



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

AGENDA

Joint REGULAR Meeting
Wednesday, May 8, 2024 * 6:00 p.m.

City Hall / Council Chambers, 635 S. Highway 101, Solana Beach, California

- 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](#).



PUBLIC MEETING ACCESS

The Regular Meetings of the City Council are scheduled for the 2nd and 4th Wednesdays and are broadcast live. 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.

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.

AGENDA MATERIALS

A full City Council agenda packet including relative supporting documentation is available at City Hall, the Solana Beach Branch [Library](#) (157 Stevens Ave.), La Colonia Community Ctr., and online www.cityofsolanabeach.org. Agendas are posted at least 72 hours prior to regular meetings and at least 24 hours prior to special meetings. Writings and documents regarding an agenda of an open session meeting, [received](#) after the official posting, and distributed to the Council for consideration, will be made available for public viewing at the same time. In addition, items received at least 1 hour 30 minutes prior to the meeting time will be uploaded online with the agenda posting. Materials submitted for consideration should be forwarded to the [City Clerk's department](#) 858-720-2400. The designated location for viewing of hard copies is the City Clerk's office at City Hall during normal business hours.

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 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 two hours 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.

And/Or

Verbal Comment Participation:

Please submit a speaker slip to the City Clerk prior to the meeting, or the announcement of the Section/Item, to provide public comment. Allotted times for speaking are outlined on the speaker's slip for each agenda section: Oral Communications, Consent, Public Hearings and Staff Reports. Public speakers have 3 minutes each to speak on each topic. Time may be donated by another

individual who is present at the meeting to allow an individual up to 6 minutes to speak. Group: Time may be donated by two individuals who are present at the meeting allowing an individual up to 10 minutes to speak. Group Hearings: For public hearings only, time may be donated by two individuals who are present at the meeting allowing an individual up to 15 minutes to speak.

SPECIAL ASSISTANCE NEEDED

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 at least 72 hours prior to the meeting.

As a courtesy to all meeting attendees, please set all electronic devices to silent mode and engage in conversations outside the Council Chambers.

<u>CITY COUNCILMEMBERS</u>		
Lesa Heebner Mayor		
Jewel Edson Deputy Mayor / Councilmember District 3		Kristi Becker Councilmember District 2
Jill MacDonald Councilmember District 4		David A. Zito Councilmember District 1

Alyssa Muto
City Manager

Johanna Canlas
City Attorney

Angela Ivey
City Clerk

SPEAKERS:

Please submit your speaker slip to the City Clerk prior to the meeting or the announcement of the Item. Allotted times for speaking are outlined on the speaker's slip for Oral Communications, Consent, Public Hearings and Staff Reports.

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:

APPROVAL OF AGENDA:

PROCLAMATIONS/CERTIFICATES: *Ceremonial*

- Bike Month

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

- New Sheriff's Captain Watts

ORAL COMMUNICATIONS:

Comments relating to items on this evening's agenda are taken at the time the items are heard. 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 submitting a speaker slip (located on the back table) to the City Clerk. 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 presentation is THREE MINUTES. No donations of time are permitted (SBMC 2.04.190). Please be aware of the timer light on the Council Dais.

COUNCIL COMMUNITY ANNOUNCEMENTS / COMMENTARY:

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

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

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 to the City Clerk a speaker slip (located on the back table) before the Consent Calendar is addressed. 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 heard immediately after approval of the Consent Calendar to hear the public speaker.

All speakers should refer to the public comment section at the beginning of the agenda for details. Please be aware of the timer light on the Council Dais.

A.1. Minutes of the City Council.

Recommendation: That the City Council

1. Approve the Minutes of the City Council meetings held on April 10, 2024.

[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. Register Of Demands. (File 0300-30)

Recommendation: That the City Council

1. Ratify the list of demands for April 04, 2024 – April 19, 2024.

[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. General Fund Adopted Budget for Fiscal Year 2023/2024 Changes. (File 0330-30)

Recommendation: That the City Council

1. Receive the report listing changes made to the Fiscal Year 2023-2024 General Fund Adopted Budget.

[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. Senate Bill (SB) 1 Project List – Fiscal Year (FY) 2024/25. (File 0820-35)

Recommendation: That the City Council

1. Adopt **Resolution 2024-051**:

- a. Authorizing the City Engineer to establish a project list for Local Streets and Roads Funding Program Road Maintenance and Rehabilitation Account FY 2024/25 revenues and designates the 2024 Annual Street Maintenance and Repair Project, as identified in the City's FY 2024/25 Capital Improvement Program list, to receive the SB 1 funding. It is anticipated that the designated project will rehabilitate the pavement through asphalt overlays on portions of Lomas Santa Fe Drive and several residential streets including Glencrest Drive from Dell Street to Glencrest Place, Highland Drive from Lomas Santa Fe Drive to Sun Valley Road, all of Mola Vista Way, all of Palmitas Street, San Mario Drive from Highland Drive to Santa Sabina Court, and the middle portion of Via Mil Cumbres. It is also anticipated that the designated project will be completed by February 2025 and will have an estimated useful life of approximately 15 years.
- b. Authorizing the City Engineer to submit the project list to the California Transportation Commission for the 2024/25 Local Streets and Roads Funding Program using funds from the Road Maintenance and Rehabilitation Account.

[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. Citizen Commission Appointment. (File 0120-06)

Recommendation: That the City Council

1. Consider switching current seats on the Climate Action Commission by appointing existing member Michelle Buchanan to a resident's Post 4 seat and appointing existing member Greg Coleson to a professional Post 2 seat, both with terms ending January 2026.

[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.

NOTE: The City Council shall not begin a new agenda item after 10:30 p.m. unless approved by a unanimous vote of all members present. (SBMC 2.04.070)

C. STAFF REPORTS: (C.1.)

Submit speaker slips to the City Clerk.

All speakers should refer to the public comment section at the beginning of the agenda for time allotments. Please be aware of the timer light on the Council Dais.

C.1. Draft Work Plan – Fiscal Year (FY) 2024/25. (File 0410-08)

Recommendation: That the City Council

1. Receive public input and review, discuss and provide direction on potential modifications to the draft Fiscal Year 2024/25 Work Plan.

[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.

WORK PLAN COMMENTS:

Adopted June 28, 2023

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-Heebner, Alternate-Edson
- b. Clean Energy Alliance (CEA) JPA: Primary-Becker, Alternate-Zito
- c. County Service Area 17: Primary-MacDonald, Alternate-Edson
- d. Escondido Creek Watershed Authority: Becker / Staff (no alternate).
- e. League of Ca. Cities' San Diego County Executive Committee: Primary-MacDonald, Alternate-Becker. Subcommittees determined by its members.
- f. League of Ca. Cities' Local Legislative Committee: Primary-MacDonald, Alternate-Becker
- g. League of Ca. Cities' Coastal Cities Issues Group (CCIG): Primary-MacDonald, Alternate-Becker
- h. North County Dispatch JPA: Primary-MacDonald, Alternate-Becker
- i. North County Transit District: Primary-Edson, Alternate-MacDonald
- j. Regional Solid Waste Association (RSWA): Primary-Zito, Alternate-MacDonald
- k. SANDAG: Primary-Heebner, 1st Alternate-Zito, 2nd Alternate-Edson. Subcommittees determined by its members.
- l. SANDAG Shoreline Preservation Committee: Primary-Becker, Alternate-Zito
- m. San Dieguito River Valley JPA: Primary-MacDonald, Alternate-Becker
- n. San Elijo JPA: Primary-Zito, Primary-Becker, Alternate-City Manager
- o. 22nd Agricultural District Association Community Relations Committee: Primary-Edson, Primary-Heebner

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

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

CITIZEN COMMISSION(S)

- a. Climate Action Commission – Zito, Becker

ADJOURN:

Next Regularly Scheduled Meeting is May 22, 2024

Always refer to the City's website Event Calendar for an updated schedule or contact City Hall. www.cityofsolanabeach.org 858-720-2400

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 May 8, 2024 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 May 1, 2024 at 4:15 p.m. on the City Bulletin Board at the entrance to the City Council Chambers. Said meeting is held at 6:00 p.m., May 8, 2024, in the Council Chambers, at City Hall, 635 S. Highway 101, Solana Beach, California.

Angela Ivey, City Clerk
City of Solana Beach, CA

UPCOMING 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**

CITY OF SOLANA BEACH

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



MINUTES

Joint Meeting - Closed Session

Wednesday, April 10, 2024 5:00 p.m.

City Hall / Council Chambers, 635 S. Highway 101, Solana Beach, California

CITY COUNCILMEMBERS

Lesa Heebner

Mayor

Jewel Edson

Deputy Mayor / Councilmember District 3

Jill MacDonald

Councilmember District 4

Kristi Becker

Councilmember District 2

David A. Zito

Councilmember District 1

Daniel King

Interim City Manager

Johanna Canlas

City Attorney

Angela Ivey

City Clerk

CALL TO ORDER AND ROLL CALL:

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

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

Absent: Jill MacDonald

Also Present: Daniel King, Interim City Manager
Johanna Canlas, City Attorney

PUBLIC COMMENT ON CLOSED SESSION ITEMS (ONLY): None

CLOSED SESSION:

1. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Pursuant to Government Code section 54956.8

Property: APN 298-010-63-00

City Negotiators: Interim City Manager Dan King and City Attorney Johanna Canlas

Negotiating Parties: Marc R. Brutton

Under negotiation: Lease Price and Terms

2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Government Code Section 54956.9(d)(1)

City of Solana Beach v. 22nd Agricultural Association (37-2024-00011380-CU-TT-CTL)

3. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Pursuant to Government Code Section 54956.9(d)(2)

Two (2) Potential case(s).

ACTION: No reportable action.

ADJOURN:

Mayor Heebner adjourned the meeting at 6:03 p.m.

Angela Ivey, City Clerk

Approved: _____



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

MINUTES

Joint REGULAR Meeting
Wednesday, April 10, 2024 * 6:00 p.m.

City Hall / Council Chambers, 635 S. Highway 101, Solana Beach, California

- 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

Jewel Edson
Deputy Mayor / Councilmember District 3

Kristi Becker
Councilmember District 2

Jill MacDonald
Councilmember District 4

David A. Zito
Councilmember District 1

Daniel King
Interim City Manager

Johanna Canlas
City Attorney

Angela Ivey
City Clerk

CALL TO ORDER AND ROLL CALL:

Mayor Heebner called the meeting to order at 6:09 p.m.

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

Absent: Jill MacDonald

Also Dan King, Interim City Manager

Present: Johanna Canlas, City Attorney
 Angela Ivey, City Clerk
 Mo Sammak, City Engineer/Public Works Dir.
 Rachel Jacobs, Finance Dir.
 Joseph Lim, Community Development Dir.

CLOSED SESSION REPORT: None

FLAG SALUTE:

APPROVAL OF AGENDA:

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

ORAL COMMUNICATIONS: None

Comments relating to items on this evening's agenda are taken at the time the items are heard. 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 submitting a speaker slip (located on the back table) to the City Clerk. 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 presentation is THREE MINUTES. No donations of time are permitted (SBMC 2.04.190). Please be aware of the timer light on the Council Dais.

COUNCIL COMMUNITY ANNOUNCEMENTS / COMMENTARY:

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

A. CONSENT CALENDAR: (Action Items) (A.1. - A.8.)

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 to the City Clerk a speaker slip (located on the back table) before the Consent Calendar is addressed. 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 heard immediately after approval of the Consent Calendar to hear the public speaker.

A.1. Minutes of the City Council.

Recommendation: That the City Council

1. Approve the Minutes of the City Council meetings held on February 28, 2024, March 1, 2024, and March 2, 2024.

Approved Minutes <https://www.cityofsolanabeach.org/en/government/public-meetings/agendas-minutes-videos>

Motion: Moved by Deputy Mayor Edson and second by Councilmember Becker to approve. **Approved 4/0/1:** Ayes: Heebner, Edson, Becker, Zito. Noes: None. Absent: MacDonald. Motion carried.

A.2. Register Of Demands. (File 0300-30)

Recommendation: That the City Council

1. Ratify the list of demands for March 9, 2024 – March 22, 2024.

Item A.2. Report (click here)

Motion: Moved by Deputy Mayor Edson and second by Councilmember Becker to approve. **Approved 4/0/1:** Ayes: Heebner, Edson, Becker, Zito. Noes: None. Absent: MacDonald. Motion carried.

A.3. General Fund Adopted Budget for Fiscal Year 2023/2024 Changes. (File 0330-30)

Recommendation: That the City Council

1. Receive the report listing changes made to the Fiscal Year 2023-2024 General Fund Adopted Budget.

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

Motion: Moved by Deputy Mayor Edson and second by Councilmember Becker to approve. **Approved 4/0/1:** Ayes: Heebner, Edson, Becker, Zito. Noes: None. Absent: MacDonald. Motion carried.

A.4. Citywide Janitorial Services. (File 0700-20)

Recommendation: That the City Council

1. Adopt **Resolution 2024-035:**
 - a. Authorizing the City Manager to execute a one-year Professional Services Agreement with California Office Cleaning, Inc., in the amount not to exceed \$127,880, for Citywide janitorial services.
 - b. Authorizing the City Manager to extend the agreement for up to four additional years at the City's option in an amount not to exceed \$127,880 per year.

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

Motion: Moved by Deputy Mayor Edson and second by Councilmember Becker to approve. **Approved 4/0/1:** Ayes: Heebner, Edson, Becker, Zito. Noes: None. Absent: MacDonald. Motion carried.

A.5. City-Wide Tree Care and Maintenance Services. (File 0820-25)

Recommendation: That the City Council

1. Adopt **Resolution 2024-030:**
 - a. Authorizing the City Manager to execute a one-year Professional Services Agreement with West Coast Arborists, in the amount not to exceed \$75,000, for on-call, as-needed City-wide tree trimming and maintenance.
 - b. Authorizing the City Manager to extend the agreement for up to four additional one-year terms at the City's option in an amount not to exceed \$75,000 per year.
 - c. Authorizing the City Treasurer to amend the FY 2024/25 Adopted Budget accordingly.

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

Motion: Moved by Deputy Mayor Edson and second by Councilmember Becker to approve. **Approved 4/0/1:** Ayes: Heebner, Edson, Becker, Zito. Noes: None. Absent: MacDonald. Motion carried.

A.6. Solid Waste Rate Review. (File 1030-15)

Recommendation: That the City Council

1. Adopt **Resolution 2024-040** setting the Solid Waste Rate Review Public Hearing protest vote for June 12, 2024.

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

Motion: Moved by Deputy Mayor Edson and second by Councilmember Becker to approve. **Approved 4/0/1:** Ayes: Heebner, Edson, Becker, Zito. Noes: None. Absent: MacDonald. Motion carried.

A.7. Handyman Services for On-Call, As-Needed Repair Services. (File 0700-25)

Recommendation: That the City Council

1. Adopt **Resolution 2024-031**:
 - a. Authorizing the City Manager to execute a Professional Services Agreement, with Lalley Construction, for a not to exceed amount of \$25,000, for on-call, as-needed repair services for Fiscal Year 2024/25.
 - b. Authorizing the City Manager to execute a Professional Services Agreement, with Real Estate for a not to exceed amount of \$55,000, for on-call, as-needed repair services for Fiscal Year 2024/25 only, and \$50,000 in each subsequent year.
 - c. Authorizing the City Manager to extend the agreements for up to four additional years at the City's option in an amount not to exceed \$25,000 per year with Lalley Construction, and \$50,000 per year with Real Estate Consulting and Services, Inc.
 - d. Appropriating \$55,000 from the General Fund, Undesignated Reserves to the Public Facilities Maintenance, Professional Services Operating Budget.
 - e. Authorizing the City Treasurer to amend the Fiscal Year 2024/25 Adopted Budget accordingly.

[Item A.7. Report \(click here\)](#)

Motion: Moved by Deputy Mayor Edson and second by Councilmember Becker to approve. **Approved 4/0/1:** Ayes: Heebner, Edson, Becker, Zito. Noes: None. Absent: MacDonald. Motion carried.

A.8. Elevator Maintenance Services and Modernization. (File 0710-35)

Recommendation: That the City Council

1. Adopt **Resolution 2024-033**:
 - a. Authorizing the City Manager to award a construction contract to 24 Hour Elevator Inc., in the amount of \$89,800, and a contingency amount of \$8,980, for a total, not to exceed amount of \$98,780 for FY 2024/25 for elevator modernization upgrades.
 - b. Authorizing the City Manager to approve cumulative change orders up to the construction contingency amount.
 - c. Authorizing the City Manager to execute a Professional Services Agreement with 24 Hour Elevator, Inc., in the amount not to exceed \$4,833.76 for FY 2024/25, \$4,950.40 for FY 2025/26, \$5,072.92 for FY 2026/27, \$5,201.68 for FY 2027/28, \$5,336.80 for FY 2028/29 for monthly inspections, and for on-call, as-needed services.
 - d. Authorizing the City Treasurer to amend the FY 2024/25 Adopted Budget accordingly.

[Item A.8. Report \(click here\)](#)

Motion: Moved by Deputy Mayor Edson and second by Councilmember Becker to approve. **Approved 4/0/1:** Ayes: Heebner, Edson, Becker, Zito. Noes: None. Absent: MacDonald. Motion carried.

B. PUBLIC HEARINGS: (B.1.)

This portion of the agenda provides citizens an opportunity to express their views on a specific issue as required by law after proper noticing by submitting a speaker slip (located on the back table) to the City Clerk. 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. 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 should refer to the public comment section at the beginning of the agenda for time allotment.* Please be aware of the timer light on the Council Dais.

B.1. Public Hearing: 455 Glencrest Drive; Case #: DRP23-002, SDP23-004; Applicant: Nick Marier; APN: 263-270-40. (File 0600-40)

Recommendation: That the City Council

1. Adopt **Resolution 2024-036** conditionally approving a Development Review Permit (DRP) and Structural Development Permit (SDP) for an interior remodel and addition including a new second story at 455 Glencrest Dr.

[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.

Dan King, Interim City Manager, introduced the item.

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

Tim Martin, Architect, said he had no presentation.

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

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

C. STAFF REPORTS: (C.1. – C.2.)

Submit speaker slips to the City Clerk.

All speakers should refer to the public comment section at the beginning of the agenda for time allotments. Please be aware of the timer light on the Council Dais.

C.1. Citizen Commission Appointments. (File 0120-06)

Recommendation: That the City Council

1. Appoint one (1) member to the Climate Action Commission nominated/appointed by *Council-at-large* for a two-year term.

Motion: Moved by Councilmember Becker and second by Deputy Mayor Edson to appoint Michelle Buchanan to the professional position. **Approved 4/0/1:** Ayes: Heebner, Edson, Becker, Zito. Noes: None. Absent: MacDonald Motion carried.

2. Appoint one (1) member to the Parks and Recreation Commission nominated/appointed by *Council-at-large* for a one-year term.

Motion: Moved by Councilmember Becker and second by Councilmember Zito to appoint Stan Bergum. **Approved 4/0/1:** Ayes: Heebner, Edson, Becker, Zito. Noes: None. Absent: MacDonald Motion carried.

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

C.2. Mid-Year Budget Adjustments for Fiscal Year 2024. (File 0330-30)

Recommendation: That the City Council

1. Adopt **Resolution 2024-039:**
 - a. Approving revised appropriations in the FY 2024 Adopted Budget.
 - b. Authorize the City Treasurer to amend the FY 2024 Adopted Budget accordingly.

[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.

Dan King, Interim City Manager, introduced the item.

Rachel Jacobs, Finance Director, presented a PowerPoint (on file).

Council and Staff discussed asset replacement, insurance premiums, and damage claims.

Motion: Moved by Councilmember Zito and second by Deputy Mayor Edson to approve. **Approved 4/0/1:** Ayes: Heebner, Edson, Becker, Zito. Noes: None. Absent: MacDonald Motion carried.

WORK PLAN COMMENTS:

Adopted June 28, 2023

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)

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

CITIZEN COMMISSION(S)

ADJOURN:

Mayor Heebner adjourned the meeting at 6:35 p.m.

Angela Ivey, City Clerk

Approved: _____



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Daniel King, Interim City Manager
MEETING DATE: May 8, 2024
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: 04/06/2024 through 04/19/2024

Check Register - Disbursement Fund (Attachment 1)		\$	880,980.64
Net Payroll Council	April 11, 2024		4,993.17
Net Payroll Staff O21	April 12, 2024		<u>294,332.24</u>
TOTAL		\$	<u>1,180,306.05</u>

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 April 6, 2024 through April 19, 2024 reflects total expenditures of \$1,180,360.05 from various City 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.

A handwritten signature in blue ink, appearing to read "Daniel King". The signature is fluid and cursive, with a large initial "D" and "K".

