

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



AGENDA

Joint REGULAR Meeting
Wednesday, June 14, 2023 * 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		
David A. Zito Deputy Mayor / Councilmember District 1		Jewel Edson Councilmember District 3
Kristi Becker Councilmember District 2		Jill MacDonald Councilmember District 4

Gregory Wade
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*

- Santa Fe Irrigation District 100th Year Anniversary
- Juneteenth
- Pride Month

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

- Santa Fe Irrigation District 100th Year Anniversary

ORAL COMMUNICATIONS:

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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.9.)

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 May 12, 2023 and May 24, 2023.

[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 May 06, 2023 – May 26, 2023.

[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 2022/2023 Changes. (File 0330-30)

Recommendation: That the City Council

1. Receive the report listing changes made to the Fiscal Year 2022/2023 General Fund Adopted Budget.

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

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A.4. Worker's Compensation Claims Third Party Administrator (TPA). (File 0180-70)

Recommendation: That the City Council

1. Adopt **Resolution 2023-036**:
 - a. Authorizing the City Manager to execute the Agreement for a Third-Party Administrator for the City's Worker's Compensation Program for one year with an authorization of agreement extensions for up to four additional years at the City Manager's discretion.
 - b. Authorize the City Treasurer to amend the FY 2022/23 Adopted Budget to appropriate \$13,400 for implementation in the Workers Compensation fund for Professional Services.
 - c. Authorize a contract amount for CorVel in the not-to-exceed amount of \$125,000 per contract year.

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

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A.5. Annual Investment Policy. (File 0350-30)

Recommendation: That the City Council

1. Adopt **Resolution 2023-072** approving the City's Investment Policy for Fiscal Year 2023/24.

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

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A.6. Fire Benefit Fee – Fiscal Year (FY) 2023/24. (File 0495-20)

Recommendation: That the City Council

1. Adopt **Resolution 2023-071**:
 - a. Setting the FY 2023/24 Fire Benefit Fee at \$10.00 per unit, and
 - b. Approving the Fee for levying on the tax roll.

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

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A.7. Municipal Improvement Districts Benefit (MID) Fees – Fiscal Year (FY) 2023/24.
(File 0495-20)

Recommendation: That the City Council

1. Approve **Resolution 2023-067**, setting the Benefit Charges for MID No. 9C, Santa Fe Hills, at \$232.10 per unit for FY 2023/24.
2. Approve **Resolution 2023-068**, setting the Benefit Charges for MID No. 9E, Isla Verde, at \$68.74 per unit for FY 2023/24.
3. Approve **Resolution 2023-069**, setting the Benefit Charges for MID No. 9H, San Elijo Hills # 2, at \$289.58 per unit for FY 2023/24.
4. Approve **Resolution 2023-070**, setting the Benefit Charges for MID No. 33, Highway 101/Railroad Right-of-Way, at \$3.12 per unit for FY 2023/24.

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

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A.8. Lomas Santa Fe Drive Bridge Repairs Project. (File 0820-15)

Recommendation: That the City Council

1. Adopt **Resolution 2023-080**
 - a. Authorizing the City Council to accept, as complete, the Lomas Santa Fe Drive Bridge Repairs Project, Bid No. 2022-03, performed by Beador Construction Company.
 - b. Authorizing the City Clerk to file a Notice of Completion for the project.

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

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A.9. Medical Expense Reimbursement Plan – Retiree Medical Trust provided by The California Firefighters Benefit Trust, Effective June 2023. (File 0500-00)

Recommendation: That the City Council

1. Adopt **Resolution 2023-083** to implement a Medical Expense Reimbursement Plan – Retiree Medical Trust for the Solana Beach Firefighters' Association members.
2. Adopt the Side letter between the City and the Solana Beach Firefighters' Association to modify and update Section 20 of the MOU to reflect the new Medical Expense Reimbursement Plan.
3. Adopt the Joinder Agreement between the City of Solana Beach Fire Association and California Fire Benefit Trust in order to implement a Medical Expense Reimbursement Plan – Retiree Medical Trust.

[Item A.9. 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.

B. PUBLIC HEARINGS: (B.1. – B.4.)

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: Solana Beach Lighting Maintenance District Annual Assessments. (File 0495-20)

Recommendation: That the City Council

1. Conduct the Public Hearing: Open the Public Hearing, Report Council Disclosures, Receive Public Testimony, and Close the Public Hearing.
2. Adopt **Resolution 2023-078** confirming the diagram and assessment and approving the City of Solana Beach Lighting Maintenance District Engineer's Report.
3. Adopt **Resolution 2023-079** ordering the levy and collection of annual assessments for FY 2023/24 and ordering the transmission of charges to the County Auditor for collection.

[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.

B.2. Public Hearing: Solana Beach Coastal Rail Trail (CRT) Maintenance District Annual Assessments. (File 0495-20)

Recommendation: That the City Council

1. Conduct the Public Hearing: Open the Public Hearing, Report Council Disclosures, Receive Public Testimony, and Close the Public Hearing.
2. Adopt **Resolution 2023-076**, approving the Engineer's Report regarding the Coastal Rail Trail Maintenance District.
3. Adopt **Resolution 2023-077**, ordering the levy and collection of the annual assessments regarding the Coastal Rail Trail Maintenance District for Fiscal Year 2023/24.

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

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B.3. Public Hearing: 141 Pacific Ave., Applicant: Maribel & Travis Bradberry, Case: DRP23-001. (File 0600-40)

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

1. Conduct the Public Hearing: Open the Public Hearing, Report Council Disclosures, Receive Public Testimony, and Close the Public Hearing.
2. Find the project exempt from the California Environmental Quality Act pursuant to Section 15301 of the State CEQA Guidelines; and
3. If the City Council makes the requisite findings and approves the project, adopt **Resolution 2023-074** conditionally approving like for like replacement of the existing siding, windows, exterior doors, waterproofing, non-structural roofing and exterior light fixtures at 141 Pacific Avenue.

[Item B.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.

B.4. Public Hearing: 228 N. Helix Ave., Applicant: Ryan Bowers, Case No.: DRP22-013, SDP22-011. (File 0600-40)

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

1. Conduct the Public Hearing: Open the Public Hearing, Report Council Disclosures, Receive Public Testimony, and Close the Public Hearing.
2. Find the project exempt from the California Environmental Quality Act pursuant to Section 15303 of the State CEQA Guidelines; and
3. If the City Council makes the requisite findings and approves the project, adopt **Resolution 2023-064** conditionally approving a DRP and SDP for a new two-story, single-family residence with a fully subterranean basement and an attached two-car garage and perform associated site improvements at 228 North Helix Avenue, Solana Beach.

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

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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. Community Grant Program Requests – Fiscal Year (FY) 2023/24. (File 0330-25)

Recommendation: That the City Council

1. Receive the Staff Report, Community Grant applications and consider the presentations from the grant applicants. This item will come back to the City Council at the June 24, 2023 City Council Meeting for Council's grant allocations.

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

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

C.2. Review of the Draft Fiscal Years 2023/24 and 2024/25 Budget. (File 0330-30)

Recommendation: That the City Council

1. Review the FY 2021/22 and FY 2022/23 draft Budget and provide Staff with direction to formulate the budget for adoption on June 28, 2023.

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

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

WORK PLAN COMMENTS:

Adopted June 22, 2022

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, Becker
- 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 June 28, 2023

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 June 14, 2023 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 June 8, 2023 at 4:00 p.m. on the City Bulletin Board at the entrance to the City Council Chambers. Said meeting is held at 6:00 p.m., June 14, 2023, 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, May 10, 2023 at 5:00 p.m.

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

CITY COUNCILMEMBERS

Lesa Heebner

Mayor

David A. Zito

Deputy Mayor / Councilmember District 1

Kristi Becker

Councilmember District 2

Jewel Edson

Councilmember District 3

Jill MacDonald

Councilmember District 4

Gregory Wade
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, David A. Zito, Jewel Edson, Kristi Becker, Jill MacDonald
Absent: None
Also Present: Greg Wade, City Manager
Johanna Canlas, City Attorney

PUBLIC COMMENT ON CLOSED SESSION ITEMS (ONLY): None

CLOSED SESSION:

1. CONFERENCE WITH LABOR NEGOTIATORS

Pursuant to Government Code Section 54957.6

Agency designated representative: Gregory Wade

Employee organizations: Marine Safety Unit, Miscellaneous

2. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Pursuant to Government Code Section 54956.8

Property: APN: 263-352-03,04,05,06 and 07 and 263-342-02

City Negotiators: City Manager Gregory Wade and City Attorney Johanna Canlas

Negotiating Parties: Matt Tucker, North County Transit District

Under negotiation: Purchase Price and Terms

3. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

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

One (1) Potential case

No reportable action.

ADJOURN:

Mayor Heebner adjourned the meeting at 6:10 p.m.

Angela Ivey, City Clerk

Council Approved:

AGENDA ITEM A.1.

CITY OF SOLANA BEACH

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



MINUTES

Joint REGULAR Meeting
Wednesday, May 10, 2023 * 6:00 p.m.

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

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

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CITY COUNCILMEMBERS

Lesa Heebner
Mayor

David A. Zito
Deputy Mayor / Councilmember District 1

Jewel Edson
Councilmember District 3

Kristi Becker
Councilmember District 2

Jill MacDonald
Councilmember District 4

Gregory Wade
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:

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CALL TO ORDER AND ROLL CALL:

Mayor Heebner called the meeting to order at 6:19 p.m.

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

Absent: None

Also: Greg Wade, City Manager

Present: Johanna Canlas, City Attorney

Angela Ivey, City Clerk

Dan King, Assistant City Manager

Mo Sammak, City Engineer/Public Works Dir.

Rod Greek, Interim Finance Dir.

Joseph Lim, Community Development Dir.

CLOSED SESSION REPORT: None

FLAG SALUTE:

PROCLAMATIONS/CERTIFICATES: *Ceremonial*

- Mental Health Awareness Month

Mayor Heebner presented the proclamation.

APPROVAL OF AGENDA:

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

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.

Cindi Clemons spoke on behalf of the Seaweeders Garden Club and said that they would like to thank the Public Works Staff for quickly accommodating their needs during some of their projects including the Monarch Pledge program.

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.12.)

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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 12, 2023.

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

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

Recommendation: That the City Council

1. Ratify the list of demands for April 08, 2023 – April 21, 2023.

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

A.3. General Fund Adopted Budget for Fiscal Year 2022/2023 Changes. (File 0330-30)

Recommendation: That the City Council

1. Receive the report listing changes made to the Fiscal Year 2022/2023 General Fund Adopted Budget.

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

A.4. Solana Beach Lighting Maintenance District Annual Assessments. (File 0495-20)

Recommendation: That the City Council

1. Adopt **Resolution 2023-053** approving the Solana Beach Lighting Maintenance District Engineer's Report for Fiscal Year 2023/24 for proceedings of the annual levy of assessments within a special maintenance district.
2. Adopt **Resolution 2023-054** declaring intention to provide for an annual levy and collection of assessment in a special maintenance district and setting a time and date for a public hearing; and scheduling the public hearing for June 14, 2023.

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

A.5. Solana Beach Coastal Rail Trail (CRT) Maintenance District Annual Assessments.
(File 0495-20)

Recommendation: That the City Council

1. Adopt **Resolution 2023-050** initiating the proceedings for the annual levy of assessments within the Coastal Rail Trail Maintenance District for Fiscal Year 2023/24.
2. Adopt **Resolution 2023-051**, approving the Engineer's Report for proceedings of the annual levy of assessments within Coastal Rail Trail Maintenance District.

3. Adopt **Resolution 2023-052**, declaring intention to provide for the annual levy and collection of assessments in Coastal Rail Trail Maintenance District and setting a time and date for a public hearing for June 14, 2023.

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

A.6. Financial Audit Services. (File 0310-20)

Recommendation: That the City Council

1. Adopt **Resolution 2023-055** approving a five-year professional services agreement with Davis Farr LLP for audit services (with two one-year options to extend).

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

A.7. Annual Deputy Mayor Appointment Guidelines. (File 0410-85)

Recommendation: That the City Council

1. Review and consider adoption of **Resolution 2023-057** updating guidelines for the annual appointment of the Deputy Mayor.

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

A.8. Sewer and Storm Drain Rehabilitation Project. (File 1040-26)

Recommendation: That the City Council

1. Adopt **Resolution 2023-059:**
 - a. Awarding the construction contract to Southwest Pipeline and Trenchless Corporation, in the amount of \$649,634, for the Sewer & Storm Drain Rehabilitation Project, Bid 2023-04.
 - b. Approving an amount of \$98,000 for construction contingency.
 - c. Authorizing the City Manager to execute the construction contract on behalf of the City.
 - d. Authorizing the City Manager to approve cumulative change orders up to the construction contingency amount.
 - e. Authorizing an appropriation of \$89,802 from the General Fund for the Storm Drain Improvements associated with the project.
 - f. Authorizing the City Treasurer to amend the Fiscal Year 2022/23 Adopted Budget accordingly.

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

A.9. Property Tax Consulting Services. (File 0390-70)

Recommendation: That the City Council

1. Adopt **Resolution 2023-056** authorizing the City Manager to execute a Professional Services Agreement with HDL Coren & Cone, in an amount not to exceed \$91,191, for Property Tax Consulting Services for a Five-Year Agreement for Fiscal Year (FY) 2023/24 through FY 2027/28 with two additional one-year options to extend.

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

A.10. Local Streets and Roads Funding Program (SB 1) Project List - Fiscal Year (FY) 2023/24. (File 0850-35)

Recommendation: That the City Council

1. Adopt **Resolution 2023-060:**
 - a. Authorizing the City Engineer to establish a project list for Local Streets and Roads Funding Program Road Maintenance and Rehabilitation Account FY 2023/24 revenues and designates the 2023 Annual Street Maintenance and Repair Project, as identified in the City's FY 2023/24 Capital Improvement Program list, to receive the SB 1 funding. It is anticipated that the designated project will rehabilitate the pavement on portions of Lomas Santa Fe Drive and several residential streets including North Acacia Avenue from Estrella Street to Cliff Street, South Nardo Avenue from El Sueno to Corto Street, Patty Hill Drive from Barbara Avenue to North Granados Avenue, and the easterly portion of Via Mil Cumbres. It is also anticipated that the designated project is estimated to be completed by February 2024 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 2023/24 Local Streets and Roads Funding Program using funds from the Road Maintenance and Rehabilitation Account.

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

A.11. Traffic Signal and Safety Lighting Maintenance. (File 0860-55)

Recommendation: That the City Council

1. Adopt **Resolution 2023-062:**
 - a. Authorizing the City Manager to execute a Professional Services Agreement with Yunex Traffic, Inc., in an amount of \$16,669.72 per year for annual maintenance service, and \$16,000 per year for unforeseen as needed repairs, for a total not to exceed amount of \$32,669.72 per year, for Citywide Traffic Signal and Safety Lighting Maintenance.

- b. Authorizing the City Manager to approve a one-time expenditure in the amount of \$114,255 for Fiscal Year 2023/24, for Traffic Signal Phase 1 Immediate improvements.
- c. Authorizing the City Manager to extend the agreement for up to four additional one-year terms, at the City's option.

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

A.12. Solid Waste Review Prop 218 Notification. (File 1030-15)

Recommendation: That the City Council

- 1. Adopt **Resolution 2023-061** setting the Solid Waste Rate Review Public Hearing protest vote for June 28, 2023.

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

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. Adopt (2nd Reading) Ordinance 530: Zoning Text Amendment – San Elijo Hills. (File 0600-05)

Recommendation: That the City Council

- 1. Adopt **Ordinance 530** adding section 17.68.030(C)(1)(c)(i-vii) to the Solana Beach Municipal Code that would allow for modifications to roof structures of legal nonconforming garages that encroach into the required front yard setback and are located in the Low-Medium Residential Zone north of Lomas Santa Fe Drive and east of the Interstate 5 Freeway.

[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.

Councilmember MacDonald recused herself due to the property interest within 500 ft. of the project property.

Johanna Canlas, City Attorney, read the title of the ordinance.

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

B. PUBLIC HEARINGS: (B.1. – B.2.)

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: 424 Santa Bartola, Applicants: Bernier and Fleck, Case: DRP22-009, SDP22-007, MEC23-001. (File 0600-40)

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

1. Conduct the Public Hearing: Open the Public Hearing, Report Council Disclosures, Receive Public Testimony, and Close the Public Hearing.
2. Find the project exempt from the California Environmental Quality Act pursuant to Section 15301 of the State CEQA Guidelines; and
3. If the City Council makes the requisite findings and approves the project, adopt **Resolution 2023-063** conditionally approving a DRP, SDP, and Minor Exception for construction of a 377 square-foot first-floor and 377 square-foot second-floor additions to an existing two-story, single-family residence with an attached garage, reconstruct the flat roof to a gable roof over the nonconforming garage, and perform associated site improvements at 424 Santa Bartola, Solana Beach.

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

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

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

Mayor Heebner opened the public hearing.

Council disclosures.

Tim Bernier and Beth Fleck, Applicants, stated that the new space and remodel was intended for the use of an in-law moving in at a future date.

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

Council discussed that this project was a poster case for a rare SDP waiver, the entire garage sitting in front of house on a huge slope, and the benefit of Ordinance 530.

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

B.2. Public Hearing: Adoption of Revised 6th Cycle Housing Element Update.
(File 0610-10)

1. Adopt **Resolution 2023-058** adopting the Revised 6th Cycle Housing Element and submitting the document to the California Department of Housing and Community Development for certification.

[Item B.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.

Greg Wade, City Manager, introduced the item.

Joe Lim, Community Development Director, presented a PowerPoint (on file) reviewing the timeline since the initial draft of the Housing Element in 2021 and said that the City had received a conditional letter of approval from Housing and Community Development (HCD) of the draft presented this evening, that some items addressed were the site suitability analysis including the non-vacant sites, illustrating parcel specific analysis of existing uses to demonstrate that the City would not prohibit residential development, and that the current ADU numbers were estimated to be around 128 permits during the Element's sixth cycle.

Mayor Heebner opened the public hearing.

Council disclosures.

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

Council discussed that there had been many years of working back and forth with HCD, that the City had vigorously opposed the RHNA (Regional Housing Needs Assessment) numbers allocated to the City as they were not reasonable or equitable in the region, that the City had been clear on its duty and committed to reaching the allocation, and Staff's diligence in working through the process.

