolios are designed to balance return expectations with risk tolerance. Key features include: sophisticated asset allocation and optimization techniques, four layers of diversification (asset class, style, manager, and security), access to rigorously screened, top tier money managers, flexible investment options, and experienced investment management.

### Rigorous Manager Due Diligence

Our manager review committee utilizes a rigorous screening process that searches for investment managers and styles that have not only produced above-average returns within acceptable risk parameters, but have the resources and commitment to continue to deliver these results. We have set high standards for our investment managers and funds. This is a highly specialized, time consuming approach dedicated to one goal: competitive and consistent performance.

### Flexible Investment Options

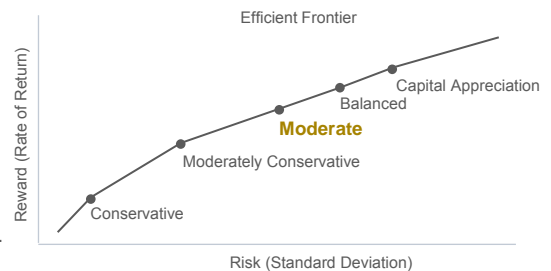
In order to meet the unique needs of our clients, we offer access to flexible implementation strategies: HighMark Plus utilizes actively managed mutual funds while Index Plus utilizes index-based securities, including exchange-traded funds. Both investment options leverage HighMark's active asset allocation approach.

### Risk Management

The portfolio is constructed to control risk through four layers of diversification – asset classes (cash, fixed income, equity), investment styles (large cap, small cap, international, value, growth), managers and securities. Disciplined mutual fund selection and monitoring process helps to drive return potential while reducing portfolio risk.

## INVESTMENT OBJECTIVE

To provide current income and moderate capital appreciation. It is expected that dividend and interest income will comprise a significant portion of total return, although growth through capital appreciation is equally important.



## ASSET ALLOCATION — MODERATE PORTFOLIO

	Strategic Range	Policy	Tactical
Equity	40 - 60%	50%	51%
Fixed Income	40 - 60%	45%	48%
Cash	0 - 20%	5%	1%

## ANNUALIZED TOTAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

### HighMark Plus Composite (Active)

Current Quarter*	9.38%
Blended Benchmark*,**	8.56%
Year To Date	12.92%
Blended Benchmark**	12.02%
1 Year	12.92%
Blended Benchmark**	12.02%
3 Year	8.45%
Blended Benchmark**	8.39%
5 Year	8.98%
Blended Benchmark**	8.84%
10 Year	7.49%
Blended Benchmark**	7.68%

### Index Plus Composite (Passive)

Current Quarter*	8.08%
Blended Benchmark*,**	8.56%
Year To Date	11.23%
Blended Benchmark**	12.02%
1 Year	11.23%
Blended Benchmark**	12.02%
3 Year	7.85%
Blended Benchmark**	8.39%
5 Year	8.46%
Blended Benchmark**	8.84%
10 Year	7.28%
Blended Benchmark**	7.68%

\* Returns less than one year are not annualized. \*\*Breakdown for Blended Benchmark: From 10/1/2012 – Present: 26.5% S&P500, 5% Russell Mid Cap, 7.5% Russell 2000, 3.25% MSCI EM (net), 6% MSCI EAFE (net), 33.50% BBG Barclays US Agg, 10% ICE BofA 1-3 Yr US Corp/Govt, 1.50% ICE BofA US High Yield Master II, 1.75% Wilshire REIT, and 5% FTSE 1 Mth US T-Bill. From 4/1/2007 – 9/30/2012: the blended benchmark was 43% S&P 500; 2% Russell 2000, 5% MSCI EAFE (net), 15% ICE BofA 1-3 Year Corp./Govt, 30% BBG Barclays US Agg, 5% FTSE 1 Mth US T-Bill. Prior to April 2007: the blended benchmark was 50% S&P 500, 15% ICE BofA 1-3Yr Corp/Govt, 30% BBG Barclays US Agg, and 5% FTSE 1 Mth US T-Bill.

## ANNUAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

### HighMark Plus Composite (Active)

2008	-22.88%
2009	21.47%
2010	12.42%
2011	0.55%
2012	12.25%
2013	13.06%
2014	4.84%
2015	0.14%
2016	6.45%
2017	13.19%
2018	-4.03%
2019	17.71%
2020	12.92%

### Index Plus Composite (Passive)

2008	-18.14%
2009	16.05%
2010	11.77%
2011	2.29%
2012	10.91%
2013	12.79%
2014	5.72%
2015	-0.52%
2016	7.23%
2017	11.59%
2018	-4.03%
2019	17.52%
2020	11.23%

## PORTFOLIO FACTS

### HighMark Plus (Active)

Composite Inception Date	10/2004
No of Holdings in Portfolio	20

### Index Plus (Passive)

Composite Inception Date	05/2006
No of Holdings in Portfolio	13



## HOLDINGS

### HighMark Plus (Active)

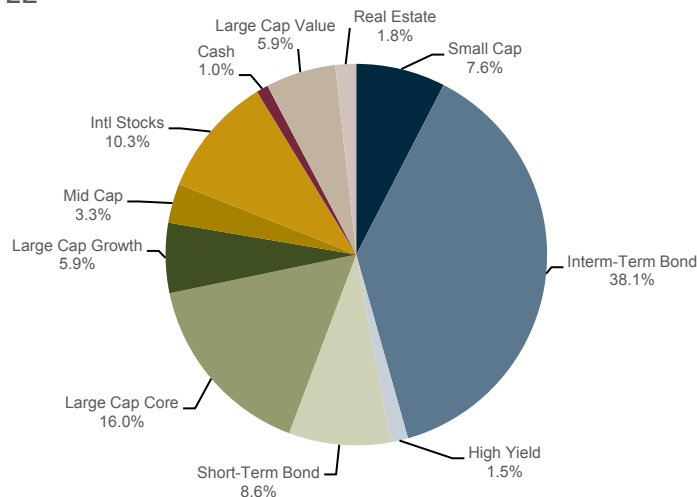
Columbia Contrarian Core I3  
Vanguard Growth & Income Adm  
Dodge & Cox Stock Fund  
iShares S&P 500 Value ETF  
Harbor Capital Appreciation - Retirement  
T. Rowe Price Growth Stock - I  
iShares Russell Mid-Cap ETF  
Vanguard Real Estate ETF  
Undiscovered Managers Behavioral Value-R6  
Victory RS Small Cap Growth - R6  
DFA Large Cap International Portfolio  
Dodge & Cox International Stock  
MFS International Growth - R6  
Hartford Schroders Emerging Markets Eq  
Vanguard Short-Term Invest-Grade Adm  
PIMCO High Yield Instl  
PIMCO Total Return Fund - Inst  
PGIM Total Return Bond - R6  
DoubleLine Core Fixed Income - I  
First American Government Obligations Z

### Index Plus (Passive)

iShares Core S&P 500 ETF  
iShares S&P 500 Value ETF  
iShares S&P 500 Growth ETF  
iShares Russell Mid-Cap ETF  
Vanguard Real Estate ETF  
iShares Russell 2000 Value ETF  
iShares Russell 2000 Growth ETF  
iShares Core MSCI EAFE ETF  
Vanguard FTSE Emerging Markets ETF  
Vanguard Short-Term Invest-Grade Adm  
iShares Core U.S. Aggregate  
SPDR® Blmbg Barclays High Yield Bond  
First American Government Obligations Z

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## STYLE



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Senior Portfolio Manager  
Investment Experience: since 1994  
HighMark Tenure: since 1997  
Education: MBA, University of Southern California; BA, University of Southern California

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#### Asset Allocation Committee

Number of Members: 17  
Average Years of Experience: 25  
Average Tenure (Years): 13

#### Manager Review Group

Number of Members: 7  
Average Years of Experience: 17  
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**PARS DIVERSIFIED PORTFOLIOS**  
**BALANCED**

Q4 2020

**WHY THE PARS DIVERSIFIED BALANCED PORTFOLIO?**

**Comprehensive Investment Solution**

HighMark® Capital Management, Inc.'s (HighMark) diversified investment portfolios are designed to balance return expectations with risk tolerance. Key features include: sophisticated asset allocation and optimization techniques, four layers of diversification (asset class, style, manager, and security), access to rigorously screened, top tier money managers, flexible investment options, and experienced investment management.

**Rigorous Manager Due Diligence**

Our manager review committee utilizes a rigorous screening process that searches for investment managers and styles that have not only produced above-average returns within acceptable risk parameters, but have the resources and commitment to continue to deliver these results. We have set high standards for our investment managers and funds. This is a highly specialized, time consuming approach dedicated to one goal: competitive and consistent performance.

**Flexible Investment Options**

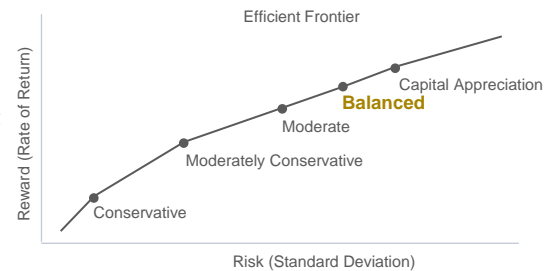
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The portfolio is constructed to control risk through four layers of diversification – asset classes (cash, fixed income, equity), investment styles (large cap, small cap, international, value, growth), managers and securities. Disciplined mutual fund selection and monitoring process helps to drive return potential while reducing portfolio risk.

**INVESTMENT OBJECTIVE**

To provide growth of principal and income. While dividend and interest income are an important component of the objective's total return, it is expected that capital appreciation will comprise a larger portion of the total return.



**ASSET ALLOCATION — BALANCED PORTFOLIO**

	Strategic Range	Policy	Tactical
Equity	50 – 70%	60%	61%
Fixed Income	30 – 50%	35%	38%
Cash	0 – 20%	5%	1%

(Gross of Investment Management Fees, but Net of Embedded Fund Fees)

**ANNUALIZED TOTAL RETURNS**

HighMark Plus Composite (Active)		Index Plus Composite (Passive)	
Current Quarter*	11.09%	Current Quarter*	9.52%
Blended Benchmark*, **	10.16%	Blended Benchmark*, **	10.16%
Year To Date	14.06%	Year To Date	12.07%
Blended Benchmark**	13.08%	Blended Benchmark**	13.08%
1 Year	14.06%	1 Year	12.07%
Blended Benchmark**	13.08%	Blended Benchmark**	13.08%
3 Year	9.15%	3 Year	8.37%
Blended Benchmark**	9.08%	Blended Benchmark**	9.08%
5 Year	9.90%	5 Year	9.33%
Blended Benchmark**	9.81%	Blended Benchmark**	9.81%
10 Year	8.24%	10 Year	8.01%
Blended Benchmark**	8.63%	Blended Benchmark**	8.63%

\* Returns less than one year are not annualized. \*\*Breakdown for Blended Benchmark: From 10/1/2012 – Present: 32% S&P500, 6% Russell Mid Cap, 9% Russell 2000, 4% MSCI EM (net), 7% MSCI EAFE (net), 27% BBG Barclays US Agg, 6.75% ICE BofA 1-3 Yr US Corp/Gov't, 1.25% ICE BofA US High Yield Master II, 2% Wilshire REIT, and 5% FTSE 1 Mth US T-Bill. From 4/1/2007 – 9/30/2012: the blended benchmark was 51% S&P 500; 3% Russell 2000, 6% MSCI EAFE (net), 5% ICE BofA 1-3 Year Corp/Gov't, 30% BBG Barclays US Agg, 5% FTSE 1 Mth US T-Bill. Prior to April 2007: the blended benchmark was 60% S&P 500, 5% ICE BofA 1-3Yr Corp/Gov, 30% BBG Barclays US Agg, and 5% FTSE 1 Mth US T-Bill.

**ANNUAL RETURNS**

(Gross of Investment Management Fees, but Net of Embedded Fund Fees)

HighMark Plus Composite (Active)		Index Plus Composite (Passive)	
2008	-25.72%	2008	-23.22%
2009	21.36%	2009	17.62%
2010	14.11%	2010	12.76%
2011	-0.46%	2011	1.60%
2012	13.25%	2012	11.93%
2013	16.61%	2013	15.63%
2014	4.70%	2014	6.08%
2015	0.04%	2015	-0.81%
2016	6.81%	2016	8.25%
2017	15.46%	2017	13.39%
2018	-4.88%	2018	-5.05%
2019	19.85%	2019	19.59%
2020	14.06%	2020	12.07%

**PORTFOLIO FACTS**

HighMark Plus (Active)		Index Plus (Passive)	
Composite Inception Date	10/2006	Composite Inception Date	10/2007
No of Holdings in Portfolio	20	No of Holdings in Portfolio	13

## HOLDINGS

### HighMark Plus (Active)

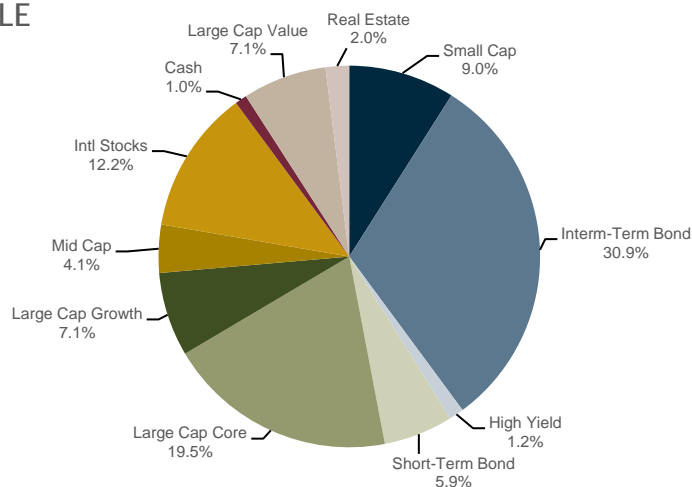
Columbia Contrarian Core I3  
 Vanguard Growth & Income Adm  
 Dodge & Cox Stock Fund  
 iShares S&P 500 Value ETF  
 Harbor Capital Appreciation - Retirement  
 T. Rowe Price Growth Stock - I  
 iShares Russell Mid-Cap ETF  
 Vanguard Real Estate ETF  
 Undiscovered Managers Behavioral Value-R6  
 Victory RS Small Cap Growth - R6  
 DFA Large Cap International Portfolio  
 Dodge & Cox International Stock  
 MFS International Growth - R6  
 Hartford Schroders Emerging Markets Eq  
 Vanguard Short-Term Invest-Grade Adm  
 PIMCO High Yield Instl  
 PIMCO Total Return Fund - Inst  
 PGIM Total Return Bond - R6  
 DoubleLine Core Fixed Income - I  
 First American Government Obligations Z

### Index Plus (Passive)

iShares Core S&P 500 ETF  
 iShares S&P 500 Value ETF  
 iShares S&P 500 Growth ETF  
 iShares Russell Mid-Cap ETF  
 Vanguard Real Estate ETF  
 iShares Russell 2000 Value ETF  
 iShares Russell 2000 Growth ETF  
 iShares Core MSCI EAFE ETF  
 Vanguard FTSE Emerging Markets ETF  
 Vanguard Short-Term Invest-Grade Adm  
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## STYLE



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Senior Portfolio Manager  
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 HighMark Tenure: since 2007  
 Education: BA, University of California, Santa Barbara

#### Randy Yurchak, CFA®

Senior Portfolio Manager  
 Investment Experience: since 2002  
 HighMark Tenure: since 2017  
 Education: MBA, Arizona State University; BS, University of Washington

#### Asset Allocation Committee

Number of Members: 17  
 Average Years of Experience: 25  
 Average Tenure (Years): 13

#### Manager Review Group

Number of Members: 7  
 Average Years of Experience: 17  
 Average Tenure (Years): 8

\*Assets under management ("AUM") include assets for which HighMark provides continuous and regular supervisory and management services. Assets under advisement ("AUA") include assets for which HighMark provides certain investment advisory services (including, but not limited to, investment research and strategies) for client assets of its parent company, MUFG Union Bank, N.A.