Daniel King, Interim City Manager

Attachments:

1. Check Register – Disbursement Fund



City of Solana Beach

Register of Demands

4/6/2024 - 4/19/2024

Department Vendor	Description	Date	Check/EFT Number	Amount
100 - GENERAL FUND				
MISSION SQUARE PLAN 302817	Payroll Run 2 - Warrant OC10	04/11/2024	9001386	\$6,085.59
MISSION SQUARE PLAN 302817	Payroll Run 1 - Warrant O21	04/11/2024	9001386	\$19,529.81
SOLANA BEACH FIREFIGHTERS ASSOC	Payroll Run 1 - Warrant O21	04/11/2024	9001393	\$900.00
ALLIANT INSURANCE SVCS INC	CY24 QTR 1 SPECIAL EVENT INSURANCE	04/19/2024	106544	\$8,616.47
US BANK	EE REIMBURSED	04/11/2024	106517	\$72.99
US BANK	EE REIMBURSED	04/11/2024	106517	\$98.82
PRE-PAID LEGAL SERVICES, INC	JAN 24-PPD LEGAL	04/19/2024	106560	\$25.90
PRE-PAID LEGAL SERVICES, INC	FEB 24-PPD LEGAL	04/19/2024	106561	\$25.90
PRE-PAID LEGAL SERVICES, INC	MAR 24-PPD LEGAL	04/19/2024	106561	\$25.90
PRE-PAID LEGAL SERVICES, INC	DEC 23-PPD LEGAL	04/19/2024	106561	\$25.90
DEPARTMENT OF THE TREASURY	EID 33-0203789 941 Q4 12/31/23	04/19/2024	106555	\$1,481.85
STUDIO GRIT LLC	RFND-ENC22-0071	04/11/2024	106537	\$793.00
STERLING HEALTH SERVICES, INC.	OC10 FSA CONTRIBUTIONS	04/19/2024	9001407	\$266.67
STERLING HEALTH SERVICES, INC.	O21 FSA/DCA CONTRIBUTIONS	04/19/2024	9001407	\$2,054.98
STERLING HEALTH SERVICES, INC.	O21 FSA/DCA CONTRIBUTIONS	04/19/2024	9001407	\$1,325.04
TODD KESSLER	RFND-FCCC 06/01/24	04/19/2024	106564	\$103.53
TODD KESSLER	RFND-FCCC 06/01/24	04/19/2024	106564	\$727.23
NORMA SHANNON	RFND-GRD21-0007	04/11/2024	106532	\$37,746.72
CATCHING H2O INC	RFND-B24-0057-WITHDRAWL	04/19/2024	106549	\$130.05
TOTAL GENERAL FUND				\$80,036.35
1005100 - CITY COUNCIL				
US BANK	PL-CLOSED SESSION	04/11/2024	106517	\$207.21
US BANK	PL-CLOSED SESSION	04/11/2024	106517	\$219.43
TOTAL CITY COUNCIL				\$426.64
1005150 - CITY CLERK				
IRON MOUNTAIN	APR 24-OFFSITE STORAGE/SHREDDING	04/11/2024	106527	\$881.30
STAPLES CONTRACT & COMMERCIAL	PAPER/PENS	04/11/2024	106536	\$161.59
US BANK	G WADE POSTER	04/11/2024	106517	\$13.59
US BANK	COSB TILE PLAQUE	04/11/2024	106517	\$138.50
US BANK	RETURN G WADE POSTER FRAME	04/11/2024	106517	(\$38.78)
US BANK	CITY ANNUAL PAPER SUBSCRIPTION	04/11/2024	106517	\$571.71
US BANK	G WADE POSTER	04/11/2024	106517	\$13.59
US BANK	TRANSCRIPTION SERVICE	04/11/2024	106517	\$52.25
US BANK	SELF INKING STAMP	04/11/2024	106517	\$38.63
KFORCE INC.	TEMP SERVICES-02/15/24-CLK	04/19/2024	9001402	\$960.00
KFORCE INC.	TEMP SERVICES-02/22/24-CLK	04/19/2024	9001402	\$1,080.00
KFORCE INC.	TEMP SERVICES-03/07/24-CLK	04/19/2024	9001402	\$360.00
KFORCE INC.	TEMP SERVICES-03/14/24-CLK	04/19/2024	9001402	\$300.00
TOTAL CITY CLERK				\$4,532.38
1005200 - CITY MANAGER				
US BANK	CM FAREWELL LUNCH	04/11/2024	106517	\$324.54
US BANK	FLOWERS	04/11/2024	106517	\$154.13

KEYSER MARSTON ASSOCIATES, INC	MAR 24-KMA CONSULTING SERVICES	04/11/2024	106529	\$945.00
EMANUELS JONES & ASSOCIATES, LLC	LOBBYING SERVICES - JAN 24	04/11/2024	106526	\$2,704.00
EMANUELS JONES & ASSOCIATES, LLC	LOBBYING SERVICES - FEB 24	04/11/2024	106526	\$2,779.00
EMANUELS JONES & ASSOCIATES, LLC	LOBBYING SERVICES - MAR 24	04/11/2024	106526	\$2,704.00
EMANUELS JONES & ASSOCIATES, LLC	LOBBYING SERVICES - APR 24	04/11/2024	106526	\$2,704.00

TOTAL CITY MANAGER**\$12,314.67****1005250 - LEGAL SERVICES**

HOGAN LAW APC	MAR 24-GENERAL LEGAL	04/19/2024	106554	\$7,735.00
---------------	----------------------	------------	--------	------------

TOTAL LEGAL SERVICES**\$7,735.00****1005300 - FINANCE**

STAPLES CONTRACT & COMMERCIAL	TONER	04/19/2024	106563	\$268.17
US BANK	CSMFO BUDGET AWARD APPLICATION FEE	04/11/2024	106517	\$50.00
US BANK	CSMFO CONFERENCE	04/11/2024	106517	\$1,017.16
US BANK	COA REVIEW FEE	04/11/2024	106517	\$920.00
AMAZON.COM SALES, INC	INV-1MPX-4GQL-7JCD-POST ITS/PLANNER/PENS	04/11/2024	9001384	\$42.84
AMAZON.COM SALES, INC	INV-1MPX-4GQL-7JCD-COFFEE PODS/PENS/ORGANIZER	04/11/2024	9001384	\$29.60
AMAZON.COM SALES, INC	INV-1MPX-4GQL-7JCD-TONER	04/11/2024	9001384	\$110.42

TOTAL FINANCE**\$2,438.19****1005350 - SUPPORT SERVICES**

XEROX CORPORATION	MAR 24-XEROX PLN/ENG	04/19/2024	106569	\$107.74
XEROX CORPORATION	MAR 24-XEROX PLN/ENG	04/19/2024	106569	\$546.78
XEROX CORPORATION	MAR 24-XEROX UPSTAIRS	04/19/2024	106569	\$102.54
XEROX CORPORATION	MAR 24-XEROX UPSTAIRS	04/19/2024	106569	\$298.25
XEROX CORPORATION	MAR 24-XEROX CLERK	04/19/2024	106569	\$138.74
XEROX CORPORATION	MAR 24-XEROX CLERK	04/19/2024	106569	\$271.68
XEROX CORPORATION	MAR 24-XEROX FIERY-PLN/ENG	04/19/2024	106569	\$132.61
XEROX CORPORATION	MAR 24-XEROX FIERY-UPSTAIRS	04/19/2024	106569	\$132.61
XEROX CORPORATION	MAR 24-XEROX FIERY-CLK	04/19/2024	106569	\$122.84
CULLIGAN OF SAN DIEGO	APR 24-CULLIGAN WATER-PW	04/11/2024	106521	\$73.00
CULLIGAN OF SAN DIEGO	APR 24- CULLIGAN WATER-LC	04/11/2024	106521	\$40.50
CULLIGAN OF SAN DIEGO	APR 24- CULLIGAN WATER-CH	04/11/2024	106521	\$150.96
AMAZON.COM SALES, INC	INV-1MPX-4GQL-7JCD-DESCALER	04/11/2024	9001384	\$22.55
AMAZON.COM SALES, INC	INV-1MPX-4GQL-7JCD-KLEENEX	04/11/2024	9001384	\$33.70
AMAZON.COM SALES, INC	INV-1MPX-4GQL-7JCD-LYSOL WIPES/DISH BRUSH	04/11/2024	9001384	\$40.87
AMAZON.COM SALES, INC	INV-1MPX-4GQL-7JCD-COFFEE PODS/PENS/ORGANIZER	04/11/2024	9001384	\$66.87

TOTAL SUPPORT SERVICES**\$2,282.24****1005400 - HUMAN RESOURCES**

SHARP REES-STEALY MEDICAL GROUP	PRE-EMPLOYMENT SCREENING	04/19/2024	9001405	\$601.00
US BANK	WEBINAR	04/11/2024	106517	\$75.00
US BANK	EE APPRECIATION EVENT SUPPLIES	04/11/2024	106517	\$273.74
US BANK	CONSTANT CONTACT	04/11/2024	106517	\$86.00
US BANK	TRAINING	04/11/2024	106517	\$75.00
US BANK	ASSISTANT CIVIL ENGINEER AD	04/11/2024	106517	\$125.00
US BANK	SENIOR CIVIL ENGINEER AD	04/11/2024	106517	\$125.00
US BANK	INTERVIEW PANEL SUPPLIES	04/11/2024	106517	\$57.61
US BANK	INTERVIEW PANEL LUNCH	04/11/2024	106517	\$85.89
US BANK	SUMMER CAMP RECRUITMENT AD	04/11/2024	106517	\$125.00
US BANK	G WADE FAREWELL EVENT	04/11/2024	106517	\$67.20
US BANK	EE APPRECIATION EVENT	04/11/2024	106517	\$410.97

US BANK	EE MILESTONE ANNIVERSARY GIFT	04/11/2024	106517	\$100.00
US BANK	WEBINAR	04/11/2024	106517	\$75.00
US BANK	EE MILESTONE ANNIVERSARY PLAQUES	04/11/2024	106517	\$251.53
US BANK	REFUND EE EVENT SUPPLIES	04/11/2024	106517	(\$33.17)
US BANK	REFUND INK CARTRIDGE	04/11/2024	106517	(\$29.24)
US BANK	ANNUAL LINKedIn SUBSCRIPTION	04/11/2024	106517	\$323.88
US BANK	EE APPRECIATION GIFTS	04/11/2024	106517	\$2,322.31
US BANK	EE ANNIVERSARY GIFTS	04/11/2024	106517	\$603.00
US BANK	EE EVENT WATERS	04/11/2024	106517	\$7.96
NEOGO, INC	MAY 24-NOV 24-SSO SUBSCRIPTION	04/19/2024	106559	\$2,197.99

TOTAL HUMAN RESOURCES**\$7,926.67****1005450 - INFORMATION SERVICES**

VERIZON WIRELESS-SD	670601022-02/24/24-03/23/24	04/19/2024	106566	\$128.05
CDW GOVERNMENT INC	NETWORK EQUIPMENT-PW	04/19/2024	9001400	\$869.40
US BANK	MALWARE PROTECTION	04/11/2024	106517	\$11.70
US BANK	SERVER ROOM BACKUP BATTERY	04/11/2024	106517	\$299.07
US BANK	CANVA TEAM SUBSCRIPTION	04/11/2024	106517	\$289.21
US BANK	WEBSITE ADA-DNS	04/11/2024	106517	\$651.00
WESTERN AUDIO VISUAL	AV MAINTENANCE	04/19/2024	106567	\$499.00
AT&T CALNET 3	9391012278-02/24/24-03/23/24	04/19/2024	106546	\$4,569.21
AT&T CALNET 3	9391012282-02/24/24-03/23/24	04/19/2024	106546	\$29.35
AT&T CALNET 3	9391053641-02/24/24-03/23/24	04/19/2024	106546	\$155.55
AT&T CALNET 3	9391062899-02/24/24-03/23/24	04/19/2024	106546	\$155.55
MANAGED SOLUTION	APR 24-IT PROF SVC MANAGED SOLUTIONS	04/19/2024	9001403	\$2,477.73
FISHER INTEGRATED, INC.	FEB 24-WEB STREAMING SVC	04/19/2024	9001401	\$800.00
FISHER INTEGRATED, INC.	MAR 24-WEB STREAMING SVC	04/19/2024	9001401	\$1,100.00
TING FIBER INC.	MAR 24-FIBER OPTIC-CITY FACILITIES	04/19/2024	9001409	\$3,249.00
TING FIBER INC.	APR 24-Fiber Optic-CITY FACILITIES	04/19/2024	9001409	\$3,249.00
AMAZON.COM SALES, INC	INV-1MPX-4GQL-7JCD-USB CABLES/CISCO SUPPORT	04/11/2024	9001384	\$523.56
AMAZON.COM SALES, INC	INV-1MPX-4GQL-7JCD-SERVER MAINTANCE	04/11/2024	9001384	\$59.61

TOTAL INFORMATION SERVICES**\$19,115.99****1005550 - PLANNING**

US BANK	ADU WORKSHOP EVENT RENTAL	04/11/2024	106517	\$119.03
US BANK	CHAIR	04/11/2024	106517	\$357.79
US BANK	FILING CABINETS	04/11/2024	106517	\$292.76
UT SAN DIEGO - NRTH COUNTY	PUB HRNG-DRP23-002/SDP23-004	04/19/2024	106565	\$757.40
AMAZON.COM SALES, INC	INV-1MPX-4GQL-7JCD-BOOKSHELF/PENS/BATTERIES	04/11/2024	9001384	\$95.09
AMAZON.COM SALES, INC	INV-1MPX-4GQL-7JCD-HEADPHONES/HOOK/LETTER OPENER	04/11/2024	9001384	\$70.63
AMAZON.COM SALES, INC	INV-1MPX-4GQL-7JCD-WIPES/STAPLER/CABLE STRAPS	04/11/2024	9001384	\$44.23

TOTAL PLANNING**\$1,736.93****1005560 - BUILDING SERVICES**

ESGIL CORPORATION	MAR 24-BUILDING AND PLAN REVIEW	04/19/2024	106553	\$72,325.98
US BANK	FILING CABINETS	04/11/2024	106517	\$312.96
AMAZON.COM SALES, INC	INV-1MPX-4GQL-7JCD-WIPES/STAPLER/CABLE STRAPS	04/11/2024	9001384	\$41.15

TOTAL BUILDING SERVICES**\$72,680.09****1005590 - CODE ENFORCEMENT**

US BANK	DOCUMENT PULL	04/11/2024	106517	\$1.38
WEX FLEET UNIVERSAL	02/08/24-03/07/24-AUTO FUEL	04/11/2024	106541	\$137.27
WEX FLEET UNIVERSAL	03/08/24-04/07/24-AUTO FUEL	04/11/2024	106541	\$93.92

TOTAL CODE ENFORCEMENT**\$232.57**

1006120 - FIRE DEPARTMENT

VERIZON WIRELESS-SD	962428212-02/29/24-03/28/24	04/19/2024	106566	\$724.30
US BANK	TRAINING VIDEO	04/11/2024	106517	\$250.00
US BANK	MAILING SUPPLIES	04/11/2024	106517	\$5.42
US BANK	RACING FUEL	04/11/2024	106517	\$547.67
US BANK	GYM EQUIPMENT	04/11/2024	106517	\$371.06
US BANK	GYM EQUIPMENT	04/11/2024	106517	\$282.25
US BANK	FS SUPPLIES	04/11/2024	106517	\$1,000.54
US BANK	PAPER - FIRE PREVENTION	04/11/2024	106517	\$19.02
US BANK	HEADLIGHT REPLACEMENT SHIPPING	04/11/2024	106517	\$34.75
US BANK	BEAD CHAIN/RUBBER FEET/DARK TAPE	04/11/2024	106517	\$67.34
US BANK	PLASTIC SHEETING	04/11/2024	106517	\$24.47
CULLIGAN OF SAN DIEGO	APR 24-CULLIGAN REVERSE OSMOSIS-FS	04/19/2024	106551	\$99.07
WEX BANK	FEB 24-FUEL/CR TAX	04/11/2024	106540	\$1,767.28
WEX FLEET UNIVERSAL	03/08/24-04/07/24-AUTO FUEL	04/11/2024	106541	\$164.69
TOTAL FIRE DEPARTMENT				\$5,357.86

1006130 - ANIMAL CONTROL

SAN DIEGO HUMANE SOCIETY & S.P.C.A.	APRIL 24-ANIMAL SERVICES	04/19/2024	106562	\$7,603.00
TOTAL ANIMAL CONTROL				\$7,603.00

1006170 - MARINE SAFETY

VERIZON WIRELESS-SD	962428212-02/29/24-03/28/24	04/19/2024	106566	\$152.04
CAMEO PAPER & JANITORIAL SUPPLY INC	TOILET PAPER	04/19/2024	106548	\$82.64
US BANK	HEATER/SQUEEGE	04/11/2024	106517	\$97.84
US BANK	REFUND BATTERY CORE CHARGE	04/11/2024	106517	(\$18.00)
US BANK	EMT RECERTIFICATION CE	04/11/2024	106517	\$206.94
US BANK	2482 DOOR HANDLE REPLACEMENT	04/11/2024	106517	\$26.08
US BANK	BLEACH	04/11/2024	106517	\$11.19
US BANK	HQ OUTDOOR SHOWER REPAIR	04/11/2024	106517	\$126.70
US BANK	MS TONER	04/11/2024	106517	\$167.46
US BANK	DIVE EQUIPMENT MAINTENANCE	04/11/2024	106517	\$510.47
US BANK	SD COUNTY EMT RENEWAL	04/11/2024	106517	\$185.50
US BANK	DIVE GEAR MAINTENANCE PARTS	04/11/2024	106517	\$63.41
US BANK	UNIT STORAGE	04/11/2024	106517	\$41.08
CULLIGAN OF SAN DIEGO	MAR 24-CULLIGAN WATER-MS	04/11/2024	106522	\$56.89
AT&T CALNET 3	9391019469-01/20/24-02/19/24	04/19/2024	106546	\$29.87
AT&T CALNET 3	9391019469-02/20/24-03/19/24	04/19/2024	106546	\$29.89
AT&T CALNET 3	9391012281-02/25/24-03/24/24	04/19/2024	106546	\$90.33
AT&T CALNET 3	9391053651-02/25/24-03/24/24	04/19/2024	106546	\$294.08
WEX FLEET UNIVERSAL	02/08/24-03/07/24-AUTO FUEL	04/11/2024	106541	\$752.76
WEX FLEET UNIVERSAL	03/08/24-04/07/24-AUTO FUEL	04/11/2024	106541	\$1,058.36
TOTAL MARINE SAFETY				\$3,965.53

1006510 - ENGINEERING

UNDERGROUND SVC ALERT OF SOCAL INC	MAR 24-DIG ALERT	04/11/2024	9001394	\$102.75
STAPLES CONTRACT & COMMERCIAL	PENS/MARKERS/NOTEBOOKS	04/19/2024	106563	\$84.73
US BANK	LUNCHEON	04/11/2024	106517	\$31.20
US BANK	BOLT BATTERY	04/11/2024	106517	\$40.30
US BANK	C-MAX TIRES	04/11/2024	106517	\$661.59
WEX FLEET UNIVERSAL	02/08/24-03/07/24-AUTO FUEL	04/11/2024	106541	\$199.13
WEX FLEET UNIVERSAL	03/08/24-04/07/24-AUTO FUEL	04/11/2024	106541	\$174.22
WEST COAST CIVIL, INC	FY24 WEST COAST CIVIL ENGINEERING SERVICES	04/11/2024	106539	\$5,590.00
TOTAL ENGINEERING				\$6,883.92

1006520 - ENVIRONMENTAL SERVICES

MISSION LINEN & UNIFORM INC	UNIFORM SERVICES FOR PUBLIC WORKS	04/19/2024	106556	\$14.82
MISSION LINEN & UNIFORM INC	UNIFORM SERVICES-PW	04/11/2024	106530	\$14.81
SANTA FE IRRIGATION DISTRICT	005506-014-MAR 24	04/11/2024	106535	\$277.84
US BANK	DMS BATTERIES	04/11/2024	106517	\$1,881.02
MIKHAIL OGAWA ENGINEERING, INC.	MAR 24-STORMWATER AS NEEDED SRVC	04/11/2024	9001389	\$7,506.30
COUNTY OF SAN DIEGO_3710	FY23/24 SDRSW CO-PERMITTEE	04/19/2024	106550	\$6,564.00
WEX FLEET UNIVERSAL	02/08/24-03/07/24-AUTO FUEL	04/11/2024	106541	\$579.28
WEX FLEET UNIVERSAL	03/08/24-04/07/24-AUTO FUEL	04/11/2024	106541	\$506.80

TOTAL ENVIRONMENTAL SERVICES**\$17,344.87****1006530 - STREET MAINTENANCE**

MISSION LINEN & UNIFORM INC	UNIFORM SERVICES FOR PUBLIC WORKS	04/19/2024	106556	\$24.06
MISSION LINEN & UNIFORM INC	UNIFORM SERVICES-PW	04/11/2024	106530	\$24.07
DIXIELINE LUMBER CO INC	SAFETY VEST/GLOVES/GLASSES/DUSTER	04/19/2024	106552	\$72.38
DIXIELINE LUMBER CO INC	GLOVES/BLADES	04/11/2024	106524	\$50.86
DIXIELINE LUMBER CO INC	RAILROAD TIES	04/11/2024	106524	\$39.14
SANTA FE IRRIGATION DISTRICT	011695-000-MAR 24	04/11/2024	106535	\$91.05
NISSHO OF CALIFORNIA	MAR 24- RECLAIMED WATER INSPECTION	04/19/2024	9001404	\$684.98
NISSHO OF CALIFORNIA	MAR 24-CITY-WIDE LANDSCAPE	04/19/2024	9001404	\$2,178.16
TRAFFIC SUPPLY, INC	ASPHALT PATCH	04/19/2024	9001410	\$220.33
JOSE GARCIA	MILEAGE-03/30 & 31 & 04/03/24	04/11/2024	9001387	\$80.40
WEX FLEET UNIVERSAL	02/08/24-03/07/24-AUTO FUEL	04/11/2024	106541	\$524.99
WEX FLEET UNIVERSAL	03/08/24-04/07/24-AUTO FUEL	04/11/2024	106541	\$459.30

TOTAL STREET MAINTENANCE**\$4,449.72****1006540 - TRAFFIC SAFETY**

REDFLEX TRAFFIC SYSTEMS, INC	MAR 24- RED LIGHT CAMERA ENFORCEMENT	04/11/2024	9001390	\$7,879.50
TRAFFIC SUPPLY, INC	SIGNS	04/19/2024	9001410	\$1,762.51
TRAFFIC SUPPLY, INC	SIGNS	04/19/2024	9001410	\$2,047.06
ALL CITY MANAGEMENT SERVICES, INC	SCHOOL CROSSING GUARD SERVICES-03/03/24-03/16/24	04/19/2024	9001397	\$11,877.14
ALL CITY MANAGEMENT SERVICES, INC	SCHOOL CROSSING GUARD SERVICES-02/18/24-03/2/24	04/19/2024	9001397	\$5,886.54
ALL CITY MANAGEMENT SERVICES, INC	SCHOOL CROSSING GUARD SERVICES-03/17/24-03/30/24	04/19/2024	9001397	\$11,892.00
YUNEX LLC	MAR 24- TRAFFIC SIGNAL AND SAFETY	04/19/2024	9001412	\$1,120.00
YUNEX LLC	FEB 24- TRAFFIC SIGNAL AND SAFETY	04/11/2024	9001395	\$1,782.50
YUNEX LLC	CABINET DOOR HANDLE	04/11/2024	9001395	\$715.00

TOTAL TRAFFIC SAFETY**\$44,962.25****1006550 - STREET CLEANING**

SANTA FE IRRIGATION DISTRICT	011695-000-MAR 24	04/11/2024	106535	\$53.48
SCA OF CA, LLC	MAR 24-WIDE STREET SWEEPING	04/11/2024	9001392	\$3,988.39

TOTAL STREET CLEANING**\$4,041.87****1006560 - PARK MAINTENANCE**

MISSION LINEN & UNIFORM INC	UNIFORM SERVICES FOR PUBLIC WORKS	04/19/2024	106556	\$17.59
MISSION LINEN & UNIFORM INC	UNIFORM SERVICES-PW	04/11/2024	106530	\$17.58
SANTA FE IRRIGATION DISTRICT	005506-018-STEVEN'S AVE	04/11/2024	106535	\$144.53
SANTA FE IRRIGATION DISTRICT	005506-019-LA COLONIA PARK	04/11/2024	106535	\$461.03
SANTA FE IRRIGATION DISTRICT	005979-005-1580 SUN VALLEY	04/11/2024	106535	\$179.01
NAPA AUTO PARTS INC	BATTERY	04/19/2024	106558	\$212.10
NISSHO OF CALIFORNIA	MAR 24-CITY-WIDE LANDSCAPE	04/19/2024	9001404	\$11,413.20
JOSE GARCIA	MILEAGE-03/30 & 31 & 04/03/24	04/11/2024	9001387	\$80.40