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

C. STAFF REPORTS: (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.2. Revised Draft Work Plan – Fiscal Year 2023/2024. (File 0410-08)

Recommendation: That the City Council

1. Review and discuss the modifications to the draft Fiscal Year 2023/24 Work Plan and direct Staff to return to Council with the final Fiscal Year 2023/24 Work Plan for approval with the Budget in June 2023.

[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.

Greg Wade, City Manager, introduced the item.

Council and Staff discussed traffic signal update category and leading walk delayed red lights, considering removing references to the geographical segmentation in the LIP (Land Implementation Plan), and a candidate's forum for future elections.

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

COMPENSATION & REIMBURSEMENT DISCLOSURE: None

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

COUNCIL COMMITTEE REPORTS: [Council Committees](#)

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

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

CITIZEN COMMISSION(S)

ADJOURN:

Mayor Heebner adjourned the meeting at 6:56 p.m.

CITY OF SOLANA BEACH

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



MODIFIED AGENDA

Joint Meeting - Closed Session

Wednesday, May 24, 2023 at 5:00 p.m.

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

CITY COUNCILMEMBERS

Lesa Heebner

Mayor

David A. Zito

Deputy Mayor / Councilmember District 1

Kristi Becker

Councilmember District 2

Jewel Edson

Councilmember District 3

Jill MacDonald

Councilmember District 4

Gregory Wade
City Manager

Johanna Canlas
City Attorney

Angela Ivey
City Clerk

CALL TO ORDER AND ROLL CALL:

Mayor Heebner called the meeting to order at 5:01 p.m.

Present: Lesa Heebner, David A. Zito, Jewel Edson, Kristi Becker, Jill MacDonald
Absent: None
Also Present: Greg Wade, City Manager
Johanna Canlas, City Attorney

PUBLIC COMMENT ON CLOSED SESSION ITEMS (ONLY): None

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

CLOSED SESSION:

- 1. CONFERENCE WITH LABOR NEGOTIATORS**
Pursuant to Government Code Section 54957.6
Agency designated representative: Gregory Wade
Employee organizations: Marine Safety Unit, Miscellaneous
- 2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
Pursuant to Government Code Section 4957
City Manager
- 3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
Pursuant to Government Code Section 4957
City Attorney

4. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Pursuant to Government Code section 54956.8

Property: APN: 263-352-03,04,05,06 and 07 and 263-342-02

City Negotiators: City Manager Greg Wade and City Attorney Johanna Canlas

Negotiating Parties: Matt Tucker, North County Transit District

Under negotiation: Purchase Price and Terms

No reportable action.

ADJOURN:

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

CITY OF SOLANA BEACH

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



MINUTES

Joint REGULAR Meeting
Wednesday, May 24, 2023 * 6:00 p.m.

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

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

City Council meetings are video recorded and archived as a permanent record. The [video](#) recording captures the complete proceedings of the meeting and is available for viewing on the City's website.

- Posted Reports & Supplemental Docs contain records up to the cut off time prior to meetings for processing new submittals. Complete records containing meeting handouts, PowerPoints, etc. can be obtained through a [Records Request](#).

CITY COUNCILMEMBERS

Lesa Heebner
Mayor

David A. Zito
Deputy Mayor / Councilmember District 1

Jewel Edson
Councilmember District 3

Kristi Becker
Councilmember District 2

Jill MacDonald
Councilmember District 4

Gregory Wade
City Manager

Johanna Canlas
City Attorney

Angela Ivey
City Clerk

CALL TO ORDER AND ROLL CALL:

Mayor Heebner called the meeting to order at 6:10 p.m.

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

Absent: None

Also: Greg Wade, City Manager

Present: Johanna Canlas, City Attorney

Angela Ivey, City Clerk

Dan King, Assistant City Manager

Mo Sammak, City Engineer/Public Works Dir.

Rod Greek, Interim Finance Dir.

Joseph Lim, Community Development Dir.

CLOSED SESSION REPORT: None

FLAG SALUTE:

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

- San Dieguito River Park JPA

Shawna Anderson, Executive Dir. San Dieguito River Park JPA, spoke about how the JPA was formed with many founders from Solana Beach.

Leana Bulay, Sr. Interpretive Ranger, presented a PowerPoint (on file) reviewing their programs.

- San Diego County Fair

Carlene Moore, CEO 22nd District Agricultural Association, spoke about this year's county fair, the theme being "Get out There" with a focus on recreational opportunities, parks, beaches, lagoons, and she showed a video.

PROCLAMATIONS/CERTIFICATES: *Ceremonial*

- National Public Works Week

Mayor Heebner presented the proclamation to the Solana Beach Public Works Dept.

Michelle Stribling, Solana Beach Civic and Historical Society, thanked the Public Works team for all of their work on the 125-year-old museum.

Cindi Clemons thanked the Public Works department for its leadership, partnership, and assistance on their project areas.

Luis Carrillo, Public Works Manager, thanked the Council for the proclamation and their support. He thanked the Public Works team for their hard work and dedication to the community.

- Gun Violence Awareness Day

Mayor Heebner presented the proclamation.

Laura Hoover thanked the Council for issuing the proclamation. She said that, as an educator, she has lost 3 former students to gun violence and that she felt passionate about the safety for all human beings.

Cindi Clemons spoke about today being the anniversary of the 19 people killed in Uvalde, asked for the public to support Senate Bill 25 banning assault weapons, and thanked Council for highlighting this national issue.

APPROVAL OF AGENDA:

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

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.

Sarah Shulkin, Parks and Recreation Commission, said that they were encouraged with the Age Friendly Action Plan and had suggestions for social participation regular programs that would be low cost for the City, free to citizens, and easily accessible. She said that the Commission had some ideas including nature walks, craft activities at La Colonia Community Center, that they would be willing to assist, and asked that the City dedicate some resources to implement these ideas. She said that regarding the Glenmont Pocket Park, she would ask that the City focus on native plants.

Michele Jaffe spoke about the need for activities for the Age Friendly Plan, that it would require additional Staff to assist in the programs and would be beyond the volunteer capabilities of the Parks and Recreation Commission members such as someone committing to guide a weekly walk. She said that she hoped that the urban vegetable garden plots would be included in the Glenmont Pocket Park to bring people together.

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.6.)

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 26, 2023.

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

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

Recommendation: That the City Council

1. Ratify the list of demands for April 22, 2023 – May 05, 2023.

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

A.3. General Fund Adopted Budget for Fiscal Year 2022/2023 Changes. (File 0330-30)

Recommendation: That the City Council

1. Receive the report listing changes made to the Fiscal Year 2022/2023 General Fund Adopted Budget.

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

A.4. Citywide Landscape Maintenance Services. (File 0750-25)

Recommendation: That the City Council

1. Adopt **Resolution 2023-047:**
 - a. Authorizing the City Manager to execute a Professional Services Agreement with Nissho of California, Inc., in an amount not to exceed \$388,652.84, for Citywide Landscape Maintenance effective July 1, 2023, for Fiscal Year 2023/24.
 - b. Authorizing the City Manager to extend the agreement for up to four additional one-year terms, at the City's option, at an amount not to exceed the amount budgeted in each subsequent year.

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

A.5. Economic Consulting Services. (File 0390-00)

Recommendation: That the City Council

1. Adopt **Resolution 2023-066** authorizing the City Manager to execute an amendment to the Professional Services Agreement, in an amount not to exceed \$55,000, with Keyser Marston Associates, Inc. for economic consulting services.
2. Authorize an appropriation of \$30,000 from the Professional Services account in the City Manager's department.
3. Authorize the City Treasurer to amend the FY 2023/2024 Budget accordingly.

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

A.6. 2023 Multi-Jurisdictional Hazard Mitigation Plan Update. (File 0240-30)

Recommendation: That the City Council

1. Adopt **Resolution 2023-065** approving the updated City of Solana Beach Annex of the 2023 Multi-Jurisdictional Hazard Mitigation Plan.

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

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: 228 N. Helix Ave., Applicant: Ryan Bowers, Case No.: DRP22-013, SDP22-011. (File 0600-40)

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

1. Conduct the Public Hearing: Open the Public Hearing, Report Council Disclosures, Receive Public Testimony, and Close the Public Hearing.
2. Find the project exempt from the California Environmental Quality Act pursuant to Section 15303 of the State CEQA Guidelines; and
3. If the City Council makes the requisite findings and approves the project, adopt **Resolution 2023-064** conditionally approving a DRP and SDP, for a new two-story, single-family residence with a fully subterranean basement and an attached two-car garage and perform associated site improvements at 228 North Helix Avenue, Solana Beach.

Greg Wade, City Manager, said that the applicant had requested that the item be continued to a date certain of June 14th.

Mayor Heebner opened the public hearing.

Council's initial disclosures.

Ryan Bowers, Applicant, said that he wondered if he should continue the story poles as is or could they be lowered and asked how Council would like to see them erected.

Greg Wade, City Manager, stated that Staff could assist the Applicant with guidance on the story poles.

Motion: Moved by Deputy Mayor Zito and second by Councilmember Edson to continue the public hearing to a date certain of June 14, 2023. **Approved 5/0.** Ayes: Heebner, Zito, Edson, Becker, MacDonald. Noes: None. Motion carried unanimously.

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. Short Term Vacation Rental (STVR) Ordinance Discussion. (File 0610-15)

Recommendation: That the City Council

1. Provide input and direction regarding the City's STVR regulations.

Greg Wade, City Manager, introduced the item.

Joe Lim, Community Development Dir., presented a PowerPoint (on file) reviewing the history of the code section. He said that there has been a range of 250-350 STVR permits per year, that 90% of code complaints received over the years were due to a lack of permitting or display of permits, that the City of San Diego's ordinance had created four different tiers with caps of the number of STVRs in specific areas.

Kimberly Jackson, Vacation Rentals by Kimberly, said that they manage a handful of vacation rentals in Solana Beach for residents that are out of town for work assignments and other reasons, that their alliance is to the neighborhoods that the visitors are staying in, consider 100-150 unpermitted homes cited in the packet which are usually the culprit in code complaint issues, to direct Staff to pursue fines to un-permitted properties to bring them into compliance, that those residents renting out their homes without permits and rules for their guests give the industry a bad image, and that she would be happy to make contact with owners that are unpermitted to bring them into regulation.

Council and Ms. Jackson discussed that many renters have a second home and use it themselves or they inherited the home, and that she does not take on many condos because of the close proximity to neighbors.

Jessica Solano spoke about cracking down on those not abiding by the rules through code enforcement for the quiet hours, the number of guests, and number of nights, to focus on collecting TOT for the City, and that they would assist with helping build the regulation.

Dave Fox stated that he and his neighbors share some concerns about the effects on neighborhoods, to consider balancing the issue by 1) apply caps for the total days per year allowed such as 20 days a year, 2) to limit rentals in some locations like S. Rios where its not appropriate for short term rentals in the way that it effects the community, and 3) the total days rented so that short term rentals every weekend would not affect the community as much as a 15-day or longer rental period which would provide more continuity.

Council and Staff discussed that the California Coastal Commission (CCC) requires access to the beach, that the main negotiating point allowing vacation rentals was the number of days that STVR's could be rented, that Coastal Commission wanted a minimum of 3 day rentals for affordable lodging, that the 7 days was a compromise with the CCC, that the agreement to a 7-day rental was based on the composition of the community with two local hotels that provide short term accommodation, that a cap of the number of days allowed per year would require an amendment to the LUP, that Staff efforts to bring violators into compliance were based on complaints as well as some online reviews, that 3 or more violations in a year can be cause to revoke the permit, that the City had been meeting with consultants to consider more active enforcement on complaints, that the \$500 fine was set in 2003 and the penalties were increased in 2004, and that maybe it was time to increase fines.

Council discussed that it was Council's intent to solicit as much feedback as possible to understand what should be done, that the current ordinance was from 20 years ago before Air BnB and similar services, that enforcement can be tricky, that the City is mandated by the state to create affordable housing where CCC mandates serving visitor and coastal access, that different caps may be assessed to the condo areas, that too many STVRs in a neighborhood loses a sense of the community, the City of San Diego framework had been approved by CCC on a trial basis, maintaining the character of the neighborhoods, consider neighborhood zones with certain criteria specific rules, that the single-family neighborhoods are unique, that most complaints were from single-family homes, that long term renters had been lost to many short-term rentals, that HOAs seem to take care of their issues, that the CCC will only allow a 25% or higher cap on Condo HOAs, that all current STVRs were grandfathered in until there was a change of ownership, software programs and databases used by consultants, that placards with the permit number are currently required to be posted on the structure, an App called Noise Aware for owners to be notified, surprised that there were not more official complaints, that residents need to report if there are issues, that STVRs are depended on for family income and that visitors do support the local economy, that condos were often bought to be used for rentals, that long term neighbors do not use their pool daily with outdoor BBQs and loud noise, and that Staff will use these comments to prepare a program to bring to Council, the value visitors coming to the community, balancing the peace of the neighborhoods, and the conflicts between the Coastal Act and the State's mandate for more affordable housing.

COMPENSATION & REIMBURSEMENT DISCLOSURE: None

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

COUNCIL COMMITTEE REPORTS: [Council Committees](#)

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

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

CITIZEN COMMISSION(S)

ADJOURN:

Mayor Heebner adjourned the meeting at 8:08 p.m. in honor of Alan Smerican.



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Gregory Wade, City Manager
MEETING DATE: June 14, 2023
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: 05/06/2023 through 05/26/2023

Check Register - Disbursement Fund (Attachment 1)		\$	1,295,521.14
Net Payroll Council	May 11, 2023		5,153.40
Net Payroll Staff N23	May 12, 2023		291,471.54
Net Payroll Staff NM5	May 19, 2023		4,494.00
Net Payroll Staff N24	May 26, 2023		<u>279,071.87</u>
TOTAL		\$	<u>1,875,711.95</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 May 06, 2023 through May 26, 2023 reflects total expenditures of \$1,875,711.95 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.



Gregory Wade, City Manager

Attachments:

1. Check Register – Disbursement Fund



City of Solana Beach

Register of Demands

5/6/2023 - 5/26/2023

Department Vendor	Description	Date	Check/EFT Number	Amount
100 - GENERAL FUND				
MISSION SQUARE PLAN 302817	PD 05/10/23-CNCL	05/11/2023	9000780	\$4,780.43
MISSION SQUARE PLAN 302817	Payroll Run 1 - Warrant N23	05/11/2023	9000780	\$18,094.81
MISSION SQUARE PLAN 302817	Payroll Run 4 - Warrant NM5	05/19/2023	9000793	\$515.96
MISSION SQUARE PLAN 302817	Payroll Run 1 - Warrant N24	05/25/2023	9000811	\$17,048.46
SOLANA BEACH FIREFIGHTERS ASSOC	Payroll Run 1 - Warrant N23	05/11/2023	9000787	\$850.00
SOLANA BEACH FIREFIGHTERS ASSOC	Payroll Run 1 - Warrant N24	05/25/2023	9000815	\$850.00
SAN DIEGO COUNTY SHERIFF'S DEPT.	MAR 23-Sheriff Law Enforcement	05/11/2023	103764	\$206.34
SAN DIEGO COUNTY SHERIFF'S DEPT.	MAR 23- TOW CR FEE	05/11/2023	103764	(\$273.55)
DEPARTMENT OF CONSERVATION	JAN-MAR 23-SMIP FEES	05/11/2023	103757	\$5,171.36
MISSION SQUARE RHS 801939	Payroll Run 1 - Warrant N23	05/11/2023	9000781	\$2,115.90
MISSION SQUARE RHS 801939	Payroll Run 1 - Warrant N24	05/25/2023	9000812	\$2,115.90
SUN LIFE FINANCIAL	MAY 23-SUPP LIFE INS	05/11/2023	9000789	\$416.80
SUN LIFE FINANCIAL	MAY 23-LTD	05/11/2023	9000789	\$1,724.07
SUN LIFE FINANCIAL	MAY 23-LIFE&ADD INS	05/11/2023	9000789	\$1,421.03
STERLING HEALTH SERVICES, INC.	NC11 FSA CONTRIBUTION	05/19/2023	9000801	\$216.67
STERLING HEALTH SERVICES, INC.	N24 FSA/DCA FUNDING	05/19/2023	9000801	\$1,442.97
STERLING HEALTH SERVICES, INC.	N24 FSA/DCA FUNDING	05/19/2023	9000801	\$611.68
INSTATAX	N23 TAX PAYMENT	05/17/2023	990120245	\$40,068.44
INSTATAX	N23 TAX PAYMENT	05/17/2023	990120245	\$2,137.78
INSTATAX	N23 TAX PAYMENT	05/17/2023	990120245	\$8,866.44
INSTATAX	N23 TAX PAYMENT	05/17/2023	990120245	\$15,055.46
INSTATAX	N23 TAX PAYMENT	05/17/2023	990120245	\$2,311.35
INSTATAX	NM5 TAX PAYMENT	05/24/2023	990120247	\$143.38
INSTATAX	NM5 TAX PAYMENT	05/24/2023	990120247	\$215.68
INSTATAX	NM5 TAX PAYMENT	05/24/2023	990120247	\$56.76
INSTATAX	NM5 TAX PAYMENT	05/24/2023	990120247	\$492.33
BRIAN CHURCH ARCHITECTURE	RFND-DRP19-001	05/25/2023	103818	\$3,825.00
BRIAN CHURCH ARCHITECTURE	RFND-DRP19-001	05/25/2023	103818	\$535.00
LARSCOR, INC	RFND-ZTA22-001/MEC23-001	05/25/2023	103831	\$8,963.85
SEASCAPE MANAGEMENT CORP. C/O CURTIS	RFND-CUP22-001/DRP22-022	05/25/2023	103836	\$3,740.00
EDGAR COREA HERNANDEZ	RFND-EVENT-06/03/23-CANCELED	05/25/2023	103825	\$100.00
THOMAS SIDDEERS	RFND-CANCELED EVENT-05/07/23	05/25/2023	103838	\$500.00
TOTAL GENERAL FUND				\$144,320.30
1005150 - CITY CLERK				
CALEXPRESS ENTERPRISES INC.	CITY CNCL CONVERSION-PCK UP #11	05/25/2023	103819	\$55.00
CALEXPRESS ENTERPRISES INC.	CITY CNCL CONVERSION-PCK UP#9/DRP OFF#10	05/25/2023	103819	\$90.00
CALEXPRESS ENTERPRISES INC.	CITY CNCL CONVERSION-PCK UP#10/DRP OFF#11	05/25/2023	103819	\$80.00
TOTAL CITY CLERK				\$225.00
1005200 - CITY MANAGER				
EMANUELS JONES AND ASSOCIATES	MAY 23-CONSULTING SERVICES	05/11/2023	103758	\$2,675.00
TOTAL CITY MANAGER				\$2,675.00
1005250 - LEGAL SERVICES				