## PARS DIVERSIFIED PORTFOLIOS CAPITAL APPRECIATION

Q4 2020

### WHY THE PARS DIVERSIFIED CAPITAL APPRECIATION PORTFOLIO?

#### Comprehensive Investment Solution

HighMark® Capital Management, Inc.'s (HighMark) diversified investment portfolios are designed to balance return expectations with risk tolerance. Key features include: sophisticated asset allocation and optimization techniques, four layers of diversification (asset class, style, manager, and security), access to rigorously screened, top tier money managers, flexible investment options, and experienced investment management.

#### Rigorous Manager Due Diligence

Our manager review committee utilizes a rigorous screening process that searches for investment managers and styles that have not only produced above-average returns within acceptable risk parameters, but have the resources and commitment to continue to deliver these results. We have set high standards for our investment managers and funds. This is a highly specialized, time consuming approach dedicated to one goal: competitive and consistent performance.

#### Flexible Investment Options

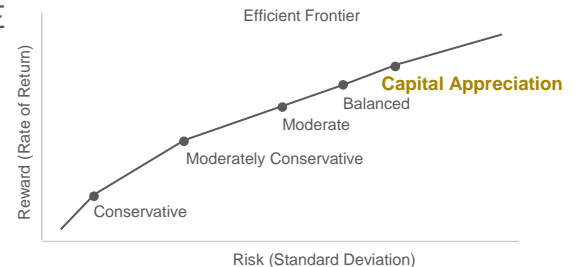
In order to meet the unique needs of our clients, we offer access to flexible implementation strategies: HighMark Plus utilizes actively managed mutual funds while Index Plus utilizes index-based securities, including exchange-traded funds. Both investment options leverage HighMark's active asset allocation approach.

#### Risk Management

The portfolio is constructed to control risk through four layers of diversification – asset classes (cash, fixed income, equity), investment styles (large cap, small cap, international, value, growth), managers and securities. Disciplined mutual fund selection and monitoring process helps to drive return potential while reducing portfolio risk.

### INVESTMENT OBJECTIVE

To provide growth of principal. The major portion of the assets are invested in equity securities and market fluctuations are expected.



### ASSET ALLOCATION — CAPITAL APPRECIATION PORTFOLIO

	Strategic Range	Policy	Tactical
Equity	65 - 85%	75%	76%
Fixed Income	10 - 30%	20%	23%
Cash	0 - 20%	5%	1%

### ANNUALIZED TOTAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

#### Consolidated Composite

Current Quarter*	12.77%
Blended Benchmark*, **	12.52%
Year To Date	14.50%
Blended Benchmark**	14.38%
1 Year	14.50%
Blended Benchmark**	14.38%
3 Year	9.76%
Blended Benchmark**	9.88%
5 Year	10.92%
Blended Benchmark**	11.12%
10 Year	9.15%
Blended Benchmark**	9.50%

\* Returns less than one year are not annualized. \*\*Breakdown for Blended Benchmark: 39.5% S&P500, 7.5% Russell Mid Cap, 10.5% Russell 2000, 5.25% MSCI EM (net), 10.25% MSCI EAFE (net), 16% BBG Barclays US Agg, 3% ICE BofA 1-3 Yr US Corp/Govt, 1% ICE BofA US High Yield Master II, 2% Wilshire REIT, and 5% FTSE 1 Mth US T-Bill.

### ANNUAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

#### Consolidated Composite

2008	N/A
2009	23.77%
2010	12.95%
2011	-1.35%
2012	13.87%
2013	20.33%
2014	6.05%
2015	-0.27%
2016	8.81%
2017	16.72%
2018	-5.82%
2019	22.62%
2020	14.50%

### PORTFOLIO FACTS

#### Consolidated Composite

Composite Inception Date	01/2009
No of Holdings in Portfolio	20



## HOLDINGS

### HighMark Plus (Active)

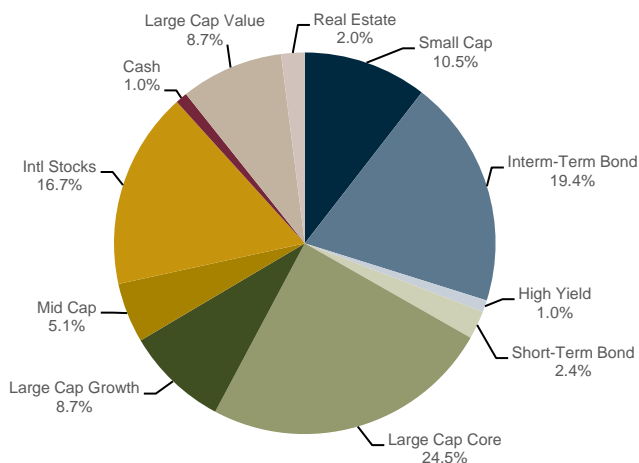
Columbia Contrarian Core I3  
Vanguard Growth & Income Adm  
Dodge & Cox Stock Fund  
iShares S&P 500 Value ETF  
Harbor Capital Appreciation – Retirement  
T. Rowe Price Growth Stock - I  
iShares Russell Mid-Cap ETF  
Vanguard Real Estate ETF  
Undiscovered Managers Behavioral Value-R6  
Victory RS Small Cap Growth - R6  
DFA Large Cap International Portfolio  
Dodge & Cox International Stock  
MFS International Growth - R6  
Hartford Schroders Emerging Markets Eq  
Vanguard Short-Term Invest-Grade Adm  
PIMCO High Yield Instl  
PIMCO Total Return Fund - Inst  
PGIM Total Return Bond - R6  
DoubleLine Core Fixed Income - I  
First American Government Obligations Z

### Index Plus (Passive)

iShares Core S&P 500 ETF  
iShares S&P 500 Value ETF  
iShares S&P 500 Growth ETF  
iShares Russell Mid-Cap ETF  
Vanguard Real Estate ETF  
iShares Russell 2000 Value ETF  
iShares Russell 2000 Growth ETF  
iShares Core MSCI EAFE ETF  
Vanguard FTSE Emerging Markets ETF  
Vanguard Short-Term Invest-Grade Adm  
iShares Core U.S. Aggregate  
SPDR® Blmbg Barclays High Yield Bond  
First American Government Obligations Z

*Holdings are subject to change at the discretion of the investment manager.*

## STYLE



The performance records shown represent a size-weighted composite of tax exempt accounts that meet the following criteria: Accounts are managed by HighMark with full investment authority according to the PARS Capital Appreciation active and passive objectives.

The adviser to the PARS portfolios is US Bank, and HighMark serves as sub-adviser to US Bank to manage these portfolios. US Bank may charge clients as much as 0.60% annual management fee based on a sliding scale. US Bank pays HighMark 60% of the annual management fee for assets sub-advised by HighMark under its sub-advisory agreement with US Bank. The 0.36% paid to HighMark, as well as other expenses that may be incurred in the management of the portfolio, will reduce the portfolio's returns. Assuming an investment for five years, a 5% annual total return, and an annual sub-advisory fee rate of 0.36% deducted from the assets at market at the end of each year, a \$10 million initial value would grow to \$12.53 million after fees (Net-of-Fees) and \$12.76 million before fees (Gross-of-Fees). Gross returns are presented before management and custodial fees but after all trading expenses and reflect the reinvestment of dividends and other income. A client's return will be reduced by the advisory fees and other expenses it may incur as a client. Additional information regarding the firm's policies and procedures for calculating and reporting performance results is available upon request. Performance results are calculated and presented in U.S. dollars and do not reflect the deduction of investment advisory fees, custody fees, or taxes but do reflect the deduction of trading expenses. Returns are calculated based on trade-date accounting.

Blended benchmarks represent HighMark's strategic allocations between equity, fixed income, and cash and are rebalanced monthly. Benchmark returns do not reflect the deduction of advisory fees or other expenses of investing but assumes the reinvestment of dividends and other earnings. An investor cannot invest directly in an index. The unmanaged S&P 500 Index is representative of the performance of large companies in the U.S. stock market. The MSCI EAFE Index is a free float-adjusted market capitalization index designed to measure developed market equity performance, excluding the U.S. and Canada. The MSCI Emerging Markets Index is a free float-adjusted market capitalization index that is designed to measure equity market performance in the global emerging markets. The Russell Midcap Index measures the performance of the mid-cap segment of the U.S. equity universe. The Russell 2000 Index measures the performance of the small-cap segment of the U.S. equity universe. The ICE BofA US High Yield Master II Index tracks the performance of below investment grade U.S. dollar-denominated corporate bonds publicly issued in the U.S. domestic market. Wilshire REIT index measures U.S. publicly traded Real Estate Investment Trusts. The unmanaged Bloomberg Barclays U.S. Aggregate Bond Index is generally representative of the U.S. taxable bond market as a whole. The ICE BofA 1-3 Year U.S. Corporate & Government Index tracks the bond performance of the ICE BofA U.S. Corporate & Government Index, with a remaining term to final maturity less than 3 years. The unmanaged FTSE 1-Month U.S. Treasury Bill Index tracks the yield of the 1-month U.S. Treasury Bill.

HighMark Capital Management, Inc. (HighMark), an SEC-registered investment adviser, is a wholly owned subsidiary of MUFJ Union Bank, N.A. (MUB). HighMark manages institutional separate account portfolios for a wide variety of for-profit and nonprofit organizations, public agencies, and public and private retirement plans. MUB, a subsidiary of MUFJ Americas Holdings Corporation, provides certain services to HighMark and is compensated for these services. Past performance does not guarantee future results. Individual account management and construction will vary depending on each client's investment needs and objectives. **Investments employing HighMark strategies are NOT insured by the FDIC or by any other Federal Government Agency, are NOT Bank deposits, are NOT guaranteed by the Bank or any Bank affiliate, and MAY lose value, including possible loss of principal.**

## HIGHMARK CAPITAL MANAGEMENT

350 California Street  
Suite 1600  
San Francisco, CA 94104  
800-582-4734

### ABOUT THE ADVISER

HighMark® Capital Management, Inc. (HighMark) has 100 years (including predecessor organizations) of institutional money management experience with \$9.3 billion in assets under management and \$8.9 billion in assets under advisement\*. HighMark has a long term disciplined approach to money management and currently manages assets for a wide array of clients.