WEX FLEET UNIVERSAL	02/08/24-03/07/24-AUTO FUEL	04/11/2024	106541	\$108.61
WEX FLEET UNIVERSAL	03/08/24-04/07/24-AUTO FUEL	04/11/2024	106541	\$95.03
TOTAL PARK MAINTENANCE				\$12,729.08
1006570 - PUBLIC FACILITIES				
DIXIELINE LUMBER CO INC	FOIL TAPE	04/19/2024	106552	\$8.11
DIXIELINE LUMBER CO INC	SOAP DISPENSERS/GOO GONE	04/11/2024	106524	\$63.80
BAKER IRON WORKS INC	PLAQUE MOUNT-FC	04/11/2024	106515	\$150.00
US BANK	EAR PROTECTION/FLOOD LIGHT	04/11/2024	106517	\$160.05
US BANK	GLASS DOOR INSTALLATION	04/11/2024	106517	\$1,965.99
US BANK	CLEANING PRODUCTS	04/11/2024	106517	\$9.63
US BANK	VENTILATION FAN	04/11/2024	106517	\$76.11
NISSHO OF CALIFORNIA	MAR 24-CITY-WIDE LANDSCAPE	04/19/2024	9001404	\$4,027.31
24 HOUR ELEVATOR, INC	APR 24- ELEVATOR PREVENTATIVE MAINT	04/19/2024	106542	\$194.48
CINTAS CORPORATION NO. 2	FIRST AID SUPPLIES-CH	04/11/2024	106519	\$473.87
CALIFORNIA OFFICE CLEANING, INC	MAR 24- JANITORIAL/CUSTODIAL SVC	04/19/2024	9001399	\$7,395.00
WEX FLEET UNIVERSAL	02/08/24-03/07/24-AUTO FUEL	04/11/2024	106541	\$181.03
WEX FLEET UNIVERSAL	03/08/24-04/07/24-AUTO FUEL	04/11/2024	106541	\$158.38
JT LEWIS INC.	FY24 DOOR MAINT	04/11/2024	106531	\$300.00
TOTAL PUBLIC FACILITIES				\$15,163.76
1007100 - COMMUNITY SERVICES				
US BANK	EE TRAINING -STRATEGIC COMMUNICATIONS	04/11/2024	106517	\$55.00
US BANK	EE TRAINING-STATE OF COMMUNICATION	04/11/2024	106517	\$30.00
US BANK	MEMBERSHIP DUES PRSA	04/11/2024	106517	\$497.00
US BANK	CAPIO PROFESSIONAL UPGRADE	04/11/2024	106517	\$100.00
TOTAL COMMUNITY SERVICES				\$682.00
1007110 - GF-RECREATION				
CALIFORNIA PARK & RECREATION SOCIET	FY 25-RENEWAL-ID:032929	04/11/2024	106518	\$170.00
US BANK	NEW EE PRINTER	04/11/2024	106517	\$194.66
US BANK	PARK&REC OFFICE CHAIRS	04/11/2024	106517	\$489.33
WEX FLEET UNIVERSAL	03/08/24-04/07/24-AUTO FUEL	04/11/2024	106541	\$76.28
TOTAL GF-RECREATION				\$930.27
1106510 - MEASURE S - ENGINEERING				
WESTERN RIM CONSTRUCTORS, INC.	9438.11 LCP TOT LOT CONSTRUCTION	04/19/2024	106568	\$176,632.74
TOTAL MEASURE S - ENGINEERING				\$176,632.74
1205460 - SELF INSURANCE RETENTION				
US BANK	CLM2403.SDG&E MAILING	04/11/2024	106517	\$9.41
TOTAL SELF INSURANCE RETENTION				\$9.41
1255465 - WORKERS COMPENSATION				
CORVEL ENTERPRISE COMP INC.	FEB 24- CLAIMS SERVICES	04/11/2024	106520	\$185.00
CORVEL ENTERPRISE COMP INC.	02/29/24- CLAIMS SERVICES	04/11/2024	106520	\$37.00
CORVEL ENTERPRISE COMP INC.	FEB 24- CLAIMS SERVICES	04/11/2024	106520	\$250.00
CORVEL ENTERPRISE COMP INC.	MAR 24- CLAIMS SERVICES	04/11/2024	106520	\$1,680.00
CORVEL ENTERPRISE COMP INC.	MAR 24- CLAIMS SERVICES	04/11/2024	106520	\$250.00
TOTAL WORKERS COMPENSATION				\$2,402.00
1355450 - ASSET REPLACEMENT-INFO SYS				
DELL MARKETING L.P.	LAPTOP REPLACEMENT-FS	04/11/2024	106523	\$4,529.68
TOTAL ASSET REPLACEMENT-INFO SYS				\$4,529.68
1356120 - ASSET REPLACEMENT-FIRE				
US BANK	FS CHAIRS	04/11/2024	106517	\$511.62
US BANK	FS CHAIRS	04/11/2024	106517	\$767.43

MUNICIPAL EMERGENCY SERVICES, INC	SCBAs	04/19/2024	106557	\$189,743.68
TOTAL ASSET REPLACEMENT-FIRE				\$191,022.73
1356510 - ASSET REPLACEMENT-ENGINEER				
AUTOLIFT SERVICES INC.	FY24 FIRE STATION AIR COMPRESSOR	04/19/2024	106547	\$20,891.51
TOTAL ASSET REPLACEMENT-ENGINEER				\$20,891.51
1605360 - OPEB OBLIGATION				
MIDAMERICA	APR 24 RETIREE HEALTH BENEFIT	04/11/2024	9001396	\$7,900.00
TOTAL OPEB OBLIGATION				\$7,900.00
2037510 - HIGHWAY 101 LANDSC #33				
NISSHO OF CALIFORNIA	MAR 24-CITY-WIDE LANDSCAPE	04/19/2024	9001404	\$2,432.90
TOTAL HIGHWAY 101 LANDSC #33				\$2,432.90
2047520 - MID 9C SANTA FE HILLS				
SANTA FE HILLS HOA	MAR 24-SANTA FE HILLS HOA	04/11/2024	9001391	\$18,250.00
SANTA FE IRRIGATION DISTRICT	005979-014-Santa Alicia/Rosita	04/11/2024	106535	\$283.79
SANTA FE IRRIGATION DISTRICT	005979-015-855 Santa Rosita	04/11/2024	106535	\$212.05
SANTA FE IRRIGATION DISTRICT	005979-016-617 Santa Helena	04/11/2024	106535	\$157.19
SANTA FE IRRIGATION DISTRICT	005979-017-Santa Inez	04/11/2024	106535	\$48.81
SANTA FE IRRIGATION DISTRICT	005979-018-732 Santa Florencia	04/11/2024	106535	\$48.81
SANTA FE IRRIGATION DISTRICT	005979-019-773 Santa Florencia	04/11/2024	106535	\$48.81
SANTA FE IRRIGATION DISTRICT	005979-020-801 Santa Florencia	04/11/2024	106535	\$144.53
SANTA FE IRRIGATION DISTRICT	005979-021-Santa Florencia/Queta	04/11/2024	106535	\$144.53
SANTA FE IRRIGATION DISTRICT	005979-022-Santa Florencia	04/11/2024	106535	\$144.53
SANTA FE IRRIGATION DISTRICT	005979-023-Santa Florencia	04/11/2024	106535	\$144.53
SANTA FE IRRIGATION DISTRICT	005979-024-Santa Rosita	04/11/2024	106535	\$144.53
SANTA FE IRRIGATION DISTRICT	005979-025-803 Santa Rosita	04/11/2024	106535	\$233.15
SANTA FE IRRIGATION DISTRICT	005979-026-Santa Rosita	04/11/2024	106535	\$334.43
SANTA FE IRRIGATION DISTRICT	005979-006-SANTA HELENA	04/11/2024	106535	\$303.62
SANTA FE IRRIGATION DISTRICT	005979-007-SANTA HELENA	04/11/2024	106535	\$355.82
SANTA FE IRRIGATION DISTRICT	005979-009-SANTA FLORENCIA	04/11/2024	106535	\$303.62
SANTA FE IRRIGATION DISTRICT	005979-010-SANTA CARINA	04/11/2024	106535	\$157.11
SANTA FE IRRIGATION DISTRICT	005979-011-SANTA GABRIELLA	04/11/2024	106535	\$157.11
SANTA FE IRRIGATION DISTRICT	005979-012-SANTA CARINA	04/11/2024	106535	\$157.11
TOTAL MID 9C SANTA FE HILLS				\$21,774.08
2057530 - MID 9E ISLA VERDE				
ISLA VERDE HOA	MAR 24-ISLA VERDE HOA	04/11/2024	106528	\$433.33
TOTAL MID 9E ISLA VERDE				\$433.33
2077550 - MID 9H SAN ELIJO #2				
SAN ELIJO HILLS II HOA	MAR 24-SAN ELIJO HILLS HOA	04/11/2024	106534	\$10,850.00
TOTAL MID 9H SAN ELIJO #2				\$10,850.00
2087580 - COASTAL RAIL TRAIL MAINT				
SANTA FE IRRIGATION DISTRICT	005506-020-VIA DE LA VALLE/101	04/11/2024	106535	\$723.42
KOPPEL & GRUBER PUBLIC FINANCE	CRT ADMIN JAN-MAR 24	04/11/2024	9001388	\$327.55
NISSHO OF CALIFORNIA	MAR 24-CITY-WIDE LANDSCAPE	04/19/2024	9001404	\$5,568.54
TOTAL COASTAL RAIL TRAIL MAINT				\$6,619.51
2117600 - STREET LIGHTING DISTRICT				
KOPPEL & GRUBER PUBLIC FINANCE	CRT ADMIN JAN-MAR 24	04/11/2024	9001388	\$724.76
YUNEX LLC	FEB 24- STREETLIGHT MAINTENANCE/R	04/11/2024	9001395	\$1,739.00
TOTAL STREET LIGHTING DISTRICT				\$2,463.76
2466510 - PER CAPITA GRANT FUND-CIP				
SOLANA CENTER FOR ENVIRONMENTAL	MAR 24- SB1383 FOOD RECOVERY TECHNICAL	04/19/2024	9001406	\$2,681.25

ASSISTANCE

TOTAL PER CAPITA GRANT FUND-CIP**\$2,681.25****2505570 - COASTAL BUSINESS/VISITORS**

US BANK	PINATAS FOR EGG HUNT	04/11/2024	106517	\$43.50
---------	----------------------	------------	--------	---------

TOTAL COASTAL BUSINESS/VISITORS**\$43.50****2556180 - CAMP PROGRAMS**

US BANK	JG SCHEDULING - SWIM TESTS	04/11/2024	106517	\$12.00
BOARDRIDERS WHOLESALE, LLC	JG UNIFORMS MENS	04/11/2024	106516	\$1,843.00
BOARDRIDERS WHOLESALE, LLC	JG UNIFORMS	04/11/2024	106516	\$5,238.00
BOARDRIDERS WHOLESALE, LLC	JG UNIFORMS	04/11/2024	106516	\$960.00

TOTAL CAMP PROGRAMS**\$8,053.00****2706120 - PUBLIC SAFETY- FIRE**

VERIZON WIRELESS-SD	962428212-02/29/24-03/28/24	04/19/2024	106566	\$114.03
US BANK	CSA17.24 KETAMINE	04/11/2024	106517	\$95.95

TOTAL PUBLIC SAFETY- FIRE**\$209.98****4506190 - SAND REPLNSHMNT/RETENTION**

TING FIBER INC.	MAR 24-Fiber Optic-DEL MAR LG TOWER	04/19/2024	9001409	\$450.00
TING FIBER INC.	MAR 24-Fiber Optic-TIDE BEACH PARK LG TOWER	04/19/2024	9001409	\$450.00
TING FIBER INC.	APR 24-Fiber Optic-DEL MAR SHORES LG TOWER	04/19/2024	9001409	\$450.00
TING FIBER INC.	APR 24-Fiber Optic-TIDE BEACH PARK LG TOWER	04/19/2024	9001409	\$450.00
SUMMIT ENVIROMENTAL GROUP, INC.	MAR 24-9926-PROF SVC	04/19/2024	9001408	\$3,000.00

TOTAL SAND REPLNSHMNT/RETENTION**\$4,800.00****4506510 - SANDREPLNSHMNT/RETNTN-CIP**

DOMUSSTUDIO ARCHITECTURE	FEB 24-19-144 9449 MS CENTR	04/11/2024	106525	\$5,685.00
--------------------------	-----------------------------	------------	--------	------------

TOTAL SANDREPLNSHMNT/RETNTN-CIP**\$5,685.00****459 - MISC. CAPITAL PROJECTS**

WESTERN RIM CONSTRUCTORS, INC.	9438.11 LCP TOT LOT CONSTRUCTION RETENTION	04/19/2024	106568	(\$9,296.46)
WESTERN RIM CONSTRUCTORS, INC.	9438.11 LCP TOT LOT CONSTRUCTION RETENTION	04/19/2024	106568	(\$193.45)

TOTAL MISC. CAPITAL PROJECTS**(\$9,489.91)****4596510 - MISC.CAPITALPROJECTS-ENG**

VAN DYKE LANDSCAPE ARCHITECTS	FEB 24-9438.11 LCP TOT LOT CONSTRUCTION SUPPORT	04/11/2024	106538	\$1,512.25
VAN DYKE LANDSCAPE ARCHITECTS	FEB 24-9438.11 LCP TOT LOT CONSTRUCTION SUPPORT	04/11/2024	106538	\$4,950.00
WESTERN RIM CONSTRUCTORS, INC.	9438.11 LCP TOT LOT CONSTRUCTION	04/19/2024	106568	\$9,296.46
WESTERN RIM CONSTRUCTORS, INC.	9438.11 LCP TOT LOT CONTINGENCY	04/19/2024	106568	\$3,869.10
PACIFIC BELL TELEPHONE COMPANY	CUSTOMER ID:158323-UUD PACIFIC AVE-PHASE 2	04/19/2024	106545	\$45,360.00

TOTAL MISC.CAPITALPROJECTS-ENG**\$64,987.81****4728520 - PACIFIC UNDERGROUNDNG-CIP**

NV5, INC.	FEB 24-PROF SVC - PACIFIC AVENUE-PHASE	04/11/2024	106533	\$250.00
-----------	--	------------	--------	----------

TOTAL PACIFIC UNDERGROUNDNG-CIP**\$250.00****5097700 - SANITATION**

MISSION LINEN & UNIFORM INC	UNIFORM SERVICES FOR PUBLIC WORKS	04/19/2024	106556	\$9.25
MISSION LINEN & UNIFORM INC	UNIFORM SERVICES-PW	04/11/2024	106530	\$9.26
SANTA FE IRRIGATION DISTRICT	005506-014-MAR 24	04/11/2024	106535	\$833.52
SANTA FE IRRIGATION DISTRICT	005979-008-PPS SANTA VICTORIA	04/11/2024	106535	\$98.51
WEX FLEET UNIVERSAL	02/08/24-03/07/24-AUTO FUEL	04/11/2024	106541	\$217.23
WEX FLEET UNIVERSAL	03/08/24-04/07/24-AUTO FUEL	04/11/2024	106541	\$190.05
IDRAINS LLC	C- SEWER CLEANING	04/19/2024	106543	\$17,868.69

TOTAL SANITATION**\$19,226.51**

6718510 - BARBARA UNDERGROUNDING-DS

WILLDAN	PUBLIC FIN ASSESSMENT REVENUE BONDS 2006	04/19/2024	9001411	<u>\$750.00</u>
TOTAL BARBARA UNDERGROUNDING-DS				\$750.00

6728520 - PACIFIC UNDERGROUNDING-DS

WILLDAN	PUBLIC FIN ASSESSMENT REVENUE BONDS 2006	04/19/2024	9001411	<u>\$250.00</u>
TOTAL PACIFIC UNDERGROUNDING-DS				\$250.00

REPORT TOTAL: \$880,980.64



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Daniel King, Interim City Manager
MEETING DATE: May 8, 2024
ORIGINATING DEPT: Finance
SUBJECT: Report on Changes Made to the General Fund Adopted Budget for Fiscal Year 2023-24

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 April 24, 2024.

DISCUSSION:

The following table reports the revenues, expenditures, and transfers for 1) the Adopted General Fund Budget approved by Council on June 28, 2023 (Resolution 2023-089), 2) prior year purchase order carryover adjustments, and 3) any resolutions passed by Council that amended the Adopted General Fund Budget.

GENERAL FUND - ADOPTED BUDGET PLUS CHANGES As of 04/24/2024						
General Fund - Operations						
Date	Action	Description	Revenues	Expenditures	Transfers from GF	Net Surplus
06/28/2023	Reso 2023-089	Adopted Budget	24,472,918	(23,078,124)	(980,000)	\$ 414,794
07/01/2023	System Generated	FY 2023 GF PO Carryover		(19,590)		395,204
09/27/2023	Reso 2023-113	Ord 531 Training/Diversion Program		(10,000)		385,204
11/29/2023	Reso 2023-128	Engineering Survey Services		(100,000)		285,204
03/13/2024	Reso 2024-027	STC Traffic Inc (Pedestrian Crossing)		(20,000)		265,204
03/27/2024	Reso 2024-015	La Colonia Master Plan Update			(70,000)	195,204
04/10/2024	Reso 2024-039	Mid-Year Adjustments for FY 2024	702,072	(21,229)		876,047
						876,047

General Fund - Measure S						
Date	Action	Description	Revenues	Expenditures	Transfers from GF	Net Surplus
06/28/2023	Reso 2023-089	Adopted Budget	4,400,000	(1,124,000)	(733,400)	\$ 2,542,600
04/10/2024	Reso 2024-039	Mid-Year Adjustments for FY 2024	200,000			2,742,600
						2,742,600

Combined General Fund Net Surplus	\$ 3,618,647
--	---------------------

COUNCIL ACTION:

CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA.

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 2023-2024 General Fund Adopted Budget.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation



Daniel King, Interim City Manager



STAFF REPORT

CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Daniel King, Interim City Manager
MEETING DATE: May 8, 2024
ORIGINATING DEPT: Engineering Department
SUBJECT: **City Council Consideration of Resolution 2023-051 - List of Projects for Fiscal Year 2024/25 to Receive Road Maintenance Rehabilitation Account Funding as Required by Senate Bill (SB) 1**

BACKGROUND:

On April 28, 2017, Governor Brown signed Senate Bill (SB) 1 (Beall, Chapter 5, Statutes of 2017), which is known as the Road Repair and Accountability Act of 2017. To address basic road maintenance, rehabilitation and critical safety needs on both the state highway and local streets and road system, SB 1 increased per gallon fuel excise taxes, increased diesel fuel sales taxes and vehicle registration fees and provided for inflationary adjustments to tax rates in future years.

Beginning November 1, 2017, the State Controller (Controller) started depositing various portions of this new funding into the newly created Road Maintenance and Rehabilitation Account (RMRA). A percentage of this new RMRA funding is apportioned by formula to eligible cities and counties pursuant to Streets and Highways Code (SHC) Section 2032(h) for basic road maintenance, rehabilitation, and critical safety projects on the local streets and roads system.

SB 1 emphasizes the importance of accountability and transparency in the delivery of California's transportation programs. Therefore, to be eligible for RMRA funding, the statute requires cities and counties to provide basic annual RMRA project reporting to the California Transportation Commission (Commission). One of the reporting requirements is that all projects proposed to receive SB 1 funding must be included in a city/county budget that is adopted by the applicable city council or county board of supervisors at a regular public meeting.

This item is before the City Council for the consideration of Resolution 2024-051 (Attachment 1) which would authorize Staff to establish a project list for the 2024 Local

CITY COUNCIL ACTION:

Streets and Roads Funding Program using funds from the Road Maintenance and Rehabilitation Account, designating the 2024 Street Maintenance and Repairs Project to receive the funding from this program and to submit to the Commission a list of projects proposed to be funded with an apportionment of RMRA funds. The project list will include only one project, the 2024 Annual Street Maintenance and Repair Project.

DISCUSSION:

Pursuant to Streets and Highway Codes (SHC) Section 2030(a), the objective of the Local Streets and Roads Program is to address deferred maintenance on local streets and roads through the prioritization and delivery of basic road maintenance and rehabilitation projects as well as critical safety projects.

Cities and counties receiving RMRA funds must comply with all relevant federal and state laws, regulations, policies, and procedures. The main requirements for the program are codified in SHC Sections 2034, 2036, 2037, and 2038 and include the following:

- Prior to receiving an apportionment of RMRA funds from the Controller in a fiscal year, a city or county must submit to the Commission a list of projects proposed to be funded with these funds. All projects proposed to receive funding must be included in a city or county budget that is adopted by the applicable city council or county board of supervisors at a regular public meeting [SHC 2034(a)(1)].
- The list of projects must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement [SHC 2034(a)(1)].
- The project list does not limit the flexibility of an eligible city or county to fund projects in accordance with local needs and priorities so long as the projects are consistent with RMRA priorities as outlined in SHC 2030(b) [SHC 2034(a)(1)].
- The initial project list must be submitted to the Commission no later than July 1, 2024, for the Fiscal Year (FY) 2024/25 Local Streets and Roads Funding Program.
- The Commission will report to the Controller the names of the cities and counties that have submitted a list of projects as described in SHC 2034(a)(1) and therefore are eligible to receive an apportionment of RMRA funds for the applicable fiscal year [SHC 2034(a)(2)].
- The Controller, upon receipt of the report from the Commission, shall apportion RMRA funds to eligible cities and counties pursuant to SHC 2032(h) [SHC 2034(a)(2)].
- For each fiscal year in which RMRA funds are received and expended, cities must submit documentation to the Commission that includes a description and location of each completed project, the amount of funds expended on the project, the completion date, and the estimated useful life of the improvement [SHC 2034(b)].

- A city or county receiving an apportionment of RMRA funds is required to sustain a maintenance of effort (MOE) by spending at least the annual average of its general fund expenditures during the 2009–10, 2010–11, and 2011–12 fiscal years for street, road, and highway purposes from the city’s or county’s general fund [SHC 2036]. Monitoring and enforcement of the maintenance of effort requirement for RMRA funds will be carried out by the Controller.
- A city or county may spend its apportionment of RMRA funds on transportation priorities other than priorities outlined in SHC 2030(b) if the city or county’s average Pavement Condition Index (PCI) meets or exceeds 80 [SHC 2037].
- By July 1, 2024, cities and counties receiving RMRA funds must follow guidelines developed by the California Workforce Development Board (Board) that address participation and investment in, or partnership with, new or existing pre-apprenticeship training programs [SHC 2038].
- Project types that are eligible to receive and use RMRA funding include road maintenance/rehabilitation, safety project, complete streets components and traffic control devices [SHC 2030(b)].

To comply with requirements of SB 1, Staff is proposing to include the RMRA funding for the annual street repair project that repairs and resurfaces streets throughout the City. Since the 2024 Street Maintenance and Repairs Project is expected to be included in the FY 2024/25 Adopted Budget, a new project does not need to be established at this time. In order to be completely transparent and as required by the SB 1 program, Staff is recommending that Council consider Resolution 2024-051 to provide clear documentation as to how the specific project received funding.