BURKE WILLIAMS & SORENSEN	96-0001.002-MARCH 23 PROF SVC	05/11/2023	103755	\$248.40
BURKE WILLIAMS & SORENSEN	96-0006-MARCH 23 PROF SVC	05/11/2023	103755	\$1,475.60
BURKE WILLIAMS & SORENSEN	96-0007-MARCH 23 PROF SVC	05/11/2023	103755	\$82.80
BURKE WILLIAMS & SORENSEN	96-0014-MARCH 23 PROF SVC	05/11/2023	103755	\$3,035.20
BURKE WILLIAMS & SORENSEN	96-0019-MARCH 23 PROF SVC	05/11/2023	103755	\$703.80
BURKE WILLIAMS & SORENSEN	96-0040-MARCH 23 PROF SVC	05/11/2023	103755	\$244.50
BURKE WILLIAMS & SORENSEN	96-0040.002-MARCH 23 PROF SVC	05/11/2023	103755	\$54.80
BURKE WILLIAMS & SORENSEN	RETAIN-MARCH 23	05/11/2023	103755	\$11,644.00

TOTAL LEGAL SERVICES**\$17,489.10****1005300 - FINANCE**

HDL-HINDERLITER, DE LLAMAS & ASSOC	Q4/2022 STAX-CONTRACT/AUDIT	05/25/2023	103828	\$12,041.54
HDL COREN & CONE	APR-JUN 23-CONTRACT SRVC PROPERTY TAX	05/11/2023	9000779	\$3,498.61
HDL COREN & CONE	APR-JUN 23-CONTRACT SRVC PROPERTY TAX	05/11/2023	9000779	\$248.89
KFORCE INC.	04/27/23-TEMP SERVICES-FIN	05/11/2023	9000782	\$1,600.00
KFORCE INC.	05/04/23-TEMP SERVICES-FIN	05/19/2023	9000794	\$1,280.00
KFORCE INC.	05/11/23-TEMP SERVICES-FIN	05/25/2023	9000813	\$1,600.00
AMAZON.COM SALES, INC	PHONE EXTENTION CORD	05/19/2023	103777	\$16.29
AMAZON.COM SALES, INC	USB EXTENTION CABLE	05/19/2023	103777	\$21.19

TOTAL FINANCE**\$20,306.52****1005350 - SUPPORT SERVICES**

XEROX CORPORATION	APR 23-XEROX-FIERY-PLN/ENG	05/19/2023	103807	\$132.61
XEROX CORPORATION	APR 23-XEROX-FIERY-UPSTAIRS	05/19/2023	103807	\$132.61
XEROX CORPORATION	APR 23-XEROX-FIERY-CLK	05/19/2023	103807	\$122.84
XEROX CORPORATION	APR 23-XEROX UPSTAIRS	05/19/2023	103807	\$218.22
XEROX CORPORATION	APR 23-XEROX UPSTAIRS	05/19/2023	103807	\$298.25
XEROX CORPORATION	APR 23-XEROX CLERK	05/19/2023	103807	\$112.96
XEROX CORPORATION	APR 23-XEROX CLERK	05/19/2023	103807	\$271.68
XEROX CORPORATION	APR 23-XEROX PLN/ENG	05/19/2023	103807	\$546.78
XEROX CORPORATION	APR 23-XEROX PLN/ENG	05/19/2023	103807	\$344.35
READY REFRESH BY NESTLE	APR 23-DRINKING WATER-PW	05/19/2023	103797	\$73.36
READY REFRESH BY NESTLE	APR 23-DRINKING WATER-LC	05/19/2023	103797	\$50.18
READY REFRESH BY NESTLE	APR 23-DRINKING WATER-CH	05/19/2023	103797	\$559.79
AMAZON.COM SALES, INC	DOCUMENT FOLDERS	05/11/2023	103753	\$18.45
AMAZON.COM SALES, INC	NAPKINS	05/11/2023	103753	\$29.26
AMAZON.COM SALES, INC	TAPE	05/11/2023	103753	\$39.14
AMAZON.COM SALES, INC	COFFEE PODS/MARKERS/PENCILS	05/11/2023	103753	\$76.18
AMAZON.COM SALES, INC	PLASTIC KNIVES/FORKS/SPOONS	05/19/2023	103777	\$79.27
AMAZON.COM SALES, INC	PAPER CUPS/NAPKINS/CREAMER/COFFEE PODS	05/25/2023	103815	\$150.51

TOTAL SUPPORT SERVICES**\$3,256.44****1005400 - HUMAN RESOURCES**

SHARP REES-STEALY MEDICAL GROUP	PRE-EMPLOYMENT SCREENING	05/11/2023	103766	\$629.00
DEPARTMENT OF JUSTICE	APR 23-FINGERPRINT APP	05/19/2023	103782	\$352.00
KEENAN & ASSOCIATES	REIMB-REPLCMNT FSA/DCA CARD COST	05/25/2023	103829	\$50.00

TOTAL HUMAN RESOURCES**\$1,031.00****1005450 - INFORMATION SERVICES**

COX COMMUNICATIONS INC	0013410039730701 - 04/19/23-05/18/23	05/25/2023	103821	\$315.82
VERIZON WIRELESS-SD	670601022-03/24/23-04/23/23	05/25/2023	103840	\$114.03
WESTERN AUDIO VISUAL	MAY 23-AUDIO VISUAL MAINTENANCE	05/25/2023	103841	\$499.00
MANAGED SOLUTION	MAY 23- Managed Solution	05/25/2023	103832	\$2,196.69
MANAGED SOLUTION	MAY 23- Managed Solution	05/25/2023	103832	\$550.00
TING FIBER INC.	MAY 23-SB FACILITIES	05/25/2023	9000816	\$3,249.00

TING FIBER INC.	MAY 23-DEL MAR SHORE LG TOWER	05/25/2023	9000816	\$450.00
TING FIBER INC.	MAY 23-TIDE BEACH PARK LG TOWER	05/25/2023	9000816	\$450.00
AMAZON.COM SALES, INC	OUTLET BOX	05/11/2023	103753	\$19.21
AMAZON.COM SALES, INC	KEYBOARD	05/11/2023	103753	\$43.49
AMAZON.COM SALES, INC	WEBCAM LIGHTING/WEBCAM	05/11/2023	103753	\$211.25
AMAZON.COM SALES, INC	8 PORT UNMANAGED SWITCH	05/11/2023	103753	\$115.23
AMAZON.COM SALES, INC	LAPTOP CHARGER REPLACEMENT	05/11/2023	103753	\$99.54
AMAZON.COM SALES, INC	CORD HIDER	05/11/2023	103753	\$24.63
AMAZON.COM SALES, INC	PRINTER	05/11/2023	103753	\$152.11
TOTAL INFORMATION SERVICES				\$8,490.00
1005550 - PLANNING				
UT SAN DIEGO - NRTH COUNTY	PUB NTC-STVR REGULATION ADOPTED	05/25/2023	103839	\$303.85
UT SAN DIEGO - NRTH COUNTY	PUB HRNG-DRP22-013/SDP22-011	05/25/2023	103839	\$346.88
AMAZON.COM SALES, INC	STAPLER/MARKERS/NOTBOOKS/PENS/CARDSTOCK	05/25/2023	103815	\$20.72
TOTAL PLANNING				\$671.45
1005560 - BUILDING SERVICES				
ESGIL CORPORATION	FEBRUARY 2023-BUILDING	05/19/2023	103788	\$190,749.91
AMAZON.COM SALES, INC	LETTER TABS	05/25/2023	103815	\$142.70
AMAZON.COM SALES, INC	STAPLER/MARKERS/NOTBOOKS/PENS/CARDSTOCK	05/25/2023	103815	\$35.64
TOTAL BUILDING SERVICES				\$190,928.25
1005590 - PARKING ENFORCEMENT				
DATATICKET INC.	FEB 23-PARKING CITATION	05/19/2023	103780	\$1,166.70
VERIZON WIRELESS-SD	442224168 - 03/24/23-04/23/23	05/11/2023	103771	\$141.77
WEX FLEET UNIVERSAL	04/08/23-05/07/23-AUTO FUEL	05/11/2023	103774	\$198.52
TOTAL PARKING ENFORCEMENT				\$1,506.99
1006110 - LAW ENFORCEMENT				
SAN DIEGO COUNTY SHERIFF'S DEPT.	MAR 23-Sheriff Law Enforcement	05/11/2023	103764	\$399,063.64
TOTAL LAW ENFORCEMENT				\$399,063.64
1006120 - FIRE DEPARTMENT				
SANTA FE IRRIGATION DISTRICT	005512-000 - 03/02/23-05/01/23	05/19/2023	103798	\$505.60
ALERT-ALL CORP	HATS/BADGES/BRACELETS	05/25/2023	103814	\$707.14
ACE UNIFORMS LLC	PANTS	05/11/2023	103752	\$389.67
ACE UNIFORMS LLC	BOOTS	05/11/2023	103752	\$194.84
ACE UNIFORMS LLC	PATCH/SEWING	05/25/2023	9000805	\$667.85
VERIZON WIRELESS-SD	962428212 - 03/29/23-04/28/23	05/25/2023	103840	\$564.35
ERIC PHILLIPS	CALJAC CONFERENCE	05/19/2023	103787	\$1,129.15
REGIONAL COMMS SYS, MS 056 - RCS	APR 23-CAP CODE	05/25/2023	103835	\$32.50
AT&T CALNET 3	9391059865-04/01/23-04/30/23	05/25/2023	103817	\$395.89
CHARLES MEAD	COMPANY OFFICER 2D	05/19/2023	103791	\$450.00
WEX BANK	MAR 23-FUEL/CR TAX	05/11/2023	103773	\$1,896.65
WATTCO EQUIPMENT INC.	FIRE LIGHTS	05/19/2023	103805	\$2,803.92
WATTCO EQUIPMENT INC.	FIRE LIGHTS	05/19/2023	103805	\$57.81
NORTH COUNTY DISPATCH (JPA)	Q3-Dispatch Services	05/19/2023	103793	\$27,774.50
LINEGEAR FIRE & RESCUE EQUIPMENT	PANTS	05/11/2023	103760	\$451.12
AFECO INC	LETTERING	05/11/2023	103767	\$50.37
AFECO INC	REPAIR/PATCH/RESTICHING	05/25/2023	103837	\$380.72
JOHN MORGAN	S-223-FIRELINE/PARAMEDIC QUALIFICATION	05/19/2023	103790	\$200.00
JOHN MORGAN	S-290-FIRELINE/PARAMEDIC QUALIFICATION	05/19/2023	103790	\$415.00
TOTAL FIRE DEPARTMENT				\$39,067.08
1006150 - CIVIL DEFENSE				

AT&T CALNET 3	9391012275 - 03/24/23-04/23/23	05/11/2023	103754	\$154.88
TOTAL CIVIL DEFENSE				\$154.88
1006170 - MARINE SAFETY				
CULLIGAN OF SAN DIEGO	MAY 23-DRINKING WATER-MS	05/25/2023	103822	\$54.32
VERIZON WIRELESS-SD	962428212 - 03/29/23-04/28/23	05/25/2023	103840	\$152.04
TELEVISION EQUIPMENT ASSOCIATES INC	HEADSET/ADAPTER INPECTION	05/11/2023	103770	\$87.95
WEX FLEET UNIVERSAL	04/08/23-05/07/23-AUTO FUEL	05/11/2023	103774	\$837.58
TOTAL MARINE SAFETY				\$1,131.89
1006510 - ENGINEERING				
DEL MAR BLUE PRINT COMPANY, INC.	GRADING & LANDSCAPE	05/19/2023	103781	\$18.49
WEX FLEET UNIVERSAL	04/08/23-05/07/23-AUTO FUEL	05/11/2023	103774	\$141.28
TOTAL ENGINEERING				\$159.77
1006520 - ENVIRONMENTAL SERVICES				
MISSION LINEN & UNIFORM INC	LAUNDRY-PW	05/19/2023	103792	\$14.99
MISSION LINEN & UNIFORM INC	LAUNDRY-PW	05/19/2023	103792	\$14.97
SANTA FE IRRIGATION DISTRICT	005506-014-04/01/23-05/01/23	05/11/2023	103765	\$232.74
MIKHAIL OGAWA ENGINEERING	APR 23-STORMWATER PROGRAM	05/19/2023	103809	\$197.50
MIKHAIL OGAWA ENGINEERING	APR 23-STORMWATER PROGRAM	05/19/2023	103809	\$7,904.67
WEX FLEET UNIVERSAL	04/08/23-05/07/23-AUTO FUEL	05/11/2023	103774	\$410.99
CLEAN EARTH ENVIROMENTAL SOLUTIONS	MAR 23-HHW	05/19/2023	103779	\$922.40
IDRAINS LLC	H-STORMDRAIN MAINT	05/19/2023	103776	\$1,700.00
IDRAINS LLC	O-STORMDRAIN MAINT	05/19/2023	103776	\$1,340.00
TOTAL ENVIRONMENTAL SERVICES				\$12,738.26
1006530 - STREET MAINTENANCE				
MISSION LINEN & UNIFORM INC	LAUNDRY-PW	05/19/2023	103792	\$25.68
MISSION LINEN & UNIFORM INC	LAUNDRY-PW	05/19/2023	103792	\$25.69
DIXIELINE LUMBER CO INC	SAFETY VEST/SCREW HOOK	05/19/2023	103784	\$40.60
DIXIELINE LUMBER CO INC	PUSH BROOM/MAGNETIC DRIVE GUIDE	05/19/2023	103784	\$113.01
DIXIELINE LUMBER CO INC	BLACK TOP PATCH/EXTENSION CORD	05/19/2023	103784	\$92.38
DIXIELINE LUMBER CO INC	BLACK TOP PATCH	05/19/2023	103784	\$157.58
SANTA FE IRRIGATION DISTRICT	011695-000-04/01/23-05/01/23	05/11/2023	103765	\$124.37
SDG&E CO INC	02/08/23-04/07/23-UTILITIES	05/19/2023	103800	\$913.03
SDG&E CO INC	03/01/23-04/07/23-UTILITIES	05/19/2023	103800	\$443.05
UNDERGROUND SVC ALERT OF SOCAL INC	APR 23-DIG ALERT	05/19/2023	9000803	\$92.25
NISSHO OF CALIFORNIA	MAR 23- LANDSCAPE MAINTENANCE	05/19/2023	103810	\$3,646.88
WEX FLEET UNIVERSAL	04/08/23-05/07/23-AUTO FUEL	05/11/2023	103774	\$372.48
SUMMIT EROSION CONTROL	SAND BAGS/LABOR/TRUCK	05/19/2023	103802	\$357.84
NORTH COUNTY DISPATCH (JPA)	FY23- Q3- PW NORTH COUNTY DISPATCH JPA	05/19/2023	103793	\$93.12
WEST COAST ARBORISTS, INC.	APR 23- TREE MAINTENANCE SERVICES	05/19/2023	103806	\$2,688.23
TOTAL STREET MAINTENANCE				\$9,186.19
1006540 - TRAFFIC SAFETY				
SDG&E CO INC	02/08/23-04/07/23-UTILITIES	05/19/2023	103800	\$1,220.46
SDG&E CO INC	03/01/23-04/07/23-UTILITIES	05/19/2023	103800	\$559.58
DEPARTMENT OF TRANSPORTATION	JAN-MAR 23-COST SHARE AGMT - I-5 TRAFFIC SIGNALS	05/19/2023	103783	\$469.07
DEPARTMENT OF TRANSPORTATION	JAN-MAR 23-COST SHARE AGMT - I-5 TRAFFIC SIGNALS	05/19/2023	103783	\$1,000.94
REDFLEX TRAFFIC SYSTEMS, INC	APR 23-RED LIGHT CAMERA	05/19/2023	9000798	\$7,694.85
TRAFFIC SUPPLY, INC	CROSSWALK SIGNS	05/19/2023	103813	\$401.22
STC TRAFFIC, INC	MAR 23-ON-CALL TRAFFIC CONSULTING	05/19/2023	103812	\$3,460.00
ALL CITY MANAGEMENT SERVICES, INC	04/16/23-04/29/23-CROSSING GUARDS	05/25/2023	9000807	\$11,092.00