### ABOUT THE PORTFOLIO MANAGEMENT TEAM

#### Andrew Brown, CFA®

Senior Portfolio Manager  
Investment Experience: since 1994  
HighMark Tenure: since 1997  
Education: MBA, University of Southern California; BA, University of Southern California

#### Salvatore "Tory" Milazzo III, CFA®

Senior Portfolio Manager  
Investment Experience: since 2004  
HighMark Tenure: since 2014  
Education: BA, Colgate University

#### J. Keith Stribling, CFA®

Senior Portfolio Manager  
Investment Experience: since 1985  
HighMark Tenure: since 1995  
Education: BA, Stetson University

#### Christiane Tsuda

Senior Portfolio Manager  
Investment Experience: since 1987  
HighMark Tenure: since 2010  
Education: BA, International Christian University, Tokyo

#### Anne Wimmer, CFA®

Senior Portfolio Manager  
Investment Experience: since 1987  
HighMark Tenure: since 2007  
Education: BA, University of California, Santa Barbara

#### Randy Yurchak, CFA®

Senior Portfolio Manager  
Investment Experience: since 2002  
HighMark Tenure: since 2017  
Education: MBA, Arizona State University; BS, University of Washington

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# City of Solana Beach

*Period Ending December 31, 2020*

CHANDLER ASSET MANAGEMENT, INC. | 800.317.4747 | [www.chandlerasset.com](http://www.chandlerasset.com)

**SECTION 1**

**Economic Update**

**SECTION 2**

**Account Profile**

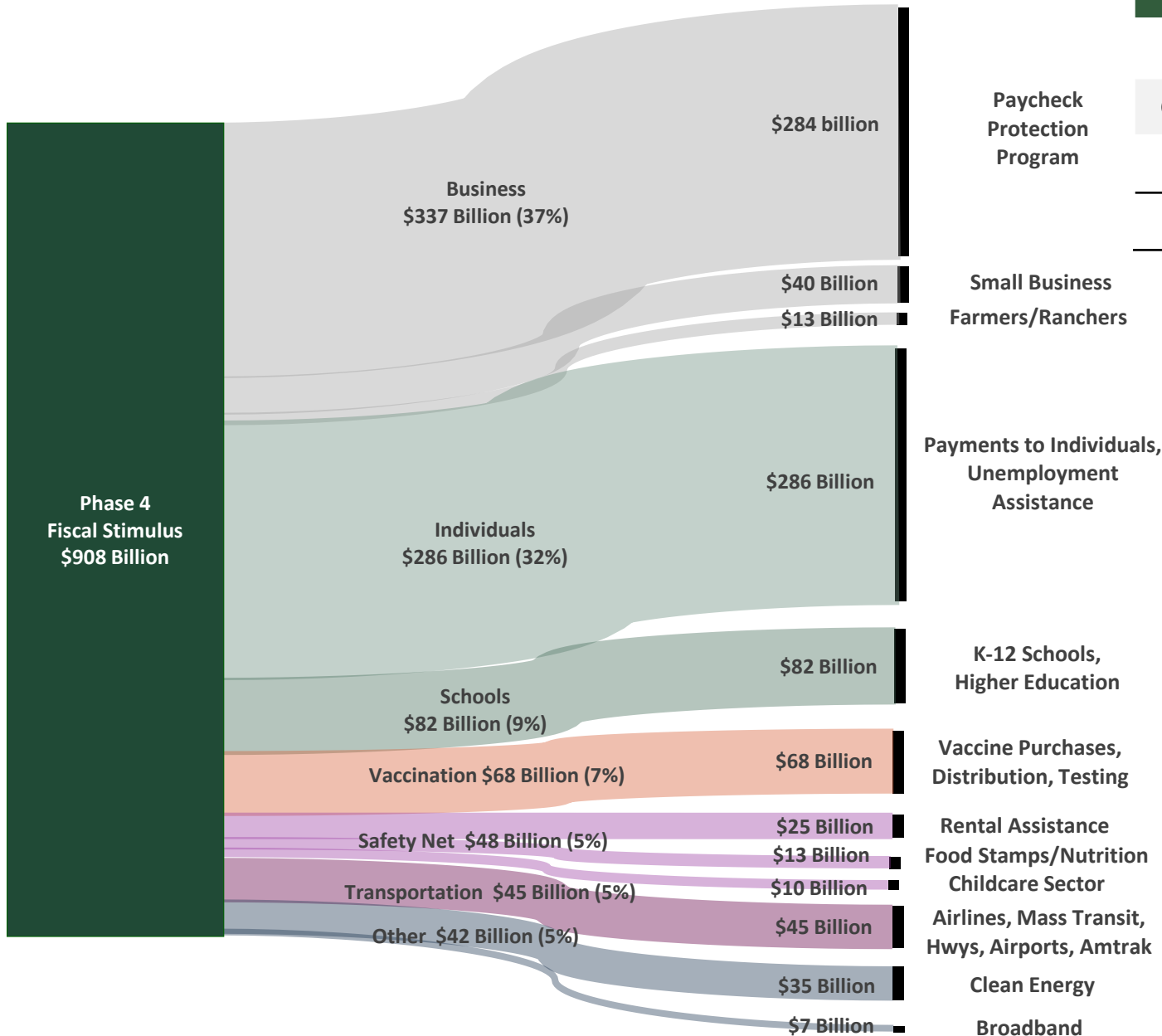
# Section 1 | Economic Update



## Economic Update

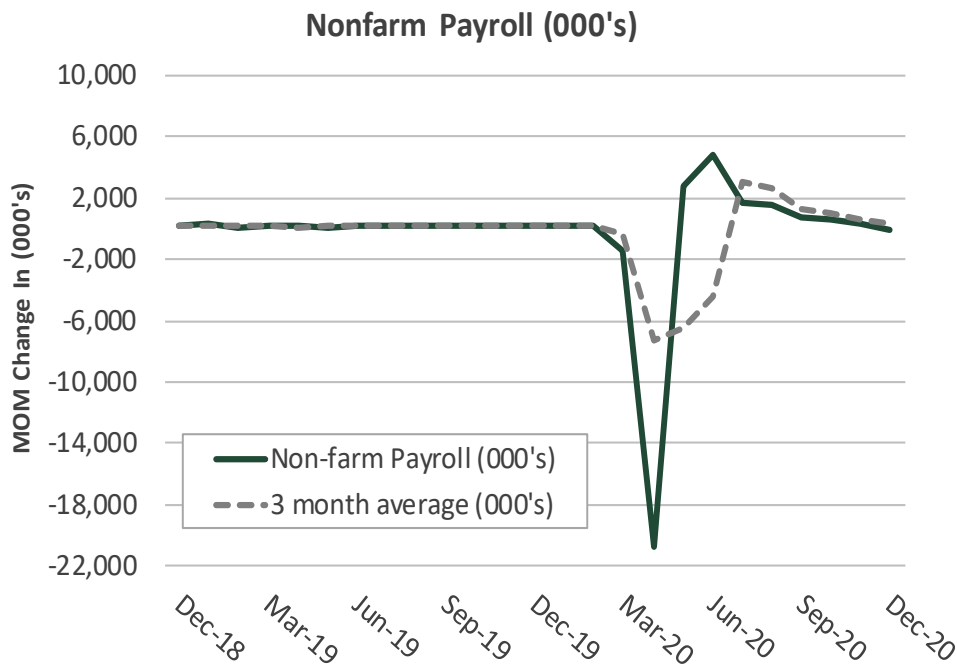
- Recent economic data suggests that the economy has lost momentum. We believe the near-term outlook remains challenging as the labor market remains under pressure and many regions have ongoing business restrictions due to the pandemic. However, the recent passage of a new \$900 billion COVID-19 fiscal relief bill should help cushion the economy over the next few months, and the Biden Presidential administration is already laying the groundwork for another round of fiscal stimulus. We also remain optimistic about progress on vaccines and expect more widespread distribution in the second and third quarter of 2021. We believe the distribution of vaccines and therapeutics will help fuel the economic recovery later this year. We also expect the Fed's highly accommodative monetary policy framework will continue to provide support for the financial markets.
- The Federal Open Market Committee (FOMC) kept monetary policy unchanged at their December meeting as expected, with the fed funds target rate in a range of 0.0% to 0.25%. The Fed intends to remain highly accommodative until their goals of maximum employment and higher inflation are achieved. The Fed's summary of economic projections continues to signal that the target fed funds rate will remain unchanged until at least 2023, as policymakers do not expect inflation to exceed 2.0% during that timeframe. Until the Fed has made substantial progress toward achieving their dual mandate of maximum employment and price stability, they have set a floor for monthly asset purchases of at least \$80 billion per month of Treasuries and \$40 billion per month of agency mortgage-backed securities. Notably, the Fed's outlook for GDP over the next few years was revised higher and the outlook for unemployment was revised lower compared with their previous forecasts in September, which suggests increased optimism. Nevertheless, the outlook remains uncertain and Fed Chair Powell indicated that the Fed would increase policy accommodation further if progress toward their dual mandate slows.
- In 2020, the yield on 2-year Treasuries was down 145 basis points to 0.12% and the yield on 10-year Treasuries was down about 100 basis points to 0.91%. The yield curve steepened modestly in December and month-to-date the yield curve has continued to steepen, likely due in part to favorable developments on the vaccine front. Month-to-date, the yield on 2-year Treasuries is little changed but the yield on 10-year Treasuries is up nearly 20 basis points. We believe the Treasury yield curve is poised to steepen modestly further in 2021 as the economy reopens, driven by an increase in longer-term rates as the front end of the curve is likely to remain anchored near 0.0%.

# \$3.6 Trillion Stimulus And Counting

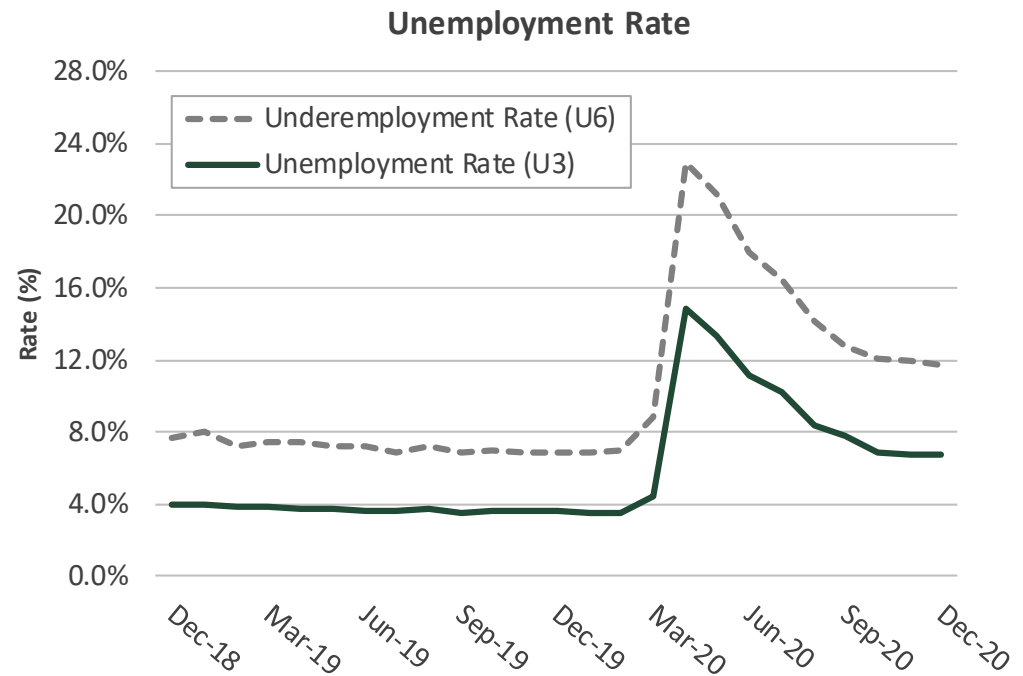


Fiscal Package	Amount
CARES Act	\$2.23 Trillion
Paycheck Protection Program	
Coronavirus Relief Bill	\$484 Billion
Phase 4 Stimulus	\$908 Billion
<b>Total So Far</b>	<b>\$3.6 Trillion</b>

# Employment



Source: US Department of Labor

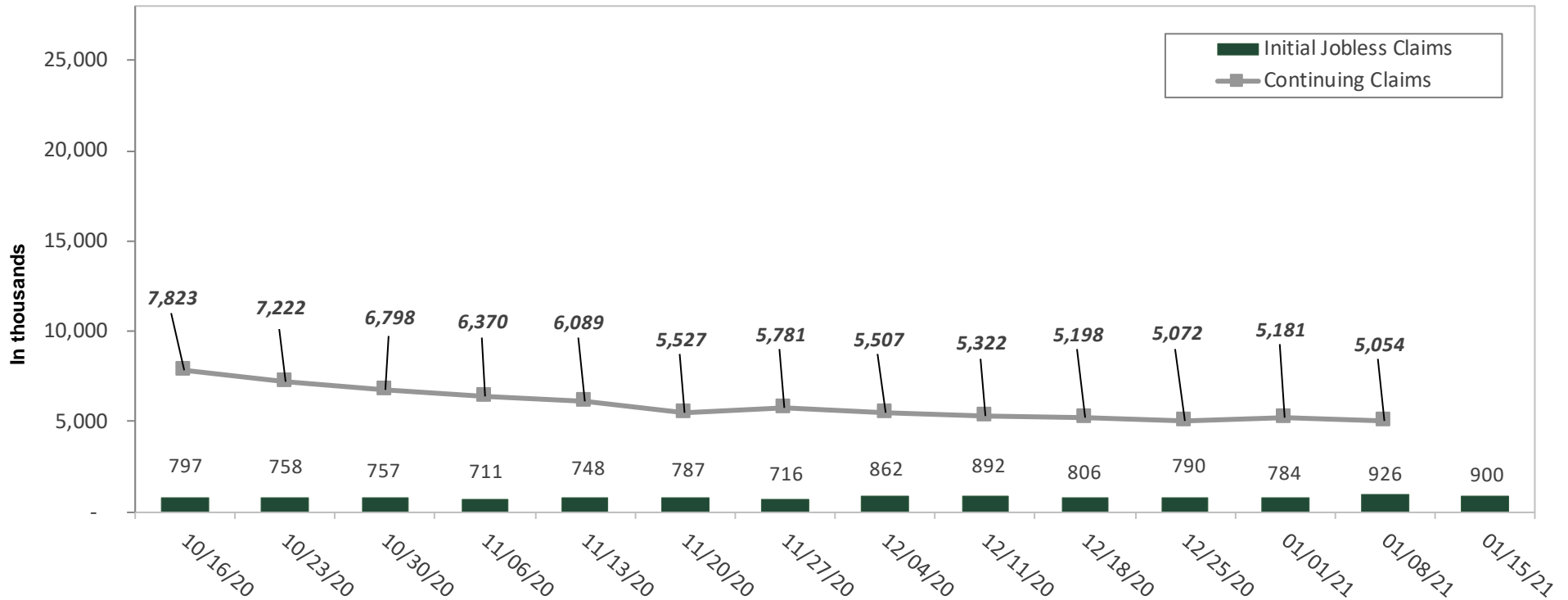


Source: US Department of Labor

U.S. nonfarm payrolls declined by 140,000 in December. It was the first monthly decline in nonfarm payrolls since April of last year and came in well below expectations for a 50,000 gain. The monthly decline was led by the leisure and hospitality sector which experienced a 498,000 net decline in payrolls in December, along with modest declines in government jobs and education and health services. The unemployment rate was unchanged in December at 6.7% and has improved significantly from the peak of 14.8% last April. Nevertheless, more than 10.7 million people remain unemployed. Workers who classified themselves as employed but absent from work in December continued to understate the unemployment rate by about 0.6%. The U-6 underemployment rate, which includes those who are marginally attached to the labor force and employed part time for economic reasons, remained high but declined to 11.7% in December from 12.0% in November. The labor participation rate was unchanged at 61.5% in December and remains well below pre-pandemic levels.