CEQA COMPLIANCE STATEMENT:

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

FISCAL IMPACT:

Project funding will be from the Fiscal Year (FY) 2023/24 Annual Pavement Management Program as adopted in the Capital Improvement Program section of the Adopted Budget. The funding includes \$200,000 in Gas Tax Funds, \$210,000 in *TransNet* Funds, \$300,000 in Road Repair and Accountability Act (SB1) Funds, and \$390,000 in General Funds – Measure S. An additional \$50,479 is available in the CIP Fund from unused contingency funds from FY23 Annual Pavement Program and \$49,521 is available in SB1 Fund Balance. The anticipated funding available for this project will be \$1,200,000.

Based on January 2024 projections, the City is expected to receive \$330,065 in FY 2024/25 as part of the SB 1/RMRA program. Note that these projections were estimates from January 2024, are subject to change and will be updated again in May 2024.

WORK PLAN:

This item is consistent with Unprioritized Community Character Issues identified in the 2023/24 Work Plan and is also included in the Draft 2024/25 Work Plan.

OPTIONS:

- Approve Staff recommendation.
- Approve Staff recommendation with alternative amendments or modifications.
- Deny Staff recommendation and provide direction.

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council adopt Resolution 2024-051:

1. Authorizing the City Engineer to establish a project list for Local Streets and Roads Funding Program Road Maintenance and Rehabilitation Account FY 2024/25 revenues and designates the 2024 Annual Street Maintenance and Repair Project, as identified in the City's FY 2024/25 Capital Improvement Program list, to receive the SB 1 funding. It is anticipated that the designated project will rehabilitate the pavement through asphalt overlays on portions of Lomas Santa Fe Drive and several residential streets including Glencrest Drive from Dell Street to Glencrest Place, Highland Drive from Lomas Santa Fe Drive to Sun Valley Road, all of Mola Vista Way, all of Palmitas Street, San Mario Drive from Highland Drive to Santa Sabina Court, and the middle portion of Via Mil Cumbres. It is also anticipated that the designated project will be completed by February 2025 and will have an estimated useful life of approximately 15 years.
2. Authorizing the City Engineer to submit the project list to the California Transportation Commission for the 2024/25 Local Streets and Roads Funding Program using funds from the Road Maintenance and Rehabilitation Account.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation.



Daniel King, Interim City Manager

Attachments:

1. Resolution 2024-051

RESOLUTION 2024-051

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, ESTABLISHING A PROJECT LIST FOR THE FISCAL YEAR 2024/25 LOCAL STREETS AND ROADS FUNDING PROGRAM AND AUTHORIZING THE CITY ENGINEER TO SUBMIT THE LIST TO THE CALIFORNIA TRANSPORTATION COMMITTEE

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017), was passed by the Legislature and signed into law by the Governor in April 2017 to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of the City of Solana Beach are aware of the projects proposed for funding in the City and which projects have been completed each fiscal year; and

WHEREAS, the City of Solana Beach must adopt by resolution a list of projects proposed to receive fiscal year funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City of Solana Beach is projected to receive \$330,065 in RMRA funding in FY 2024/25 from SB 1; and

WHEREAS, this is the eighth year in which the City is receiving SB 1 funding, which will enable Solana Beach to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

WHEREAS, the City has undergone a robust public process to ensure public input into the City's transportation priorities and the project list; and

WHEREAS, the City used a Pavement Management System to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the community's priorities for transportation investment; and

WHEREAS, the funding from SB 1 will help the City maintain and rehabilitate, through overlays, slurry seals and digouts, portions of at least seven streets, throughout the City this year and many similar projects into the future; and

WHEREAS, the 2021 California Statewide Local Streets and Roads Needs Assessment found that the City's streets and roads are in good condition and this revenue

will help the City increase the overall quality of the road system and over the next decade will help upgrade and improve the conditions of City streets and roads; and

WHEREAS, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive benefits within the City and throughout the state.

NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND by, the City Council of the City of Solana Beach, California, as follows:

1. The foregoing recitals are true and correct.
2. That the City Council authorizes the City Engineer to establish a project list for Local Streets and Roads Funding Program Road Maintenance and Rehabilitation Account FY 2024/25 revenues and designates the 2024 Annual Street Maintenance and Repair Project, as identified in the City's FY 2024/25 Capital Improvement Program list, to receive the SB 1 funding. It is anticipated that the designated project will rehabilitate the pavement through asphalt overlays on portions of Lomas Santa Fe Drive and several residential streets including Glencrest Drive from Dell Street to Glencrest Place, Highland Drive from Lomas Santa Fe Drive to Sun Valley Road, all of Mola Vista Way, all of Palmitas Street, San Mario Drive from Highland Drive to Santa Sabina Court, and the middle portion of Via Mil Cumbres. It is also anticipated that the designated project will be completed by February 2025 and will have an estimated useful life of approximately 15 years.
3. That the City Council authorizes the City Engineer to submit the project list to the California Transportation Commission for the 2024/25 Local Streets and Roads Funding Program using funds from the Road Maintenance and Rehabilitation Account.

PASSED AND ADOPTED this 8th day of May 2024, 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: Daniel King, Interim City Manager
MEETING DATE: May 8, 2024
ORIGINATING DEPT: City Clerk's Office
SUBJECT: **Citizen Commission Appointments of the Climate Action Commission**

BACKGROUND:

At the April 10, 2024 City Council (Council) Meeting, Michelle Buchanan was appointed to the Climate Action Commission *professional* post. In addition, Greg Coleson, currently serving under a *resident* post will be moving out of Solana Beach thus affecting this membership post's residency requirement.

This item is before Council to consider the possibility and opportunity of switching the current member Greg Coleson from his *resident* post, since he is moving out of Solana Beach, to the *professional* post recently occupied by Michelle Buchanan and thus moving Michelle to Greg's *resident* post, since Michelle is a Solana Beach resident.

DISCUSSION:

Given Greg Coleson's impending change in residency, he would no longer qualify as a member in his current *resident* seat. Council may consider his background and consider whether it would be appropriate to appoint him to a *professional* seat. Recently appointed Michelle Buchanan, CAC professional seat, is a Solana Beach resident thus qualifying her for either seat. Staff has spoken with both Commissioners, Greg Coleson has expressed a desire to stay on the Climate Action Commission as a professional seat and Michelle Buchanan has expressed her willingness to switch seats.

If Council feels the switch aligns with the requirements of each position, it may be a viable solution to the logistical challenge posed by Greg Coleson's move. Greg's past application has been attached for review. The goal is to consider the best option in order to ensure that the commissions are effectively filled and representative of the community's interests and expertise, as determined by the Council.

Member Requirements and Duties

SBMC Sections 2.64, 2.72, 2.74, 2.84, Resolution 2007-160, and Resolution 2015-127 outline some of the duties of the Commissions; however, there are other duties and assignments

CITY COUNCIL ACTION: _____

provided in relation to various opportunities and issues that occur throughout the year. To carry out the Commission's work, SBMC Section 2.60.010 outlines the requirements of meeting attendance. As a legislative body, like the Council, Citizen Commissions are required to fulfill the responsibility of participating in each meeting for all matters brought before the Commission.

There are no differences in duties between the *resident* and *professional* seats. The purpose of the professional positions was to enable inclusion of members from the scientific community without mandating city residency requirements.

Member Appointment Term

Both Resident Post 4 and Professional Post 2 seats have the same term ending at the end of January 2026, or earlier that same month when new appointments are made.

FISCAL IMPACT:

There is no significant fiscal impact associated with this annual appointment process as these are existing members that have already participated in background checks.

WORK PLAN: N/A

OPTIONS:

- Approve Staff recommendation and switch existing members seats.
- Do not approve Staff recommendation and vacate the resident position to be opened up for recruitment.

DEPARTMENT RECOMMENDATION:

Staff recommends that City Council consider switching current seats on the Climate Action Commission by appointing existing member Michelle Buchanan to a resident's Post 4 seat and appointing existing member Greg Coleson to a professional Post 2 seat, both with terms ending January 2026.

CITY MANAGER'S RECOMMENDATION:

Approve Department recommendation.



Daniel King, Interim City Manager

Attachment

1. Application

Citizen Commission Application

This attachment is on file at the City Clerk's Office.

City of Solana Beach
635 S. Highway 101, Solana Beach, CA 92075
858-720-2400



STAFF REPORT

CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Daniel King, Interim City Manager
MEETING DATE: May 8, 2024
ORIGINATING DEPT: City Manager's Department
SUBJECT: **City Council Review of Draft Work Plan for Fiscal Year 2024/25**

BACKGROUND:

The FY 2024/25 Work Plan, when approved, will be a guiding document that includes all of the City Council's priority projects. The FY 2024/25 Work Plan will include an overall focus to keep four key concepts in mind as the City Council directs Staff on projects and programs: Community Character, Organizational Effectiveness, Environmental Sustainability and Fiscal Sustainability with the knowledge that all four concepts are important to the overall sustainability of the City.

This item is before City Council to allow public input and to review, discuss and provide direction on the development and content of the FY 2024/25 Work Plan. After Council reviews and provides direction, Staff will bring back the updated version for Council review at the June 12, 2024, Council meeting. The final version of the FY 2024/25 Work Plan will be brought back to Council for adoption along with the FY 2024/25 Budget Update at the June 26, 2024, Council meeting.

DISCUSSION:

The draft FY 2024/25 Work Plan is being brought before City Council to review and discuss any recommended modifications, revisions or additions and to receive public comment. Where available, Staff has included the estimated costs and timeframes associated with various priority items. In addition to including the estimated costs, certain items were separated into phases, pending funding. All prioritized items in the FY 2024/25 Work Plan have been updated by Staff based on the progress made throughout FY 2023/24. A redlined, track changes draft Work Plan has been included as Attachment 1 for review and consideration.

In addition to the draft updates to the items in the Work Plan document, there will also be brief discussion on items not included in the Work Plan that may impact the FY 2024/25 Budget. These items are primarily from Public Safety (Fire, Sheriff and Marine Safety)

CITY COUNCIL ACTION:

that are historically not included in the actual Work Plan document but will be presented to Council for discussion and direction, if necessary.

CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA.

FISCAL IMPACT:

Funding for the projects contained in the draft Fiscal Year 2024/25 Work Plan vary from project to project. Some of the potential projects will have cost implications and estimates have been provided for consideration.

WORK PLAN:

This item is an update to the current Work Plan and recommendations for next year's Work Plan.

OPTIONS:

- Review and discuss potential modifications to the draft FY 2024/25 Work Plan and provide direction to Staff.
- Do not review and discuss potential modifications to the draft FY 2024/25 Work Plan and provide alternative direction to Staff.

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council receive public input and review, discuss and provide direction on potential modifications to the draft Fiscal Year 2024/25 Work Plan.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation.



Daniel King, Interim City Manager

Attachments:

1. Draft FY 2024/25 Work Plan (red-lined)



COUNCIL WORK PLAN

FISCAL YEAR

~~2023-2024~~2024-2025

Table of Contents

CITY MANAGER’S REPORT.....	3
MISSION STATEMENT.....	4
STRATEGIC PRIORITIES.....	4
COMMUNITY CHARACTER.....	5
A. LAND USE & PLANNING	5
B. CAPITAL PROJECTS.....	<u>1816</u>
C. UNPRIORITIZED COMMUNITY CHARACTER ISSUES	<u>3630</u>
ORGANIZATIONAL EFFECTIVENESS.....	<u>3734</u>
A. HUMAN RESOURCES MANAGEMENT / STAFF ENGAGEMENT & EFFECTIVENESS	<u>3734</u>
B. ADMINISTRATION AND SERVICE.....	<u>3832</u>
C. COMMUNICATIONS & TECHNOLOGY	<u>4034</u>
D. CITY INITIATIVES	<u>4437</u>
E. UNPRIORITIZED ORGANIZATIONAL EFFECTIVENESS ISSUES	<u>4841</u>
ENVIRONMENTAL SUSTAINABILITY.....	<u>4942</u>
A. POLICY DEVELOPMENT	<u>4942</u>
B. CAPITAL PROJECTS.....	<u>5750</u>
C. UNPRIORITIZED ENVIRONMENTAL SUSTAINABILITY ISSUES	<u>5952</u>
FISCAL SUSTAINABILITY	<u>6053</u>
A. ECONOMIC DEVELOPMENT	<u>6053</u>
B. FACILITY ASSET MANAGEMENT	<u>6154</u>
C. CALPERS FUTURE LIABILITY	<u>6255</u>
D. OPEB FUTURE LIABILITY	<u>6356</u>
E. UNBUDGETED SIGNIFICANT NEW PRIORITY ITEMS.....	<u>Error! Bookmark not defined.57</u>
F. UNPRIORITIZED FISCAL SUSTAINABILITY ISSUES	<u>6458</u>
HIGHLGHTS OF SIGNIFICANT PROJECTS	<u>Error! Bookmark not defined.59</u>
A. COMPLETED IN FISCAL YEARS 2019/20 & 2020/21.....	<u>Error! Bookmark not defined.59</u>

|

CITY MANAGER'S REPORT

Overview / Current trends
(TO BE INSERTED LATER)

MISSION STATEMENT

To have an efficient and effective City Government that works to balance fiscal sustainability while maintaining environmental sustainability, quality of life and community character.

STRATEGIC PRIORITIES

The following Strategic Priorities provide focus and direction regarding all service expectations for the city.

- **COMMUNITY CHARACTER**

Objective: To maintain the small town coastal community charm that respects our beachside setting with consideration for scenic views and scale of development; and to promote an outdoor lifestyle and walkable/pedestrian scale community supported by local businesses that foster a friendly neighborhood ambience.

- **FISCAL SUSTAINABILITY**

Objective: To maintain a balanced operating budget and healthy capital improvement plan while providing outstanding customer service levels that maintain community character to the highest degree possible; and to maintain a threshold of sustainability on a three year forecast basis, with a goal of keeping the point of revenue and expenditure lines crossing at least three years out.

- **ORGANIZATIONAL EFFECTIVENESS**

Objective: To inspire and generate a high level of confidence in City Government and strengthen our city by providing exceptional professional services to the community through our leadership, management, innovation and ethics. To produce quality results by promoting a culture of personal and professional integrity, community engagement, equity and inclusion, staff engagement, effectiveness and teamwork, human resources management, transparent financial management, strategic leadership, service delivery, open communications and information sharing, and continuous improvement.

- **ENVIRONMENTAL SUSTAINABILITY**

Objective: To reduce the City's environmental footprint and develop long-term environmental sustainability for the community. Reduce waste and reliance on single occupancy vehicles, conserve resources and promote sustainable building practices to create a positive community image and accept our social responsibility to ensure a viable future for Solana Beach and its residents.

COMMUNITY CHARACTER

A. Land Use & Planning

1. General Plan Update

Summary: The City's first General Plan was originally adopted in 1988. Some of the elements of the General Plan (Land Use, Circulation, Noise, Housing, etc.) have been reviewed and revised individually over time.

The Circulation and Land Use Elements were adopted by the City Council on November 19, 2014, and the Environmental Impact Report was certified at that same meeting. The City's remaining elements, Conservation and Open Space, Safety, Noise, and Economic Development are the next to be updated.

Now that the Circulation and Land Use Elements have been adopted, updates to the Municipal Code are required to reflect the changes in these elements, such as, community gardens and consideration of development standards for specific areas of the community. Programs will also need to be developed to implement the Circulation Element.

The current Housing Element covers the time period of April 15, 2021 to April 14, 2029. Certain other elements of the General Plan (Land Use, Circulation, Noise, etc.) have been reviewed and revised individually over time. The City is required to update the Safety Element consistent with the recent San Diego County Hazard Mitigation Plan update and adopt an Environmental Justice Chapter. Staff will ensure that the updates are consistent with State law and with SANDAG's Regional Plan.

Key Policy Development and General Plan/Housing Element Program Update Tasks for Fiscal Year 2023/24 2024/25:

- ~~Update Chapter 17.12 Definitions and Use Matrix~~
 - ~~Consistency with ADU Ordinance Completed~~
 - ~~Add Transitional and Supportive Housing in Use Matrix Will be completed this FY~~
 - ~~Add Employee Housing Definition and add in Use Matrix Will be completed this FY~~
- ~~Complete Safety Element update and adopt Environmental Justice Element. Will be complete this FY~~
- ~~Evaluate the existing development standards for specified areas of the community. Will be complete this FY~~

- Evaluate need to increase guest parking requirements for multi-unit and mixed-use projects.
- Revise the SBMC to allow for a reduction in requirements for existing commercial buildings that change uses and cannot accommodate current parking standards.
- Provide guidelines for new development and redevelopment to locate off-street parking facilities behind storefronts.
- Adopt State Very High Fire Hazard Severity Zone Map.
- ~~Consider ADU Ordinance update allowing ADU/JADU development in sensitive areas. Will be Completed.~~
- Identify/pursue outside funding opportunities for development of lower and moderate income households.
- ~~Modify SBMC regarding “Reasonable Accommodation” criteria. Will be completed this FY~~
- ~~Implement Housing Element compliance requirements.~~
- Update Density Bonus Ordinance
- Develop permit ready ADU program and plans
- Issue RFP for 1st City Housing site

Estimated Costs (Multi-year Project): ~~An estimate of cost for the Housing and Safety Elements Update would be determined upon the issuance of an RFP for services. The City was granted \$160,000 of SB-2 and LEAP funds to complete the Housing and Safety Element Update. The implementation of the policies and programs contained in the City’s Housing Element is a multi-year project. The costs are predominantly staff time involved to draft and implement policies and programs. Where possible staff will seek additional grant funding to assist with the implementation of this project. The City recently received approximately \$40,000 worth of technical planning assistance from SANDAG consultants.~~

ADU Permit Ready Program ~ \$100,000

2. Local Coastal Program / Land Use Plan Adoption and Preparation of the Local Implementation Plan (Timeframe: 18-24 months)

Summary: The City adopted the Certified Local Coastal Program (LCP) Land Use Plan (LUP) in February 2013. The LCP/LUP was approved by the California Coastal Commission (CCC) on March 7, 2012. At the City’s February 2013 public hearing, the City Council also directed City Staff to prepare a Land Use Plan Amendment (LUPA) to modify some of the provisions in the LUP relating primarily to bluff top development, shoreline protection and private beach access ways. The CCC approved the City’s LUPA in January 2014 and incorporated 12 additional CCC-

initiated modifications. The certified LUP includes a requirement to update the 2010 Draft Mitigation Fee Study prepared by the City. In January 2014, the CCC awarded the City a grant in the amount of \$120,000 for use by the City in updating the draft fee study to reflect the policies in the Certified LUP. An updated public recreation impact fee study and draft LUPA has been prepared and was submitted to the CCC on April 29, 2016. The CCC approved the fee study with 16 modifications.

On November 8, 2017, the City Council directed staff to pursue geographic segmentation of the bluff top properties from the rest of the City in the LIP and authorized the City Manager to request a one-year extension from the CCC on the Fee Study LUP Amendment. On November 13, 2018, the City Council adopted all the CCC “Suggested Modifications” on the City’s Fee Study and LUPA. On December 13, 2018, the CCC concurred with the Executive Director’s determination that the City’s actions are legally adequate pertaining to the adoption of a public recreation fee associated with shoreline development. City staff continues to work on the draft LIP that would geographically segment the bluff top properties from the rest of the City.

Title 19 has been reserved for the “Coastal Zone” provisions associated with the LCP/LIP.

LCP Local Implementation Plan (LIP) Programs & Tasks for Fiscal Year 2023/24 2024/25:

- Submit to the CCC upon City Council approval for their review and approval. Draft LIP available for public review and will be submitted to CCC Fall 2023 2024.
- Complete a Land Use Plan Amendment (LUPA) to correct zoning information within the approved LUP.
- Update to Zoning Code development standards.

LCP Local Implementation Plan (LIP) Programs & Tasks in future Fiscal Years:

- Develop an in-lieu ESHA mitigation fee program.
- Update HOZ regulations to include a coastal bluff overlay in LIP and SBMC.
- Update the Sign Ordinance.
- Develop a mitigation program for high-cost hotel rooms.
- Monitoring program for City’s public coastal access ways.
- Evaluate options for possible removal of rip rap on beach at Del Mar Shores public access way.
- Develop Heritage Tree Protection Ordinance.
- Prepare a wetland inventory/delineation for City.

Estimated Cost: The estimated budget proposed for FY ~~2023/24~~ 2024/25 to continue the LCP Local Implementation Plan efforts is \$55,200 for LIP/Coastal Program Management by Summit Environmental Group and \$27,600 for adjunct planning services by Summit.

3. Community Coastal Resiliency Programs (Timeframe: Ongoing)

Summary of Upcoming and Ongoing Projects and Programs:

USACE 50-Year Coastal Storm Damage Project

The City has been partnering with the City of Encinitas, the U.S. Army Corps of Engineers (USACE) and California State Parks since 2000 to develop a 50-year shoreline protection and coastal storm damage reduction project (Project). In 2021, the Project was awarded a construction grant from State Parks for \$11.5M and a \$30.5M construction award to the USACE. In Winter 2024, the City completed the initial placement of 700,000 cubic yards of sand on the City's beaches. Encinitas also completed their initial fill of 340,000 cubic yards of sand. The beaches will be periodically renourished every 5 to 10 years over a 50-year federal participation period through 2074.

The Project ~~involves the restoration of~~ is intended to restore approximately eight miles of public beaches through sustained, periodic beach sand replenishment. The final EIR/EIS was certified by the City Council in 2015. The USACE Chief's Report and Record of Decision (ROD) were completed in 2016. Funding was provided through the Water Resources Reform and Development Act (WRRDA) of 2016. ~~The Project will place approximately one million cubic yards of beach quality sand in Solana Beach and Encinitas in Fall 2023 through early 2024. The beaches would be periodically re-nourished every 5 to 10 years over a 50-year federal participation period through 2074.~~

The Project received \$1,900,000 in federal funding in the USACE Work Plans in FY 2020/21 to initiate and complete the Pre-Construction, Engineering and Design (PED) phase. ~~During the PED phase of the Project, physical monitoring to establish baseline conditions is being conducted for a period of one year to support project post-construction monitoring.~~

Two years of post-construction monitoring is now underway through mid-2026. The next renourishment event in the City is tentatively planned for 2034 with PED beginning in 2029/2039. While the project is fully authorized and all environmental and permitting tasks are complete, future funding will need to be secured for renourishment events.

~~TheTheThe The 1st renourishment for the Project PED phase is scheduled to conclude concurrently with the start of the Construction phase scheduled to commence in late 2023 following the completion of a similar USACE Project in San Clemente started in January 2024 and was completed April 2024 and placed 700,000 cubic yards of sand on the beaches in Solana Beach.~~

SCOUP (Sand Compatibility and Opportunistic Use Program)

The City continues to implement its Sand Compatibility and Opportunistic Use Program (SCOUP) to obtain upland sources of opportunistically available beach sand. The City's permits allow the City to receive up to 150,000 cubic yards of sand on its beaches each year. In ~~2018~~2023/2024, the City completed the process to extend its SCOUP ~~for another five years, which extended new~~ permit approvals ~~received~~ from the California State Lands Commission, CCC USACE, and Regional Water Quality Control Board ~~through 2023/2024~~. All permits are valid for a period of 10 years and the State land Lease is valid for a period of 20 years. The City's SCOUP is a key element of the City's long-term shoreline management program and sea level rise adaptation strategy. The City completed its first SCOUP project with construction of Solana 101 in Spring 2021.