YUNEX LLC	NOV 22-TRAFFIC SIGNAL & SAFETY LIGHT MAINT/REPAIR	05/19/2023	9000804	\$2,065.05
YUNEX LLC	MAR 22-TRAFFIC SIGNAL & SAFETY LIGHT MAINT/REPAIR	05/19/2023	9000804	\$1,120.00
YUNEX LLC	MAR 23-TRAFFIC SIGNAL & SAFETY LIGHT MAINT/REPAIR	05/19/2023	9000804	\$3,866.34
TOTAL TRAFFIC SAFETY				\$32,949.51
1006550 - STREET CLEANING				
SANTA FE IRRIGATION DISTRICT	011695-000-04/01/23-05/01/23	05/11/2023	103765	\$73.04
PRIDE INDUSTRIES	APR 23-TRASH ABATEMENT SERVICES	05/19/2023	103794	\$876.13
SCA OF CA, LLC	APR 23- STREET SWEEPING SERVICES	05/19/2023	103799	\$3,910.15
TOTAL STREET CLEANING				\$4,859.32
1006560 - PARK MAINTENANCE				
MISSION LINEN & UNIFORM INC	LAUNDRY-PW	05/19/2023	103792	\$18.19
MISSION LINEN & UNIFORM INC	LAUNDRY-PW	05/19/2023	103792	\$18.19
RANCHO SANTA FE SECURITY SYS INC	MAY 23- SCRTY PTRL, RSTRMLKUP, ALRM MNTR	05/19/2023	103796	\$661.10
RANCHO SANTA FE SECURITY SYS INC	NEW ALARM CODE USER	05/19/2023	103796	\$10.00
RANCHO SANTA FE SECURITY SYS INC	MAY 23- SCRTY PTRL, RSTRMLKUP, ALRM MNTR	05/19/2023	103796	\$331.20
DIXIELINE LUMBER CO INC	GLOVES/KNEE PAD/SUNSCREEN	05/19/2023	103784	\$51.71
DIXIELINE LUMBER CO INC	PAINT MIXER	05/19/2023	103784	\$14.18
DIXIELINE LUMBER CO INC	SQUEEGEE	05/19/2023	103784	\$13.50
DIXIELINE LUMBER CO INC	WALL SCRAPER/TAPE/CONTACT ADHSV	05/19/2023	103784	\$29.82
DIXIELINE LUMBER CO INC	SIGNS	05/19/2023	103784	\$53.79
SANTA FE IRRIGATION DISTRICT	005506-018-04/01/23-05/01/23	05/11/2023	103765	\$270.49
SANTA FE IRRIGATION DISTRICT	005506-019-04/01/23-05/01/23	05/11/2023	103765	\$863.25
SANTA FE IRRIGATION DISTRICT	005506-000 - 03/02/23-05/01/23	05/11/2023	103765	\$95.81
SANTA FE IRRIGATION DISTRICT	005506-001 - 03/02/23-05/01/23	05/11/2023	103765	\$76.94
SANTA FE IRRIGATION DISTRICT	005506-002 - 03/02/23-05/01/23	05/11/2023	103765	\$350.91
SANTA FE IRRIGATION DISTRICT	005979-001 - 03/02/23-05/01/23	05/11/2023	103765	\$112.01
SANTA FE IRRIGATION DISTRICT	012448-000 - 03/02/23-05/01/23	05/11/2023	103765	\$135.32
SANTA FE IRRIGATION DISTRICT	012448-001 - 03/02/23-05/01/23	05/11/2023	103765	\$88.26
SANTA FE IRRIGATION DISTRICT	005506-009 - 03/02/23-05/01/23	05/11/2023	103765	\$76.94
SANTA FE IRRIGATION DISTRICT	005506-010 - 03/02/23-05/01/23	05/11/2023	103765	\$190.48
SANTA FE IRRIGATION DISTRICT	005506-011 - 03/02/23-05/01/23	05/11/2023	103765	\$271.07
SANTA FE IRRIGATION DISTRICT	005506-012 - 03/02/23-05/01/23	05/11/2023	103765	\$1,084.44
SANTA FE IRRIGATION DISTRICT	005506-013 - 03/02/23-05/01/23	05/11/2023	103765	\$95.67
SANTA FE IRRIGATION DISTRICT	005506-004 - 03/02/23-05/01/23	05/11/2023	103765	\$76.94
SANTA FE IRRIGATION DISTRICT	005506-005 - 03/02/23-05/01/23	05/11/2023	103765	\$127.60
SANTA FE IRRIGATION DISTRICT	005506-006 - 03/02/23-05/01/23	05/11/2023	103765	\$121.31
SANTA FE IRRIGATION DISTRICT	005506-007 - 03/02/23-05/01/23	05/11/2023	103765	\$100.66
SANTA FE IRRIGATION DISTRICT	2 MONTH-MID-005506-015	05/19/2023	103798	\$121.31
SANTA FE IRRIGATION DISTRICT	2 MONTH-MID-005506-016	05/19/2023	103798	\$121.31
SANTA FE IRRIGATION DISTRICT	2 MONTH-MID-005979-003	05/19/2023	103798	\$470.17
GRAINGER INC	SERVOMOTOR/VALVE BODY/MULTI BIT SCREWDRIVER	05/19/2023	103789	\$561.82
NISSHO OF CALIFORNIA	REPLACE RECLAIMED WATER SIGNS	05/19/2023	103810	\$390.00
NISSHO OF CALIFORNIA	MAR 23- LANDSCAPE MAINTENANCE	05/19/2023	103810	\$17,811.82
NISSHO OF CALIFORNIA	MAR 23-LANDSCAPE MAINTENANCE SERVICES	05/19/2023	103810	\$390.00
SUNBELT RENTALS, INC.	BRUSH CUTTER	05/19/2023	103803	\$95.10
THE HOME DEPOT PRO	GROUND LINER	05/19/2023	103804	\$687.48
WEX FLEET UNIVERSAL	04/08/23-05/07/23-AUTO FUEL	05/11/2023	103774	\$77.07
NORTH COUNTY DISPATCH (JPA)	FY23- Q3- PW NORTH COUNTY DISPATCH JPA	05/19/2023	103793	\$93.13
LULU FARMS, LLC	PLANTS	05/25/2023	103833	\$635.89

TOTAL PARK MAINTENANCE**\$26,794.88****1006570 - PUBLIC FACILITIES**

RANCHO SANTA FE SECURITY SYS INC	INSTALLATION-MS	05/19/2023	103796	\$1,442.00
DIXIELINE LUMBER CO INC	GARDEN SPRAY/TOILET CLEANER/CLEANING SPRAY	05/19/2023	103784	\$43.34
DIXIELINE LUMBER CO INC	KNEEPADS/GLOVES	05/19/2023	103784	\$71.74
DIXIELINE LUMBER CO INC	GLOVES/SPRAY/URINAL KIT	05/19/2023	103784	\$97.29
DIXIELINE LUMBER CO INC	MASK/KNEE PAD/PAINT ROLLER	05/19/2023	103784	\$64.66
DIXIELINE LUMBER CO INC	SANDER/TOOL KIT	05/19/2023	103784	\$303.41
SANTA FE IRRIGATION DISTRICT	005506-008 - 03/02/23-05/01/23	05/11/2023	103765	\$365.88
SDG&E CO INC	02/08/23-04/07/23-UTILITIES	05/19/2023	103800	\$7,766.60
SDG&E CO INC	03/01/23-04/07/23-UTILITIES	05/19/2023	103800	\$1,707.52
NISSHO OF CALIFORNIA	MAR 23- LANDSCAPE MAINTENANCE	05/19/2023	103810	\$803.43
HABITAT PROTECTION, INC	APR 23- PEST/RODENT CONTROL-CH	05/19/2023	103808	\$52.00
HABITAT PROTECTION, INC	APR 23- PEST/RODENT CONTROL-FCCC	05/19/2023	103808	\$64.00
HABITAT PROTECTION, INC	APR 23- PEST/RODENT CONTROL-MS	05/19/2023	103808	\$64.00
HABITAT PROTECTION, INC	APR 23- PEST/RODENT CONTROL-LC	05/19/2023	103808	\$64.00
HABITAT PROTECTION, INC	APR 23- PEST/RODENT CONTROL-PW	05/19/2023	103808	\$64.00
HABITAT PROTECTION, INC	APR 23- PEST/RODENT CONTROL-FC	05/19/2023	103808	\$39.00
HABITAT PROTECTION, INC	APR 23- PEST/RODENT CONTROL-FS	05/19/2023	103808	\$38.00
WEX FLEET UNIVERSAL	04/08/23-05/07/23-AUTO FUEL	05/11/2023	103774	\$128.44
WEST COAST ARBORISTS, INC.	APR 23- TREE MAINTENANCE SERVICES	05/19/2023	103806	\$182.77
PRIDE INDUSTRIES	APR 23-TRASH ABATEMENT SERVICES	05/19/2023	103794	\$876.12

TOTAL PUBLIC FACILITIES**\$14,238.20****1007110 - GF-RECREATION**

1 STOP TONER & INKJET, LLC	TONER-LC	05/11/2023	103762	\$85.41
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TOTAL GF-RECREATION**\$85.41****1205460 - SELF INSURANCE RETENTION**

SECTRAN SECURITY INC	MAY 23-CARRIER/FUEL	05/19/2023	103811	\$168.65
GEORGE HILLS COMPANY, INC.	APR 23-2202	05/11/2023	9000778	\$269.50
GEORGE HILLS COMPANY, INC.	APR 23-2302	05/11/2023	9000778	\$146.30
GEORGE HILLS COMPANY, INC.	APR 23-2302	05/11/2023	9000778	\$53.90
GEORGE HILLS COMPANY, INC.	APR 23-2305	05/11/2023	9000778	\$123.20
GEORGE HILLS COMPANY, INC.	APR 23-2306	05/11/2023	9000778	\$223.30
BURKE WILLIAMS & SORENSEN	96-0040.003-MARCH 23 PROF SVC	05/11/2023	103755	\$328.80
DAVBAR INDUSTRIES, INC.	CR23.304 VEHICLE REPAIR	05/19/2023	103786	\$2,902.01

TOTAL SELF INSURANCE RETENTION**\$4,215.66****135 - EQUIPMENT REPLACEMENT**

BRIAN CHURCH ARCHITECTURE	RFND-DRP19-001	05/25/2023	103818	\$38.25
LARSCOR, INC	RFND-ZTA22-001/MEC23-001	05/25/2023	103831	\$89.64
SEASCAPE MANAGEMENT CORP. C/O CURTIS	RFND-CUP22-001/DRP22-022	05/25/2023	103836	\$37.40

TOTAL EQUIPMENT REPLACEMENT**\$165.29****1355450 - ASSET REPLACEMENT-INFO SYS**

ELECTRO SPECIALTY SYSTEMS	SECURITY BADGE SYSTEM UPGRADE	05/25/2023	103826	\$2,661.43
AMAZON.COM SALES, INC	VIDEO CONFERENCING SYSTEM	05/11/2023	103753	\$745.24

TOTAL ASSET REPLACEMENT-INFO SYS**\$3,406.67****1356170 - ASSET REPLACEMENT-MARN SFTY**

DAY WIRELESS SYSTEMS (20)	OUTFITTING NEW MS VEHICLE	05/25/2023	103824	\$6,117.45
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TOTAL ASSET REPLACEMENT-MARN SFTY**\$6,117.45****1605360 - OPEB OBLIGATION**

MIDAMERICA	MAY 23-CTYSOLANAG5	05/19/2023	9000795	\$7,320.00
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MIDAMERICA	JUN 23-CTYSOLANAG5	05/25/2023	9000814	\$7,320.00
TOTAL OPEB OBLIGATION				\$14,640.00
2037510 - HIGHWAY 101 LANDSC #33				
SANTA FE IRRIGATION DISTRICT	005979-000 - 03/02/23-05/01/23	05/11/2023	103765	\$184.21
SANTA FE IRRIGATION DISTRICT	2 MONTH-MID-005979-004	05/19/2023	103798	\$259.69
SANTA FE IRRIGATION DISTRICT	2 MONTH-MID-007732-000	05/19/2023	103798	\$150.29
SDG&E CO INC	02/08/23-04/07/23-UTILITIES	05/19/2023	103800	\$3,121.43
NISSHO OF CALIFORNIA	MAR 23- LANDSCAPE MAINTENANCE	05/19/2023	103810	\$1,150.98
TOTAL HIGHWAY 101 LANDSC #33				\$4,866.60
2047520 - MID 9C SANTA FE HILLS				
SANTA FE IRRIGATION DISTRICT	005979-026-04/01/23-05/01/23	05/11/2023	103765	\$193.35
SANTA FE IRRIGATION DISTRICT	005979-020-04/01/23-05/01/23	05/11/2023	103765	\$193.35
SANTA FE IRRIGATION DISTRICT	005979-021-04/01/23-05/01/23	05/11/2023	103765	\$213.65
SANTA FE IRRIGATION DISTRICT	005979-022-04/01/23-05/01/23	05/11/2023	103765	\$193.35
SANTA FE IRRIGATION DISTRICT	005979-023-04/01/23-05/01/23	05/11/2023	103765	\$193.35
SANTA FE IRRIGATION DISTRICT	005979-024-04/01/23-05/01/23	05/11/2023	103765	\$193.35
SANTA FE IRRIGATION DISTRICT	005979-025-04/01/23-05/01/23	05/11/2023	103765	\$193.35
SANTA FE IRRIGATION DISTRICT	005979-014-04/01/23-05/01/23	05/11/2023	103765	\$193.35
SANTA FE IRRIGATION DISTRICT	005979-015-04/01/23-05/01/23	05/11/2023	103765	\$238.01
SANTA FE IRRIGATION DISTRICT	005979-016-04/01/23-05/01/23	05/11/2023	103765	\$193.35
SANTA FE IRRIGATION DISTRICT	005979-017-04/01/23-05/01/23	05/11/2023	103765	\$61.56
SANTA FE IRRIGATION DISTRICT	005979-018-04/01/23-05/01/23	05/11/2023	103765	\$61.56
SANTA FE IRRIGATION DISTRICT	005979-019-04/01/23-05/01/23	05/11/2023	103765	\$61.56
TOTAL MID 9C SANTA FE HILLS				\$2,183.14
2087580 - COASTAL RAIL TRAIL MAINT				
SANTA FE IRRIGATION DISTRICT	005506-020-04/01/23-05/01/23	05/11/2023	103765	\$801.02
SANTA FE IRRIGATION DISTRICT	005506-003 - 03/02/23-05/01/23	05/11/2023	103765	\$121.31
NISSHO OF CALIFORNIA	MAR 23- LANDSCAPE MAINTENANCE	05/19/2023	103810	\$4,256.73
TOTAL COASTAL RAIL TRAIL MAINT				\$5,179.06
2117600 - STREET LIGHTING DISTRICT				
SDG&E CO INC	03/01/23-04/07/23-UTILITIES	05/19/2023	103800	\$9,046.53
YUNEX LLC	NOV 22-STREETLIGHT MAINTENANCE/REPAIRS	05/19/2023	9000804	\$670.50
YUNEX LLC	MAR 23- STREETLIGHT MAINTENANCE/REPAIRS	05/19/2023	9000804	\$1,782.64
TOTAL STREET LIGHTING DISTRICT				\$11,499.67
2135550 - DEVELOPER PASS-THRU- PLANNING				
PAMELA ELLIOTT LANDSCAPE ARCHITECT	DRP19-003-APRIL 23	05/11/2023	9000785	\$350.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	DRP22-008-APRIL 23	05/11/2023	9000785	\$350.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	DRP22-026-APRIL 23	05/11/2023	9000785	\$350.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	DRP19-003-APRIL 23	05/11/2023	9000785	\$350.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	REV22-0001-APRIL 23	05/11/2023	9000785	\$650.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	DRP19-003-APRIL 23	05/11/2023	9000785	\$350.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	DRP22-011-APRIL 23	05/11/2023	9000785	\$500.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	DRP21-003-APRIL 23	05/11/2023	9000785	\$350.00
MICHAEL BAKER INTERNATIONAL, INC	APR 23-PEER REVIEW OF BIO-STUDY/ESHA	05/11/2023	103761	\$3,300.00
TOTAL DEVELOPER PASS-THRU- PLANNING				\$6,550.00
2196110 - COPS PROGRAM				
SAN DIEGO COUNTY SHERIFF'S DEPT.	MAR 23-Sheriff Law Enforcement	05/11/2023	103764	\$8,092.95
TOTAL COPS PROGRAM				\$8,092.95
2505570 - COASTAL BUSINESS/VISITORS				
ONE DAY SIGNS	CONCERT @COVE STREET BANNER	05/25/2023	103834	\$188.56

SAM CASTELLANO	06/26/23-CONCERT @ COVE	05/25/2023	103820	\$535.00
SAM CASTELLANO	06/26/23-CONCERT @ COVE	05/25/2023	103820	\$535.00
YURIY AKOPOV	TEMP PUB ARTIST REIMB	05/25/2023	103843	\$1,500.00
KITTY A NICHOLASON	TEMP PUB ARTIST REIMB	05/25/2023	103830	\$1,500.00
ALEXANDER N GALL	TEMP PUB ARTIST REIMB	05/25/2023	103827	\$1,500.00
DAVID BROWN	TEMP PUB ARTIST REIMB	05/25/2023	103823	\$1,500.00
TOTAL COASTAL BUSINESS/VISITORS				\$7,258.56
2556180 - CAMP PROGRAMS				
AMIGO CUSTOM SCREENPRINTS	JG UNIFORMS	05/25/2023	103816	\$13,083.38
PARROT SCREEN PRINTING & EMBROIDERY, LLC	DAY CAMP STAFF/VOLUNTEERS UNIFORMS	05/11/2023	103763	\$946.52
TOTAL CAMP PROGRAMS				\$14,029.90
2706120 - PUBLIC SAFETY- FIRE				
VERIZON WIRELESS-SD	962428212 - 03/29/23-04/28/23	05/25/2023	103840	\$114.03
ZOLL MEDICAL CORPORATION	CSA-17-X SERIES CARRY CASE	05/11/2023	103775	\$1,522.05
STRYKER SALES CORPORATION	CSA.17-LPCR REPLACEMENT BATTERY KIT	05/11/2023	103769	\$297.63
STATION AUTOMATION	CSA.17-ANNUAL LICENSE RENEWAL	05/11/2023	103768	\$1,870.00
TOTAL PUBLIC SAFETY- FIRE				\$3,803.71
2706170 - PUBLIC SAFETY- MARINE SAFETY				
GUARDIAN SAFTEY & SUPPLY, LLC	CSA-17-MICROFLEX SUPRENO EC SEC-378	05/11/2023	103759	\$271.99
TOTAL PUBLIC SAFETY- MARINE SAFETY				\$271.99
3207220 - CAPITAL LEASE FUND				
CITY NATIONAL BANK	CHVRON #12-015: 06/08	05/11/2023	103756	\$29,655.51
CITY NATIONAL BANK	CHVRON #12-015: 06/08	05/11/2023	103756	\$5,531.50
TOTAL CAPITAL LEASE FUND				\$35,187.01
4506190 - SAND REPLNSHMNT/RETENTION				
WARWICK GROUP CONSULTANTS, LLC	APR 23-FEDERAL PUBLIC AFFAIRS CONSULTANT SERVICES	05/11/2023	103772	\$5,833.00
WARWICK GROUP CONSULTANTS, LLC	APR 23-FEDERAL PUBLIC AFFAIRS CONSULTANT SERVICES	05/11/2023	103772	\$5,833.00
SUMMIT ENVIROMENTAL GROUP, INC.	APR 23-PROF SERVICES	05/11/2023	9000788	\$2,926.00
TOTAL SAND REPLNSHMNT/RETENTION				\$14,592.00
4506510 - SANDREPLNSHMNT/RETNTN-CIP				
DOMUSSTUDIO ARCHITECTURE	MAR 23- 9449 MS CENTR	05/19/2023	103785	\$5,510.00
TOTAL SANDREPLNSHMNT/RETNTN-CIP				\$5,510.00
459 - MISC. CAPITAL PROJECTS				
R.E. SCHULTZ CONSTRUCTION, INC.	9441.06 FCP TOT LOT RETENTION	05/19/2023	103795	(\$4,349.95)
TOTAL MISC. CAPITAL PROJECTS				(\$4,349.95)
4596510 - MISC.CAPITALPROJECTS-ENG				
SEASIDE HEATING & AIR CONDITIONING	9407.23 CITY HALL HVAC UNIT REPLACEMENT	05/19/2023	103801	\$13,400.00
R.E. SCHULTZ CONSTRUCTION, INC.	9441.06 FCP TOT LOT CONSTRUCTI	05/19/2023	103795	\$86,999.00
TOTAL MISC.CAPITALPROJECTS-ENG				\$100,399.00
4596520 - MISC CAPITAL PROJ - ENVIR				
UNIVERSITY OF SAN DIEGO	MAR 23-CLIMATE ACTION PLAN UPDATE	05/11/2023	9000791	\$2,655.75
TOTAL MISC CAPITAL PROJ - ENVIR				\$2,655.75
5097700 - SANITATION				
MISSION LINEN & UNIFORM INC	LAUNDRY-PW	05/19/2023	103792	\$10.70
MISSION LINEN & UNIFORM INC	LAUNDRY-PW	05/19/2023	103792	\$10.71
SANTA FE IRRIGATION DISTRICT	005506-014-04/01/23-05/01/23	05/11/2023	103765	\$698.24
AT&T CALNET 3	9391012277 - 03/24/23-04/23-23	05/19/2023	103778	\$15.93
WEX FLEET UNIVERSAL	04/08/23-05/07/23-AUTO FUEL	05/11/2023	103774	\$154.12