# Initial Claims for Unemployment

## Initial Claims For Unemployment October 16, 2020 - January 15, 2021

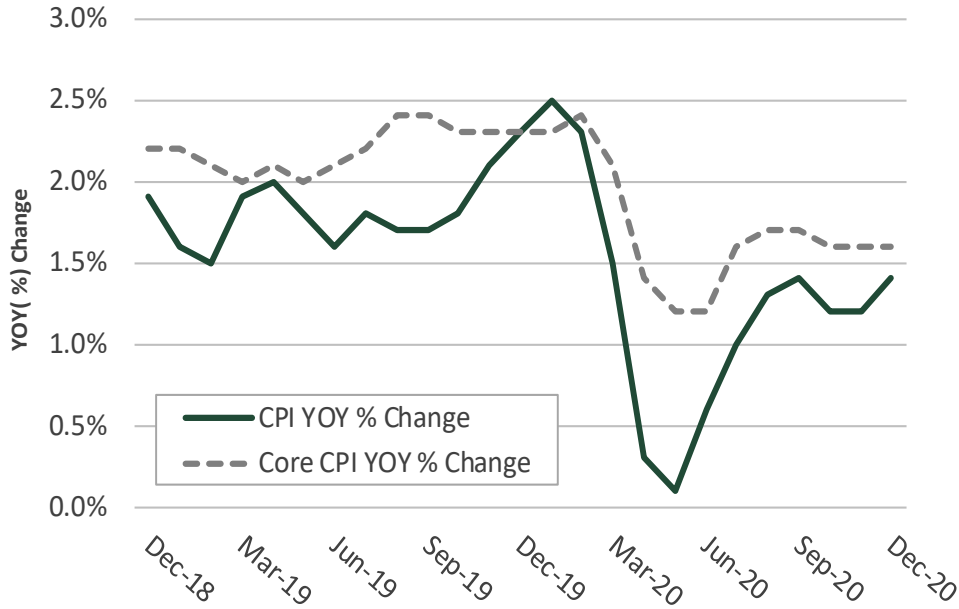


Source: US Department of Labor

In the most recent week, the number of initial jobless claims decreased to 900,000 compared to 926,000 in the prior week. The level of continuing unemployment claims (where the data is lagged by one week) also declined slightly to about 5.1 million from roughly 5.2 million in the prior week. Although continuing jobless claims are much lower than the peak of nearly 25 million last May, they remained well above the 2019 average of 1.7 million.

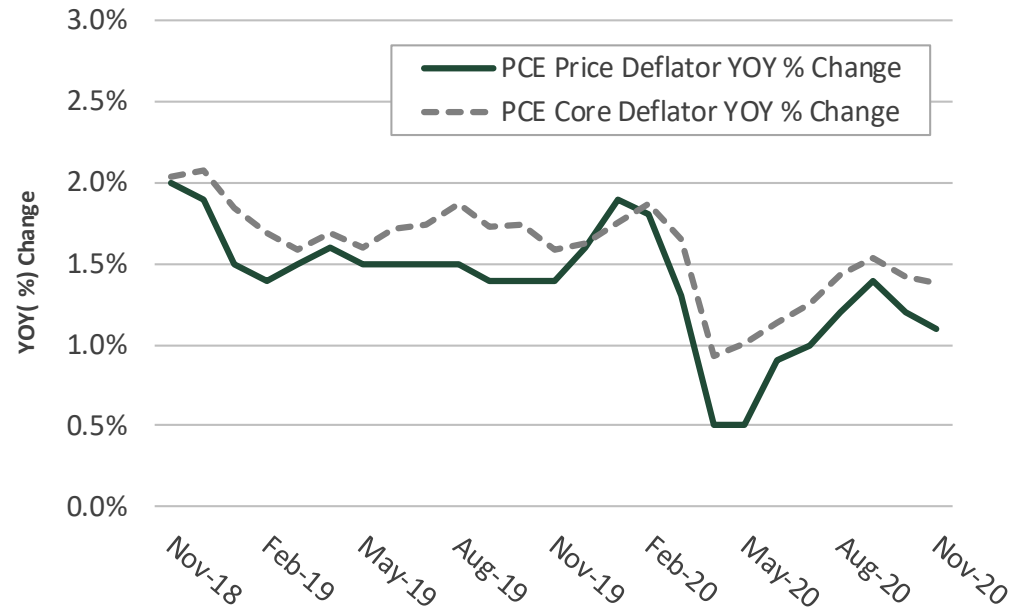
# Inflation

### Consumer Price Index (CPI)



Source: US Department of Labor

### Personal Consumption Expenditures (PCE)



Source: US Department of Commerce

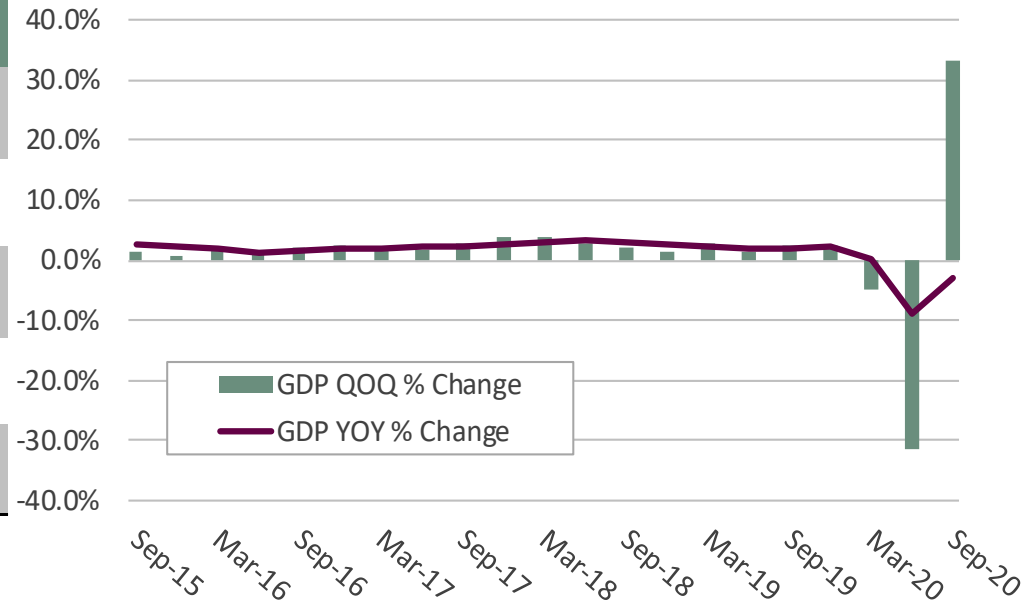
The Consumer Price Index (CPI) was up 1.4% year-over-year in December, versus up 1.2% year-over-year in November. Core CPI (CPI less food and energy) was up 1.6% year-over-year in December, unchanged from November. The Personal Consumption Expenditures (PCE) index was up 1.1% year-over-year in November, versus up 1.2% year-over-year in October. Core PCE, which is the Fed's primary inflation gauge, was up 1.4% year-over-year in November, unchanged from October. Inflation remains below the Fed's target.

# Gross Domestic Product (GDP)

Components of GDP	12/19	3/20	6/20	9/20
Personal Consumption Expenditures	1.1%	-4.8%	-24.0%	25.4%
Gross Private Domestic Investment	-0.6%	-1.6%	-8.8%	12.0%
Net Exports and Imports	1.5%	1.1%	0.6%	-3.2%
Federal Government Expenditures	0.3%	0.1%	1.2%	-0.4%
State and Local (Consumption and Gross Investment)	0.2%	0.1%	-0.4%	-0.4%
<b>Total</b>	<b>2.4%</b>	<b>-5.0%</b>	<b>-31.4%</b>	<b>33.4%</b>

Source: US Department of Commerce

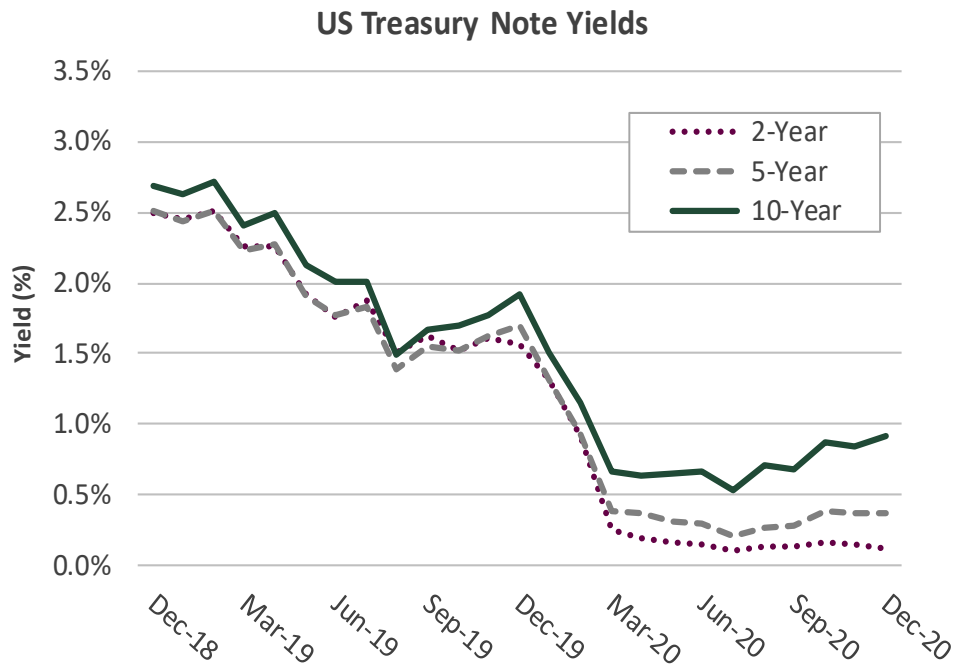
## Gross Domestic Product (GDP)



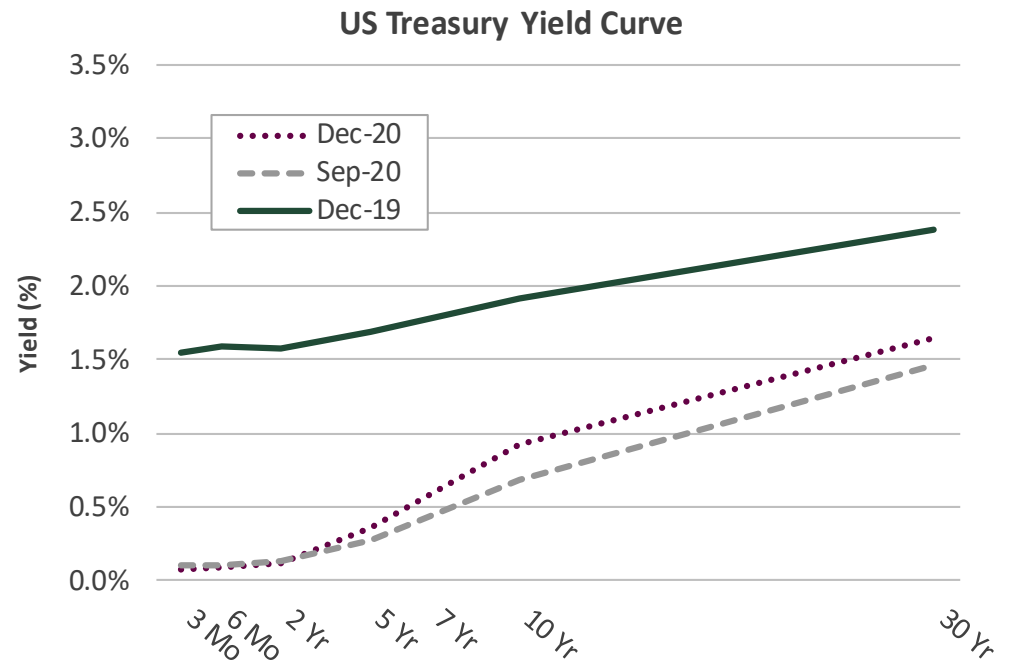
Source: US Department of Commerce

According to the third estimate, real US gross domestic product (GDP) grew at an annualized rate of 33.4% in the third quarter (up slightly from the advance and second estimates), following a 31.4% annualized decline in the second quarter. Third quarter GDP growth was by far the largest annualized gain on record but followed the largest annualized decline in GDP on record in the second quarter. Personal consumption expenditures rebounded in the third quarter and was by far the biggest contributor to third quarter GDP growth. The consensus estimates for fourth quarter 2020 and current quarter GDP growth are 4.2% and 2.3%, respectively. The consensus forecast for US gross domestic product growth in 2021 is 4.1%, following an expected 3.5% decline in 2020.

# Bond Yields



Source: Bloomberg



Source: Bloomberg

Treasury yields were much lower on a year-over-year basis at 2020 year-end. The 3-month T-bill yield was down 149 basis points, the 2-year Treasury yield was down 145 basis points, and the 10-Year Treasury yield was down 100 basis points, year-over-year. Yields declined precipitously in March 2020, with the Fed cutting rates by a total of 150 basis points and a flight to safe-haven assets driving down yields across the curve. The Fed has signaled plans to keep the front end of the Treasury yield curve anchored near zero for at least the next few years.

## Section 2 | Account Profile



## **Investment Objectives**

The investment objectives for the City of Solana Beach, in order of priority, are to provide safety to ensure the preservation of capital in the overall portfolio, provide sufficient liquidity for cash needs, and a market rate of return consistent with the investment program.

## **Chandler Asset Management Performance Objective**

The performance objective for the portfolio is to earn a total rate of return through a market cycle that is equal to or above the return on the benchmark index.

## **Strategy**

In order to achieve this objective, the portfolio invests in high-quality fixed income securities that comply with the investment policy and all regulations governing the funds.

## City of Solana Beach

Assets managed by Chandler Asset Management are in full compliance with state law and the City's investment policy.