~~Although the City had been coordinating with H.G. Fenton (Solana Highlands) to develop a SCOUP Project, the anticipated timing of when sand will likely become available from this development of the site potentially conflicts with the larger USAGE project. Therefore, the City has recently reached out to other local jurisdictions with active SCOUP permits to inform them of this opportunistically available beach sand which will become available later this year. It is currently anticipated that Oceanside may be interested in the sand deposits from the Solana Highlands project to use to enhance their beaches which has the potential to benefit all beaches downcoast of Oceanside.~~

Summary of Completed Projects / Programs: The San Elijo Lagoon Restoration Project (SELRP) provided beach sand for Solana Beach in the Spring of 2018. Approximately 146,000 cubic yards of sand from the SELRP was placed at Fletcher Cove. Approximately 300,000 cubic yards of sand were placed on the beach at Cardiff and used to nourish the nature based living shoreline located north of our City.

The second SANDAG Regional Beach Sand Project (RBSP II) was successfully completed in 2012 and the five-year post construction monitoring program was completed in 2017. The City received approximately 146,000 cubic yards of sand from RBSP II in 2012 and from RBSP I in 2001.

Regional Beach Sand Project (RBSP) III is in the preliminary planning stages. Phase 1 was initiated by SANDAG in late 2023. SANDAG asked all coastal jurisdictions in San Diego County to enter into a Memorandum of Understanding (MOU) with SANDAG to indicate their support for cost sharing Phase 1 of RBSP III. The City Council approved an MOU with SANDAG for Phase 1 of RBSP III in January 2023.

~~SANDAG recently initiated planning stages for an RBSP III Project by asking all coastal jurisdictions in San Diego County to enter into a Memorandum of Understanding with SANDAG to indicate their support for cost sharing Phase 1 of RBSP III. The City Council approved an MOU with SANDAG for Phase 1 of RBSP III in January 2023. The City received approximately 146,000 cubic yards of sand from RBSP II in 2012 and from RBSP I in 2001. Phase 1 of RBSP III is currently scheduled~~

~~to commence in June 2023 and be completed in June 2024.~~ RBSP III Phase 1 tasks include identifying beach erosion areas, evaluating economic costs and benefits of implementing a regional beach nourishment project and a pilot sand retention strategy, complete a feasibility study, and create a plan for surveying offshore sand borrow sites to ensure adequate quantities of sand are available.

In June 2024, SANDAG is anticipated to publish a draft feasibility report for RBSP III for participating San Diego County coastal cities which will include preliminary project footprints and volumes for each City. The City participated in RBSP III, Phase 1 at no cost to the City as existing, remaining funds were available for the City which were left over from the City's RBSP II contributions to fully cover the City's allocated Phase 1 cost. Costs for RBSP III, Phase II have yet to be determined and no construction schedule has yet been defined.

Ongoing shoreline profile monitoring will continue locally as well as regionally and will remain the foundation of the SANDAG regional shoreline monitoring program as well as the basis for monitoring the health of the City's beaches and the performance of the ~~upcoming~~ USACE Project initial fill placed in early 2024. The City ~~has~~ entered into an MOU with SANDAG to support continued participation in this important monitoring program (through FY 2023/2024). It is currently anticipated that this MOU will be extended to support the continuation of the regional shoreline monitoring program.

FY 2023-262024-27 Objectives: As of ~~the end of 2022~~ Spring 2024, the City successfully ~~obtained Federal and State grant funding necessary to implement a long term~~ completed the initial beach sand placement event signaling the start of the 50 year coastal resiliency beach sand replenishment project in Solana Beach. ~~These funds enable the completion of the PED phase of the USACE Coastal Storm Damage Reduction Project in 2023 and the initiate of the long-awaited Construction Phase in late 2023 or early 2024.~~ A small supplemental grant funding application was submitted in December 2022 and is still pending at State Parks for funds that would become available in FY 2025/26. If this supplemental funding request is not successful, the City will need to pursue grant funding opportunities with other entities thus staff is closely tracking this issue.

Following the conclusion of construction in 2024, post construction monitoring ~~will~~ be initiated, and reporting is required in years 2024-2026. Although the 50-year Project is fully federally authorized, future renourishment efforts will occur every 5 to 10 years subject to continued State and Federal Funding availability.

The City will continue to implement the Sand Compatibility and Opportunistic Use Program (SCOUP) and participate in the SANDAG Regional Shoreline Profile Monitoring program that has been in place since 1998. Efforts ~~are currently underway~~ to renew all four existing regulatory agency SCOUP permits was also successfully completed in early 2024 and all permits are valid for 10 years (up from 5 years) and the State Land Lease is valid for 20 years. The City has requested that each agency renew the permit for up to 20 years instead of a 5-year permit life.

It is also anticipated that the City will continue to support regional shoreline management and planning efforts to implement a SANDAG RBSP III. Although no construction start date has been identified, based on past RBSP I and RBSP II Projects, it can reasonably be assumed that the completion of Phase 1 of RBSP III in 2024, Phase II would be initiated (assuming widespread regional support) which would take several years to complete environmental review under CEQA and NEPA and obtain regulatory permits followed by Phase III (construction) which could begin as early as 2028-2030.

Key Tasks:

- Continued coordination of efforts with key parties including local, regional, State and federal regulatory and governing agencies for beach sand replenishment and retention projects as a key local sea level rise/climate change adaptation strategy.
- ~~Complete the PED Phase of the USACE Coastal Storm Damage Reduction Project in Fall 2023. Completed~~
- ~~Initiate construction of the USACE Coastal Storm Damage Reduction Project in late 2023 or early 2024. Completed~~
- Coordinate with SANDAG on regional shoreline monitoring and other coastal projects.
- Continue to identify and implement other SCOUN compatible projects in the City.
- ~~Renew SCOUN permits prior to expiration in 2023 and 2024. Completed~~
- ~~Coordinate with the City of Encinitas, USACE, and State Parks on Project PED, Construction and Post-Construction Monitoring and Reporting phases.~~
- Engage with SANDAG on the proposed RBSP III Project (2023-2030)

Estimated Costs (Multi-Year Project):

Revenue Sources (FY 2022/2023):

- ~~\$265,000 T.O.T. Sand Replenishment (Fund #450)~~
- ~~\$18,164 Sand Mitigation Fees~~
- ~~\$7,666,667 State Parks, Division of Boating and Waterways, Local Assistance Grant (pass through to USACE)~~
- ~~\$400,000 USACE Civil Works Program (FY 2020 Work Plan)~~

Programmed Expenditures (FY 2022/2023):

- ~~\$191,850 USACE 850 USACE (Fund #450)~~
- ~~USACE for PED cost share (State Grant pass-through)~~

~~○ Public Beach Restoration Fund Match~~

- ~~● USACE Civil Works Program (FY 2020 Work Plan)~~
- ~~● \$1,357,706 Public Beach Restoration Fund Match (City match)~~
- ~~● \$62,000 Work in Kind Credits for PED~~
- ~~● \$14,925 RBSP III Phase I Contribution~~

SCOUP related costs are unknown until a SCOUP eligible project is identified. If a project is identified, it is estimated that costs will be approximately \$50,000 to cover testing, hauling and monitoring. These costs will be negotiated with the developer/property owner of the available sand.

SANDAG RBSP III Phase 2 costs are also not yet determined. The City has approximately \$14,000 available at SANDAG for this project. The actual costs will be determined as the project progresses.

4. Development Review Permit (DRP) Guidelines and Toolkit

Summary: The Community Development Department is charged with implementing the goals and policies of the community set forth in the City of Solana Beach's General Plan, Zoning Ordinance and other Specific Plan regulations. Any newly proposed developments or modifications to private property require review to ensure consistency with the City's standards and policies relating to land use and preservation of the environment. The DRP Guidelines and Toolkit is intended to help property owners navigate the development review process based on the type of project that is being proposed.

FY 20243/254 Objective: Develop a citizen Guidelines and Toolkit brochure. The creation of the DRP Guidelines and Toolkit will be in the Fall 2024~~3~~.

Key Tasks:

- Complete the written material for the DRP Guidelines and Toolkit. Expected to be done Fall 2024~~3~~.
- Add the appropriate drawings and demonstrations to the DRP Guidelines and Toolkit. Expected to be done Fall 2024~~3~~.
- Submit supporting Guidelines and Toolkit for proposed adoption. Expected to be done Fall 2024~~3~~.

Estimated Cost: Staff time

5. Highway 101 Specific Plan

Summary: Consider additional modifications to the Highway 101 Specific Plan. Any proposed changes to the standards would be presented to the public in a Council

Meeting and public hearing for input and feedback in what would be a collaborative process. Any recommended standards will be brought to the City Council for formal discussion and possible adoption.

FY 20243/254 Objective: This project would involve further review of the SBMC and Specific Plan that might allow for a reduction in requirements for existing buildings that change uses and cannot accommodate current parking standards.

Key Tasks:

- Conduct meetings with property and business owners.
- Consider revising the SBMC to allow for a reduction in requirements for existing buildings that change uses and cannot accommodate current parking standards.

Estimated Costs: Staff time

6. Eden Gardens Specific Plan/Overlay

Summary: The Eden Gardens Master Streetscape Plan was adopted April 17, 1995 and is a document that provides guidance on the public improvements desired in the area. The scope of the Specific Plan or creation of a zoning overlay could contain design guidelines and development standards specific to the La Colonia de Eden Gardens neighborhood. The planning process would involve community input and could include engaging a qualified design professional. In November 2019, Staff conducted a community meeting and received input regarding concerns and issues the community had been facing.

FY 20243/254 Objective: Identify and prepare possible development standards for the Eden Gardens overlay area. This may include evaluating the need to increase guest parking requirements for multi-unit and mixed-use projects.

Key Tasks:

- Prepare for consideration a draft Specific Plan/Zoning Overlay for review and consideration by City Council.
- Consider, among other things, parking requirements and setback regulations.
- Return to the community for additional workshops/feedback.

Estimated Costs: Staff time

7. Legislative Monitoring/Priorities

Summary: During any given legislative period, bills with potentially significant impacts on the City are proposed and often times revised many times that require close monitoring and frequent updates to City Council. While Staff consistently

monitors such legislation, the City hired a professional lobbyist in fall of 2020 to ensure the City Council is properly notified of pertinent legislation and advised of the appropriate actions to take to protect the interests of the community. The City continues to engage the professional lobbyists, entering into another agreement that extends to June 30, 2026. The City will continue to work to advance our interests with other with other governmental entities and respond to state and federal legislation.

Key Tasks:

- Monitor proposed state legislation.
- Update Legislative Priority List for Council Consideration.
- Develop policy on priority topic areas to support/advocate.
- Continue to work with lobbyists to promote City agenda.
- Engage representatives and submit letters to further our priorities.
- Adopt City ordinances and policies to respond to and remain compliant with changes in law.

Estimated Costs: The City's lobbyist is engaged at an amount not to exceed cost of \$34,488 35,421.44 through December 2023 for Fiscal Year 2024-2025 and an amount not to exceed 36,089.87 for Fiscal Year 2025-2026.-

8. Outdoor Dining Regulations

Summary: Due to the COVID-19 pandemic, certain restrictions were modified to assist the business community during the difficult times and to allow residents and visitors to continue to safely utilize certain services such as restaurants, bars, beauty salons, and exercise/wellness businesses. These specific businesses were allowed to temporarily expand into outdoor areas including sidewalks and parking lots (public and private) to provide additional space, especially during the times when indoor operations were not allowed. Due to the popularity of certain businesses, mainly restaurants ~~and bars~~, the City Council would like Staff to look into the possibility of modifying regulations to permanently allow these outdoor operations.

FY 2023 2024/24-25 Objective: Continue to assess the possibility of allowing outdoor operations for certain businesses. This assessment would include both the benefits and impacts that these regulations may create. This includes impacts to parking, noise, safety, aesthetics, etc. and how these, and other impacts, will be mitigated if allowed.

Key Tasks:

- Work with Business Liaison Committee Council Members to prepare draft regulations for Outdoor Dining.
- Bring back draft regulations to City Council for consideration.

Estimated Costs: Staff time and any additional costs if consultants are used for parking counts, noise monitoring or any other potential areas of impacts listed above.

9. North Rios/Solana Hills Annie's Canyon Traffic and Parking Management

Summary: Due to the popularity of Annie's Canyon, traffic and parking has become difficult and a nuisance to residents living nearby. These residents have requested that the City look into different options to help reduce the impacts of this popular hiking destination. ~~While the eventual opening of the park and ride parking lot off of Manchester Avenue will hopefully help alleviate the congestion, the growing popularity of Annie's Canyon will have an ongoing impact on the local residents.~~

~~As the new trailheads for bicycles and pedestrians on Solana Hills Drive opened during this fiscal year, Staff is observing less traffic on north Rios and more traffic on Solana Hills. Some of the residents on Solana Hills are now expressing concerns about additional traffic and parking in their neighborhood. Staff is working with residents to address these issues.~~

FY 2023/24 2024/25 Objective: Analyze options to help alleviate the impacts of traffic and parking along North Rios and neighboring streets. This could include, among other things, traffic calming installations, resident parking permits, increased patrols, etc. This could include the formation of a City Council Working Group to meet with local residents, City Staff, law enforcement and representatives of the San Elijo Lagoon Nature Collective to discuss options to alleviate the issues. With the opening of the park and ride parking lot on Manchester Ave, the level of complaints from our residents has dropped. Staff will continue monitoring the parking in the neighborhood and address any additional concerns.

Staff will continue to work with the Sheriff's Department to perform periodic patrols of both Rios and Solana Hills Trailheads. Staff will also work with Caltrans and the Nature Collective to advertise the use of the proposed park and ride facility on the northeast side of I-5 and Manchester interchange for access to the Trail system and to the North Coast Bike Route. Finally, Staff will continue to respond to the residents in both neighborhoods to address issues as needed.

Key Tasks:

- Analyze-Monitor any traffic and parking issues.
- Meet with impacted stakeholders to discuss possible actions including speed cushions installation.
- ~~Form a City Council Working Group.~~
- ~~Evaluate possible CIP for Sidewalk along east side of Solana Hills and improvements to the walking trailhead at the end of Solana Hills.~~
- ~~Develop updated and uniform signage in conjunction with the opening of the Manchester Avenue Park and Ride.~~

- Re-direct social media sites and mapping sites to prioritize the Manchester Avenue Park and Ride.
- Consider the formation of a Council Sub-Committee to work on these issues.

Estimated Costs: ~~Initially, just~~ Staff time to analyze the issues and work with the City Council Working Group, if needed. Depending on the actions taken, could include costs for parking management/calming installations.

10. Ocean Street and Circle Drive Traffic and Parking Management

Summary: This area of the City has long been impacted, especially during the summer months, by parking and traffic concerns. Due to the proximity of the beach, traffic and parking has become difficult and a nuisance to residents living nearby. These residents have requested that the City look into different options to help reduce the impacts of this popular summer destination.

FY 20243/254 Objective: ~~Analyze options to help alleviate the impacts of~~ Monitor traffic and parking along Ocean Street, Circle Drive and neighboring streets. ~~This could~~ Staff could consider include, among other things, traffic calming installations, resident parking permits, increased patrols, etc. This could include the formation of a City Council Working Group to meet with local residents, City Staff, law enforcement and representatives of the neighborhood to discuss options to alleviate the issues.

During this past Fiscal Year, Staff has periodically monitored the ~~t~~ Traffic through this neighborhood and observed no major cut-through traffic or inappropriate or excessive visitor parking. Additionally, very few ~~no~~ complaints have been recorded during this past fiscal year. Staff requests Council's reconsideration of this item in the Work Plan. Alternatively, Staff requests Council consider moving this item to unprioritized. Staff has received limited concerns from residents about parking close to driveways and curb ramps. Additional parking restrictions and patrols have been added to various locations, in response to residents' concerns.

Key Tasks:

- ~~Analyze-Monitor~~ the traffic and parking issues.
- Meet with impacted stakeholders upon request to discuss possible actions.
- Form a City Council Working Group if warranted.

Estimated Costs: Initially, just Staff time to monitor ~~analyze~~ the issues and work with the City Council Working Group. Depending on the actions taken, could include costs for parking management/calming installations.

11. Short-Term Vacation Rental Permit Ordinance Update

Summary: The City's current Short-Term Vacation Rental (STVR) Permit regulations allow for the rental of any residentially zoned dwelling unit, other than Accessory

Dwelling Units (ADUs), including detached single-family residences, condominiums, duplexes, twinplexes, townhomes and multiple-family dwellings. Since adoption of the City's STVR regulations, the soaring popularity of vacation rental hosting websites has resulted in a proliferation of STVRs throughout San Diego County. Additionally, on an annual basis, Staff handles a variety of complaints regarding STVRs and their impacts to local neighborhoods including noise, parking and unruly guests. In order to maintain an appropriate balance of housing stock dedicated to residents and also to visitor accommodations, the City will evaluate the City's Short Term Vacation Rental Permit regulations for potential amendments. A key focus should be on maintaining long term rental stock in the community.

FY 20232024/25 Objective: Analyze, propose and implement modifications to the City's existing STVR Permit regulations.

Key Tasks:

- Evaluate existing STVR Permit regulations and propose and implement modifications.
- Evaluate the City's Certified Land Use Plan (LUP) for similar modifications.

Estimated Costs: Dedicated Staff time for this effort will be required.

B. Capital Projects

1. Marine Safety Center

Summary: The existing Marine Safety Center is inadequate to continue to serve the community and beach visitors into the future. The current facility is dilapidated with design deficiencies that don't meet the current demands of the facility as well as needed ADA improvements. A needs assessment study was completed in June 2017. After the end of the needs assessment study, it was determined by the City Council that the best alternative was to demolish the existing building and construct a new building.

A Professional Services Agreement with an architectural consultant was approved in October 2018. The current phase of the project (Phase II) will develop a preliminary site and building design for a new Marine Safety Center. A community meeting was held in February 2019 and presentations occurred at Council meetings in November 2019 and October 2020. At the November 2019 Council meeting, three design options were presented and Council directed Staff to pursue the above-ground option. At the October 2020 Council meeting, a refined version of the above-ground option was presented.

Since the Council meeting in October 2020, the design consultant ~~has~~ updated the plans to reflect the direction provided by Council. This included ~~s~~ adding a lifeguard observation tower at the bottom of the ramp as well as some minor plan updates. Staff ~~is~~ ~~coordinat~~ ed ~~ing~~ with the consultant to have story poles installed for the three-dimensional footprint of the proposed building.

Story poles were installed in April 2022, and Staff met with impacted residents to assess potential view impairments. Photo simulations were prepared and presented to the City Council. After receiving testimony from the public, City Council provided direction to Staff to modify the proposed design to minimize view impacts without jeopardizing the operational needs for the Lifeguard station and return to Council with revised design option(s). Several iterations of the proposed design have been presented to the City Council, including November 2023 and January 2024. Each iteration considered comments received from the public, and specifically from the affected property owners, to further refine the design in order to minimize the view impacts. After reviewing the latest design iteration and considering input from the public, Council directed Staff to erect story poles based on the most recent design presented to Council. It is expected that the story poles will be installed before the end of the 2023/24 calendar year.

FY 2023/24 2024/25 Objective: ~~Continue the to work on design option to minimize view impacts for Council's consideration and negotiate contract for final design. Install story poles and start the Development Review process. Start work on obtaining permits based on the most recent design. Permits include Development Review Permit (DRP)/Structure Development Permit (SDP) from the City and a Coastal Development Permit from the California Coastal Commission.~~

Key Tasks:

- Install new story poles based on updated design and provide photo simulations for Council's consideration.
- Perform final design and engineering on preferred alternative.
- Perform environmental clearance studies.
- ~~Prepare for~~ submittal of a Coastal Development Permit to the California Coastal Commission.
- Obtain discretionary permits (DRP/SDP).
- Explore availability of grant funding and apply for appropriate grants.

Estimated Costs: ~~It is estimated that approximately \$450,000 will be required to complete design. However, the design of the project is being performed in two additional phases with the currently funded Phase II (Preliminary Engineering) estimated to cost approximately \$140,000 for 30% design excluding Coastal Development Permit. Phase III (Final Design) would prepare construction level drawings and specification for bidding purposes. An estimated cost for Phase III is approximately \$400,000. As part of the update in January 2024, the City Council authorized an increase to the PSA with domusstudio in the amount of \$500,000. This will allow the project to progress through the entitlement and permitting process, which includes the Coastal Development Permit through the California Coastal Commission, the DRP/SDP phase and CEQA clearance.~~

2. La Colonia Park Improvements

Summary: In FY 2006/2007, a community based La Colonia Park Needs Assessment Advisory Committee developed recommendations for improvements throughout La Colonia Park including ADA Transition Plan recommendations. The City completed the conceptual design for the park improvements in FY 2009/2010 and preliminary design of the park during FY 2010/2011. With the City's purchase of the property immediately north of the new Skate Park, analysis will need to be made on how to incorporate the property into the existing park. Council approved a PSA for updating the La Colonia Master Plan in February 2022 and a public workshop was held in February 2023. An update was provided to the City Council in March 2024, at which Council authorized an additional \$70,000 for architectural services. Construction of the Tot Lot will be completed during the 2023/24 fiscal year.

FY 2023/24 2024/25 Objective: Continue work on renovating the community center building and park grounds. Update the Master Plan to include the City-owned property north of the Skate Park. ~~The next priority project for the Master Plan is to design and construct the new Tot Lot.~~

Key Tasks:

- ~~• Design and construct the Tot Lot playground consistent with the Park's Master Plan. Completed~~
- Identify funding sources for remainder of design and initial phased improvements including ADA items.
- Maintain improvements to building and grounds.
- Explore potential opportunities with the vacant property to the north of the park.
- ~~• Conduct routine maintenance of the Heritage Museum.~~
- ~~• Continuation of the Master Plan update.~~
- ~~• La Colonia Community Center: Replace A/C unit.~~
- ~~• La Colonia Community Center: Install refillable water station.~~
- ~~• Resurface Basketball Court~~

Estimated Cost:

- ~~• Tot Lot -- \$500,000-\$700,000 (design and construction). Cost depends on equipment alternative chosen.~~
- Incorporation of new vacant property north of La Colonia Park into the overall Master Plan - \$52120,000, which includes \$50,000 that was previously approved by Council as part of last year's Work Plan.