IDRAINS LLC	C-SEWER CLEANING-20,021	05/19/2023	103776	\$12,613.23
IDRAINS LLC	SEWER CLEANING-FS	05/19/2023	103776	\$525.00
IDRAINS LLC	SEWER CLEANING-FC	05/19/2023	103776	\$525.00
IDRAINS LLC	J-SEWER CLEANING	05/19/2023	103776	\$675.00
IDRAINS LLC	SEWER CLEANING-FC	05/19/2023	103776	\$525.00
IDRAINS LLC	SEWER CLEANING-CH	05/19/2023	103776	\$525.00
TOTAL SANITATION				\$16,277.93
652 - SUCCESSOR AGENCY				
COMPUTERSHARE CORPORATE TRUST	INT/PRIN 2017TA BOND 06/01 - LESS RV FUND CASH	05/11/2023	9000776	(\$171.42)
COMPUTERSHARE CORPORATE TRUST	INT/PRIN 2017TA BOND 06/01 - LESS RV FUND CASH	05/11/2023	9000776	\$35,305.20
COMPUTERSHARE CORPORATE TRUST	INT/PRIN 2017TA BOND 06/01 - LESS RV FUND CASH	05/11/2023	9000776	\$65,600.00
TOTAL SUCCESSOR AGENCY				\$100,733.78
6718510 - BARBARA UNDERGROUNDING-DS				
WILLDAN	Q2- LOCAL IMPROVMENT DISTRICT ADMIN	05/25/2023	103842	\$352.14
TOTAL BARBARA UNDERGROUNDING-DS				\$352.14
6728520 - PACIFIC UNDERGROUNDING-DS				
WILLDAN	Q2- LOCAL IMPROVMENT DISTRICT ADMIN	05/25/2023	103842	\$280.10
TOTAL PACIFIC UNDERGROUNDING-DS				\$280.10
6738530 - MARSOLAN UNDERGROUNDNG-DS				
WILLDAN	Q2- LOCAL IMPROVMENT DISTRICT ADMIN	05/25/2023	103842	\$273.65
TOTAL MARSOLAN UNDERGROUNDNG-DS				\$273.65
REPORT TOTAL:				\$1,295,521.14



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Gregory Wade, City Manager
MEETING DATE: June 14, 2023
ORIGINATING DEPT: Finance
SUBJECT: Report on Changes Made to the General Fund Adopted Budget for Fiscal Year 2022-23

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 May 24, 2023.

DISCUSSION:

The following table reports the revenue, expenditures, and transfers for 1) the Adopted General Fund Budget approved by Council on June 23, 2021 (Resolution 2021-092) and 2) any resolutions passed by Council that amended the Adopted General Fund Budget.

GENERAL FUND - ADOPTED BUDGET PLUS CHANGES						
As of May 24, 2023						
General Fund - Operations						
Date	Action	Description	Revenues	Expenditures	Transfers from GF	Net Surplus
06/23/2021	Reso 2021-092	Adopted Budget	22,148,385	(20,867,260)	(482,500)	\$ 798,625
07/14/2021	Reso 2021-097	MS MOU		(11,570)		787,055
04/13/2022	Reso 2022-034	Keyser Marston		(15,000)		772,055
06/08/2022	Reso 2022-041	On-Call Repair Svcs		(30,000)		742,055
06/08/2022	Reso 2022-065	Janitorial		(20,000)		722,055
06/22/2022	Reso 2022-082	FY23 Budget Update	1,965,100	(615,680)	(1,423,000)	648,475
08/24/2022	Reso 2022-106	Lew Edwards Group		(36,000)		612,475
09/14/2022	Reso 2022-102	SBFA MOU		(182,000)		430,475
12/14/2022	Reso 2022-138	Pacific Ave Utility Underground - Pase 2			(42,000)	388,475
02/22/2023	Reso 2023-017	Yunex Traffic		(45,000)		343,475
01/25/2023	Reso 2023-007	CIP - Roof Replacement FCCC and MS Cntr		(120,000)		223,475
01/25/2023	Reso 2023-014	Emanuel Jones and Associates		(150)		223,325
01/25/2023	Reso 2023-015	License Plate Recognition Cameras		(46,064)		177,261
02/08/2023	Reso 2023-020	FC Tot Lot Construction		(157,000)		20,261
02/22/2023	Reso 2023-022	Nissho Landscape Maint. Services		(25,000)		(4,739)
03/08/2023	Reso 2023-027	HDL Audit Services		(25,000)		(29,739)
03/08/2023	Reso 2023-028	USACE Construction Funding		(313,556)		(343,295)
03/22/2023	Reso 2023-023	FY23 Mid-Year Update	400,000	68,117		124,822
04/12/2023	Reso 2023-044	Principal Mgmt Analyst Position		(20,000)		104,822
04/12/2023	Reso 2023-046	Building Permit Revenue and Services	220,000	(200,000)		124,822
05/10/2023	Reso 2023-059	Sewer & Storm Drain Rehab Project		(89,802)		35,020

COUNCIL ACTION:

General Fund - Measure S						
Date	Action	Description	Revenues	Expenditures	Transfers from GF	Net Surplus
03/22/2023	Reso 2023-023	FY23 Mid-Year Update	750,000			750,000

General Fund Unreserved Balance						
Date	Action	Description	Revenues	Expenditures	Transfers from GF	Net
12/09/2022	Reso 2022-123	FY22 Surplus - PARS Contribution		(720,000)		(720,000)
12/09/2022	Reso 2022-123	FY22 Surplus - Pavement Mgmt Prgm		(150,000)		(870,000)

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 2022-2023 General Fund Adopted Budget.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation



Gregory Wade, City Manager



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Gregory Wade, City Manager
MEETING DATE: June 14, 2023
ORIGINATING DEPT: City Manager's Department
SUBJECT: **City Council Consideration of Resolution 2023-036 Authorizing the City Manager to Execute an Agreement with CorVel for Third Party Administrator For Worker's Compensation Claims Administration**

BACKGROUND:

On September 2, 2003, the City of Solana Beach City Council (Council) approved a self-insured worker's compensation program for the City. At the same time, Council also approved a Professional Services Agreement (PSA) with TriStar Risk Management (TriStar) to perform as the City's Third-Party Administrator (TPA) for its Worker's Compensation (WC) Program. The City has continued its partnership with TriStar since that time. Since the current PSA is set to expire on June 30, 2023, Staff determined it necessary and in the City's best interest to issue a Request for Proposals (RFP) to solicit proposals from other WC TPAs.

The City of Del Mar also currently works with TriStar Risk Management as their WC TPA. In September 2022, in a joint effort with the City of Del Mar, a RFP was drafted for a new worker's compensation TPA and three proposals were received, one of which was from TriStar Risk Management. After a thorough review of all RFPs received, CorVel Corporation was unanimously chosen as the strongest proposal.

This item is before Council to consider adoption of Resolution 2023-036 (Attachment 1) authorizing the City Manager to execute a PSA (Attachment 2) with CorVel for the City's WC TPA services for one year with an option to extend at the City Manager's discretion for up to four additional years.

CITY COUNCIL ACTION:

DISCUSSION:

The joint issued RFP requested that TPAs address the following areas: Standards for claims handling, database management, investigative unit, utilization review process, bill review process, experience with the standards and reporting requirements of the City's member-directed insurance risk sharing pool, Public Risk Innovation, Solutions, and Management (PRISM), COVID-19 claims processing, and various other management and standards pertinent to worker's compensation claims processing.

A detailed outline of the responsibilities CorVel will undertake as the City's new WC TPA can be found in the professional services agreement (Attachment 2) Exhibit "A" Scope of Services and Fee section. The transition from TriStar to CorVel will include the following:

1. Electronic Files Data Transfer
2. Movement of Physical Files
3. Benefit Payment Transfers (TD, PD, Life Pension, etc.)
4. Transition of Pending Utilization Review Authorizations

CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA.

FISCAL IMPACT:

For the FY 2022/2023 budget, an appropriation of \$13,400 would be needed to cover the implementation and transition to CorVel from TriStar. Funds are available in the Workers Compensation Fund 125. The total costs for annual WC TPA services include an annual fee, in this case \$10,000 per year, as well as ad-hoc fees as described in the fee schedule attached to the PSA. Costs under this contract, therefore, will be variable and dependent upon the nature and specifics of each WC claim handled. Total fees are estimated and included as part of the annual budget in the WC fund. The FY2024 and FY2025 proposed budgets will include sufficient funding to include the not-to-exceed amount of \$125,000 per contract year.

WORK PLAN:

N/A

OPTIONS:

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

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council adopt Resolution 2023-036:

1. Authorizing the City Manager to execute the Agreement for a Third-Party Administrator for the City's Worker's Compensation Program for one year with an authorization of agreement extensions for up to four additional years at the City Manager's discretion.
2. Authorize the City Treasurer to amend the FY 2022/23 Adopted Budget to appropriate \$13,400 for implementation in the Workers Compensation fund for Professional Services.
3. Authorize a contract amount for CorVel in the not-to-exceed amount of \$125,000 per contract year.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation



Gregory Wade, City Manager

Attachments:

1. Resolution 2023-036
2. Professional Services Agreement for Worker's Compensation Third Party Administrator Services between the City of Solana Beach and CorVel

RESOLUTION 2023-036

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH CORVEL AS THE CITY'S WORKER'S COMPENSATION THIRD PARTY ADMINISTRATOR

WHEREAS, the City became self-insured for worker's compensation insurance on September 2, 2003; and

WHEREAS, the City has a desire to update its worker's compensation (WC) third party administrator (TPA); and

WHEREAS, the City Council desires to update its WC TPA by entering into an Agreement for these services (Agreement); and

WHEREAS, the City would like professional ongoing WC TPA services; and

WHEREAS, the City issued a Request for Proposal (RFP) to solicit proposals from qualified WC TPAs; and

WHEREAS, CorVel Corporation's proposal demonstrated competence, qualifications and specialized expertise to become the City's WC TPA for a fair and reasonable price.

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

1. That the above recitations are true and correct.
2. That the City Council authorizes the City Manager to enter into a Professional Services Agreement with CorVel for WC TPA services for one year and authorizing extensions of the agreement for up to four additional years at the City Manager's discretion.
3. That the City Council authorizes the City Treasurer to amend the FY 2022/23 budget to include an additional \$13,400 for implementation in the Workers Compensation fund professional services account.
4. That the City Council authorizes a contract amount for CorVel in the not-to-exceed amount of \$125,000 per contract year.

PASSED AND ADOPTED this 14th day of June, 2023, 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

City of Solana Beach

PROFESSIONAL SERVICES AGREEMENT

FOR WORKER COMPENSATION THIRD PARTY ADMINISTRATION

This Professional Services Agreement (“AGREEMENT”) is made and entered into this day of _____, 20____ by and between the CITY OF SOLANA BEACH, a municipal corporation (“CITY”), and, CORVEL ENTERPRISE COMP, INC., a Delaware corporation (“CONSULTANT”) (collectively “PARTIES”).

WHEREAS, the CITY desires to employ a CONSULTANT to furnish Third Party Administration (“PROFESSIONAL SERVICES”) for Workers Compensation (“PROJECT”); and

WHEREAS, the CITY has determined that CONSULTANT is qualified by experience and ability to perform the services desired by CITY, and CONSULTANT is willing to perform such services; and

WHEREAS, CONSULTANT will conduct all the work as described and detailed in this AGREEMENT to be provided to the CITY.

NOW, THEREFORE, the PARTIES hereto mutually covenant and agree with each other as follows:

1. PROFESSIONAL SERVICES.

1.1. Scope of Services. The CONSULTANT shall perform the PROFESSIONAL SERVICES as set forth in the written Scope of Services, attached as Exhibit “A” Scope of Services and Fee, at the direction of the CITY. CITY shall provide CONSULTANT access to appropriate staff and resources for the coordination and completion of the projects under this AGREEMENT. For all work to be performed on site in the City, the CITY and CONSULTANT agree that the Scope of Services begins when the CONSULTANT arrives on site and terminates when the CONSULTANT leaves the site. Travel time to and from project site shall not be considered time on the job or compensated by the CITY.

1.2. Project Coordinator. The Human Resources Director is hereby designated as the Project Coordinator for CITY and will monitor the progress and execution of this AGREEMENT. CONSULTANT shall assign a single Project Director to provide supervision and have overall responsibility for the progress and execution of this AGREEMENT for CONSULTANT. Sarah Tait, Account Executive, is hereby designated as the Project Director for CONSULTANT.

1.3. City Modification of Scope of Services. CITY may order changes to the Scope of Services within the general scope of this AGREEMENT consisting of additions, deletions, or other revisions. If such changes cause a change in the CONSULTANT’s cost of, or time required for, completion of the Scope of Services, an equitable adjustment to CONSULTANT’s compensation and/or contract time shall be made, subject to the CITY’S approval. All such changes shall be authorized in writing, executed by CONSULTANT and CITY.

2. DURATION OF AGREEMENT.

2.1. Term. The term of this AGREEMENT shall begin from the date of execution of the AGREEMENT and remain in effect continuously until June 30, 2024. Time is of the essence in the performance of work under this AGREEMENT, unless otherwise specified.

2.2. Extensions. If marked, the CITY shall have the option to extend the AGREEMENT for four (4) additional one (1) year periods or parts thereof. Extensions shall be in the sole discretion of the City Manager and shall be based upon CONSULTANT's satisfactory past performance, CITY needs, and appropriation of funds by the City Council. The CITY shall give written notice to CONSULTANT prior to exercising the option.

2.3. Delay. Any delay occasioned by causes beyond the control of CONSULTANT may merit an extension of time for the completion of the Scope of Services. When such delay occurs, CONSULTANT shall immediately notify the Project Coordinator in writing of the cause and the extent of the delay, whereupon the Project Coordinator shall ascertain the facts and the extent of the delay and grant an extension of time for the completion of the PROFESSIONAL SERVICES when justified by the circumstances.

2.4. Right to Terminate for Default. Should CONSULTANT be in default of any covenant or condition hereof, CITY may immediately terminate this AGREEMENT for cause if CONSULTANT fails to cure the default within thirty (30) calendar days of receiving written notice of the default. Should CITY be in default of its payment obligations hereunder, CONSULTANT may immediately terminate this AGREEMENT for cause if CITY fails to cure the default within thirty (30) calendar days of receiving written notice of the default.

2.5. Right to Terminate without Cause. Without limiting its rights in the event of CONSULTANT's default, CITY may terminate this AGREEMENT, without cause, by giving written notice to CONSULTANT. Such termination shall be effective upon receipt of the written notice. After the first year of the initial term of the AGREEMENT, CONSULTANT may terminate this AGREEMENT, without cause, by giving at least 180 days' written notice to CITY. CONSULTANT shall be compensated for all effort and material expended on behalf of CITY under the terms of this AGREEMENT, up to the effective date of termination. All personal property remaining in CITY facilities or on CITY property thirty (30) days after the expiration or termination of this AGREEMENT shall be, at CITY's election, considered the property of CITY.

3. COMPENSATION.

3.1. Total Amount. The total cost for all work described in the Scope of Services and Fee (Exhibit "A") shall be as set forth in such Exhibit A. CONSULTANT shall bill the CITY for actual work provided and shall present a written request for such payment monthly.

3.2. Additional Services. CITY may, as the need arises or in the event of an emergency, request additional services of CONSULTANT. Should such additional services be required, CITY and CONSULTANT shall agree to the cost prior to commencement of these services.

3.3. Costs. Any costs billed to the CITY shall be approved in writing in advance and in accordance with any terms negotiated and incorporated herein as part of Exhibit "A" Scope of Services and Fee.

4. INDEPENDENT CONTRACTOR.

4.1. CONSULTANT is, for all purposes arising out of this AGREEMENT, an independent contractor. The CONSULTANT has and shall retain the right to exercise full control and supervision of all persons assisting the CONSULTANT in the performance of said services hereunder, the CITY only being concerned with the finished results of the work being performed. Neither CONSULTANT nor CONSULTANT's employees shall in any event be entitled to any benefits to which CITY employees are entitled, including, but not limited to, overtime, retirement benefits, workers' compensation benefits, injury leave or other leave benefits. CONSULTANT is solely responsible for all such matters, as well as compliance with social security and income tax withholding and all other regulations and laws governing such matters.