Category	Standard	Comment
Treasury Issues	No limitations	Complies
Federal Agencies	25% per agency issuer	Complies
Municipal Securities	"A" or higher by a NRSRO; 30% maximum; 5% max per issuer	Complies
Supranationals	"AA" rated or higher by a NRSRO; 30% max; 10% max per issuer; U.S. dollar denominated; Issued by: IBRD, IFC, IADB	Complies
Corporate Medium Term Notes	"A" or higher by a NRSRO; 30% maximum; 5% max per issuer; Issuer is a corporation organized and operating within the U.S. or by depository institutions licensed by the U.S. or any state and operating within the U.S.	Complies
FDIC insured Time Deposits/ Certificates of Deposit	Amount per institution limited to the max covered under FDIC; 20% maximum (combination of FDIC insured and collateralized TDs/ CDs); 5% max per issuer	Complies
Collateralized Time Deposits/ Certificates of Deposit	20% maximum (combination of FDIC insured and collateralized TDs/ CDs); 5% max per issuer	Complies
Negotiable Certificates of Deposit	No rating required if amount of the NCD is covered by FDIC insured limit; If above FDIC insured limit, requires "A-1" rated or higher by a NRSRO or "A" rated long term issuer by a NRSRO; 30% maximum (inclusive of CDARS); 5% max per issuer	Complies
Banker's Acceptances	"A-1" or higher short-term rating by a NRSRO; or "A" or higher long-term by a NRSRO; 40% maximum; 5% max per issuer; 180 days max maturity	Complies
Commercial Paper	"A-1" or higher short term rating by a NRSRO; "A" rated long term issuer by a NRSRO; 25% maximum; 5% max per issuer; 270 days max maturity; Issuer is a corporation organized and operating in U.S. with assets in excess of \$500 million; 10% max of the issuer's outstanding commercial paper	Complies
Asset-Backed Securities/ Mortgage-Backed Securities	"AA" or higher by a NRSRO; "A" rated issuer rating or higher by a NRSRO; 20% maximum; 5% max per Asset-backed or Commercial Mortgage security issuer; There is no issuer limitation on any Mortgage security where the issuer is the U.S. Treasury or a Federal City/GSE.	Complies
Mutual Funds and Money Market Mutual Funds	Highest rating or "AAA" rated by two NRSROs; or SEC registered adviser with AUM >\$500 million and experience greater than 5 years; 20% maximum combined in Money Market Mutual Funds and Mutual Funds; 10% max per Mutual Fund; 20% max per Money Market Mutual Fund	Complies
Prohibited Securities	Futures and Options; Inverse floaters; Ranges notes, Interest-only strips from mortgaged backed securities; Zero interest accrual securities; Margin; Reverse Repurchase Agreements; Securities lending; Foreign currency denominated; Purchases of securities issued by fossil fuel companies that directly source the majority of their revenue from oil, gas, and or coal production.	Complies
Repurchase Agreements	1 year max maturity; collateralized 102% of market value; Not used by investment adviser	Complies
Local Agency Investment Fund (LAIF)	Maximum amount permitted by LAIF; Not used by investment adviser	Complies
Investment Trust of California (CALTRUST)	Pursuant to CGC; Not used by investment adviser	Complies
Callable Securities	20% maximum (does not include "make whole call" securities)	Complies
Max per Issuer	No more than 5% in any single issuer, except US Gov, Agencies, Supranationals, Money Market Mutual Funds, LAIF, LGIP, or where otherwise specified in the investment policy	Complies
Maximum Maturity	5 years	Complies

# Portfolio Characteristics

As of December 31, 2020

## City of Solana Beach

	12/31/2020		9/30/2020
	Benchmark*	Portfolio	Portfolio
<b>Average Maturity (yrs)</b>	1.86	1.77	1.91
<b>Average Modified Duration</b>	1.83	1.68	1.81
<b>Average Purchase Yield</b>	n/a	1.78%	2.00%
<b>Average Market Yield</b>	0.13%	0.16%	0.19%
<b>Average Quality**</b>	AAA	AA+/Aa1	AA+/Aa1
<b>Total Market Value</b>		26,905,462	25,881,554

\*ICE BAML 1-3 Yr US Treasury/Agency Index

\*\*Benchmark is a blended rating of S&P, Moody's, and Fitch. Portfolio is S&P and Moody's respectively.

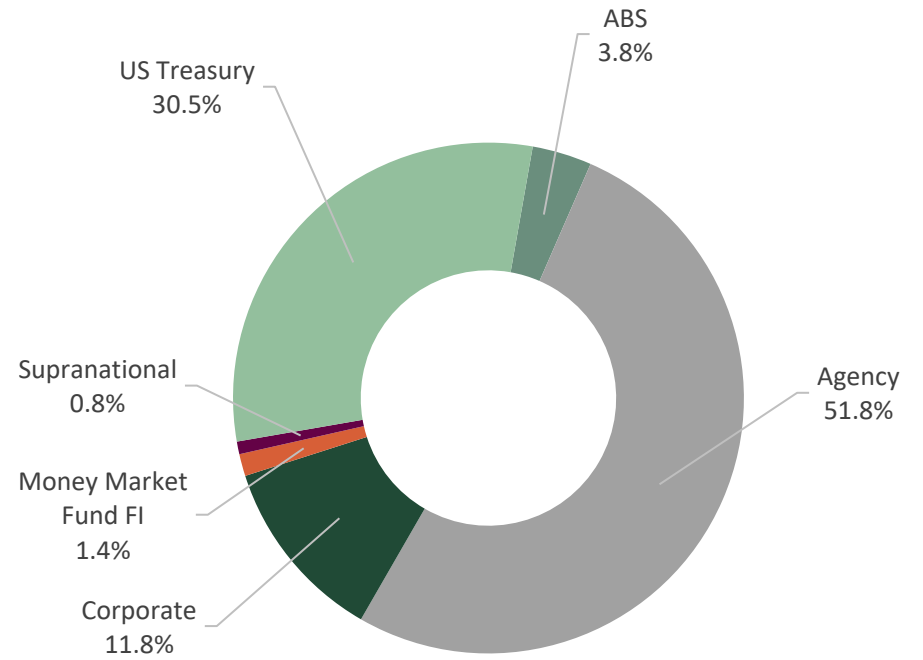
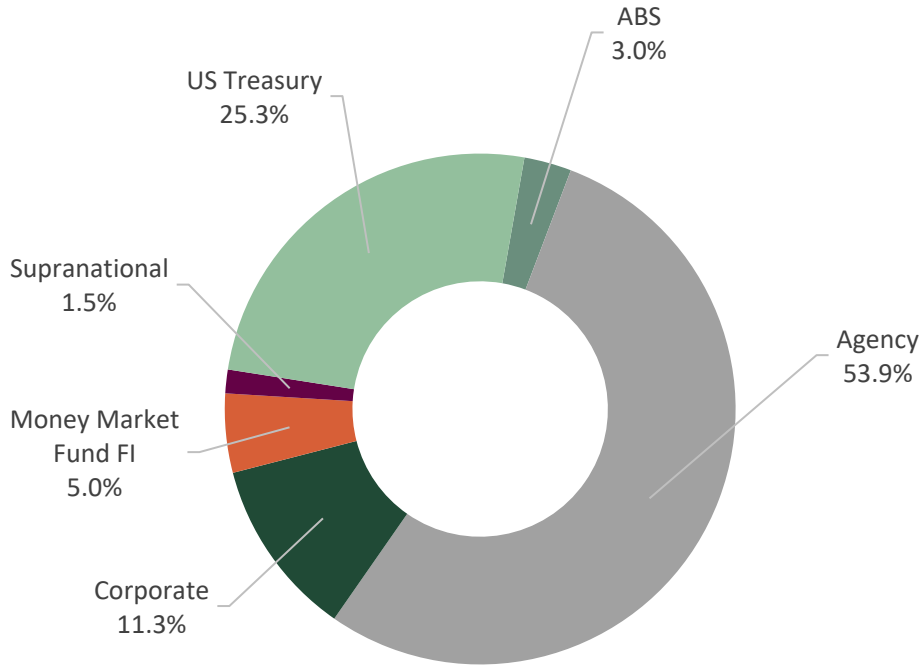
# Sector Distribution

As of December 31, 2020

## City of Solana Beach

December 31, 2020

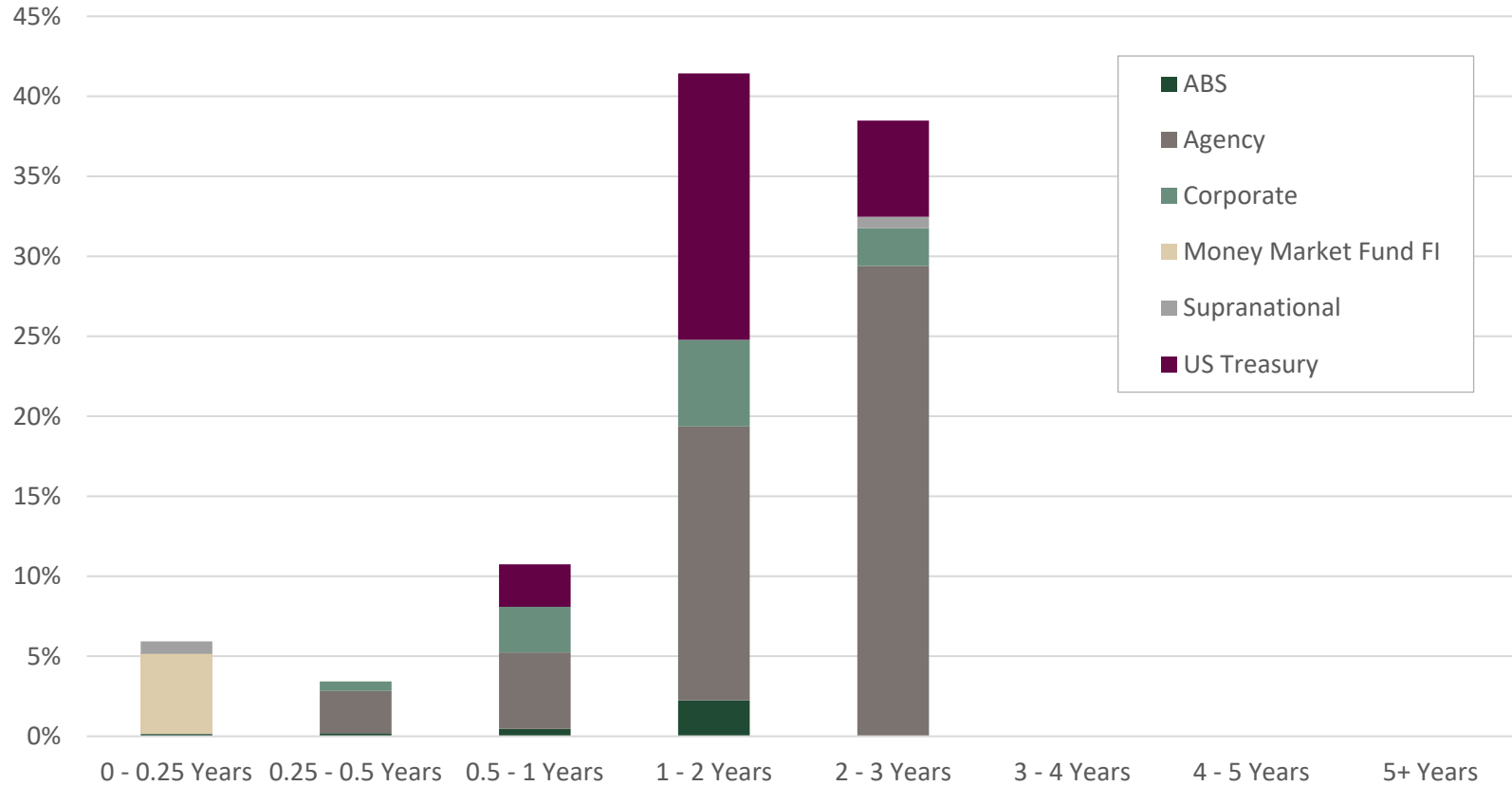
September 30, 2020



# Duration Allocation

As of December 31, 2020

## City of Solana Beach



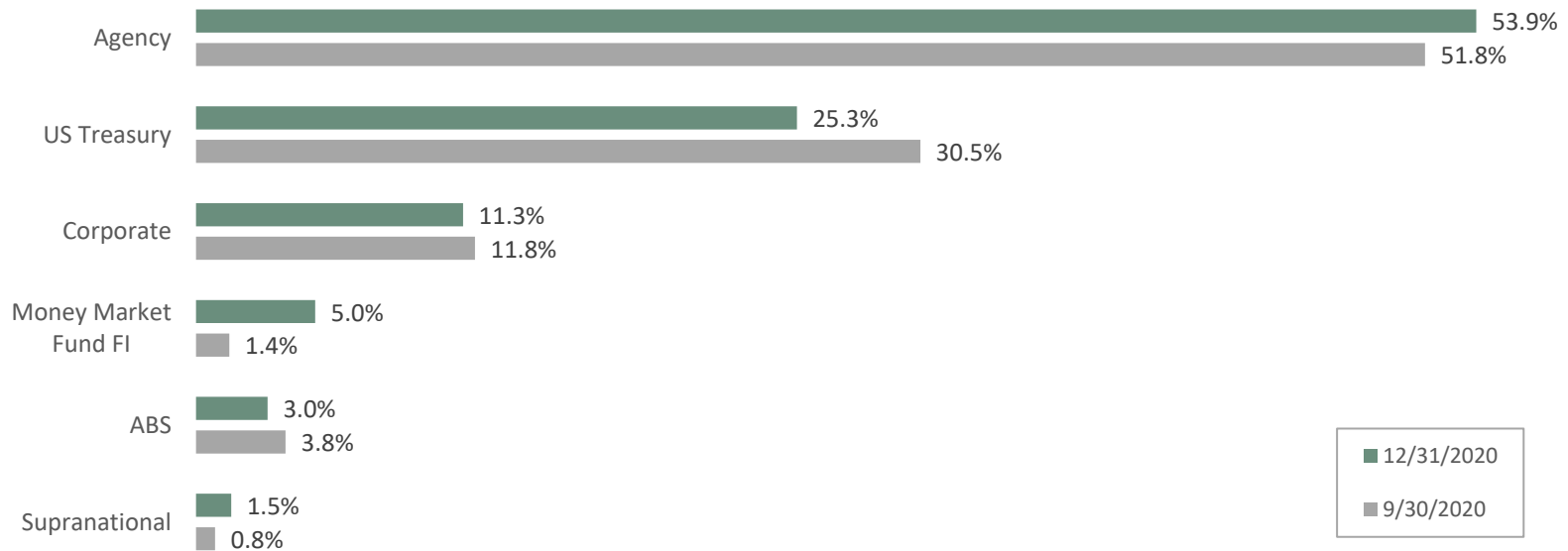
	0 - 0.25	0.25 - 0.50	0.50 - 1	1 - 2	2 - 3	3 - 4	4 - 5	5+
12/31/20	5.9%	3.4%	10.7%	41.4%	38.5%	0.0%	0.0%	0.0%