~~The estimated cost for the design and construction of the Tot Lot is \$600,000. The estimated cost to incorporate the new property north of La Colonia Park into the overall Master Plan is \$5212052,000. After ample public participation, the Tot Lot design is completed. A Prop 68 Parks grant was received in the amount of \$233,089, which includes \$186,471 from the State and a City match of \$46,618. Staff successfully submitted a grant application to and received approval for \$50,000 from the County of San Diego for the Neighborhood Reinvestment Program. The replacement of A/C unit for the Community Center is estimated to cost \$15,000 and resurfacing of the basketball court is estimated to cost \$20,000.~~

3. South Sierra Mixed Use Affordable Housing

Summary: This project would provide needed affordable housing adjacent to neighborhood services including transit and would further implement the goals of the Solana Beach Housing Element and the General Plan. The project also satisfied obligations from a settlement agreement from the 1990s. In 2014, the City Council

approved the Hitzke Development Corporation mixed use affordable housing project on South Sierra Avenue on a City-owned parking lot. The project includes commercial space and parking, ten (10) affordable housing units and parking, and 31 replacement public parking spaces.

Following approval of the project, significant delays were encountered including a legal challenge against the City and Hitzke Development Corporation and subsequent appeal with the City prevailing both at the lower court the Court of Appeals. During this delay, construction costs increased and the inability of the Applicant to obtain required affordable housing funding, including State and County grants, resulted in Hitzke having to abandon the project. In November 2020, official notification was received by the City.

On February 24, 2021, pursuant to the terms of the Agreement, the Applicant provided to the City electronic copies of all plans prepared for the project. The City's objective is to pursue development of the project pursuant to the prepared plans and approvals through issuance of a Request for Proposals (RFP).

FY 2023 2024/24-25 Objective: Update building permit plans and package into an RFP for issuance to seek a qualified affordable housing developer to build the project.

Key Tasks:

- Update building permit plans for review/approval and construction.
- Prepare and issue an RFP for solicitation of affordable housing developers.
- Finalize financing.

Estimated Cost: Remainder of the Disposition Development and Lease Agreement.

4. Miscellaneous Traffic Calming Projects

Summary: These projects would identify issues and required improvements for public right of ways in various City neighborhoods to enhance the user's experience for all modes of transportation based on concerns raised by public.

FY 2023/24 2024/25 Objective: Continue to monitor and analyze traffic calming requests and implement traffic calming measures throughout the City where appropriate and when funding is identified. Receive Council direction on prioritization on the following projects.

Key Tasks:

- Continue to monitor and assess traffic calming requests.
- ~~Implement traffic calming measures at North Cedros/Cliff Street.~~ Completed

- ~~Implement the traffic calming measures that Staff facilitated the design required of several traffic calming measures~~ as part of Solana Highlands Redevelopment process. These measures will be implemented prior to occupancy of the Solana Highland project.
- Maintain and update the list of traffic calming measures with corresponding design elements and cost estimates for Council's consideration.
- Monitor results of the traffic calming installations.

Estimated Cost: TBD – Based on the amount of requests and approval by City Council.

5. Implementation of the Comprehensive Active Transportation Strategy (CATS) Study Projects (Timeframe: Ongoing)

Summary: The CATS study identifies approximately 20 bicycle and pedestrian projects along various City streets that improve the bikeability and walkability of streets and neighborhoods in the City. This item would not include any project on Lomas Santa Fe Drive since that corridor is identified as a separate project in this Work Plan. Some of the projects that may be included as part of this item include Cedros Avenue, Sierra Avenue, Cliff Street, the Academy/Ida/Genevieve/Valley Corridor, Nardo Avenue and neighborhoods in and around the City's schools.

FY 2023/24 2024/25 Objective: Implement the various projects identified in the CATS Study that was approved by the City Council in 2015.

Key Tasks:

- Determine which projects listed in the CATS study should be studied further for implementation over the next five years. Staff will select one or two projects to bring to City Council to consider prioritizing for the coming fiscal year.
- Provide preliminary cost estimates for projects identified for additional studies.
- Identify and submit grant funding applications for these projects.
- Improvements to Lomas Santa Fe and Santa Helena are identified for improvements in the CATS study but are listed as separate items in this Work Plan.
- ~~Research and potentially join~~The City is actively participating in the regional "Vision Zero" task force developed that is being led by SANDAG."

Estimated Cost: Development of cost estimates for the various projects would be one of the first steps performed.

6. Lomas Santa Fe Corridor Project (Timeframe: TBD)

Summary: The Lomas Santa Fe Corridor project is a top priority of the CATS project listed above. Due to the significance of this project and the multiple benefits it could provide to the community, it has been separated into its own Priority Item. The project study area for the Lomas Santa Fe (LSF) Drive Corridor Project extends from Cedros Sierra Avenue on the ~~west~~East side of Highway 101 to Highland Drive at the City's eastern boundary. The City's goal for the Lomas Santa Fe Corridor Project is to design physical improvements that could be constructed to improve the community character, safety, walkability, bikeability and circulation along this key east-west arterial through the City of Solana Beach.

Some of the elements included in Phase III (final design) are a multi-use path on the north side of LSF, striping and signal improvements, added parking, landscaping and other items intended to slow down traffic and increase use of the corridor by pedestrians and bicycles. The final design for the project was approved by the City Council on May 26, 2021. ~~project was delivered to SANDAG for grant fund reimbursement.~~ Partial funding for construction of the easterly segment of the project (from Santa Helena to Highland Drive) was secured from Congressman Levin's office. Staff is working with Caltrans to obligate the \$7,000,000 in federal funding. Since the project initially started using non-federal funds, NEPA clearance (the federal version of CEQA) was not performed. Staff is currently working on NEPA clearance with the help of the Caltrans Local assistance team.

FY 2023/24 2024/25 Objective: Pursue grant funding for construction of the western portion of the project. Start construction on the east section that already has construction funding.

Key Tasks:

- Evaluate and apply for potential construction grant funding for the west section of the project.
- Execute amendment to the PSA with City's consultant to Prepare Construction Plans, Specifications, Estimate for the east west side (Highland Drive to Santa Helena) for competitive bidding purposes.
- ~~Obtain funding approval from Caltrans for easterly segment~~
- Adjust design plans for the east side to expedite federal funding obligations.
- Obtain funding approval from Caltrans and advertise ~~Advertise~~ the easterly segment for competitive bidding process as soon as Construction funding is available possible.
- Develop Add-Construction Manager Request For Proposal (RFP) and select the most qualified consultants for the City Council's consideration during construction award process.
- Start construction on east side portion in next fiscal year.

Estimated Costs: A grant from SANDAG, in the amount of approximately \$616,000, was obtained for Phase III. With a 10% match committed by the City, the total amount of funding secured for Phase III ~~is was~~ approximately \$684,000. Construction is estimated to cost approximately \$15 million. The project ~~can be was~~ broken into two segments ~~if full for construction funding is not available purposes~~. Approximately \$7.0 million was approved ~~partial funding~~ for construction of the easterly segment of the project (from Santa Helena to Highland Drive) was secured from Congressman Levin's office. ~~This funding source will require a 20% match, in the amount of \$1.4 million from the City. \$450,000 adjusting construction plans to expedite funding obligation is estimated at \$45,000. The cost for retaining a construction manager is estimated at \$250,000. for construction manager.~~

7. City Hall Deferred Maintenance

Summary: This project would perform maintenance on various components of City Hall. -The projects identified for FY ~~2022/23~~ 2024/25 would replace the floor drains in the restrooms, and mechanical upgrades to elevator equipment.

FY 2023/24 2024/25 Objective: Perform deferred maintenance on various components of City Hall.

Key Tasks:

- Replace the floor drains/floor tiles for the men's public restroom near Council Chambers and the women's employee restroom near the back door.
- Upgrades to the elevator mechanical room.
- Parking lot repairs.
- Replace two more A/C units and corresponding duct work.
- Perform exterior stucco crack repair and paint. Will be completed FY 23/24.
- Replace damaged air conditioning duct work. 2 A/C units installed & air ductwork repairs. Completed FY 23/24.

Estimated Cost: It is estimated that approximately ~~\$90,000~~ \$75,000 is needed for the upgrades to the elevator, ~~approximately \$55,000~~ \$95,000 is needed for the exterior paint and stucco repair. Parking lot repairs are estimated to cost \$30,000. A/C and duct work replacement is estimated to cost to be \$35,000. The total cost for ductwork repairs was \$7,600. The total cost for the replacement of 2 A/C units \$22,685., and approximately \$80,000 for air conditioning duct work.

8. Fletcher Cove Park and Community Center Maintenance

Summary: This project would perform maintenance on various components of Fletcher Cove Park and the Community Center.

FY 2023/24 2024/25 Objective: Perform maintenance on various components of Fletcher Cove Park and the Community Center. Advertise the beach access ramp replacement for construction bids.

Key Tasks:

- ~~• Perform maintenance and repair work on the Tot Lot. Minor maintenance work has been completed but the rubber safety surface and playground equipment need to be replaced. A contract was approved in March 2021 for the design to replace the playground structure and the rubber safety surface. The public outreach task has been completed. The Final design was approved by the City Council. Project has been advertised and awarded to the lowest responsible Bidder. Project is on schedule for construction. The project is expected to be open for public use in early 2023-2024 fiscal year. Completed~~
- Reconstruct the handrail and lower portion of the existing concrete beach access ramp. Staff is in the process of obtaining An exemption to the Coastal Development Permit requirement was obtained in November 2023.
- ~~• Perform maintenance and repair to the Community Center building. Project is underway and is completed (will be completed during this Fiscal Year). Completed~~
- Evaluate replacing the chain link fence on upper park at Fletcher Cove with a more attractive fence.
- ~~• Replace four concrete benches/picnic tables. This task is included in the FC tot lot project.~~
- Evaluate replacing outdoor shower and plumbing associated with shower.

Estimated Costs: The repairs to the access ramp and replacement of the dissipator are estimated to cost ~~\$150,000~~ 190,000. Shower repairs will be estimated once the evaluation is complete. ~~The maintenance for the community center building is estimated at \$50,000.~~

9. Highway 101 Pedestrian Crossing at North End of City

Summary: With the installation of the pedestrian tunnel underneath the railroad track near the north end of the City, Staff has been investigating the installation of a pedestrian crossing across Highway 101 in the vicinity of the pedestrian tunnel and Cardiff/Seaside State Beach. ~~A very high-level study was performed that identified three alternatives.~~

~~The first option analyzed would construct a pedestrian bridge across Highway 101 at a cost of approximately \$2.5 million. The second option analyzed would construct a pedestrian tunnel underneath Highway 101 in the same general location as the tunnel under the railroad track at a cost of approximately \$1.5 million. The third option analyzed would construct an at grade crossing, with full traffic signals in both the~~

~~north and south bound direction at a cost of approximately \$500,000. All of the costs indicated above would be for construction only and would not include environmental studies or right of way acquisition. Option 3 most likely would not involve major environmental impacts. Since a tunnel under Highway 101 or a bridge over Highway 101 were determined to be economically infeasible, Staff has worked with a traffic engineering firm and staff at the City of Encinitas to develop an at grade crossing option. The proposed concept was presented to the City Council in March 2024.~~

FY 2023/24 2024/25 Objective: Continue to evaluate pedestrian crossing across, ~~or under,~~ Highway 101 at north end of City near the Cardiff/Seaside State Beach. In addition, research the potential to narrow Highway 101 for traffic calming in coordination and collaboration with the City of Encinitas.

Key Tasks:

- ~~• Evaluate alternative at-grade crossing options. Completed~~
- ~~• Evaluate design options and required permits. Completed~~
- Obtain Coastal Development Permit/Exemption from the Coastal Commission.
- Obtain CEQA clearance.
- Complete construction plans, specifications and estimate (PS&E)
- ~~• Pursue cost-sharing agreement with City of Encinitas and State agencies.~~
- Pursue grant funding for construction.
- Continue to work with Encinitas on traffic calming measures and good transitions leading into and exiting City limits.
- Continue to work with Encinitas on agreement/authorization to install a crossing in their jurisdiction.
- ~~• As a temporary measure, install signage to discourage crossing of Highway 101 in this area.~~

Estimated Cost: ~~Design-Construction~~ costs are unknown and would be determined once an at-grade crossing option is selected. The cost for preparation of Plans, Specifications and Estimate (PS&E) for the at grade crossing is estimated at \$45,000.

10. Santa Helena Neighborhood Trail (Timeframe: 18 to 24 months)

Summary: The paved area on Santa Helena, north of Sun Valley Road, is approximately 64 feet wide. At least 20 feet of the paved area could be converted into a roadside park. The proposed project would reduce the pavement width on Santa Helena, from Sun Valley Road to the trail head at the San Elijo Lagoon and use the additional space for traffic calming improvements and a neighborhood trail. A focus group meeting was held with representatives from several local HOAs, community members and BikeWalkSolana. The Conceptual Design was then presented to City Council in March 2020. In July 2021, Council awarded a landscape

design contract to M.W. Peltz. In October 2021, Staff conducted a community meeting to present the design and seek additional community input. To expedite traffic calming at the Santa Helena/Santa Victoria intersection (east of Solana Vista School), the project is recommended to be phased. The first phase of construction would exclude all landscaping, irrigation and work north of Santa Victoria. The first phase of this work addresses recommendation contained in the CATS and Safe Routes to School studies.

FY 2023/24 2024/25 Objective: Complete the construction level plans and pursue funding opportunities. Staff will also meet with the adjacent neighborhoods for feedback.

Key Tasks:

- Perform final engineering and landscape.
- Conduct Community Engagement.
- Perform Environmental Clearance.
- Identify funding.

Estimated Cost: ~~The Fiscal Year (FY) 2021/22 & 2022/23 CIP budget included \$70,000 in TransNet funding for design of the project. Construction costs have not been determined at this time. Estimated construction costs will be identified during the design phase. Phase 1 construction is estimated at \$450,000.~~

11. Replacement of Emergency Generator at Fire Station (Timeframe: 12 to 18 months)

Summary: The existing generator at the fire station is approximately 28 years old and was installed when the fire station was constructed in 1991. Due to the age of the existing generator, the permit with the Air Pollution Control Board only allows for the operation of the generator up to 20 hours per year in non-emergency situations during testing and maintenance. As part of the design study, the operational needs of the building were evaluated to determine the size of the generator required. The electrical switchgear was also evaluated to determine if upgrades were necessary.

FY 2023/24 2024/25 Objective: Evaluate funding options, obtain permit from the County Air Pollution Control District (APCD) and construct project.

Key Tasks:

- Obtain permits from Air Pollution Control District (APCD).
- Research public safety grant opportunities for purchase of emergency generator.
- Advertise and construct project.

Estimated Cost: The cost ~~for to complete the~~ design of the generator replacement is approximately ~~\$20 \$40~~,000. The purchase and installation of a new generator is estimated to cost approximately \$250,000. The actual cost for this project will be determined after the project is advertised for bids.

12. Replacement of Dissipator Grate at Fletcher Cove

Summary: The existing dissipator grate was installed in approximately 1998 as part of the NCTD train station project and associated drainage work. The dissipator grate is showing signs of age and replacement with a more aesthetically pleasing structure ~~may be necessary~~ is desirable. A Coastal Development Permit waiver from the California Coastal Commission was obtained in November 2023.

FY 2023/24 2024/25 Objective: Identify costs for grate replacement and prepare bid package if directed by City Council. Engage the Public Arts Commission (PAC) to participate and potentially make this a public art project. The intent is to replace the dissipator grate as part of the Fletcher Cove Beach Access Ramp Replacement Project.

Key Tasks:

- Explore the potential for an artistic addition and engage the PAC.
- Prepare construction bid documents.
- ~~Apply for Coastal Permit/Waiver~~
- Advertise project for construction.

Estimated Cost: Since no work has been performed on this potential project, no detailed cost estimates have been done. Staff is estimating that the costs to replace the dissipator grate would be between \$30,000 and \$50,000.

13. Glenmont Pocket Park

Summary: The City has been researching the possibility of placing a pocket park on the property along Glenmont Avenue where the Santa Fe Irrigation District (SFID) reservoir is located.

FY 2024/25 2023/24 Objective: The objective for the upcoming fiscal year is to deliver a comprehensive architectural design encompassing the development of new hardscape, irrigation systems, planting strategies, and detailed design plans tailored to accommodate the established conceptual plans of a passive park adjacent to the existing water tank on Glenmont Drive in Solana Beach, CA. OurThe objective is to create a harmonious, functional, and aesthetic park environment that integrates seamlessly with the surrounding environment, fosters community engagement, and adheres to reflects the unique character of the Solana Beach area community.

~~work with the local community on the design of a pocket park at this property. The conceptual design was developed by “in-house” Engineering Department Staff as a starting point for discussion and consideration. A primary component of the design phase of this project will be the engagement of the community. This will include community meetings, public input opportunities and Council meetings.~~

Key Tasks:

- ~~• Continue to Conduct community outreach.~~
- ~~• Enter into a use agreement with Santa Fe Irrigation District.~~
- ~~• Obtain CCC and CEQA clearance.~~
- ~~• Award bid for architectural design services including design plans Engage professional services for landscaping and irrigation.~~
- ~~• Coordinate with SFID.~~
- ~~• Complete final engineering and environmental review.~~
- ~~• Complete landscaping and irrigation plans/specifications.~~
- ~~• Initiate Complete PS&E construction.~~

Estimated Cost: It is estimated that the conceptual design and public outreach would cost approximately \$10,000. The estimated cost for preparation of construction plans including landscaping and irrigation plans is ~~\$6550,000~~. ~~The construction budget total project appropriation is \$350,000 would be determined as part of the final design phase. A more accurate construction cost estimate will be provided after the project is designed.~~

~~14. South Acacia Avenue Reconstruction Project - Completed~~

Summary: ~~The curb, gutter, sidewalk and asphalt are old and in need of replacement. There are several properties along South Acacia and it would be difficult to coordinate the repairs if performed by the property owners.~~

FY 2023/24 Objective: ~~The objective for the upcoming fiscal year is to engage the community with workshops and the preliminary design by in-house Engineering Department Staff as a starting point for discussion and consideration.~~

Key Tasks:

- ~~• Perform preliminary design by in-house Engineering Department Staff.~~
- ~~• Coordination with adjacent property owners.~~
- ~~• This project will be included in the upcoming annual pavement project~~

Estimated Cost: ~~It is estimated that the preliminary design and public outreach would cost approximately \$12,000. The final design and construction budget would be~~

~~determined as part of the preliminary design phase. Construction cost is estimated at \$120,000.~~

15.14. Traffic Signal Upgrades

Summary: The City has 14 signalized intersections. The traffic signals are currently maintained by Siemens Mobility. The City's traffic engineering consultant, STC Traffic, performed a citywide traffic signal assessment and made recommendations to maintain and improve the efficient and effective operation of the traffic signal systems. The first phase of improvements is to replace obsolete, damaged, and worn equipment. Future phases are to upgrade and modernize the equipment.

FY 2023/24 Objective: Perform Phase 1 traffic signal equipment replacements.

Key Tasks:

- Research installation of leading walk signals on Steven's Avenue.
- Identify and perform replacements.

Estimated Cost: The first phase of replacements is estimated to be \$100,000

16.15. Research Areas For An Enclosed Dog Park

Summary: There is community interest in identifying an enclosed dog park within the City limits.

FY 20243/254 Objective: Research potential locations and engage property owners and adjacent neighborhoods if locations are identified.

Key Tasks:

- Continue to Research explore potential locations.
- Engage property owners and adjacent neighborhoods for suitability and desirability of an enclosed dog park.
- Analyze costs and any potential risk/liability associated with conversion of property to an enclosed dog park.

Estimated Cost: TBD. Initially it will be has been Staff time to research potential locations and engaging the adjacent neighborhoods. If a suitable location is found, there may be additional costs needed to make necessary improvements to the property.

17.16. Cliff Street and Rosa Street Pedestrian Bridges Improvements = Expected to be completed by July 2024

Summary: There are maintenance requirements for both bridges that would require a CIP to perform.

FY ~~2023/24~~2024/25 Objective: ~~Develop Plans, Specifications and Cost Estimate for competitive bidding process.~~ Replace lighting fixtures on both pedestrian bridges.

Key Tasks:

- ~~• Develop a comprehensive list of required maintenance.~~
- ~~• Develop methods, means and specifications for each item.~~
- ~~• Analyze costs for each task.~~
- Perform Construction.

Estimated Cost: The total cost for both bridges is estimated at \$75,000. RFB published on 3/11/2024. Job-Walk Visit 3/26/2024. Closing date 4/16/2024.

18.17. Fletcher Cove Community Park and El-Viento Pocket Park Trail Upgrade.

Summary: The existing Trail system in both locations are subject to significant erosion during storm events. This project would convert the existing D.G trail pathways into pervious pavers, with an emphasis on pavers that are easy for pedestrians to walk on.

FY ~~20243/254~~ Objective: Develop Plans, Specifications and Cost Estimate for competitive bidding process.

Key Tasks:

- Develop a set of design plans, specification, and estimate for both sites.
- Analyze costs for each task.
- Perform Construction.

Estimated Cost: The preliminary cost for both sites is estimated at \$200,000.

19.18. Develop An Applicant Assistance Program

Summary: In order to assist the community in navigating the sometimes-complex process for such things as permit applications, plan transmittals, code compliance complaints, etc., the development of an Applicant Assistance Program (AAP) should be explored. The AAP ~~may included~~ the hiring of a dedicated Staff member to assist the applicant/community member and walk them through the correct process and give updates on where the process is for their particular request. This may also

include the development of a development checklist (including costs) for prospective applicants.

FY 20243/254 Objective: Continue to assess the best path forward for the creation of an AAP to better assist the public in navigating the City's processes for specific requests and submittals.

Key Tasks:

- Analyze current practices to see where improvements can be made.
- Make improvements to the process to create more transparency and efficiency.
- ~~Potentially hire new Staff member to assist the public.~~ Completed

Estimated Cost: ~~TBD. If a Staff member is to be hired, there would be ongoing costs for that position. Staff are currently researching what duties and title would be appropriate for this position which would then determine what the cost to the City would be. A new Staff person has been hired that will have a focus on developing the AAP, among other Planning tasks. The Planning Department is currently assessing what steps should be taken to begin the AAP to better assist the public in navigating the permit process. These steps will be implemented during this coming fiscal year.~~

20-19. Electric Bicycle (E-Bike) Safety and Education Program

Summary: The proliferation of E-Bikes in the city has resulted in both positive and negative impacts on the community. E-Bikes reduce daily miles traveled in vehicles, promote a healthy lifestyle and provide a convenient and clean mode of transportation around the community. E-Bikes can help riders of all ages, skills and physical abilities live more active lives. However, there are significant safety concerns that have arisen as the popularity of E-Bikes has exploded.

FY 20243/254 Objective: The City would like to continue to promote the use of E-Bikes in the community but also create a safe environment for pedestrian and vehicular traffic. The continued education of both E-Bike riders and the public is paramount to a harmonious community that can both foster clean alternative modes of transportation while protecting the health and safety of the residents.

Key Tasks:

- ~~Research E-Bike Ordinances in neighboring jurisdictions.~~ Completed
- Continue the partnership with the San Diego Bike Coalition and BikeWalkSolana to provide E-Bike safety educational workshops and practical exercises throughout the community.
- Collaborate with the local schools to provide educational opportunities and potentially a permit program for E-Bike riders.