4.2 PERS Eligibility Indemnification. In the event that CONSULTANT's employee providing services under this AGREEMENT claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS of the CITY, CONSULTANT shall indemnify, defend, and hold harmless CITY for the payment of any employer and employee contributions for PERS benefits on behalf of the employee as well as for payment of any penalties and interest on such contributions which would otherwise be the responsibility of the

CITY. Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, CONSULTANT's employees providing service under this AGREEMENT shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation and benefit including but not limited to eligibility to enroll in PERS as an employee of CITY and entitlement to any contributions to be paid by CITY for employer contributions and/or employee contributions for PERS benefits.

4.3 Indemnification for Employee Payments. CONSULTANT agrees to defend and indemnify the CITY for any obligation, claim, suit or demand for tax, retirement contribution including any contribution to the PERS, social security, salary or wages, overtime payment, or workers' compensation payment which the CITY may be required to make for work done under this AGREEMENT.

4.4 The provisions of this section 4 are continuing obligations that shall survive expiration or termination of this AGREEMENT.

5. STANDARD OF PERFORMANCE.

While performing the PROFESSIONAL SERVICES, CONSULTANT shall exercise the reasonable professional care and skill customarily exercised by reputable members of CONSULTANT's profession practicing in the metropolitan Southern California Area, and will use reasonable diligence and best judgment while exercising its professional skill and expertise.

6. WARRANTY OF CONSULTANT'S LICENSE.

CONSULTANT warrants that CONSULTANT is properly licensed with the applicable government agency(ies) for any PROFESSIONAL SERVICES that require a license. If the CONSULTANT lacks such license, this AGREEMENT is void and of no effect.

7. AUDIT OF RECORDS.

7.1. At any time during normal business hours and as often as may be deemed necessary the CONSULTANT shall make available to a representative of CITY for examination all of its records with respect to all matters covered by this AGREEMENT and shall permit CITY to audit, examine and/or reproduce such records. CONSULTANT shall retain such financial and program service records for at least four (4) years after termination or final payment under this AGREEMENT. Notwithstanding anything to the contrary herein or in the AGREEMENT, in no event shall CITY be permitted to direct audit or testing of CONSULTANT's information technology systems or an on-site of CONSULTANT's facilities other than in direct relation to records related to the provision of PROFESSIONAL SERVICES under the AGREEMENT.

8. CONFIDENTIALITY AND SECURITY.

8.1. Confidential Work Product. All professional services performed by CONSULTANT, including but not limited to all drafts, data, correspondence, proposals, reports, research and estimates compiled or composed by CONSULTANT, pursuant to this AGREEMENT, are for the sole use of the CITY, its agents and employees. Neither the documents nor their contents shall be released to any third party without the prior written consent of the CITY. This provision does not apply to information that (a) was publicly known, or otherwise known to CONSULTANT, at the time that it was disclosed to CONSULTANT by the CITY, (b) subsequently becomes publicly known through no act or omission of CONSULTANT or (c) otherwise becomes known to CONSULTANT other than through disclosure by the CITY. Except for any subcontractors that may be allowed to receive such information based upon a prior written agreement, neither the documents nor their contents shall be released to any third party without the prior written consent of the CITY. The sole purpose of this section is to prevent disclosure of CITY's confidential and proprietary information by CONSULTANT or subcontractors.

8.2. Confidentiality. Both parties recognize that their respective employees and agents, in the course of performance of this AGREEMENT, may be exposed to confidential information and that disclosure

of such information could violate the rights of private individuals and entities, including the parties and third parties. Confidential information is nonpublic information that a reasonable person would believe to be confidential and includes, without limitation, personal identifying information (e.g., social security numbers) and trade secrets, each as defined by applicable state law, and all other information protected by applicable law ("Confidential Information"). The party receiving Confidential Information ("Receiving Party") of the other ("Disclosing Party") shall not, and shall cause its employees and agents who are authorized to receive Confidential Information, not to use Confidential Information for any purpose except as necessary to implement, perform or enforce this AGREEMENT or comply with its legal obligations. Receiving Party will use the same reasonable efforts to protect the Confidential Information of Disclosing Party as it uses to protect its own proprietary information and data. The Receiving Party will not disclose or release Confidential Information to any third person without the prior written consent of the Disclosing Party, except for where required by law or for authorized employees or agents of the Receiving Party. Prior to disclosing the Confidential Information to its authorized employees or agents, Receiving Party shall inform them of the confidential nature of the Confidential Information and require them to abide by terms that are materially similar to the applicable terms of this AGREEMENT. Receiving Party will promptly notify Disclosing Party if Receiving Party discovers any improper use or disclosure of Confidential Information and will promptly commence all reasonable efforts to investigate and correct the causes of such improper use or disclosure. If Receiving Party believes the Confidential Information must be disclosed under applicable law, Receiving Party may do so provided that, to the extent permitted by law, the other party is given a reasonable notice and opportunity to contest such disclosure or obtain a protective order. Confidential Information does not include information that: (i) is or becomes known to the public without fault or breach of the Receiving Party; (ii) the Disclosing Party regularly discloses to third parties without restriction on disclosure; or (iii) the Receiving Party obtains from a third party without restriction on disclosure and without breach of a non-disclosure obligation. Confidential Information does not include any information that is required to be provided to the public pursuant to the laws of the United States and/or California such as the California Public Records Act, due to the nature of CITY being a local governmental agency. The non-disclosure and non-use obligations of this AGREEMENT will remain in full force with respect to each item of Confidential Information for a period of ten (10) years after the Receiving Party's receipt of that item.

8.3. Security.

- 8.3.1. Implementation.** CONSULTANT shall implement commercially reasonable administrative, technical and physical safeguards designed to: (i) ensure the security and confidentiality of data and information provided by the CITY or used in connection with providing services under this AGREEMENT, including data or information about third parties ("CITY'S Data"); (ii) protect against any anticipated threats or hazards to the security or integrity of CITY'S Data; and (iii) protect against unauthorized access to or use of CITY'S Data. CONSULTANT shall review and test such safeguards on no less than an annual basis.
- 8.3.2. Network.** If CONSULTANT makes CITY'S Data accessible through the Internet or other networked environment, CONSULTANT shall be solely responsible for all aspects of Internet use, and shall maintain, in connection with the operation or use of CITY'S Data, adequate technical and procedural access controls and system security requirements and devices, necessary for data privacy, confidentiality, integrity, authorization, authentication and non-repudiation and virus detection and eradication.
- 8.3.3. Personal Data.** If CONSULTANT processes or otherwise has access to any "personal data," "personal information," "personally identifiable information," "personal health information," "nonpublic information," "personal financial information," or similar such term, each as defined by applicable state data privacy and protection laws relating to CONSULTANT's collection, use, sharing, storage, transmission, and/or disclosure of data pursuant to the Agreement ("CITY's Personal Information") on CITY's behalf when performing CONSULTANT's services and obligations under this AGREEMENT, then: (i)

CITY shall be the data controller (where “data controller” means an entity which alone or jointly with others determines purposes for which and the manner in which Personal Information are, or are to be, processed) and CONSULTANT shall be a data processor (where “data processor” means an entity which processes the data only on behalf of the data controller and not for any purposes of its own); (ii) CITY shall ensure that it has obtained all necessary consents and it is entitled to transfer the relevant Personal Information to CONSULTANT so that CONSULTANT may lawfully use, process and transfer the Personal Information in accordance with this AGREEMENT on CITY’s behalf in order for CONSULTANT to provide the services and perform its other obligations under this AGREEMENT; (iii) CONSULTANT shall process the Personal Information only in accordance with any lawful and reasonable instructions given by CITY from time to time and in accordance with the terms of this AGREEMENT; and (iv) each party shall take appropriate technical and organizational measures against unauthorized or unlawful processing of the Personal Information or its accidental loss, destruction or damage so that, having regard to the state of technological development and the cost of implementing any measures, the measures taken ensure a level of security appropriate to the harm that might result from such unauthorized or unlawful processing or accidental loss, destruction or damage in relation to the Personal Information and the nature of the Personal Information being protected. If necessary, the parties will cooperate to document these measures taken. “Personal Information” shall be limited to that data provided by CITY to CONSULTANT for processing, or collected by CONSULTANT or its authorized employees or agents on behalf of CITY, pursuant to the AGREEMENT.

8.3.4. Information Security. CONSULTANT represents and warrants that its collection, access, use, storage, disposal and disclosure of Personal Information accessed and/or collected from CITY does and will comply with all applicable federal and state privacy and data protection laws. In the event of any security breach of CONSULTANT’s systems containing CITY’s Personal Information (“Security Breach”), CONSULTANT shall: (a) Provide CITY with the name and contact information for an employee who shall serve as CITY’s primary security contact and shall be available to assist CITY twenty-four (24) hours per day, seven (7) days per week as a contact in resolving obligations associated with a Security Breach; (b) confirm the security breach as soon as practicable; and (c) Notify CITY of a Security Breach impacting CITY’s Personal Information as soon as practicable, but no later than forty-eight (48) hours after CONSULTANT confirms the Security Breach. Immediately following CONSULTANT’s notification to CITY of a Security Breach, the parties shall coordinate with each other to investigate the Security Breach. CONSULTANT agrees to fully cooperate with CITY in CITY’s handling of the matter. CONSULTANT shall use best efforts to immediately remedy any Security Breach and employ commercially reasonable methods to prevent any further Security Breach at CONSULTANT’s own expense in accordance with applicable privacy rights, laws, regulations and standards. CONSULTANT agrees to provide, at its expense, up to one year of credit monitoring, services, if required by applicable state law, to third parties impacted by any Security Breach involving the loss of personally identifiable information.

8.3.5. Nothing shall prohibit CONSULTANT from creating or using aggregate, statistical and deidentified data generated or submitted through CITY's use or receipt of PROFESSIONAL SERVICES, provided that such data is (i) not individually identifiable to any individual person, (ii) not Personal Information, (iii) otherwise qualifies as deidentified or aggregated under applicable state data privacy and protection laws, and (iv) does not violate any applicable law. In order to facilitate the provision of PROFESSIONAL SERVICES, CONSULTANT may use CITY Data to improve the PROFESSIONAL SERVICES being provided to CITY, including by developing and enhancing efficiencies and the means by which CONSULTANT provides the PROFESSIONAL SERVICES to CITY, so long as such use is solely in furtherance of providing PROFESSIONAL SERVICES to the CITY and does not violate any applicable law.

8.4. Indemnity. CONSULTANT shall defend (with counsel acceptable to CITY), indemnify and hold CITY harmless from and against all claims, actions, proceedings, losses, costs (including attorney fees and other charges), liabilities, damages, judgments, settlements, and court awarded attorney's fees resulting from, arising out of or related to a Security Breach unless the breach is proven to be caused solely by CITY. The terms of this section shall survive termination of this AGREEMENT.

8.5. Notice and Remedy of Breaches. Each party shall promptly give notice to the other of any confirmed breach by it of any of the provisions of Section 8 of this AGREEMENT, whether or not intentional, and the breaching party shall, at its expense, take all steps reasonably requested by the other party to prevent or remedy the breach.

8.6. Enforcement. Each party acknowledges that any breach of any of the provisions of Section 8 of this AGREEMENT may result in irreparable injury to the other for which money damages would not adequately compensate. If there is a breach, then the injured party shall be entitled, in addition to all other rights and remedies which it may have, to have a decree of specific performance or an injunction issued by any competent court, requiring the breach to be cured or enjoining all persons involved from continuing the breach.

9. CONFLICTS OF INTEREST.

9.1. CONSULTANT shall at all times comply with all federal, state and local conflict of interest laws, regulations, and policies applicable to public contracts and procurement practices, including but not limited to California Government Code Section 81000 *et seq.* (Political Reform Act) and Section 1090 *et seq.* CONSULTANT shall immediately disqualify itself and shall not use its official position to influence in any way any matter coming before the CITY in which the CONSULTANT has a financial interest as defined in Government Code Section 87103. CONSULTANT represents that it has no knowledge of any financial interests which would require it to disqualify itself from any matter on which it might perform services for the CITY.

9.2. If, in performing the PROFESSIONAL SERVICES set forth in this AGREEMENT, the CONSULTANT makes, or participates in, a "governmental decision" as described in Title 2, Section 18700.3(a) of the California Code of Regulations, or performs the same or substantially all the same duties for the CITY that would otherwise be performed by a CITY employee holding a position specified in the department's conflict of interest code, the CONSULTANT shall be subject to a conflict of interest code requiring the completion of one or more statements of economic interests disclosing the CONSULTANT's relevant financial interests.

9.3. If checked, the CONSULTANT shall comply with all of the reporting requirements of the Political Reform Act. Specifically, the CONSULTANT shall file a Fair Political Practices Commission Form 700 (Assuming Office Statement) within thirty (30) calendar days of the CITY's determination that the CONSULTANT is subject to a conflict of interest code. The CONSULTANT shall also file a Form 700 (Annual Statement) on or before April 1 of each year of the AGREEMENT, disclosing any financial interests held during the previous calendar year for which the CONSULTANT was subject to a conflict of interest code.

9.4. CITY represents that pursuant to California Government Code Section 1090 *et seq.*, none of its elected officials, officers, or employees has an interest in this AGREEMENT.

10. DISPOSITION AND OWNERSHIP OF DOCUMENTS.

10.1. All documents, data, studies, drawings, maps, models, photographs and reports prepared by CONSULTANT under this AGREEMENT, whether paper or electronic, shall become the property of CITY for use with respect to this PROJECT, and shall be turned over to the CITY upon completion of the PROJECT or any phase thereof, as contemplated by this AGREEMENT.

10.2. Contemporaneously with the transfer of documents, the CONSULTANT hereby assigns to the CITY and CONSULTANT thereby expressly waives and disclaims, any copyright in, and the right to reproduce, all written material, drawings, plans, specifications or other work prepared under this AGREEMENT, except upon the CITY's prior authorization regarding reproduction, which authorization shall not be unreasonably withheld. The CONSULTANT shall, upon request of the CITY, execute any further document(s) necessary to further effectuate this waiver and disclaimer.

11. INSURANCE

11.1. CONSULTANT shall procure and maintain for the duration of the AGREEMENT insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the CONSULTANT, their agents, representatives, employees or subcontractors. Insurance shall be placed with insurers with a current A.M. Best's rating of no less than "A" and "VII" unless otherwise approved in writing by the CITY's Risk Manager.

11.2. CONSULTANT's liabilities, including but not limited to CONSULTANT's indemnity obligations, under this AGREEMENT, shall not be deemed limited in any way to the insurance coverage required herein. All policies of insurance required hereunder must provide that the CITY is entitled to thirty (30) days prior written notice of cancellation or non-renewal of the policy or policies, or ten (10) days prior written notice for cancellation due to non-payment of premium. Maintenance of specified insurance coverage is a material element of this AGREEMENT.

11.3. Types and Amounts Required. CONSULTANT shall maintain, at minimum, the following insurance coverage for the duration of this AGREEMENT. If CONSULTANT maintains broader coverage and/or higher limits than the minimums shown below, the CITY shall be entitled to the broader coverage and/or the higher limits maintained by the CONSULTANT. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the CITY.

11.3.1. **Commercial General Liability (CGL).** If checked the CONSULTANT shall maintain CGL Insurance written on an ISO Occurrence form or equivalent providing coverage at least as broad as CG 00 01 which shall cover liability arising from any and all personal injury or property damage, including ongoing and completed operations, in the amount no less than \$2,000,000.00 per occurrence and subject to an annual aggregate of \$4,000,000.00. If limits apply separately to this project (CG 25 03 or 25 04) the general aggregate limit shall not apply. There shall be no endorsement or modification of the CGL limiting the scope of coverage for either insured vs. insured claims or contractual liability. All defense costs shall be outside the limits of the policy. Excess or umbrella policies may be used to meet the required limits of insurance. Such policies will be evaluated separately and must meet the same qualifications as the CONSULTANT's primary policy.

11.3.2. **Commercial Automobile Liability.** If checked the CONSULTANT shall maintain Commercial Automobile Liability Insurance for all of the CONSULTANT's automobiles including owned, hired and non-owned automobiles, automobile insurance written on an ISO form CA 00 01 12 90 or a later version of this form or an equivalent form providing coverage at least as broad for bodily injury and property damage for a combined single limit no less than \$1,000,000.00 per occurrence. Insurance certificate shall reflect coverage for any automobile (any auto).

11.3.3. **Workers' Compensation.** If checked the CONSULTANT shall maintain

Worker's Compensation insurance for all of the CONSULTANT's employees who are subject to this AGREEMENT and to the extent required by applicable state or federal law, a Workers' Compensation policy providing at minimum \$1,000,000.00 employers' liability coverage. The CONSULTANT shall provide an endorsement that the insurer waives the right of subrogation against the CITY and its respective elected officials, officers, employees, agents and representatives.

- 11.3.4.** **Professional Liability.** If checked the CONSULTANT shall also maintain Professional Liability (errors and omissions) coverage with a limit no less than \$1,000,000 per claim and \$2,000,000 annual aggregate. The CONSULTANT shall ensure both that (1) the policy retroactive date is on or before the date of commencement of the Scope of Services; and (2) the policy will be maintained in force for a period of three years after substantial completion of the Scope of Services or termination of this AGREEMENT whichever occurs last. The CONSULTANT agrees that for the time period defined above, there will be no changes or endorsements to the policy that increase the CITY's exposure to loss. All defense costs shall be outside the limits of the policy..
- 11.3.5.** **Cyber Liability.** If checked the CONSULTANT shall also maintain Cyber Liability coverage on a claims made basis with a limit no less than \$2,000,000 per occurrence or claim and \$2,000,000 annual aggregate. The CONSULTANT shall ensure both that (1) the policy retroactive date is on or before the date of commencement of any services under this AGREEMENT; and (2) the policy will be maintained in force for a period of three years after substantial completion of the Scope of Services or termination of this AGREEMENT whichever occurs last. Coverage shall be sufficiently broad to respond to the duties and obligations as are undertaken by CONSULTANT in this AGREEMENT and shall include claims involving infringement of intellectual property, infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, alteration of electronic information, extortion and network security. The policy shall provide coverage for breach response costs as well as regulatory fines and penalties as well as credit monitoring expenses with limits sufficient to respond to such obligations. All defense costs shall be outside the limits of the policy.
- 11.3.6.** **Fidelity and Crime Liability.** If checked, the CONSULTANT shall also maintain Fidelity and Crime coverage for theft of CITY property for an amount no less than \$1,000,000 per loss.
- 11.3.7.** **Sexual Abuse and Molestation ("SAM") Insurance.** If checked, the CONSULTANT shall also maintain sexual abuse and molestation (SAM) insurance with limits not less than \$1,000,000 per occurrence or claim with an aggregate of not less than \$2,000,000. The policy shall provide coverage including but not limited to claims for improper sexual conduct, damages because of bodily injury, and negligent hiring and supervision. All defense costs shall be outside the limits of the policy.
- 11.3.8.** **Contractor's Pollution Legal Liability.** If checked, the CONSULTANT shall procure and maintain contractors' pollution legal liability and/or errors and omissions with limits no less than \$1,000,000 per occurrence or claim with an aggregate of not less than \$2,000,000 to cover liability and legal expenses arising out of cleanup, removal, storage, or handling of hazardous or toxic chemicals, materials, substances, or any other pollutants by the CONSULTANT or any subcontractor resulting from pollution conditions.