# Portfolio Allocation & Duration Changes

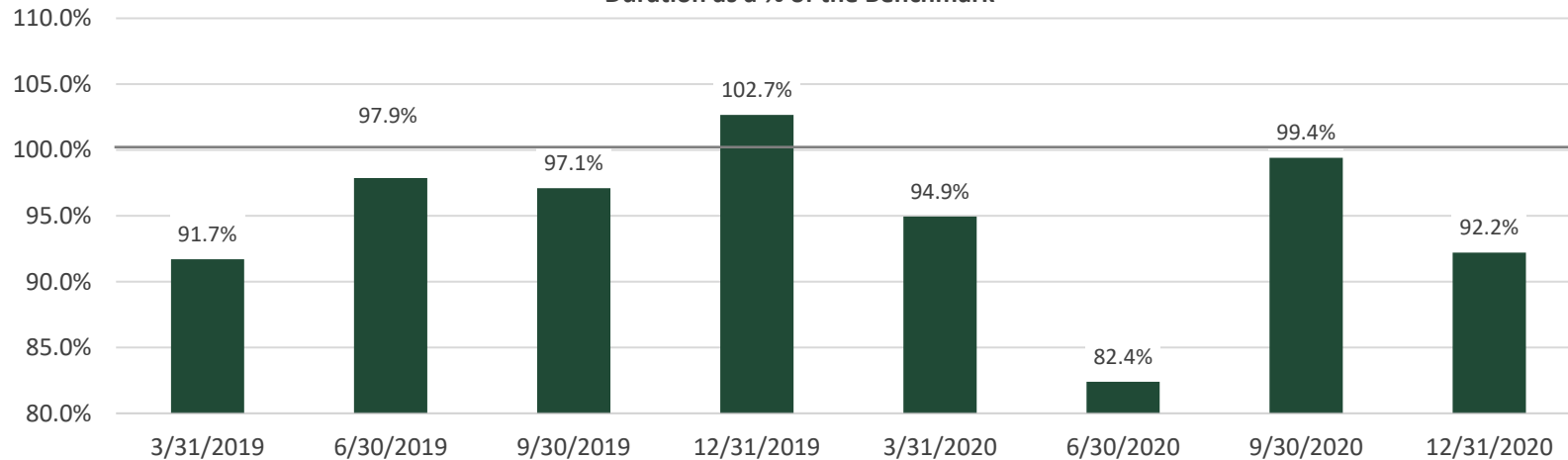
As of December 31, 2020

## City of Solana Beach

### Portfolio Allocation



### Duration as a % of the Benchmark

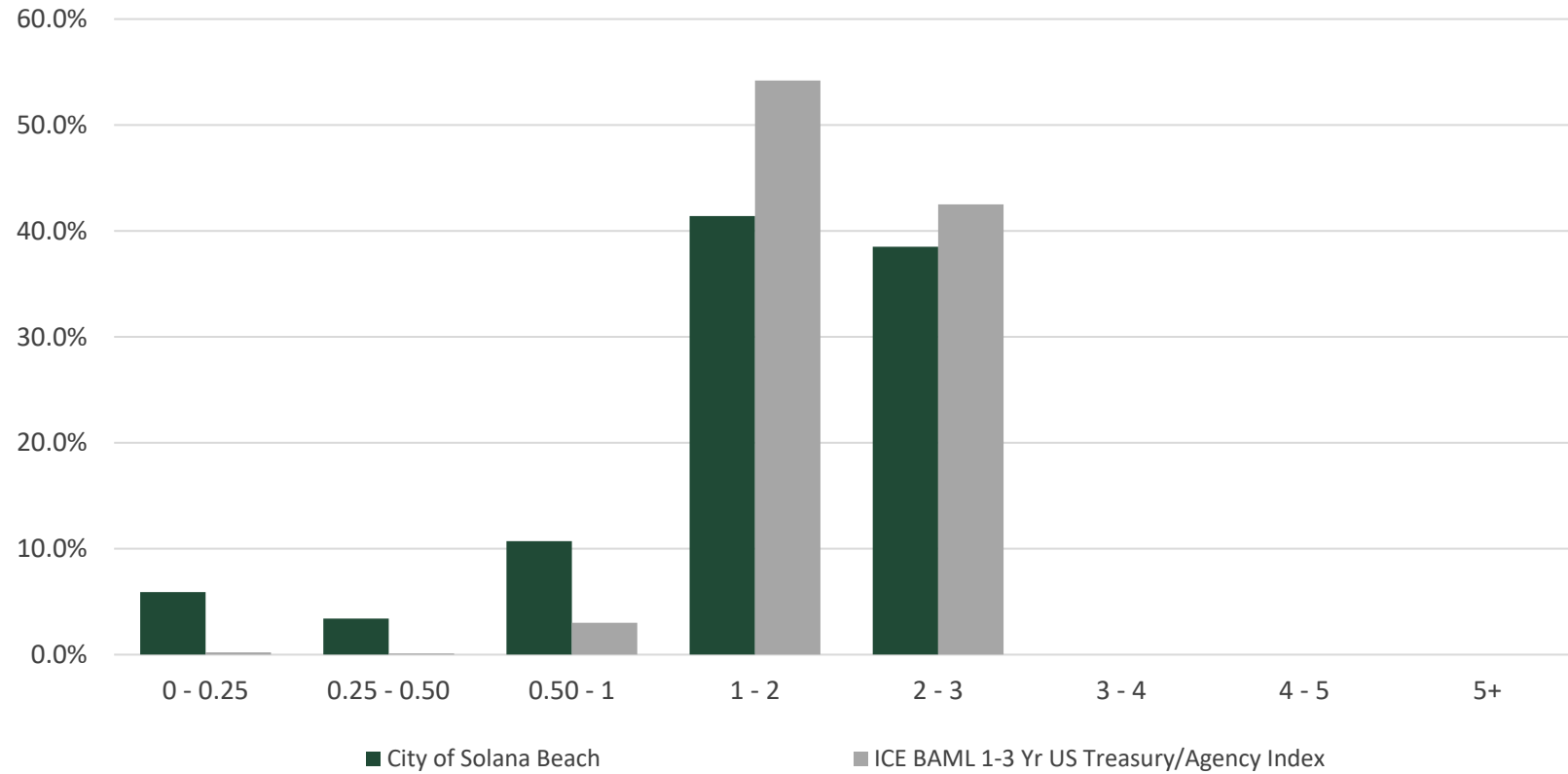


Benchmark: ICE BAML 1-3 Yr US Treasury/Agency Index

# Duration Distribution

As of December 31, 2020

**City of Solana Beach**  
**Portfolio Compared to the Benchmark as of December 31, 2020**



	0 - 0.25	0.25 - 0.50	0.50 - 1	1 - 2	2 - 3	3 - 4	4 - 5	5+
Portfolio	5.9%	3.4%	10.7%	41.4%	38.5%	0.0%	0.0%	0.0%
Benchmark*	0.2%	0.1%	3.0%	54.2%	42.5%	0.0%	0.0%	0.0%

\*ICE BAML 1-3 Yr US Treasury/Agency Index

## City of Solana Beach – Account #10471

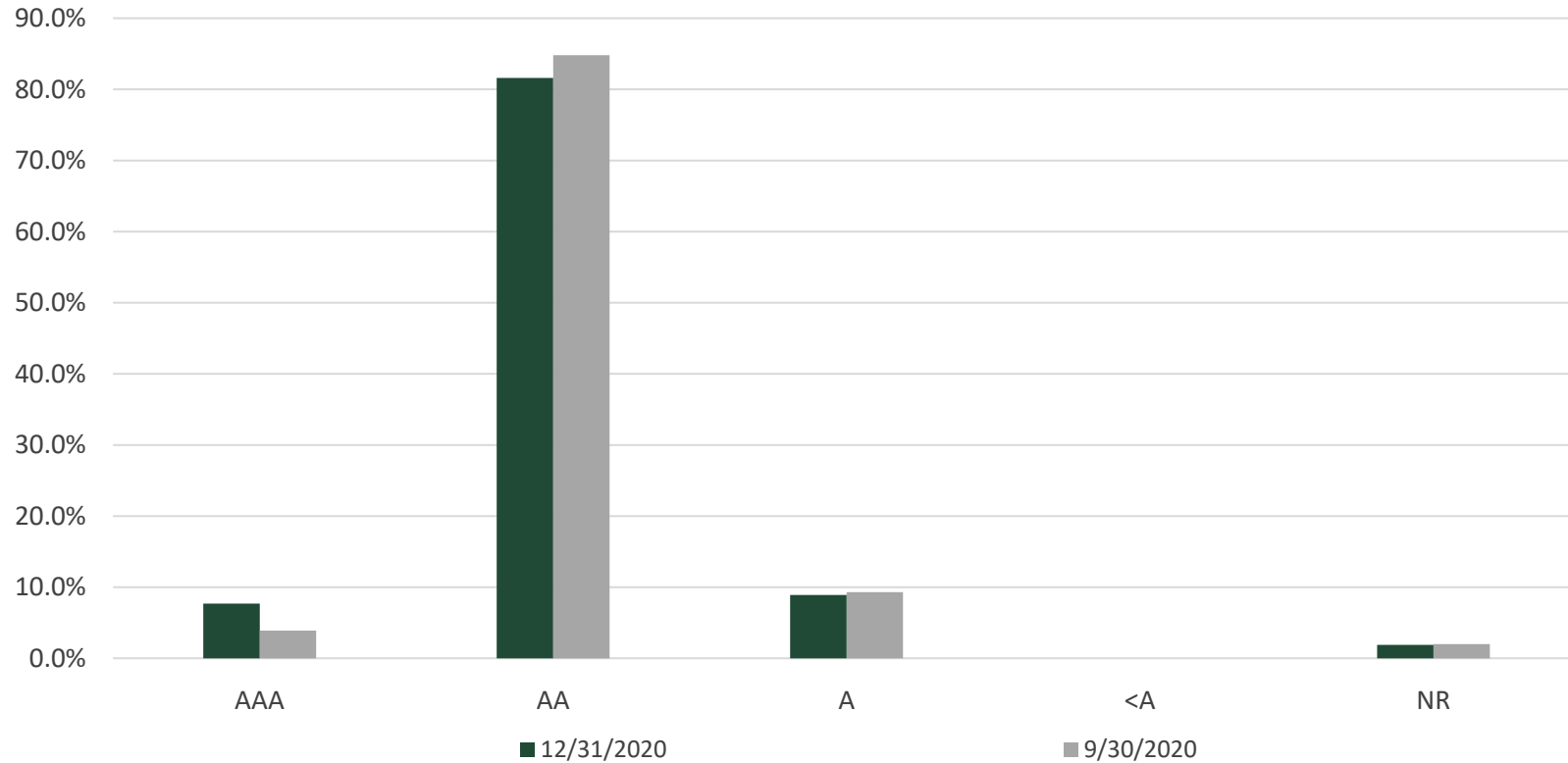
Issue Name	Investment Type	% Portfolio
Government of United States	US Treasury	25.31%
Federal National Mortgage Association	Agency	16.21%
Federal Farm Credit Bank	Agency	14.93%
Federal Home Loan Bank	Agency	12.46%
Federal Home Loan Mortgage Corp	Agency	10.33%
First American Govt Oblig Fund	Money Market Fund FI	5.02%
Paccar Financial	Corporate	1.91%
United Parcel Service	Corporate	1.53%
Oracle Corp	Corporate	1.52%
Deere & Company	Corporate	1.38%
Bank of New York	Corporate	1.37%
Berkshire Hathaway	Corporate	1.36%
John Deere ABS	ABS	1.04%
Honda ABS	ABS	1.00%
Apple Inc	Corporate	1.00%
Nissan ABS	ABS	0.84%
International Finance Corp	Supranational	0.77%
Intl Bank Recon and Development	Supranational	0.71%
Charles Schwab Corp/The	Corporate	0.60%
Toyota Motor Corp	Corporate	0.58%
Toyota ABS	ABS	0.13%
<b>TOTAL</b>		<b>100.00%</b>