- Partner with the local bicycle shops on educational opportunities when E-Bikes are purchased.
- Continue to work with the San Diego Bike Coalition and BikeWalkSolana to provide a multitude of educational (both classroom/virtual as well as on-road) training opportunities for all members of all ages and abilities of the community.

Estimated Cost: ~~TBD.~~ There ~~would be someare~~ costs associated with partnering with the San Diego Bike Coalition for the education and training programs. These costs are estimated at approximately \$10,000 per year.

20. South Sierra/South Acacia Parkway Improvements

Summary: This project will enhance the existing parkway along South Sierra/South Acacia adjacent to the Distillery Parking Lot.

FY 2024/25 Objective: Widen the sidewalk and install street trees and grates.

Key Tasks:

- Complete design.
- Select tree species.
- Prepare PS&E package.

Estimated Cost: Project is estimated to cost \$80,000.

21. Highway 101 Tree Grate Replacement

Summary: The decorative tree grates were installed as part of the Highway 101 Westside Improvement Project back in 2011. Because of normal wear and tear, the tree grates are starting to deteriorate. This project will replace the existing, deteriorating tree grates along the west side of Highway 101.

FY 2024/25 Objective: Replace a manageable number of tree grates as part of a larger project to replace all of the existing tree grates over a period of years.

Key Tasks:

- Replace 5 tree grates a year.
- The number of tree grates to be replaced in future years will be determined based on the success of the initial project.

Estimated Cost: Project is estimated to cost \$25,000 for the replacement of the initial 5 grates.

22. Glencrest Sidewalk Improvements

Summary: This project will construct concrete curbs, gutters and sidewalks along both sides of Glencrest Drive from Lomas Santa Fe to Dell Street. This project is identified as a high priority project in both the Safe Routes to School and CATS programs.

FY 2024/25 Objective: Develop concept plans that minimize impacts to the private improvements that are encroaching into the public right of way. Intent of project is to provide safe pedestrian facilities while respecting private improvements and residential parking to the extent feasible without acquiring additional right of way.

Key Tasks:

- Develop concept plans.
- Update City Council
- Conduct community outreach.
- Develop PS&E package.
- Advertise for bids.
- Complete construction

Estimated Cost: Preliminary tasks will be performed by in-house staff. Construction costs will be developed during the final design phase.

23. Highland Drive Median Project

Summary: This project will provide drought-tolerant landscape improvements to the medians on Highland Drive, south of Lomas Santa Fe in front of the Country Club, that wereas constructed in 2023.

FY 2024/25 Objective: Provide drought-tolerant landscaping in harmony with the character of the community and similar to the landscaping that was installed in the medians on San Andres.

Key Tasks:

- Develop concept plans.
- Update City Council.
- Develop PS&E package.

Estimated Cost: Preliminary tasks will be performed by in-house Sstaff. Construction costs are estimated to cost \$80,000.

C. Unprioritized Community Character Issues

- Annual Pavement Repair Project —~~FY 2021/22 project is in construction.~~ FY ~~2022/23~~2024/25 annual program will be developed in Spring ~~2022-2024~~ for construction in late ~~2022-2024~~ or early ~~2023~~2025.
- Continue to explore the development of a “Highway 101/Cedros Avenue Parking District/Business Preservation Ordinance” and bring to City Council for consideration and review.
- Analyze increasing the budget for the Community Grant Program and Parks and Recreation utilizing private donations.
- Analyze and establish development standards for retaining wall heights in relation to existing vs proposed grade elevation.
- Monitor the development proposal for the North Bluff property on Border Avenue in Del Mar.
- Evaluate potential to convert existing buildings to affordable housing.
- Monitor Fairgrounds future plans.
- Developing and communicating the City’s commitment to diversity, equity and inclusion for all of our residents and visitors.
- Evaluate the development of a sidewalk installation policy.
- Explore ways to become a Smart City and consider joining the SD Smart Cities Initiative and developing a Smart City Plan.
- Support regional efforts and outreach to address opioid crisis, drug overdose (including prescription drugs) and homelessness problems.
- Research ADU and affordable ADU incentive programs.
- Explore City standard alternative design option for City for steep sidewalks/ pathway areas.
- View Assessment Ordinance – Monitor State legislation
- Explore First Story restaurant/retail Ordinance in certain areas of the City.
- Allow Affordable Housing Ordinance to coordinate, when feasible, fees to unlock new affordable units.
- Explore increased funding for maintenance of the Coastal Rail Trail.
- Explore options to hold Candidate Forums for City Council elections.

ORGANIZATIONAL EFFECTIVENESS

A. Human Resources Management / Staff Engagement & Effectiveness

1. Staff Engagement and Effectiveness

FY 2023 2024/25 Objective: To continue to be a strategic City partner and to promote and empower a positive work environment where Staff and the organization are prepared to rethink processes and welcome innovation to provide more efficiency.

Key Tasks:

- Ensure the City's practice and approach to fair and consistent hiring practices consider trust, inclusiveness, transparency and succession planning.
- Conduct mandatory training for all (100%) permanent City employees. Training shall include promoting ethical behavior, accountability and communication of ethical standards and guidelines.

Estimated Cost: Staff time

B. Administration and Service

1. Implement Performance Measurement Program (Timeframe: Ongoing)

FY 2023/24 2024/25 Objective: To continue implementation of a comprehensive performance measurement program to evaluate service delivery, cost efficiency, and customer satisfaction.

Key Tasks:

- Complete analysis of FY 2022/2023 2023/2024 performance measures and report results and action plan to City Council in the FY 2023/2024 2024/2025 Budget.
- Develop additional measures as appropriate to cover full range of City services.
- Identify appropriate community survey tool(s) to evaluate customer satisfaction that match with the performance measurement goals.
- Develop Citizen Commission Performance Measures.
- Recognize/Evaluate existing Committees/Commissions and un-official Committees/Commissions.

Estimated Cost: Staff time

2. Online Software Permit Tracking System

Summary: Staff researched various online permit tracking systems in an effort to help streamline the permit process and online payments for a variety of services including business certificates, building permits, parking citations, code violations etc. that would allow for online payments and tracking. This service would allow for an easier and more efficient process for the community and City Staff. Currently, the City only allows online credit card payments for Summer Day Camp and Junior Guard registration, so this service will expand our online services while providing better customer service to our community. In June of 2017, the City Council authorized the purchase of TRAKiT software and Staff has been working with Central Square to create the tracking program for the City. The City went live with the TRAKiT program in July 2019.

As part of the TRAKiT program, the City also purchased “My Community”, which is a stand-alone smart phone app that works with the City’s website to include relevant information for residents including City contacts, calendar of events and information regarding City government departments and services. In addition, it allows for the community to report location-specific issues such as graffiti, potholes, trash accumulation and broken sidewalks instantaneously to Staff. This program will create a more efficient and effective way to report issues of concern to the appropriate Staff

to correct. The My Community app was available to the community in November 2018.

FY 20243/254 Objective: Continue to implement a City-wide permit tracking system that will automate permits, licenses, and other business activities, accept credit card payments, allow customer access to view the status of applications and apply or renew business certificate and permits on-line. Staff will also prepare a report to Council at least twice a year on the My Community app including such things as usage, response time and highest reported issues.

Key Tasks:

- Implement an on-line application process for business certificates and permits.
- Implement the ability for customers to pay for business certificate applications and renewals and permit applications online using a credit card.
- Research the potential to include an option to report an Act of Kindness on the My Community app.

Estimated Costs: Initial cost of software purchase was approximately \$196,000 with annual maintenance costs of \$38,000-\$40,000.

C. Communications & Technology

1. Social Media (Timeframe: Ongoing)

Summary: The City continues to successfully utilize social media to engage the community. Staff is analyzing the potential to start department specific social media accounts to better focus on new and special events that the community may desire. This might occur first for promoting specific programs like the Junior Lifeguard Program, Summer Day Camp Program and the City's Special Events.

FY 2023/24 2024/25 Objective: Continue Staff communication through social media outlets by sending information regarding City activities, news and events through Instagram, Facebook and Twitter. There will be a concentrated effort to increase social media presence of City programs, events and initiatives, specifically with the City of Kindness Initiative.

Key Tasks:

- Continue utilizing Instagram, Facebook and Twitter for City activities, news and events.
- Continue ongoing research on the latest and most valuable social media outlets for City use.
- Update the City's Social Media and Computer Policies.
- Schedule social media campaigns to showcase community events, public art and recreational opportunities.
- Increase community engagement by growing the accounts and providing useful and exciting information and posts.

Estimated Costs: Most of the social media tasks are completed by in-house Staff. The City does pay approximately \$~~80~~ 60 a month for the Constant Contact eBlast notification system, but Instagram, Facebook and Twitter are free applications.

2. Cyber Security Expansion- Awareness Training, Business Continuity & Disaster Recovery

Summary: The City's current Cyber Security Awareness Initiative is in need of growth to increase protection across the City's technology infrastructure. With the deployment of new technologies in place, it is recommended the City continue ongoing tasks related to information security awareness, along with continued reinforcement of information systems processes and procedures.

FY 2024/25 Objective: ~~In addition, Continue to~~ implement enhanced cybersecurity training tactics in the form of fake malicious e-mails and set up necessary training to increase Staff awareness.

Key Tasks:

- Budget for software and infrastructure costs in addition to renewals.
- Continually refine Disaster Recovery/Business Continuity plan as systems develop.
- Continually install, setup, test network infrastructure hardware.
- Identify and prioritize Cybersecurity training modules for Staff. Implement fiscal phishing campaigns with Staff and Council to test and correct, if needed, our proper response to cyber threats.
- ~~Implement strategy to understand and confirm outside agencies, like EsGil, have robust cybersecurity practices and procedures if they store City data. Completed~~
- ~~Develop a formal Vendor Management & Cybersecurity Framework to assist Staff in evaluating outside agencies Cybersecurity. Completed~~
- Perform comprehensive penetration test for City network. This could involve an internal, external or both from an outside third-party vendor.

Estimated Costs: Direct cost related to Cybersecurity is estimated at \$25,000. These costs are included within the budget of other asset acquisitions in the IT budget: ~~Antivirus/Endpoint Protection, Security Operations Center deployment,~~ Firewall hardware and licensing, local and cloud data system backups, Staff training software, Network Operations Center monitoring and reporting for servers, intrusion detection software for servers, and server network hardware upgrades.

3. Unified Communications

Summary: The City's current communications infrastructure is in need of unification and continued growth to increase productivity for Staff and accessibility from both Staff and the public. Currently, all City buildings are in the process of obtaining fiber optic connection points, allowing us to put in place necessary unified communication infrastructure. ~~However, the City's current broadcast capability in the Council Chambers is in need of upgrades that will provide increased visibility within the Chambers.~~

FY 2023/24 2024/25 Objective: ~~Explore options for updating current City Council Chambers Audio/Visual broadcasting system. Additionally, unify Unify Staff~~

telephone system with Office 365 application Teams to increase accessibility for Staff.

Key Tasks:

- Reduce telecommunications costs by migrating T1 Primary Rate Interface (PRIs) to Session Initiation Protocol (SIP) trunks.
- ~~Budget for and implement system upgrades with Council Chambers broadcast system. A roadmap has been developed for Council Chambers upgrades with the following goals in mind: Increase visibility aesthetic for in-person meetings and explore hybrid virtual access to public meetings. Moved to Priority Item~~
- Integrate Office 365 application Teams with Staff phone system.
- Continue to deploy public Wi-Fi expansion at City facilities, parks and beaches.

Estimated Costs: Staff are currently researching potential costs dependent on which upgrade path is chosen for the Council Chambers. A phased approach will be brought to Council for consideration and funding.

4. Council Chambers Upgrades

Summary: The City Hall Council Chambers needs upgrades for continued technological needs regarding public meetings and broadcasting. Currently, a 2-year project roadmap is underway, with 13 of the 22 objective upgrades completed. Install larger aesthetic technology to improve in-person meeting Upgrades.

Key Tasks:

- Deploy communication technology for virtual/hybrid meeting sessions.
- Facilitate upgrades for Voting System
- Deploy Broadcast standardization improvements

Estimated Costs: This project was approved by council and setup as CIP project 9408 with \$50,000 allocated for FY 23/24 and \$50,000 for FY 24/25.

4. BlueBeam Implementation - Completed

Summary: The City continues to explore technology implementation that has the potential to streamline permit processing and improve Staff's efficiency and effectiveness when reviewing plans. BlueBeam is a software that several other North

~~County jurisdictions have begun using to improve organizational effectiveness. It allows for tracking and comparing of plans during each phase of submittal across multiple disciplines which helps with collaboration and communication amongst staff, applicants, architects, engineers, etc.~~

~~**FY 2023/24 Objective:** Implement use of BlueBeam software and expand existing electronic submittal processes.~~

~~**Key Tasks:**~~

- ~~• Prepare process and procedures for BlueBeam submittals.~~
- ~~• Coordinate BlueBeam implementation with 3rd party consultants that will also be expected to use BlueBeam as part of the City's review process.~~
- ~~• Coordinate and implement on-going hardware upgrades (computers, monitors, etc.) as needed so that Staff may make the best use of BlueBeam.~~

~~**Estimated Costs:** Ongoing costs are unknown at this point. BlueBeam has been purchased installed for Staff's use. The only costs will be ongoing upgrades as needed.~~

D. City Initiatives

1. City of Kindness Coalition

Summary: City of Kindness is a coalition of organizations working to inspire kindness in the world. Organizations involved in the coalition hope to affect meaningful change among schools, professionals, young people, elected officials and companies. City of Kindness is a project of the Social Impact Fund, a non-profit public charity that supports projects and campaigns that work to advance social good and make a positive difference in the world-at-large.

FY 2023/24 2024/25 Objective: The objective is to make the world a better place by increasing the amount of kindness in it. Mayors across the country have come together to challenge the nation to adopt a culture of kindness in our cities, businesses and schools through acts of kindness. Now that the City is officially a part of the coalition, Staff will continue to work with the community group to promote the program and assist with events, as necessary.

Key Tasks:

- Continue to promote the coalition.
- Continue to encourage acts of kindness throughout the community and encourage people to track and submit these acts of kindness to the Kindness Counter link on the City's website.
- Work with City Council Subcommittee and community group to refine the priorities for FY 2023/24 2024/25 for implementation.

Estimated Cost: Staff time

2. Promote an Unbiased and Inclusive Environment

Summary: In the wake of major social and political changes over the past decades, employers are taking steps to increase diversity, equity, and inclusion at the workplace. Studies have shown diversity and inclusion are much more than a legal or moral requirement; it is also a competitive advantage.

FY 2023/24 2024/25 Objective:

- Foster and promote an inclusive culture.
- Enhanced employee engagement and retention.
- Communicate goals and measure progress.

Key Tasks:

- Develop evidence-based ideas to increase diversity, equity, and inclusion in the Workplace.
- Develop a City Policy/Committee.
- Ongoing training for all employee levels and any new hires on “Unconscious Bias and Diversity”.

Estimated Cost: Staff time and training costs.

3. Age Friendly Communities Action Plan

Summary: The population of the United States is rapidly aging, and Solana Beach has one of the oldest populations in San Diego County. The San Diego Foundation, in close partnership with the American Association of Retired Persons (AARP) and San Diego State University, has funding and assistance to help cities develop and implement an Age-Friendly Communities Program that works with stakeholders and local governments to promote programs and system-level changes that create more livable environments for residents of all ages and abilities. The Age-Friendly Communities Program addresses the various needs of older adults, such as:

- Transportation
- Housing
- Outdoor Spaces and Buildings
- Community Support and Health Services
- Respect and Social Inclusion
- Communication and Information
- Social Participation
- Civic Participation and Enjoyment

The San Diego Foundation is committed to assisting cities with the adoption of age-friendly action plans throughout the region. The City Council adopted the Age-Friendly Solana Beach Action Plan on March 22, 2023.

FY 20243/254 Objective: To continue to implement programs and policies outlined in the adopted Age-Friendly Action Plan. The initial tasks will be to continue the coordination of senior programs and services with local service providers while maximizing the use of the City facilities to accommodate the programs. Staff will then work to implement other identified priorities as resources allow.

Key Tasks:

- Continue to coordinate with other local service providers, including Solana Beach Community Connections, Solana Beach Presbyterian Church, the County Library, etc. to maximize programs and services for the senior community.
- Include infrastructure improvements to promote accessibility and walkability.
- Communicate effectively City programs, projects and activities to the senior community.
- Increase senior activities, programs and services. The City just partnered with the Solana Beach Community Connections to conduct a “Game Day” at La Colonia and plans are in the works for additional events. Based on the success of this event, other organizations/foundations have reached out to the City and SBCC to partner on additional events.

Estimated Cost: TBD pending Council direction on recommendations in the adopted Age-Friendly Solana Beach Action Plan. City Staff will explore partnerships to maximize senior programs and services including utilizing City facilities. However, increased programs and services may require more investment from the City, which will be brought to Council for consideration before implementation.

4. The Mayors’ Monarch Pledge

Summary: The monarch butterfly is an iconic species whose eastern populations have declined by 90% and western populations by 99% in recent years. Through the National Wildlife Federation's (NWF) Mayors' Monarch Pledge, U.S. cities, municipalities, and other communities are committing to create habitat for the monarch butterfly and pollinators, and to educate residents about how they can make a difference at home and in their community. Mayors who have taken the Mayors’ Monarch Pledge must commit to implement at least three of 30 action items outlined on the NWF website (nwf.org/MayorsMonarchPledge) every year the pledge is taken. At least one action must be taken from the “Program & Demonstration Gardens” section. Mayors that complete eight or more actions will receive special recognition as part of the National Wildlife Federation’s Mayors’ Monarch Pledge Leadership Circle, and those that complete 24 or more actions will be recognized as a Monarch Champion. In addition, the City must report on its progress of implementing these actions annually including details about the event such as who was engaged, how many individuals engaged and how many milkweed or pollinator-friendly native nectar plants were planted over how large an area. The City first took the pledge for the 2021 program year and renewed its pledge for the 2022, ~~and~~ 2023, ~~and~~ 2024 program year.

FY 20234/254 Objective: Implement at least three Monarch action items and compile the annual report detailing how they were implemented to remain in good standing with the Mayors’ Monarch Pledge guidelines.

Key Tasks:

- Implement projects to fulfill the following three action items:
 - Continue to engage with the SeaWeeders to support monarch butterfly conservation.
 - Continue to engage with the SeaWeeders and other partners to plant native milkweeds and nectar-producing plants in locations like the Coastal Rail Trail, at the La Colonia Community Center, and other City-owned properties.
 - Add or maintain native milkweed and nectar producing plants in community gardens and at the El Jardin de los Ninos at the La Colonia Community Center.
 - Add native milkweed and nectar producing plans at new City projects, including the future Glenmont Park.
- Prepare annual report about progress on the above three actions including statistics on numbers of plants purchased or planted.

Estimated Cost: Staff time, maintenance cost for plants and any costs for new plants purchased by the City.

5. Blue City Certification

Summary: The Blue City Network is a certification system that recognizes cities, towns, and counties that demonstrate their communities' commitment to healthy waterways and oceans. Participants gain access to proven resources and blueprints provided by top environmental nonprofits, cities, and governmental agencies. Upon certification, participants become part of the Blue City Network

FY 20243/254 Objective: Maintain membership in the network of cities and counties and be willing to implement, collaborate, and share information on jurisdictional sustainability programs across four solution areas: waste minimization, climate protection, and resilience, healthy ecosystems, and water quality and efficiency.

Key Tasks:

- If required, complete a detailed re-assessment questionnaire to renew membership.
- Coordinate with the Blue City network on any local projects or educational opportunities.

Estimated Cost: Staff time.

E. Unprioritized Organizational Effectiveness Issues

- Government Transparency - Sustain and improve the City's records management plan to ensure efficient and effective access and retention of City records for the purpose of identifying, protecting, and preserving the official history of City actions.
- Development of City Donation, Dedication and Memorial Policies.
- Analyze the potential to implement free "Wi-Fi" zones at public locations. ~~Staff is currently analyzing the ability to provide free Wi-Fi zones at Fletcher Cove Park and adjacent beaches as well as at La Colonia Park.~~ Completed
- Continue efforts to facilitate paperless City Council meetings.
- Implement system to post signed Resolutions online.
- Explore posting Staff presentations with City Council agendas online.

ENVIRONMENTAL SUSTAINABILITY

A. Policy Development

1. Climate Action Plan Update

Summary: The City has made considerable progress on many measures identified in the Climate Action Plan (CAP) which was adopted in July 2017. Major highlights include the establishment of a regional Community Choice Aggregation (CCA) program; the adoption of a reach code ordinance to ~~decarbonize buildings and~~ increase Electric Vehicle (EV) infrastructure; ~~and~~ implementation of Senate Bill 1383 which will curtail methane emissions from landfills. According to the latest GHG Inventory completed for 2018 by the San Diego Association of Governments (SANDAG) in conjunction with the Energy Policy Initiatives Center (EPIC), emissions in the City have dropped approximately 40% below the levels first measured in 2010. In 2022, the City began a CAP Update process, which is anticipated to be adopted by Council by Fall 2024. The CAP Update will build on the 2017 adopted CAP and incorporate new technologies and trends that have come on the market since 2017. The CAP's goal is to reduce emissions from 2010 levels by 50% by 2035. Section 5.3 of the CAP ~~states the City will update the Plan every five years, therefore 2022 is the year the City should undergo a revision to its CAP which is opportune, because since 2017 decarbonization technologies and trends have been refined to support GHG reductions and the City could formally incorporate those into a new CAP.~~

FY 2023/24 Objective: Gather the latest best scientific practices and capitalize on regional knowledge and coalition groups to implement the CAP Update (once adopted, anticipated Fall 2024).

~~Identify effective CAP target measures that can be effectuated by the City as well as ones that would require the City's participation in Regional actions. Make progress on the key measures identified in the summary CAP Update Implementation Matrix above and that are called out separately in the sections that follow. Contracted with EPIC/Ascent and have begun the CAP update process with the first community outreach meeting tentatively scheduled for April 19th. Finalized CAP expected toward the end of the 2023 calendar year.~~

Key Tasks:

- Continue regional sustainability work with local governmental agencies, non-profit organizations and environmental groups including, among others, the County's Decarbonization Framework, SANDAG, San Diego Foundation, the Climate Collaborative, ~~and~~ the North Coast Energy Action Collaborative, Green Cities California, Clean Energy Alliance, and California Climate and Energy Collaborative to collaborate on regional sustainability efforts. Staff has continued to attend regional meetings to discuss regional sustainability strategies.

- Continue following state and federal legislation.
- Implement ~~any~~ CAP measures from the ~~current-old plan~~ CAP or the a updated revised one CAP, if adopted during this Work Plan year, that Council determines should have priority. ~~Adopted revised Reach Codes for the 2021 Building Code Cycle. Completed~~
- Continue to educate the community on issues related to environmental sustainability measures identified in the CAP through the website, social media, electronic communications and activities/events throughout the year.
- Continue to negotiate with SDG&E to purchase remaining streetlights and retrofit with LED technology.
- Include a Social Equity Chapter or incorporate throughout in the CAP revision. Social Equity concerns will be included in the CAP update.
- Follow and stay involved with regional efforts for the next CAP revision process. Staff attends regular meetings with other cities and the County to discuss CAP revisions.
- Research the feasibility of implementing a micro-transit system that would be all electric and provide specialized transportation options for older adults.
- Research the feasibility of installing additional publicly-accessible charging stations.