11.4. Self-Insured Retentions. Any self-insured retentions are the responsibility of the CONSULTANT and must be declared to and approved by the CITY. At the option of the CITY, either (1) the insurer shall reduce or eliminate such self-insured retentions as respects the CITY, its officers, officials, employees and volunteers, or (2) the CONSULTANT shall provide a financial guarantee satisfactory to the CITY guaranteeing payment of losses and related investigations, claim administration, and defense expenses.

11.5. Waiver of Subrogation. CONSULTANT hereby grants to CITY and its respective elected officials, officers, employees, agents and representatives a waiver of any right to subrogation under its Workers' Compensation, General Liability and Auto Liability coverages which any insurer of said CONSULTANT may acquire against the CITY by virtue of the payment of any loss under such insurance. CONSULTANT agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the CITY has received a waiver of subrogation endorsement from the insurer.

11.6. Additional Required Provisions. The commercial general liability, including any excess or umbrella policies being used to meet the required limits of insurance, and automobile liability policies shall contain, or be endorsed to contain, the following provisions:

11.6.1. The CITY, its officers, officials, employees, and representatives shall be named as additional insureds with respect to liability arising out of work or operations performed by or on behalf of the CONSULTANT including materials, parts, or equipment furnished in connection with such work or operations. The CITY's additional insured status must be reflected on additional insured endorsement form (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38 and CG 20 37) which shall be submitted to the CITY.

11.6.2. The policies are primary and non-contributory to any insurance that may be carried by the CITY, as reflected in an endorsement at least as broad as CG 20 01 04 13 which shall be submitted to the CITY. Any insurance or self-insurance maintained by the CITY, its officers, officials, employees, or representatives shall be excess of the CONSULTANT's insurance and shall not contribute with it. This requirement shall also apply to any Excess or Umbrella liability policies.

11.7. Verification of Coverage. CONSULTANT shall furnish the CITY with original certificates and amendatory endorsements effecting coverage required by this Section 11 and a copy of the Declarations and Endorsements Pages of the CGL and any Excess policies listing all policy endorsements. The endorsements should be on forms approved by the CITY or on other than the CITY's forms provided those endorsements conform to CITY requirements. All certificates and endorsements are to be received and approved by the CITY before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The CITY reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.

11.8. Excess or Umbrella Policies. If any Excess or Umbrella Liability policies are used to meet the limits of liability required by this agreement, said policies shall meet all of the insurance requirements stated in this document, including, but not limited to, the additional insured, contractual liability, "insured contract" definition, occurrence definition, primary and non-contributory, indemnity, and defense requirements. No insurance policies maintained by the Additional Insureds, whether primary or excess, and which also apply to a loss covered hereunder, shall be called upon to contribute to a loss until the CONSULTANT's primary and excess liability policies are exhausted.

11.9. Special Risks or Circumstances. CITY reserves the right to modify these requirements, including limits, based on the nature of risk, prior experience, insurer, coverage, or other special circumstances.

12. INDEMNIFICATION.

- 12.1.** CONSULTANT agrees to indemnify, defend (with counsel acceptable to CITY), and hold harmless the CITY, and its officers, officials, agents and employees from any and all claims, demands, costs or liabilities that arise out of, or pertain to, or relate to the negligence, recklessness, or willful misconduct of CONSULTANT, its employees, agents, and subcontractors in the performance of or failure to perform services or obligations under this AGREEMENT. CONSULTANT's duty to indemnify under this section shall not include liability for damages for death or bodily injury to persons, injury to property, or other loss, damage or expense arising from the sole negligence or willful misconduct by the CITY or its elected officials, officers, agents, and employees. CONSULTANT's indemnification obligations shall not be limited by the insurance provisions of this AGREEMENT. The PARTIES expressly agree that any payment, attorney's fees, costs or expense CITY incurs or makes to or on behalf of an injured employee under the CITY's self-administered workers' compensation is included as a loss, expense, or cost for the purposes of this section, and that this section will survive the expiration or early termination of this AGREEMENT.
- 12.2.** CITY shall defend, indemnify and hold harmless CONSULTANT against any third party suits, claims or action, and shall reimburse CONSULTANT for any and all damages, liabilities and reasonable costs and expenses, including legal fees, arising out of or relating to (i) CITY's mis-use of, modification to, rejection of or failure to implement on a timely basis any of CONSULTANT's recommendations made hereunder, (ii) acts or omissions by CONSULTANT that were undertaken at the express direction of CITY, (iii) CITY's use of the CareMC Application in violation of the terms of the CareMC License Agreement, (iv) data or content included in or omitted from CITY'S Data not caused by a breach by CONSULTANT of its obligations hereunder and (v) any claim by an employee of CITY brought against CONSULTANT due to the recommendations made by CONSULTANT hereunder and not caused by a breach by CONSULTANT of its obligations hereunder in providing such recommendations.

13. SUBCONTRACTORS.

13.1. The CONSULTANT is generally authorized to hire or retain third parties (i.e. subcontractors) to perform services in the ordinary course of its business without seeking CITY's approval. Notwithstanding the foregoing, CONSULTANT's retention of investigators and attorneys as subcontractors to perform services directly related to the PROJECT is subject to the CITY'S prior written approval.

13.2. All contracts entered into between the CONSULTANT and its subcontractor shall also provide that each subcontractor shall obtain insurance policies which shall be kept in full force and effect during any and all work on this PROJECT and for the duration of this AGREEMENT. The CONSULTANT shall require the subcontractor to maintain insurance coverage similar but not lesser than the amounts as defined in the Agreement. CONSULTANT providing any services under this AGREEMENT shall submit additional insured endorsements specifically only under the General Liability and Auto Liability coverages CONSULTANT SHALL PROVIDE to the CITY before commencing performance.

13.3. In any dispute between the CONSULTANT and its subcontractor, the CITY shall not be made a party to any judicial or administrative proceeding to resolve the dispute. The CONSULTANT agrees to defend and indemnify the CITY as described in Section 12 of this AGREEMENT should the CITY be made a party to any judicial or administrative proceeding to resolve any such dispute.

14. NON-DISCRIMINATION.

CONSULTANT shall not discriminate against any employee or applicant for employment because of sex, race, color, age, religion, ancestry, national origin, military or veteran status, disability, medical condition, genetic information, gender expression, marital status, or sexual orientation. CONSULTANT shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their sex, race, color, age, religion, ancestry, national origin, military or veteran status, disability, medical condition, genetic information, gender expression, marital status, or sexual orientation and shall make reasonable accommodation to qualified individuals with disabilities or medical conditions. Such action shall include, but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. CONSULTANT agrees to post in conspicuous places available to employees and applicants for employment any notices provided by CITY setting forth the provisions of this non-discrimination clause.

15. NOTICES.

All communications to either party by the other party shall be delivered to the persons listed below. Any such written communications by mail shall be conclusively deemed to have been received by the addressee five (5) calendar days after the deposit thereof in the United States mail, postage prepaid and properly addressed as noted below.

Pouneh Sammak, Human Resources Director

City of Solana Beach
635 S. Highway 101
Solana Beach, CA 92075

Legal Department
CorVel Corporation
1920 Main Street Suite 900
Irvine CA 92614

16. ASSIGNABILITY.

This AGREEMENT and any portion thereof shall not be assigned or transferred, nor shall any of the CONSULTANT's duties be delegated or sub-contracted, without the express written consent of the CITY.

17. RESPONSIBILITY FOR EQUIPMENT.

CITY shall not be responsible nor held liable for any damage to persons or property consequent upon the use, misuse, or failure of any equipment used by CONSULTANT or any of CONSULTANT's employees or subcontractors, even if such equipment has been furnished, rented, or loaned to CONSULTANT by CITY. The acceptance or use of any such equipment by CONSULTANT, CONSULTANT's employees, or subcontractors shall be construed to mean that CONSULTANT accepts full responsibility for and agrees to exonerate, defend, indemnify and hold harmless CITY from and against any and all claims for any damage whatsoever resulting from the use, misuse, or failure of such equipment.

18. CALIFORNIA LAW; VENUE.

This AGREEMENT shall be construed and interpreted according to the laws of the State of California. Any action brought to enforce or interpret any portion of this AGREEMENT shall be brought in the county of San Diego, California. CONSULTANT hereby waives any and all rights it might have pursuant to California Code of Civil Procedure Section 394.

19. COMPLIANCE WITH LAWS.

19.1. The CONSULTANT shall comply with all laws, ordinances, regulations, and policies of the federal, state, and local governments applicable to this AGREEMENT whether now in force or subsequently enacted. This includes maintaining a City of Solana Beach Business Certificate.

19.2. If checked, CONSULTANT represents and warrants that CONSULTANT is familiar with the requirements of AB506 (Business and Professions Code section 18975) and the Child Abuse and Neglect Reporting Act (Penal Code sections 11164 - 11174.3), and that it and each and every person performing any of the PROFESSIONAL SERVICES under this AGREEMENT on CONSULTANT's behalf does and will, at all times, comply with such requirements.

20. ENTIRE AGREEMENT.

This AGREEMENT sets forth the entire understanding of the PARTIES with respect to the subject matters herein. There are no other understandings, terms or other agreements expressed or implied, oral or written, except as set forth herein. No change, alteration, or modification of the terms or conditions of this AGREEMENT, and no verbal understanding of the PARTIES, their officers, agents, or employees shall be valid unless agreed to in writing by both PARTIES.

21. NO WAIVER.

No failure of either the City or the Consultant to insist upon the strict performance by the other of any covenant, term or condition of this AGREEMENT, nor any failure to exercise any right or remedy consequent upon a breach of any covenant, term, or condition of this AGREEMENT shall constitute a waiver of any such breach of such covenant, term or condition.

22. SEVERABILITY.

The unenforceability, invalidity, or illegality of any provision of this AGREEMENT shall not render any other provision unenforceable, invalid, or illegal.

23. DRAFTING AMBIGUITIES.

The PARTIES agree that they are aware that they have the right to be advised by counsel with respect to the negotiations, terms and conditions of this AGREEMENT, and the decision of whether or not to seek advice of counsel with respect to this AGREEMENT is a decision which is the sole responsibility of each Party. This AGREEMENT shall not be construed in favor of or against either Party by reason of the extent to which each Party participated in the drafting of the AGREEMENT.

24. CONFLICTS BETWEEN TERMS.

If an apparent conflict or inconsistency exists between the main body of this AGREEMENT and the Exhibits, the main body of this AGREEMENT shall control. If a conflict exists between an applicable federal, state, or local law, rule, regulation, order, or code and this AGREEMENT, the law, rule, regulation, order, or code shall control. Varying degrees of stringency among the main body of this AGREEMENT, the Exhibits, and laws, rules, regulations, orders, or codes are not deemed conflicts, and the most stringent requirement shall control. Each Party shall notify the other immediately upon the identification of any apparent conflict or inconsistency concerning this AGREEMENT.

25. EXHIBITS INCORPORATED.

All Exhibits referenced in this AGREEMENT and listed below are incorporated into the AGREEMENT by this reference.

26. SIGNING AUTHORITY.

26.1. The representative for each Party signing on behalf of a corporation, partnership, joint venture, association, or governmental entity hereby declares that authority has been obtained to sign on behalf of the corporation, partnership, joint venture, association, or entity and agrees to hold the other Party or PARTIES hereto harmless if it is later determined that such authority does not exist.

26.2. If checked, a proper notary acknowledgement of execution by CONSULTANT must be attached.

IN WITNESS WHEREOF, the PARTIES hereto have executed this AGREEMENT the day and year first hereinabove written.

CITY OF SOLANA BEACH, a municipal corporation

CORVEL ENTERPRISE COMP, INC., a Delaware corporation

By:

By:

City Manager, Gregory Wade

Signature

Print Name and Title

ATTEST:

Date

City Clerk, Angela Ivey

APPROVED AS TO CONTENT:

Pouneh Sammak, Human Resources Director

APPROVED AS TO FORM:

City Attorney, Johanna N. Canlas

EXHIBITS

Exhibit A – Scope of Services and Fee

Schedule A – Workers’ Compensation Claims Management Services

Schedule 2 – Case Management Services

Schedule 2-A – Care Advocacy Services

Schedule 3 – Bill Audit, Review and Payment Services

Schedule 3-A – Clinical and Technical Assessment Services

Schedule 3-B – CERiS

Schedule 4 – Preferred Provider Network Access Services (PPO)

Schedule 4-A – CA MPN

Schedule 5 – CAREIQ Services

Schedule 6 – Pharmacy Benefit Program

Schedule 7 – Peer Review/Medical Records Review Program

Schedule 8-A – Medicare Set-Aside Services

Schedule 8-B – Medicare Agent Services – Managed Care Liability Claims

Schedule 9 – Clearinghouse Payer Agent Services Program

Schedule 11 – Advocacy 24/7 Nurse Triage Services

Schedule 12 – Medication Review Services

Schedule 13 – TeleHealth Services

Schedule 14 – Workers’ Compensation Lien Resolution Services

Exhibit B – Fees

Exhibit C – CareMC License Agreement

EXHIBIT "A"

SCOPE OF SERVICES AND FEE

Claims Administration and Managed Care Services Selected by Customer

Customer has chosen the Claims Administration and Managed Care Services indicated below. The specific terms and conditions that apply to CorVel's provision and Customer's receipt of such Claims Administration and Managed Care Services are set forth in the indicated Schedules, which are hereby incorporated by reference into this Agreement.

<u>Service</u>	<u>Selected by Customer</u> (check box if yes)	<u>Applicable Terms & Conditions</u>
Claims Administration Services:		
Workers Compensation Claims Administration Services	<input checked="" type="checkbox"/>	Schedule A
Liability Claims Administration Services	<input type="checkbox"/>	Schedule A-1
Texas Non-Subscriber Services	<input type="checkbox"/>	Schedule A-2
Managed Care Services:		
Intentionally removed	<input type="checkbox"/>	Schedule 1
Case Management Services	<input checked="" type="checkbox"/>	Schedule 2
Care Advocacy	<input checked="" type="checkbox"/>	Schedule 2-A
Network Solutions:		
Bill Review Services to include:	<input checked="" type="checkbox"/>	Schedule 3
Clinical/Technical Review	<input checked="" type="checkbox"/>	Schedule 3-A
CERiS Services	<input checked="" type="checkbox"/>	Schedule 3B
Preferred Provider Network Access Services	<input checked="" type="checkbox"/>	Schedule 4
MPN Network Services	<input checked="" type="checkbox"/>	Schedule 4-A
ePPO Network Access Services	<input type="checkbox"/>	Schedule 4B
Care ^{IQ} Services:	<input checked="" type="checkbox"/>	Schedule 5
Independent Medical Exams (IME)		
Durable Medical Equipment (DME)		
Diagnostic Services		
Transportation and Translation Services		
Occupational Therapy		
Chiropractic		
Home Health		

Pharmacy Benefit Management Services	X	Schedule 6
Peer Review/Medical Records Review	X	Schedule 7
Medicare Agent Services	X	Schedule 8A
Medicare Set Asides	X	Schedule 8B
Clearinghouse Payer Agent Services Program	X	Schedule 9
Clearinghouse Services	<input type="checkbox"/>	Schedule 9A
NCCI Medical Data Call Services	<input type="checkbox"/>	Schedule 10
Advocacy 24/7 Nurse Triage Services	<input checked="" type="checkbox"/>	Schedule 11
Medication Review Services	X	Schedule 12
Telehealth Services	X	Schedule 13
		Schedule 14
Workers' Compensation Lien Resolution Services	X	Schedule 14A
Liability Lien Resolution Services	<input type="checkbox"/>	

SCHEDULE A

Workers' Compensation Claims Management Services Terms and Conditions

I. DESCRIPTION OF WORKERS' COMPENSATION CLAIMS MANAGEMENT SERVICES

- (a) Customer shall promptly notify CorVel of all incidents subject to the services described in this Agreement.
- (b) First report of loss services involve gathering pertinent information related to a work injury and reporting such information to the appropriate state industrial accident board or commission as required by law, and is used to facilitate CorVel's initial review of the claim to determine whether the claim is likely to be medical-only or lost time and to help guide the initial determination of Services that may be required ("First Report Services").
- (c) CorVel's Workers' Compensation Claims Management services provide Customer with a process to comply with Customer's workers' compensation issues in the applicable jurisdiction. CorVel shall provide workers' compensation claims management services set forth herein to Customer on behalf of employees that sustain work related injuries ("Injured Employees"). CorVel may subcontract with a third party to provide some portion or all of its claims management services obligations hereunder.