# Quality Distribution

As of December 31, 2020

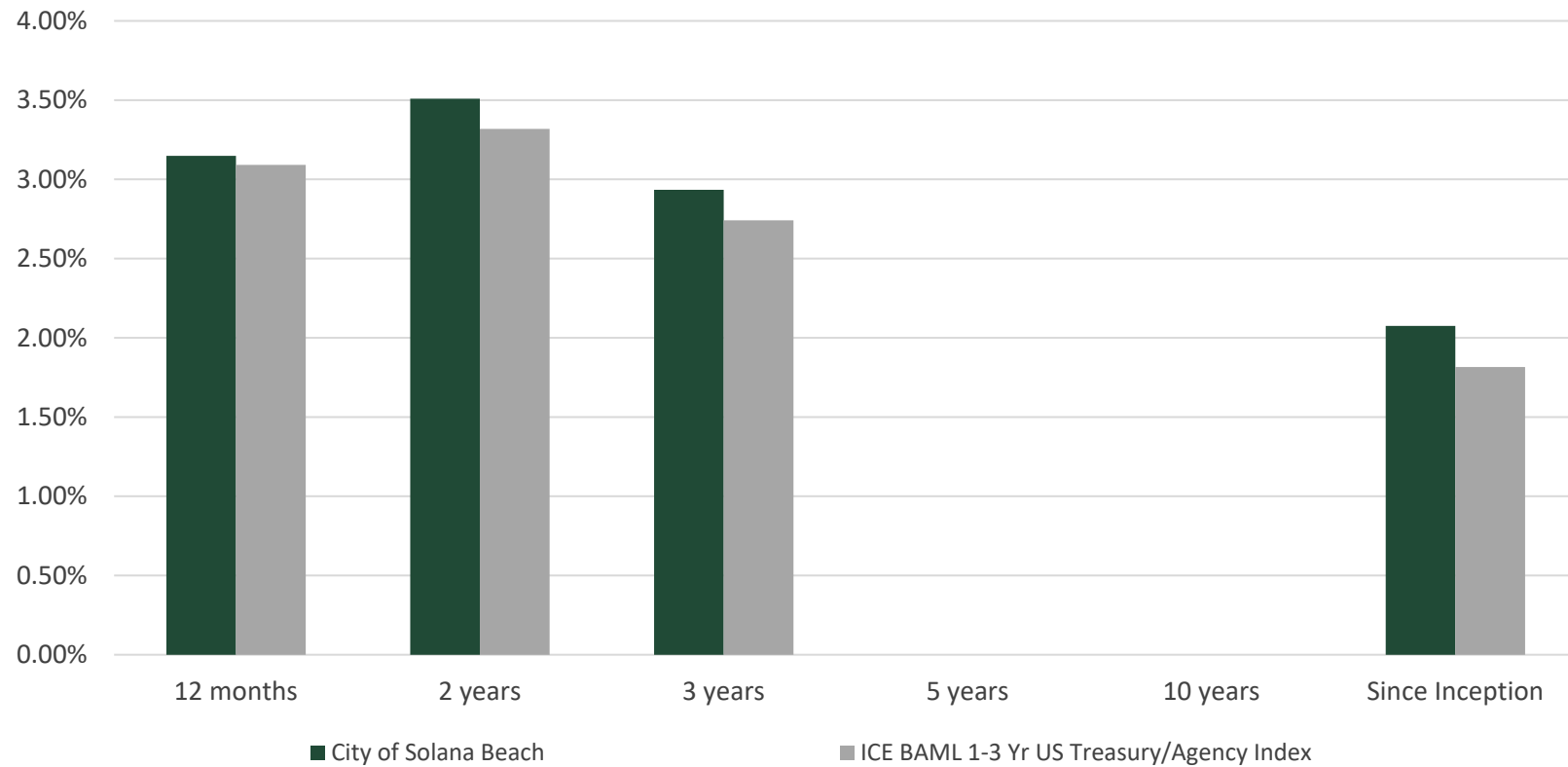
**City of Solana Beach**  
December 31, 2020 vs. September 30, 2020



	AAA	AA	A	<A	NR
12/31/20	7.7%	81.6%	8.9%	0.0%	1.9%
09/30/20	3.9%	84.8%	9.3%	0.0%	2.0%

Source: S&P Ratings

## City of Solana Beach Total Rate of Return Annualized Since Inception 03/31/2016



TOTAL RATE OF RETURN	Annualized						
	3 months	12 months	2 years	3 years	5 years	10 years	Since Inception
City of Solana Beach	0.12%	3.15%	3.51%	2.93%	N/A	N/A	2.08%
ICE BAML 1-3 Yr US Treasury/Agency Index	0.05%	3.09%	3.32%	2.74%	N/A	N/A	1.82%

Total rate of return: A measure of a portfolio's performance over time. It is the internal rate of return, which equates the beginning value of the portfolio with the ending value; it includes interest earnings, realized and unrealized gains and losses in the portfolio.

# Investment Comparison

As of December 31, 2020

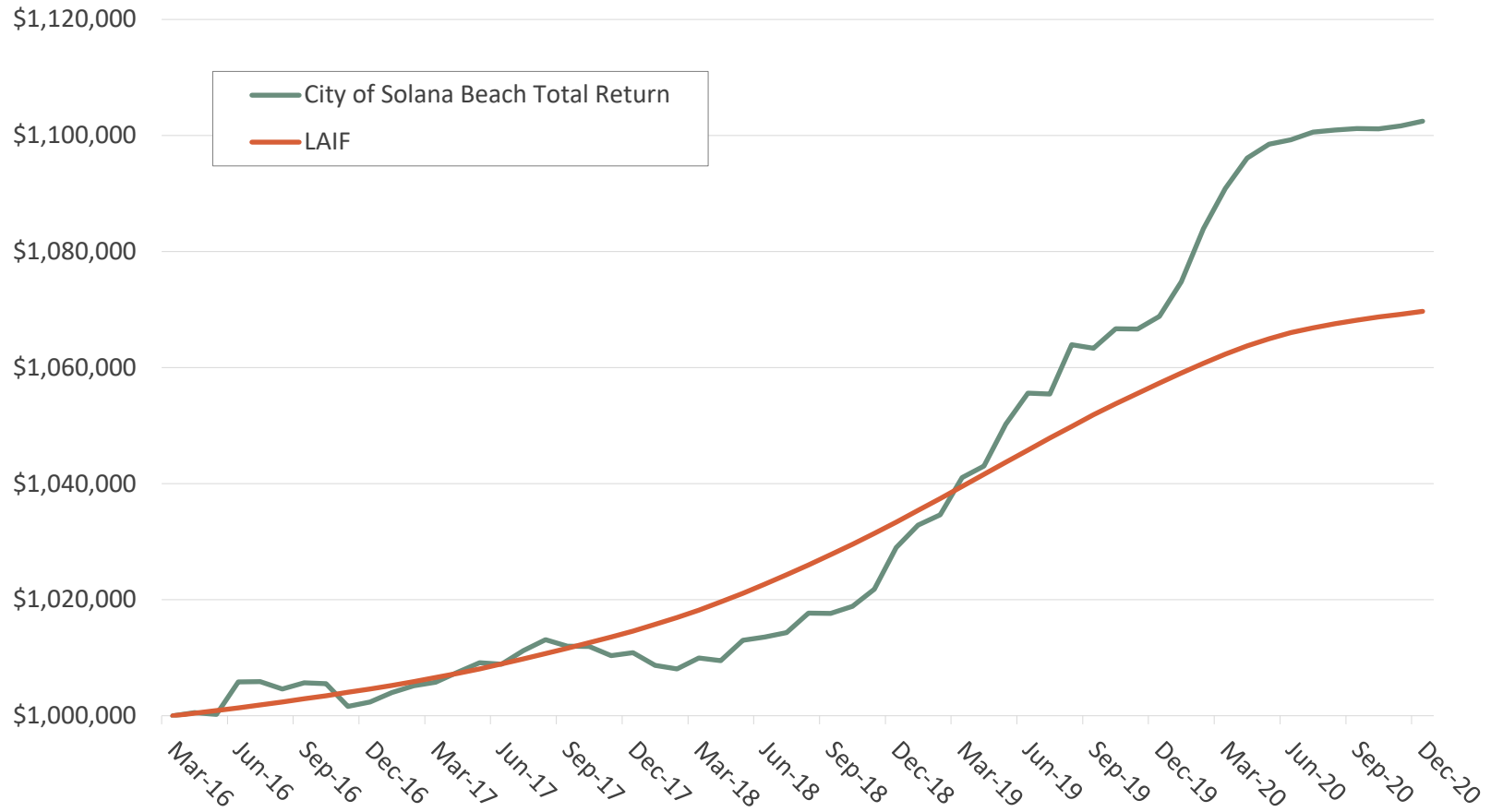
## City of Solana Beach

	LAIF EARNINGS ESTIMATE*	GROSS INCOME EARNED CHANDLER-MANAGED PORTFOLIO	INCOME EARNED CHANDLER-MANAGED PORTFOLIO**
Apr 2016 - Dec 2016	\$113,770	\$185,849	\$169,455
2017	\$327,563	\$439,162	\$410,891
2018	\$628,152	\$553,633	\$524,542
2019	\$716,012	\$600,606	\$573,809
Jan 2020	\$49,264	\$50,455	\$48,299
Feb 2020	\$44,979	\$48,235	\$46,067
Mar 2020	\$45,516	\$50,120	\$47,939
Apr 2020	\$40,066	\$45,695	\$43,505
May 2020	\$35,084	\$43,370	\$41,174
June 2020	\$29,833	\$41,159	\$38,961
July 2020	\$23,785	\$41,335	\$39,135
Aug 2020	\$17,561	\$40,648	\$38,564
Sept 2020	\$14,791	\$39,455	\$37,487
Oct 2020	\$13,843	\$38,882	\$36,914
Nov 2020	\$12,448	\$37,932	\$35,964
Dec 2020	\$12,215	\$36,465	\$34,467
<b>Total:</b>	<b>\$2,124,882</b>	<b>\$2,293,001</b>	<b>\$2,167,173</b>

\*LAIF earnings estimate calculated using daily yield

\*\*Income earned net of Chandler fees

## City of Solana Beach



**Historical Return of \$1 Million Invested on March 31, 2016**

As of 12/31/2020	Dollar Value	Return
City of Solana Beach Total Return	\$1,102,483	2.08%
LAIF	\$1,069,682	1.43%

# Important Disclosures

*As of December 31, 2020*

2020 Chandler Asset Management, Inc, An Independent Registered Investment Adviser.

Information contained herein is confidential. Prices are provided by IDC, an independent pricing source. In the event IDC does not provide a price or if the price provided is not reflective of fair market value, Chandler will obtain pricing from an alternative approved third party pricing source in accordance with our written valuation policy and procedures. Our valuation procedures are also disclosed in Item 5 of our Form ADV Part 2A.

Performance results are presented gross-of-advisory fees and represent the client's Total Return. The deduction of advisory fees lowers performance results. These results include the reinvestment of dividends and other earnings. Past performance may not be indicative of future results. Therefore, clients should not assume that future performance of any specific investment or investment strategy will be profitable or equal to past performance levels. All investment strategies have the potential for profit or loss. Economic factors, market conditions or changes in investment strategies, contributions or withdrawals may materially alter the performance and results of your portfolio.

Index returns assume reinvestment of all distributions. Historical performance results for investment indexes generally do not reflect the deduction of transaction and/or custodial charges or the deduction of an investment management fee, the incurrence of which would have the effect of decreasing historical performance results. It is not possible to invest directly in an index.

Source ice Data Indices, LLC ("ICE"), used with permission. ICE permits use of the ICE indices and related data on an "as is" basis; ICE, its affiliates and their respective third party suppliers disclaim any and all warranties and representations, express and/or implied, including any warranties of merchantability or fitness for a particular purpose or use, including the indices, index data and any data included in, related to, or derived therefrom. Neither ICE data, its affiliates or their respective third party providers guarantee the quality, adequacy, accuracy, timeliness or completeness of the indices or the index data or any component thereof, and the indices and index data and all components thereof are provided on an "as is" basis and licensee's use it at licensee's own risk. ICE data, its affiliates and their respective third party do not sponsor, endorse, or recommend chandler asset management, or any of its products or services.

This report is provided for informational purposes only and should not be construed as a specific investment or legal advice. The information contained herein was obtained from sources believed to be reliable as of the date of publication, but may become outdated or superseded at any time without notice. Any opinions or views expressed are based on current market conditions and are subject to change. This report may contain forecasts and forward-looking statements which are inherently limited and should not be relied upon as indicator of future results. Past performance is not indicative of future results. This report is not intended to constitute an offer, solicitation, recommendation or advice regarding any securities or investment strategy and should not be regarded by recipients as a substitute for the exercise of their own judgment.

Fixed income investments are subject to interest, credit and market risk. Interest rate risk: the value of fixed income investments will decline as interest rates rise. Credit risk: the possibility that the borrower may not be able to repay interest and principal. Low rated bonds generally have to pay higher interest rates to attract investors willing to take on greater risk. Market risk: the bond market in general could decline due to economic conditions, especially during periods of rising interest rates.

Ratings information have been provided by Moody's, S&P and Fitch through data feeds we believe to be reliable as of the date of this statement, however we cannot guarantee its accuracy.

Security level ratings for U.S. Agency issued mortgage-backed securities ("MBS") reflect the issuer rating because the securities themselves are not rated. The issuing U.S. Agency guarantees the full and timely payment of both principal and interest and carries a AA+/Aaa/AAA by S&P, Moody's and Fitch respectively.

## **ICE BAML 1-3 Yr US Treasury/Agency Index**

*The ICE BAML 1-3 Year US Treasury & Agency Index tracks the performance of US dollar denominated US Treasury and nonsubordinated US agency debt issued in the US domestic market. Qualifying securities must have an investment grade rating (based on an average of Moody's, S&P and Fitch). Qualifying securities must have at least one year remaining term to final maturity and less than three years remaining term to final maturity, at least 18 months to maturity at time of issuance, a fixed coupon schedule and a minimum amount outstanding of \$1 billion for sovereigns and \$250 million for agencies. (Index: G1A0. Please visit [www.mlindex.ml.com](http://www.mlindex.ml.com) for more information)*



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** February 24, 2021  
**ORIGINATING DEPT:** Finance  
**SUBJECT:** **Council Consideration of Resolution 2021-021 Approving the Adoption of Mid-Year Budget Adjustments for Fiscal Year 2020/21**

**BACKGROUND:**

During the course of any year, as new budgetary information becomes available, Staff presents that information to the Council for consideration when adjustments are recommended to the Adopted Budget.

This item is before the City Council for consideration of Resolution 2021-021 (Attachment 1) approving the adoption of mid-year budget adjustments for Fiscal Year (FY) 2020/21.

**DISCUSSION:**

The City of Solana Beach’s (City) Operating Budget Policies state that total expenditures of a particular fund may not exceed that which is appropriated by the City Council without a budget amendment. In addition, Section 3.08.040 of the Solana Beach Municipal Code limits the purchases by departments within the total departmental budget appropriations. Due to the economic impacts created by the COVID-19 pandemic, the FY 2020/21 Budget has been and continues to be of particular interest. Due to significant budget adjustments made at the end of FY 2019/20 and the beginning of FY 2020/21, Staff was able to put forward a balanced FY 2020/21 Budget with an anticipated \$20,000 surplus. Regardless, unlike FY 2019/20, this entirety of this fiscal year has been impacted by the economic challenges of the COVID-19 pandemic.