Estimated Costs: The contract with EPIC/Ascent is for \$100,000 to complete the CAP update. This funding is currently allocated in the FY 2023/24 Adopted Budget. Included in the draft CAP is \$500,000 for the micro-transit system, and \$200,000 for other significant projects/programs including the installation of additional EV charging stations and consultant services to assess tree canopy cover citywide during FY 2024/25. These funds are not currently allocated in the FY 2024/25 Adopted Budget but will be coming to City Council for further discussion and consideration.

2. Continue Compliance Requirements for Solana Energy Alliance (SEA) and Continue Growth and Establishment of Clean Energy Alliance (CEA)

Summary: The City Council has been very active and supportive in promoting the formation of a local Community Choice Aggregation (CCA) program. The environmental and economic benefits of a successful CCA are well documented, and the City is on the forefront in San Diego County on this issue. The City Council gave the final approval to launch SEA in February 2018 and the rates were approved in March, 2018. SEA officially launched in June 2018, making it the first CCA in San Diego County. SEA has been operating for close to three years and is in the process of transitioning to the Clean Energy Alliance (CEA) with the cities of Carlsbad and Del Mar. SEA will have achieved all of its top priorities including providing a higher renewable portfolio percentage (50% renewable energy, 75% greenhouse gas (GHG) free product) than San Diego Gas and Electric (SDG&E), maintaining local control and saving its customers close to \$500,000 during the life of the program. The City is extremely proud that it was successful in launching the first CCA in the County

and leading the way to the launch of two new CCA JPA's in the region. Much of the focus for FY 2024~~3~~/25~~4~~ will be to continue to accomplish the tasks necessary to wind down SEA and to expand CEA.

FY 2024~~3~~/25~~4~~ Objective: Continue compliance requirements of the Solana Energy Alliance (SEA) mandated by the CPUC. In addition, work with the CEA Board to accomplish the necessary tasks to maintain the successful launch and implementation of CEA in 2024~~3~~/25~~4~~.

Key Tasks:

- Continue working with the selected consultant team (The Energy Authority and Calpine Energy Solutions) to manage the ongoing compliance requirements of SEA that will extend into 2024.
- Continue regulatory filings.
- Continue monitoring legislation for possible action.
- Advocate the potential to increase the baseline RPS of CEA to eventually reach the 100% RPS goal as soon as possible but no later than 2035. CEA has incorporated incremental (~2%) annual increases to the RPS in its Integrated Resource Plan (IRP), as well as the pro forma, to achieve 100% by 2035.
- Continue to work with the CEA Board and consultant team to accomplish the necessary tasks to implement and expand CEA in 2024~~3~~/25~~4~~.
- ~~Enroll City accounts to CEA's Green Impact 100% Renewable Energy product.~~
Completed

Estimated Costs: ~~The structure of the SEA program was for the consultant team to bear the costs of the formation and launch of the program and the program will repay those initial costs with revenue from the program. At no point will the City's General Fund be at risk due to the launch and operation of the CCA. Periodic reports have been presented to the City Council to track the costs and revenue of the program. It is anticipated that all City up-front costs for direct services have been paid.~~

With the formation of CEA, the City committed \$150,000 along with the cities of Carlsbad and Del Mar (for a total of \$450,000) for initial costs to accomplish the tasks necessary for the successful launch of CEA. It is anticipated that those costs will be repaid to the respective cities as soon as revenues are available after CEA launch, but no later than 36-months after the launch date. The CEA Board will also consider other earlier repayment options such as securing payment from the banking partner once selected.

3. Plastic Use Restrictions

Summary: The City adopted a robust single-use plastics ordinance in 2019 and most provisions of the ordinance were slated to go into effect in 2020. However, the COVID-19 pandemic paused efforts to educate businesses and enforce the ordinance as local businesses faced unprecedented economic challenges. Considerable effort to educate businesses and residents is still required to ensure compliance so that plastics and other single-use items are successfully diverted from the environment and/or the waste stream. In addition, internal City policies and procedures need to be monitored to ensure compliance by the City with ordinance requirements. Special effort needs to be made to analyze and identify how the City can support water-bottle-free events on City property by ensuring easy to access water hook-ups for drinking stations at major events and access to water bottle filling stations on City property in general.

FY 2024/254 Objective: Plan and execute an education and outreach campaign so that the requirements of the new ordinance are well-understood and successfully implemented. Coordinate with the Solana Center for Environmental Innovation, as they work with restaurants to implement SB1383.

~~Letters were mailed to restaurants reminding them about our ordinance. Collaborated with Surfrider's Ocean Friendly Restaurant program as an additional means to reach out to restaurants. Most of this work has been coordinated by the Climate Action Commission.~~

Monitor implementation efforts and identify challenges. Consider options to ensure that for events on City property that there is drinking water availability either through the installation of permanent water stations (i.e., Fletcher Cove Park), providing access to potable water hookups and electricity if vendors wish to supply their own water stations or help event organizers identify other alternatives to bottled water. ~~Purchased a new drinking water station for Fletcher Cove Park.~~ Completed

Key Tasks:

- Consider consultant assistance to initiate a public outreach and education campaign. Implement a code enforcement campaign to ensure compliance.
- Review and update City purchasing procedures to ensure compliance.
- Continue to educate City Staff about the new restrictions.
- Continue communication with the business community and residents to ensure compliance.
- Continue to conduct outreach to the community.
- Identify any compliance challenges and assist efforts for businesses to comply through outreach and educational materials.
- Consider and identify or help coordinate drinking water alternatives to bottled water for events occurring on City property. ~~Developed a Green Events Checklist~~

~~to help events understand the city's requirements during events on City property.~~
Completed

Estimated Costs: Potential Consultant costs if the City outsources the education and outreach efforts. Staff time and potential increased water and electricity costs if City potable water hookups are offered to event organizers or if water stations are provided by the City. The City has identified and prioritized the installation of water filling stations at public facilities and the utilization of annual grants to fund the projects.

4. Electric Vehicle Infrastructure and Incentives

Summary: The City would like to explore policies that would add to the electrical vehicle charging infrastructure in the City and region and promote policies which would increase and facilitate the use of electric vehicles by residents for daily transportation needs. This item is addressed in Measures T-~~24~~, T-3, and T-5, ~~T-8~~ and ~~T-10~~ in the draft CAP Update.

The City accomplished a major milestone with the adoption of the Energy Reach Codes which included required EV infrastructure installations in new and significantly remodeled development. This will significantly increase the much needed infrastructure throughout the community and hopefully spur further implementation in public spaces.

FY 20243/254 Objective: Continue to explore State and Federal incentives for electric vehicles and electric vehicle charging infrastructure, especially in public spaces, and promote within the City. Researched various grant opportunities, but the City was not a qualified applicant for any opportunities reviewed by Staff.

Key Tasks:

- Identify eligible parking spots on city-owned lots for conversion to preferred parking for EV and AFVs.
- Conduct outreach to the City's businesses and commercial property owners to encourage the conversion of private parking spaces to EV and AFV preferred parking.
- Research and apply for EV charging station grants if available.
- Strive over time to convert municipal gasoline fueled vehicle fleet to EV's to achieve 50% gasoline reduction.

Estimated Costs: Staff time and potential consultant costs if the City continues to explore future building code amendments to address this item, which could require technical expertise. Potential infrastructure costs to install EV charging stations if the City continues to not meet eligibility requirements to apply for grants.

5. City Facility Energy Efficiency and Decarbonization Upgrades

Summary: There is an opportunity for City facilities to lower energy usage through the installation of more energy efficient lighting, HVAC systems, new windows and potentially installing photovoltaics and/or battery storage systems. There are also potentially some funding mechanisms available to fund these sorts of projects.

FY 20243/254 Objective: In consultation with Energy Efficiency Consultants, evaluate energy efficiency upgrade options for City facilities and their initial costs and potential future cost savings. Research funding options for any cost-efficient and energy saving projects. Met with potential consultant to do this work, but the City has not committed yet. Based on the results of this work, energy efficiency measures could be identified and included in the CAP update.

Key Tasks:

- Draft and issue an RFP for an Energy Efficiency Consultant to evaluate potential energy projects for City facilities.
- Select an Energy Efficiency Consultant to develop a plan for projects at City facilities.
- Bring Energy Efficiency Plan to Council for consideration.
- Research the potential installation of operable windows at City Hall.

Estimated Costs: Total costs unknown and would be determined after identifying the scope of the project.

6. Green Infrastructure Considerations for Climate Resiliency and Adaptation

Summary: The City's ~~most recently adopted~~current Climate Adaptation Plan calls for the use of green infrastructure to improve climate resiliency. Runoff from stormwater continues to be a major cause of water pollution in urban areas. It carries trash, bacteria, heavy metals, and other pollutants through storm sewers into local waterways. Heavy rainstorms can cause flooding that damages property and infrastructure.

Historically, communities have used gray infrastructure—systems of gutters, pipes, and tunnels—to move stormwater away from where we live to treatment plants or straight to local water bodies. The gray infrastructure in many areas is aging, and its existing capacity to manage large volumes of stormwater is decreasing. To meet this challenge, many communities are installing green infrastructure systems to bolster their capacity to manage stormwater. By doing so, communities are becoming more resilient and achieving environmental, social and economic benefits.

Basically, green infrastructure filters and absorbs stormwater where it falls. In 2019, Congress enacted the Water Infrastructure Improvement Act, which defines green

infrastructure as "the range of measures that use plant or soil systems, permeable pavement or other permeable surfaces or substrates, stormwater harvest and reuse, or landscaping to store, infiltrate, or evapotranspire stormwater and reduce flows to sewer systems or to surface waters." Green infrastructure elements can be woven into a community at several scales.

FY 20243/254 Objective: Increase the City's tree canopy and plant areas to support local pollinators and other native animal species. Increase the use of green infrastructure citywide by considering the use of green infrastructure for all City and private developer projects. The size of the project should be taken into consideration when analyzing and requiring green infrastructure above and beyond what is mandated.

Key Task:

- Analyze the necessity of the development of a green infrastructure handbook to guide public and private project implementation in the City.

Estimated Cost: The cost of planting new trees or plant areas and incorporating green infrastructure will be assessed on a project by project basis.

7. Senate Bill (SB) 1383 Implementation

Summary: SB 1383 is considered to be the most significant waste reduction mandate to be adopted in California in the last 30 years and went into effect January 1, 2022. SB 1383 establishes new requirements for local governments which state that cities must: 1) provide organic waste collection to all residents and business; 2) establish an edible food recovery program that recovers edible food from the waste stream; 3) conduct outreach and education to affected parties; 4) evaluate the City's capacity to implement SB 1383; 5) procure recycled organic waste products like compost, mulch, and renewable natural gas (RNG); inspect and enforce compliance with SB 1383; and 6) maintain accurate and timely records of SB 1383. The City is in compliance with all mandates, but continued compliance will still require considerable Staff time to implement. Most of the time will be required for education, compliance review, inspections, record keeping and outreach.

The City has been meaningfully coordinating with Regional Solid Waste Association (RSWA) cities to tackle several tasks as a region which has allowed the City to implement several requirements without expenditures from the City's General Fund.

FY 20243/254 Objective: Continue implementation and monitoring of all SB 1383 program components including City purchasing requirements; reporting requirement; record-keeping requirements; education & outreach and enforcement. SB 1383 has been fully implemented and the City continues to meet education, inspection and enforcement requirements through a contract with the Solana Center funded by a grant received from CalRecycle.

Key Tasks:

- Continue to reach out and educate all food generators who must comply with the edible food donation requirements of SB 1383. Work with Code Enforcement to begin enforcement (2024) per SB 1383 requirements.
- Continue to complete all annual state-required reporting and capacity planning.
- Continue to monitor compliance and manage waiver process for those businesses who seek an exemption from either the organics recycling or edible food donation requirements.
- Ensure City's recycled paper procurement policies are followed and documented.
- Ensure the City is meeting recovered organic waste products procurement requirements, through community compost and mulch giveaways and using SB 1383 approved mulch for the City's annual mulch project.
- ~~All other tasks associated with SB 1383 compliance including development of a process for inspection and enforcement which needs to be in effect no later than 1/1/2024. Currently inspections being completed using the Solana Center as a contractor, but future funding and inspections are not currently incorporated into the budget. Completed~~

Estimated Costs: Staff time and potential program implementation costs not currently known or identified. Staff will return to Council when these potential costs are identified for consideration. Staff has begun to work with RSWA to develop a collective strategy with the goal to reduce costs for local cities by working together. The City has a 2-year \$75,000 grant from CalRecycle that will primarily be used to hire the Solana Center to conduct education and inspections related to food waste and food recovery. Future inspection and enforcement costs are unknown.

B. Capital Projects

1. Major Storm Drain System Improvement Projects

Summary: There are a number of storm drain systems throughout the City that are in need of improvements/upgrades. This project provides ongoing design and construction of several additional storm drain system improvements throughout the City based on a priority ranking determined by Staff. A project was also completed in FY 2023/24 2024/25 to line or replace several Corrugated Metal Pipes that were in the worst condition.

FY 2023/24 2024/25 Objective: Continue to improve storm drain infrastructure throughout the City.

Key Tasks:

- Identify priority projects.
- Complete design.
- Conduct public bidding process for major projects.
- Construct improvements.
- Develop details for the next project.
- Provide trash full-capture devices on storm drain inlets.

Estimated Cost: Estimated total cost of \$300,000 \$450,000 for storm drain improvements in Fiscal Year 2023/24 2024/25, which is identified in the Adopted Budget.

2. Increase Recycled Water Infrastructure Throughout City and Promote the Transition to a Potable Reuse Program

Summary: When practicable and cost-effective, the City is interested in increasing the recycled water infrastructure throughout the City to maximize the distribution of recycled water that is produced at the SEJPA facility and reduce the demand on imported, energy intensive, potable water. For long-term planning, the City will support the SEJPA and its efforts to develop a potable water reuse program.

FY 20243/254 Objective: Research and analyze the ability to bring recycled water further into the City for potential commercial properties, park/medians and for all City facilities in areas that are practicable and cost-effective. Encourage private properties (such as condos along Via de la Valle) to hook up to recycled water where it is available. In addition, the City should target areas that are already “water-wise” and implementing measures to reduce water use (installation of drought tolerant landscaping, low flow irrigation, etc.) so the City is not promoting the use of more

water. Finally, and most importunately, the City should encourage the continued exploration of potable reuse.

Key Tasks:

- Budget for ongoing infrastructure costs after project completion for such things as the replacement of sprinkler heads and other assorted needs.
- Develop project ready plans for any future grant opportunities.
- Continue dialogue with property owners and HOAs along Via de la Valle about connecting to the new recycled water line.
- Identify and prioritize areas to target for recycled water infrastructure improvements.
- Support and promote SEJPA and its efforts to develop a potable reuse program.

Estimated Costs: TBD based on future identified and approved projects.

C. Unprioritized Environmental Sustainability Issues

- Implement Measure T-10 of the CAP to increase bicycle lanes in the City to a total 17 miles of bike lanes. Currently, there are approximately 15.3 miles of bike lines in the City.
- Explore energy storage at City facilities.
- Implement policies that support energy storage and microgrids.
- Prepare strategy for net zero carbon citywide.
- Summarize and implement lessons learned from the Coronavirus emergency.
- Bike Share/Car Share Program – Monitor the implementation of the BCycle program in Encinitas and analyze the potential to expand that into Solana Beach. Staff continues to participate in regional meetings held by SANDAG and will monitor the program in Encinitas before deciding how to move forward, if necessary. Staff will also engage the local bike shops for interest in a program when appropriate.
- Monitor the beach report card grades for Seascape Sur to see if additional actions need to be taken at that storm drain outlet.
- Develop an educational flyer for residents that live on or next to slopes on how to properly design and landscape slopes to protect them during storm events.
- Continue to use the latest available organic and nonchemical pesticides and eliminate any use of rodenticides in City's Parks, rights of ways and public facilities.
- ~~Research grant funding opportunities for EV charging infrastructure, including SANDAG. This is included in a Priority Item above.~~

FISCAL SUSTAINABILITY

A. Economic Development

1. North County Transit District (NCTD) Property Planning & Related Issues

Summary: NCTD issued a second Request for Proposals (RFP) in December 2014 and received four development proposals. The responses to this RFP were evaluated by a NCTD Selection Committee with local representation and a selected Development Team was recommended to the NCTD Board. In 2017, NCTD entered into an Exclusive Negotiation Agreement (ENA) with the selected developer and a pre-application review was completed by Community Development Staff on December 21, 2017. Due to several factors, NCTD terminated the ENA in 2018. Since that time, City Staff and NCTD have been discussing future disposition and development of the property.

FY 2023/24 2024/25 Objective: Continue discussions and negotiations with NCTD in order to facilitate planning and public agency use/development of the NCTD site and related public parking. The City would eventually take the lead on facilitating a new RFP process for the property. The total project area includes the entire NCTD property, including the open space area at the corner of Lomas Santa Fe and North Cedros.

Key Task:

- Continue and complete negotiations with NCTD for disposition of property to explore public agency use/ development.

B. Facility Asset Management

1. Facilities/Asset Replacement Master Plan

Summary: The purpose the analysis and establishment of the fund was to identify costs for the replacement or renovation of City facilities and assets, including buildings, beach stairs, and the Lomas Santa Fe bridge, among other things such as vehicles and equipment.

FY 2024/25 2023/24 Objective: The City has completed a condition assessment and associated costs for all City facilities. Starting in FY 2014/15 through FY 2024/25 2022/23, Council has authorized a total of \$2,371,000 1,211,600 for this Master Plan. The FY 2023/24 2024/25 objective is to keep funding this Master Plan and completing necessary maintenance projects at City facilities.

Key Tasks:

- Update City facility/asset inventory list on an annual basis.
- Prioritize maintenance and replacement costs.
- Continue funding this item on an annual basis. Funding will be based on a formula applied to the Internal Service Fund Charge equal to 50% of the annual depreciation value of vehicles & equipment and building & improvement assets for the prior fiscal year end.
- Begin funding a Facility/Asset Reserve within the Sanitation Enterprise Fund using the same methodology of a transfer into the reserve equal to 50% of the annual depreciation value of vehicles & equipment and building & infrastructure assets for the prior fiscal year end.

Estimated Costs: The costs to fund facility and asset replacement are significant. For the Asset Replacement Fund the allocation for FY2023/24 FY2024/25 is \$298,550 228,570 and for the Facilities Replacement Fund it is \$100,600 301,490. ~~These will be the recommended Internal Service Fund Charges in the FY 2023/24 Budget, pending final budget approval.~~

For the Sanitation Enterprise Fund Facility/Asset Replacement reserve, the allocation for FY2023/24 2024/25 is \$650,000 262,530, ~~which will be the recommended transfer in the FY 2023/24 Budget, pending final budget approval.~~

C. CalPERS Future Liability

1. Proactively Pursue Measures to Reduce CalPERS Future Liabilities

Summary: Council established a PARS Pension Trust Fund in FY 2015/16 to fund Pension liabilities to initiate this objective. Council approved the PARS Trust Fund in October 2015 and has appropriated a total of \$~~4,430,559~~ ~~3,723,023~~ for unfunded pension liabilities through FY ~~2023/2024~~ ~~2022/2023~~. Including contributions and investment earnings, the pension liabilities fund had an account balance of \$~~5,318,450.38~~ ~~4,024,766.95~~ as of December 31, ~~2023~~ ~~2022~~. The purpose of the establishment of this Trust would be to pay down the CalPERS unfunded future liability quicker and provide less volatility which would lower the overall costs to the City.

FY ~~2023/24~~ ~~2024/25~~ Objective: Continue to fund and/or establish an on-going budget line item to reduce CalPERS pension obligations.

Key Tasks:

- Continue funding the PARS Trust Fund in FY ~~2024/2025~~ ~~2023/2024~~.
- Consider the development of a Council Pension Funding Policy to address the City's long-term pension obligations.

Estimated Costs: Staff will request 35% of the fiscal year end surplus be deposited to the PARS Pension Trust Fund.

D. OPEB Future Liability

1. Proactively Pursue Measures to Reduce Other Post-Employment Benefits (OPEB) Future Liabilities

Summary: Council established and is funding a PARS Post-Employment Benefits Trust Fund in FY 2015/16 to fund Other Post-Employment (Health) Benefits (OPEB) liabilities to initiate this objective. Council approved the PARS Trust Fund in October 2015 and has appropriated through FY ~~2023/2024~~ ~~2022/2023~~ a total of \$~~1,358,681~~ ~~1,238,584~~ for unfunded OPEB liabilities. Including contributions and investment earnings, the OPEB liabilities funds had an account balance of \$~~1,510,123.17~~ ~~1,340,395~~ as of December 31, ~~2023~~ ~~2022~~. The purpose of the establishment of this Trust would be to establish a long-term reserve to pay down the OPEB unfunded future liability quicker and provide less volatility which would lower the overall costs to the City.

Council approved as part of the FY's, 2018/~~19~~ ~~through 2024/25~~ ~~2022/23~~ adopted budgets an amount for the City's OPEB obligation. These amounts were equal to the actuarially determined contribution (ADC) for the fiscal years as determined by Bartel Associates, LLC. The ADC includes annual pay-as-you go benefit payments for retirees and PEMCHA administrative costs with the balance of the ADC being sent to the PARS Trust Fund for OPEB.

Establishing this funding mechanism in the adopted budgets resulted in a reduction in the City's OPEB net liability by \$~~2,214,197~~ ~~938,685~~ from \$4,454,874 in FY 2017/18 to \$~~2,240,677~~ ~~2,416,189~~ on June 30th, ~~2023~~ ~~2022~~.

FY ~~2023/24~~ ~~2024/25~~ Objective: Continue to fund an on-going budget line item equal to the ADC as determined by the OPEB actuarial valuation to address the City's OPEB liability obligation.

Key Task:

- Continue funding the PARS Trust Fund in future Fiscal Years ~~FY 2023/2024~~ pursuant to Council direction.

Estimated Cost: \$~~315,100~~ ~~300,000~~ ~~is will be~~ included in the FY ~~2024/25~~ ~~2023/24~~ budget.

E. Unprioritized Fiscal Sustainability Issues

- Regional, State and Federal Funding opportunities for capital and redevelopment projects.
- Conduct a Transient Occupancy Tax (TOT) local hotel audit.
- Research ways to make “downtown” more visitor friendly (i.e., QR Code program).
- Review the Fire Benefit Fee.
- Research ways to minimize Fire Department overtime costs.
- Conduct Short Term Vacation Rental (STVR) Monitoring and Compliance Review.

HIGHLIGHTS OF SIGNIFICANT PROJECTS

Completed in Fiscal Year 202~~43~~/254

To be completed with final Work Plan.

-