Staff is recommending that the City Council authorize the City Treasurer to amend the FY 2020/21 Adopted Budget for certain revenue and expenditure appropriations. The specific amendments to the FY 2020/21 Adopted Budget are discussed below in detail and categorized by General Fund and other funds.

CITY COUNCIL ACTION:

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## **General Fund Amendments**

### **General Fund – Revenues**

Staff analyzed revenues received by the City through December 2020. As part of the analysis, a comparison of revenues received against the annual budget for the first six months of this fiscal year was made as compared to the last fiscal year. Any variance between the two years that was greater than 10% was analyzed in detail. In a few cases, budget adjustments are being recommended based on other separate analyses.

### **General Fund Amendments – Revenues**

- **Property Tax**  
Collections for this revenue category are ahead through December as compared to previous fiscal years' collections at this point in the budget year by approximately eight percent. Staff is recommending Property Tax revenue be increased by \$115,000 from \$8,561,500 to \$8,676,500.
- **Sales Tax**  
As part of the original COVID-19 economic impact budget adjustments, Sales Tax collections were modified to reflect Governor Newsom's small business sales tax deferral. However, few businesses delayed payment so Sales Tax receipts expected to be received this fiscal year were actually received in FY 2019/20. Consequently, revenue projections for this revenue category will still be depressed due to the COVID 19 pandemic. Staff met with HDL advisors and they are projecting a slow recovery in the restaurant, home furnishings and fuel sectors. Therefore, Staff is recommending Sales Tax revenue be decreased by \$160,000 from \$3,493,000 to \$3,333,000.
- **Franchise Fees**  
Collections for this revenue category are consistent with last fiscal year through December. However, this category underperformed compared to budget in FY 2019/20. Staff is recommending Franchise Fee revenue be decreased by \$68,000 from \$818,800 to \$750,800.
- **Transient Occupancy Tax**  
In the beginning of the year, Staff adjusted the estimated revenue from hotel and short-term vacation rental transient occupancy tax (TOT) downward due to COVID-19 impacts. The City remains on target for the hotel related TOT, however, the City has experienced higher than anticipated TOT from the short-term vacation rentals as many travelers appears to have opted for these accommodations as a safer option. Due to this, Staff is recommending short-term vacation rental TOT revenue be increased by \$220,000 from \$270,600 to \$490,600.
- **Real Property Transfer Tax**  
Collections for this revenue category are ahead through December as compared to previous fiscal years' collections at this point in the budget year by approximately twenty percent. Staff is recommending Real Property Transfer Tax revenue be increased by \$70,000 from \$180,000 to \$250,000.
- **Building Permits revenue**



Each year, the City tracks its revenue collection rates at different mid-points during the fiscal year and estimates projected revenue based on a rolling four-year average of those collection rates. For Building Permits revenue, actual collection rates through December 31, 2020 were 25% higher than the four-year average collection rate at mid-year. Staff is proposing a budget increase to Building Permits of \$100,000 based on this analysis and input from the Community Development Department. This adjustment would increase Building Permits budgeted revenue from \$134,000 to \$234,000.

- Building Plan Check Fees

For Building Permits revenue, actual collection rates through December 31, 2020 were 30% higher than three out of the past four years (FY2020 was exceptionally high due to one-time plan-check revenue received for the Santa Fe Christian project). Staff is proposing a budget increase to Building Plan Check Fees of \$100,000 based on this analysis and input from the Community Development Department. This adjustment would increase Building Plan Check Fees budgeted revenue from \$170,200 to \$270,200.

- Interest Revenue

The adopted budget included \$105,000 for interest revenue that would be received on its investments held with the Local Agency Investment Fund (LAIF) and Chandler Asset Management. This revenue category is ahead of the expected budget at mid-year and Staff is recommending interest revenue be increased by \$45,000 to \$150,000.

- Motor Vehicle In-Lieu

The Adopted Budget appropriated \$1,809,500 for Motor Vehicle In-Lieu revenue and the City has been notified by the County of San Diego that our actual revenue would be \$1,816,338. Staff is recommending an increase in this revenue category by \$7,000 to reflect this increase in anticipated Motor Vehicle in Lieu revenue.

- Fines and Penalties

The Adopted Budget appropriated \$135,000 for California Vehicle Code (CVC) Fines revenue, and \$190,000 for Redflex Citations. Due largely to the COVID-19 pandemic which has seen a dramatic reduction in vehicle traffic, these accounts are underperforming compared to last fiscal year by approximately 30%. Staff is recommending a decrease in these revenue accounts by \$45,000 each bringing CVC Fines from \$135,000 down to \$90,000 and Redflex Citations from \$190,000 to \$145,000.

- Community Grants

Staff is recommending an increase in this revenue category by \$15,000 due to Community Grant funds committed to the City by Santa Fe Christian Schools.

A summary of the recommended changes for General Fund revenues are listed in the following table:

**Proposed Revenue Budget Adjustments  
 General Fund - Mid Year  
 Fiscal Year 2020/21**

<u>Account</u>	<u>Additions/ (Deletions)</u>
Property Tax	\$ 115,000
Sales & Use Tax	(160,000)
Franchise Fees	(68,000)
Real Property Transfer Tax	70,000
Short Term Vacation Rental TOT	220,000
Building Permits	100,000
Interest	45,000
Motor Vehicle In-Lieu	7,000
Building Plan Check Fees	100,000
Community Grants	15,000
CVC Fines	(45,000)
Redflex Citations	(45,000)
<b>Total General Fund</b>	<b>\$ 354,000</b>

General Fund Amendments – Expenditures

Staff has also analyzed expenditures through December 2020 against budgeted expenditures. Based on this analysis, Staff is recommending increases to General Fund expenditure accounts totaling \$354,993.

The largest expenditure adjustment is an increase of \$150,000 for building services. This increase is for services provided by EsGil and is offset by increases in building permit and building plan check revenues.

City Council previously approved a rental assistance program a portion of which was approved to be charged to the General Fund for COVID-19 relief. Staff is including the amount of \$61,976 as requested in the City Manager’s Budget for this purpose.

In addition, due to an increase in costs related to COVID-19, Staff is asking for increases for Special Department Supplies in the amount of \$25,000 for the Civil Defense fund for supplies such as face masks, temperature kiosks and other needs.

The Finance Department has analyzed costs associated with Salaries and Fringe Benefits through the end of December 2020. The following changes to Salaries and Fringe Benefits are as follows:

- Due to the retirement of the Finance Director in September, the City hired an Interim Finance Director. This was not included in the adopted budget. Staff is requesting an increase of \$90,000 (\$83,115 in salary and \$6,885 in Fringe Benefits) for this position.

- With an increased need for Information Technology services, Staff is requesting \$10,000 (\$9,235 in Salary and \$765 in Fringe Benefits) for the addition of a temporary Part-Time Management Assistant to assist with help desk activities.
- Due to increased demand on services provided by the Human Resources Department, there is an operational need to increase the staffing level from 3/4 time to full time. This would be effective as of January 1, 2021. The impact in this fiscal year is an addition of \$15,590 in salary and \$4,186 in Fringe Benefits. This staffing adjustment would continue into the City's next two-year budget.
- The Engineering Department has a vacancy due to a retirement in July 2020. Staff expects to fill this position at a lower level of pay. Due to this, Staff is estimating salary savings of \$16,000 and Fringe Benefits savings of \$4,000.
- Due to increased workload, the planning department has been working more overtime than projected. Staff is requesting an increase of \$6,000 to their overtime budget.
- The City needs a new contract for animal removal services. The estimate for this service is higher than what was included in the adopted budget. Staff is asking for an increase of \$4,300 for this purpose.
- Last year, the Holiday Tree was at the end of its useful life. Staff found a new Holiday Tree that was discounted at an after-holiday sale at a cost of \$7,942. This was mistakenly left out of the FY 2020/21 Budget when approved. This expenditure must be appropriated during this mid-year budget adjustment process and the Park and Recreation Reserve will be the source of funding for this purchase.

A summary of the recommend changes for General Fund expenditures are listed in the following table:

**Proposed Expenditure Budget Adjustments  
 General Fund - Mid Year  
 Fiscal Year 2020/21**

<b>Account</b>	<b>Additions/ (Deletions)</b>
Salary and Benefits	
Finance	\$ 90,000
Information Systems	\$ 10,000
Planning - Overtime	6,000
Human Resources	19,775
Public Works - Engineering	(20,000)
Professional Services	
Animal Control	4,300
Building Services	150,000
City Manager	61,976
Equipment	
Recreation	7,942
Special Department Supplies	
Civil Defense	25,000
<b>Total General Fund</b>	<b>\$ 354,993</b>

**Other Fund Amendments**

The following amendments increasing expenditures to other funds are also recommended:

<b><u>Fund #</u></b>	<b><u>Fund Name</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
509	Sanitation	Conveyance	\$ 7,112
550	Solana Energy Alliance	Energy Mailers	2,504
<b>Total Other Funds</b>			<b>\$ 9,616</b>

The adopted FY 2020/21 Budget initially projected an estimated surplus of \$74,000. At the City Council meeting on July 8, 2020, Staff provided a Budget Update which included a FY 2020/21 Budget Amendment necessitated by economic impacts resulting from the COVID-19 pandemic. This Budget Amendment reduced the projected FY 2020/21 surplus to \$20,000. With the FY 2020/21 mid-year adjustments to revenues and expenditures discussed above, the General Fund Budget would realize an increase of revenues of \$354,000 against expenditure increases of \$354,993, thereby reducing the projected surplus by \$993 to \$19,007.

**CEQA COMPLIANCE STATEMENT:**

Not a project as defined by CEQA

**FISCAL IMPACT:**

If Council approves Staff’s recommendations, the “General Fund – Adopted Budget Plus Changes” net surplus balance reported at each Council meeting would be updated as follows:

GENERAL FUND - ADOPTED BUDGET PLUS CHANGES As of February 24, 2021					
Action	Description	Revenues	Expenditures	Transfers from GF	Net Surplus
Reso 2019-085	Adopted Budget	19,827,600	(19,602,500)	(151,100) (1)	\$ 74,000
Reso 2020-101	FY 2020/21 Budget Update	(495,000)	361,000	80,000 (2)	20,000
Reso 2021-021	Mid-Year Budget Adjustments	354,000	(354,993)		19,007
(1)	Transfers to:				
	Debt Service for Public Facilities		151,100		
				151,100	
(2)	Transfers to:				
	City CIP Fund		(80,000)		
				(80,000)	

The General Fund’s projected budget surplus for FY 2020/21 would decrease from a surplus of \$20,000 to a surplus of \$19,007.

**WORK PLAN:**

Fiscal Sustainability

**OPTIONS:**

- Approve Staff Recommendation
- Deny Staff Recommendation

**DEPARTMENT RECOMMENDATION:**

Staff recommends the City Council adopt Resolution 2021-021 revising appropriations in the Fiscal Year 2020/21 Budget.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation.



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Gregory Wade, City Manager

Attachments:

1. Resolution 2021-021

## RESOLUTION 2021-021

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, REVISING APPROPRIATIONS IN THE FISCAL YEAR 2020/21 BUDGET AND AUTHORIZING THE CITY TREASURER TO AMEND THE BUDGET ACCORDINGLY

**WHEREAS**, during the course of the fiscal year, new information becomes available to Staff which require adjustments to be made to the adopted budget; and

**WHEREAS**, Section 3.08.040 of the Solana Beach Municipal Code limits the purchases by departments within the total departmental budget appropriations; and

**WHEREAS**, the City's Operating Budget Policies state that total expenditures of a particular fund may not exceed that which is appropriated by the City Council, without a budget amendment; and

**WHEREAS**, the City Manager, in coordination with the Finance Director, reviewed and analyzed the expenditures of the Fiscal Year 2020/21 Adopted Budget and recommend certain amendments be made to the General Fund as well as other funds.

**NOW THEREFORE BE IT RESOLVED**, by the City Council of the City of Solana Beach, California, does hereby resolve as follows:

1. That the above recitations are true and correct.
2. That the City Treasurer is authorized to amend appropriations in the 2020/21 fiscal year budget as further set forth in the attached Exhibit A.

**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Solana Beach, California, this 24<sup>th</sup> day of February 2021, by the following vote:

AYES: Councilmembers –  
NOES: Councilmembers –  
ABSENT: Councilmembers –  
ABSTAIN: Councilmembers –

\_\_\_\_\_  
LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA N. CANLAS, City Attorney

\_\_\_\_\_  
ANGELA IVEY, City Clerk

**Exhibit A  
Resolution 2021-021**

**GENERAL FUND**

**Revenues**

**Account**

**Additions/  
Deletions**

Property Tax	\$ 115,000
Sales & Use Tax	(160,000)
Franchise Fees	(68,000)
Real Property Transfer Tax	70,000
Short Term Vacation Rental TOT	220,000
Building Permits	100,000
Interest	45,000
Motor Vehicle In-Lieu	7,000
Building Plan Check Fees	100,000
Community Grants	15,000
CVC Fines	(45,000)
Redflex Citations	(45,000)
<b>Total General Fund</b>	<b>\$ 354,000</b>

**Expenditures**

City Manager	Professional Services	\$ 61,976
Finance	Salary and Benefits	90,000
Information Systems	Salary and Benefits	10,000
Planning	Salary and Benefits	6,000
Human Resources	Salary and Benefits	19,775
Public Works - Engineering	Salary and Benefits	(20,000)
Civil Defense	Special Department Supplies	25,000
Animal Control	Professional Services	4,300
Building Services	Professional Services	150,000
Recreation	Equipment	7,942
	<b>Total General Fund</b>	<b>\$ 354,993</b>

**OTHER FUNDS**

**Expenditures**

Sanitation	Professional Services	7,112
Solana Energy Alliance	Books/Sub/Print	2,504
	<b>Total Other Funds</b>	<b>\$ 9,616</b>