II. DELIVERY OF FIRST REPORT OF LOSS SERVICES

- (a) CorVel shall provide First Report Services to Customer upon receipt by CorVel of specific requests from Customer. Prior to the implementation of CorVel First Report Services and as required during the Term of this Agreement, Customer may provide CorVel with instructions regarding the scope and extent of the First Report to be performed by CorVel. Absent such instruction, CorVel First Report Services shall be performed as described below.
- (b) Customer shall initiate First Report Services by (i) entering such information online through CareMC, (ii) calling CorVel via a toll free number provided by CorVel, or (iii) faxing such information to the CorVel intake specialist. Customer or the Customer representative entering such information on CareMC, making such calls, or faxing such information shall provide CorVel with all information required to complete the First Report of Loss form required by the applicable state ("Required Information"). Required Information generally includes the following: name/address of claimant, date of incident, description of injuries, social security number, date of birth, employer, salary, and other descriptive information reasonably required by CorVel, and may include information required by applicable statute (e.g., employer TIN). CorVel shall (i) provide sufficient staff to handle all incoming calls, and (ii) be prepared to complete First Report of Loss forms for all applicable states.
- (c) Once the Required Information is validated and confirmed by a CorVel representative, First Report of Loss forms will be made available to Customer through the CareMC Application. CorVel will, upon request of Customer, provide a hard copy of the completed First Report of Loss form to the Customer. An electronic copy shall be available to Customer via CareMC. To the extent permitted by the applicable state industrial accident board or commission, the

Required Information shall be transmitted electronically.

- (d) To the extent required by applicable statute or otherwise agreed in writing by CorVel, CorVel will file additional reports on earlier-filed First Reports of Loss ("Subsequent Reports").
- (e) Unless agreed to otherwise in writing by the parties, any questions or concerns from an industrial accident board or commission concerning First Reports of Loss forms completed by CorVel hereunder will be handled directly by CorVel. All such inquiries will receive an initial response within the next business day following CorVel's receipt of the inquiry. CorVel will keep Customer apprised of any inquiries it receives and the response thereto. CorVel will send a written response to the inquiry within five (5) business days outlining the nature of the inquiry and the resolution of same by CorVel. A copy of such response will also be sent to the attention of the designated Customer representative if requested in writing by Customer. Customer shall have the right, but not the obligation, at any time and at Customer's expense, to interject itself into the inquiry between CorVel and the industrial accident board or commission, and in connection therewith to resolve the inquiry in a manner acceptable to Customer at its sole discretion, in which case Customer shall defend, indemnify and hold harmless CorVel from and against any claim, liability, damages or costs arising from Customer's handling of such inquiry or the resolution thereof.

III. DELIVERY OF CLAIMS MANAGEMENT SERVICES

- (a) Customer shall arrange so that all claims and all related bills of any type, as well as all other correspondence that Customer receives relating to such claims, are sent directly to CorVel. CorVel shall perform all of the following "Claims Services" in connection with each portion of a Claim related to Workers' Compensation benefit payments shall be defined as:

Claims requiring work beyond the standard scope for each claim type will be invoiced at the next higher rate. The following section indicates the basis for the categorization of claims fees. You will be provided with reports that provide full transparency of the fees invoiced.

- Record Only – system notation of an event that does not require any claims handling, including contact or investigation. These are used solely for the purpose of record keeping.
- Medical Only – claims where time-off does not exceed the state waiting period and the scope of work is within the parameters noted in the Pricing section ("Fees"), Exhibit B.
- Indemnity – claims not otherwise classified as either Record Only or Medical Only.

All Claims Services provided by CorVel under this Agreement shall be performed in accordance with the guidelines set forth in Sections II-IV of this Exhibit A:

- (i) CorVel shall immediately assign each new Indemnity Claim and Medical Only Claim to CorVel's designated claims professional.
- (ii) Utilizing CorVel's CareMC Application or other applicable CorVel Online System, CorVel shall maintain a chronological record of all Claims Services performed by CorVel.
- (iii) CorVel shall make all filings related to Indemnity Claims and Medical Only Claims with the appropriate state Workers' Compensation regulatory authorities.

- (iv) CorVel shall maintain a complete and accurate claim file for each Indemnity Claim and Medical Only Claim.
- (v) CorVel shall perform reasonable and necessary administrative and clerical work including, without limitation, the following:
 - (A) Investigate all Indemnity Claims and Medical Only Claims. .
 - (B) Determine and evaluate any coverage and/or compensability issues and provide Customer with appropriate recommendations and advice regarding the same.
 - (C) Adjust, handle, or settle to a conclusion those Indemnity Claims and Medical Only Claims that CorVel believes the Customer is legally obligated to pay under applicable state law and regulations, and in accordance with the authority granted to CorVel by Customer under the Agreement.
 - (D) Prepare checks for payments of Indemnity claims, Medical Only Claims and Allocated Loss Adjustment Expenses.
 - (E) Prepare documents as necessary to close out Indemnity Claims and Medical Only Claims.
- (b) CorVel shall process claims and initiate the processes for the disbursement of benefit payments to claimants and providers entitled to such payments from Customer. Funding for the payment of all benefits to claimants, providers, vendors and “allocated loss adjustment expenses” (as defined below) is the sole responsibility of Customer and Customer agrees to be liable for and fund all proper claims processed by CorVel. Such payment shall be made through a Wells Fargo bank account established by CorVel. There shall be one account established for claims relating to both First Reports of Loss arising prior to, on or after July 1, 2023 (the “bank account”). CorVel shall provide Customer with a payment register in a mutually agreed format for each check run drawn on a bank account prior to releasing payments. CorVel also will provide Customer information as necessary for Customer to prepare periodic bank account reconciliation reports. CorVel will initiate a debit against a customer approved account to approved claims and to maintain the advance deposit set forth below and to provide CorVel with such authorizations as shall be necessary to make the required instruments valid claims against Customer. Notwithstanding the other provisions of this Agreement, if funds are not available when due or returned, Customer shall be in default and subject to Section 8C (“Termination for Cause”).
 - (i) CorVel will initiate a debit against a customer approved bank account on a daily basis as necessary in an amount equal to a report to be provided by CorVel on a daily basis (“Zero funded account”). CorVel shall not be responsible to fund the customer approved debited bank account nor be responsible for any penalties, fees, costs or damages arising from the Zero funded account not being properly funded by Customer.
 - (ii) CorVel shall not be responsible to fund the debited bank account nor be responsible for any penalties, fees, costs or damages arising from the debited bank account not being properly funded by Customer.
 - (iii) Allocated loss adjustment expenses (“ALAE”) generally encompasses costs which can be directly allocated to a particular claim. As used herein, that term shall include, but not necessarily be limited to, the following: claim adjustment costs and expenses incurred by CorVel or its

subcontractor and allocated by CorVel to the investigation, adjustment and settlement or defense of a claim for benefits, including, without limitation, attorneys' fees and disbursements; pre- and post- judgment interest; court reporter services and transcripts; deposition charges and transcripts; fees for service of process or summons; court costs; courier/express mail; appeal bonds and filing fees; travel, printing costs related to trials and appeals; witness and expert fees and expense; alternate dispute resolution fees and expense; mediation fees and expense; arbitration fees and expense; ombudsman fees and expense; medical examinations and reviews to determine issues such as causal connection, length or extent of disability, degree of permanency, and other issues related to determining liability of the Customer; laboratory costs; engineering fees and expense; autopsy fees and expense; independent adjuster and private investigator fees and expense; surveillance and activity checks; photography; fees and expense related to the defense of controverted or litigated claims, including subrogation recovery; medical cost containment expense including, but not limited to, medical bill auditing expenses, hospital and other treatment utilization reviews, including precertification/preadmission and concurrent or retrospective reviews; peer reviews; preferred medical provider network or similar organization expenses; medical fee review panel expense; pharmacy benefit management expense; drug testing expense; indexing fees; expense and fees related to Medicare set aside agreements; vocational rehabilitation or return to work expense; telephonic and field medical case management expense; fees and expense for reproduction of medical and/or hospital records; fees for police reports, birth certificates, death certificates, OSHA reports and other similar regulatory authority reports; copying fees assessed by a vendor other than TPA; translation services; legal bill audit expenses; other costs and expenses reasonably incurred and related to the investigation and defense of claims or the protection and collection of subrogation rights of the Customer; and other expenses that are not defined as losses and are directly related to and directly allocated to the handling of a particular claim for services that are required to be performed by statute or regulation. Unless expressly stated as a separate fee or otherwise included within CorVel's service fees, each of the above ALAE items is subject to reimbursement at the rate charged.

- (c) CorVel shall provide Customer with payment services through Check Writing services in accordance with specifications mutually agreed by Customer and CorVel.
 - (i) The checks referred to in Section II (d) will be drawn on CorVel's account at Wells Fargo Bank, Portland, Oregon or CorVel's account at such other bank as the parties of this Agreement may mutually accept, as evidenced by a letter or written document signed by both parties (hereafter, the "Bank"), with Customer identified on each check as the insurer or any insurance carrier as such may be required. Check Writing services shall also include IRS form 1099 filing and associated follow-up, bank reconciliation, and bank fees specifically related to such processing if Customer is using CorVel's bank account. Otherwise, such services will be subject to an additional fee.

- (d) CorVel agrees to provide the following services to Customer relating to the processing and payment of claims:
 - (i) to receive claims and process payment of benefits in accordance with applicable State(s) program guidelines required for the payment of workers' compensation claims;
 - (ii) to correspond with the claimants, providers of services and vendors if additional information is deemed necessary to complete the processing of claims;
 - (iii) to determine the amount of benefits payable;
 - (iv) to provide notice to claimants as to the reason(s) for denial of benefits (when such are denied) and to provide for the review of such denied claims;
 - (v) to receive and process for payment claims for benefits incurred prior to the Effective Date in consideration for the separate fees established in Exhibit B; and
 - (vi) at Customer's request, to provide specified additional services for such fees as the parties mutually agree;
- (e) Subject to applicable law, all claims files, data, systems and records and associated documents and notices regarding the administration of claims and provision of services pursuant to this Agreement and the payment of claims and allocated loss adjustment expenses, may be audited, examined, and copied by Customer, its representatives, excess carriers, reinsurers or any state insurance department or other regulatory body that so requires, at Customer's expense, at any time or times during CorVel's normal business hours and with not less than thirty (30) days advance notice; and notwithstanding anything to the contrary contained in this Agreement.
- (f) CorVel is and shall remain an independent contractor with respect to the services being performed hereunder and shall not for any purpose be deemed an employee of Customer, nor shall CorVel and Customer be deemed partners, joint venturers or governed by any legal relationship other than that of independent contractor as set forth herein. CorVel does not assume any responsibility for the adequacy of the funding of benefits or any act or omission or breach of duty by Customer.
- (g) CorVel is not in any way to be deemed an insurer, underwriter or guarantor with respect to any benefits payable under Customer's workers' compensation program.
- (h) CorVel may rely on instructions received from such person or persons as Customer may from time to time designate in writing, provided that no such instruction may vary the terms of this Agreement.
- (i) Unless otherwise directed by Customer or precluded by law, CorVel shall seek subrogation recoveries on behalf of Customer and shall provide Customer with any recoveries obtained, minus the attorneys' fees and costs incurred in obtaining such recoveries. Customer represents and warrants that its workers' compensation program provides for rights of subrogation. Customer delegates and/or assigns these subrogation rights and third party recovery rights to CorVel as its agent for purposes of subrogation only. Customer shall assist CorVel in its subrogation efforts by providing requested information and documentation. CorVel may engage the services of a subrogation management firm to assist with the identification and management of subrogation cases. The fees charged by the

subrogation management firm will be deducted from any recovery. In those cases where the subrogation recovery efforts of the claimant's attorney should be compensated, Customer delegates to CorVel full authority to act on behalf of the Customer to negotiate reasonable attorneys' fees. In those instances where Customer's subrogation lien, in the opinion of CorVel, should be compromised or abandoned, Customer delegates to CorVel full authority to act on behalf of Customer to compromise or abandon the lien. Any determination by CorVel with respect to subrogation liens shall be final and conclusive, unless overturned by order of a limited arbitrary and capricious standard of review.

- (j) CorVel shall consult and cooperate with Customer with respect to any loss or claim resulting in a lawsuit being instituted against Customer. Nothing in this paragraph shall be construed in any way as a waiver by CorVel of any attorney/client, work product or other applicable privilege with respect to any materials or documents prepared by CorVel or its counsel in anticipation of litigation.
- (k) CorVel shall assist, cooperate and participate with Customer, carriers and reinsurers in connection with claim reviews and audits and catastrophic injury claim analysis and excess claim related reporting.

IV. SERVICE CRITERIA, STANDARDS AND GUIDELINES

- (a) Assignments: Customer will notify CorVel, either via CareMC, telephone or facsimile, that Customer's employee has sustained a work related injury. All new Lost Time claims will be acknowledged and established by CorVel within the next business day following such notice. The acknowledgement will include the name and contact information of the assigned Adjuster.
- (b) Contacts: As warranted, and always with regard to lost time, or anticipated lost time claim situations, initial contact with the injured employee will be made within the next business day following receipt of a new assignment claim. Contact with the Physician, and employer, if required will be made by the next business day.
- (c) Investigation: Completed and documented within 30 days from date of assignment.

V. INVESTIGATIVE SERVICES

- (a) CorVel shall provide investigative services ("Special Investigative Unit" ("SIU") via an outside panel through CorVel's third party vendor providing such SIU services to include, but not limited to:
 - (i) Receipt and examination of all reports of accidents, incidents, and claims cases which are or may be the subject of such liability claims;
 - (ii) Investigation of such accidents, incidents, claims or cases where examination warrants such investigation to include on-site investigation, photographs, statements of clients, claimants and witnesses, evaluation and determination of losses, and other such investigative services necessary to determine liability and losses, but not to include extraordinary investigative services as set forth in Section b(iii) below;
 - (iii) Timely and periodic reporting to the Customer of the in-progress investigation efforts and the results of the investigations, as well as offering recommendations to the Customer of extraordinary investigative services, if required;
 - (iv) All reporting must be made via CorVel's third party vendor's proprietary portal ("Portal") for any SIU services to ensure full compliance. Customer

shall direct assignment outside of Portal for any services or activities all fines or penalties for such action are the sole responsibility of the Customer.

- (v) All compliance processes for SIU with the carrier or applicable state is completed by CorVel's third party vendor where required. If Customer directs assignment outside of CorVel's third party vendor for any compliance services or activities all fines or penalties for such action shall be the sole responsibility of the Customer.
- (b) To the extent extraordinary investigative services are required:
 - (i) Customer agrees to pay the cost of all reasonable and supportable extraordinary investigative services such as, but not limited to, service performed by other adjusting and/or investigating companies, professional photographs, independent medical examinations, professional engineering services, laboratory services and legal services. CorVel shall order such extraordinary investigative services only with prior written authorization from the Customer. To the extent circumstances do not permit prior written authorization from the Customer, CorVel shall obtain verbal authorization from the Customer to proceed with the recommended extraordinary investigative services and CorVel shall promptly confirm in writing the verbal authorization provided by the Customer.
- (c) If Customer utilizes its own third party vendor or internally provides SIU Services, Customer shall be fully responsible and liable for any Losses which arise as a result of such services being provided outside of CorVel. Customer shall indemnify, defend and hold harmless CorVel from and third party claims brought against Customer from such Losses.

SCHEDULE 2

Case Management Services Terms and Conditions

1. DESCRIPTION OF SERVICES

- (a) Case management services are provided to manage a claimant's case in order to identify the most appropriate rehabilitative treatment and/or most cost-effective health care alternatives ("Case Management Services"). Case managers may confer with the adjuster, attending physician, other medical providers, employer(s), attorney(s), the patient and the patient's family.
- (b) In certain states if requested by Customer, Case Management Services may include vocational rehabilitation services.

2. DELIVERY OF SERVICES

- (a) CorVel shall provide Case Management Services to Customer upon receipt by CorVel of specific requests from Customer as mutually agreed by both parties under the special handling instructions.
- (b) Telephonic Case Management: Telephonic case management ("TCM") includes a four-point contact with claimant, employer, claims professional and provider. CorVel case managers ("CMs") do the following: (i) facilitate communication among all appropriate parties regarding the diagnosis, prognosis and treatment plan provided by claimant's treating physician, (ii) channel or direct claimant to a PPO Network provider as appropriate, (iii) monitor and facilitate treatment planning, (iv) coordinate early return to work, and (v) subsequently provide periodic assessments of treatment and return to work plans. CMs may recommend additional services or coordinate claim closure, as appropriate.
- (c) Medical/Field Case Management: CorVel's medical/field case management ("MCM") personnel perform field based case management services as directed by the employer and/or Authorized TPA which may include on-site contact with claimant, employer, and provider, as well as telephonic communication with the claims professional. MCM's provide the CM services set forth in Section A above.
- (d) Vocational Case Management: Vocational case management services may include the following: (i) coordinating return to work, (ii) providing job analysis, (iii) assisting with job placement, (iv) providing expert testimony, (v) assisting with job development, (vi) providing job analysis of essential and non-essential duties for employers under the American's With Disabilities Act, (vii) providing vocational testimony, (viii) providing advice regarding job seeking skills, and (ix) providing transferable skills analysis.
- (e) Utilization Review:
 - (i) CorVel's utilization management program reviews proposed inpatient hospital admissions and ambulatory care to determine the appropriateness, frequency, length of stay, and setting for such proposed treatment. In addition, CorVel can monitor and assess the appropriate utilization of treatment for all orthopedic and soft tissue injuries requiring ambulatory diagnostics and treatment.
 - (ii) In California, certain medical diagnostics, treatments and durable medical equipment can be approved at the claims professional level. Utilizing the Adjuster Only Approval letter allows the claim specialist to expedite medically necessary care, meet California Division of Workers' Compensation (DWC) regulations and Senate Bill 1160 that

requires all treatment determinations are included in a database reportable to the DWC. This process is completed by CorVel's California Utilization Management departments.

(iii) CorVel nurses make recommendations to the claims adjuster based on nationally accepted medical guidelines, including Optimed Managed Care System, a clinical protocol software; the American College of Occupational and Environmental Medicine (ACOEM) Occupational Medicine Practice Guidelines: Evaluation and Management of Common Health Problems and Functional Recovery in Workers; other nationally accepted treatment practice guidelines, as well as any state mandated treatment guidelines.

(iv) Any nurse recommendations for limitation or denial of care based on lack of medical necessity are reviewed by a CorVel Physician Advisor. The Physician Advisor makes a final recommendation to the claims adjuster to approve or deny. If a final recommendation is made to deny treatment, the treating physician is notified in writing of the decision and the appeals process.

(f) Critical Incident Stress Debriefing Services ("CISD"):

CorVel shall provide its Critical Incident Stress Debriefing Services ("CISD") to Customer. CISD is a core component of Critical Incident Stress Management. CISD is group and/or individual onsite or virtual meetings with employees who have witnessed or been subjected to a traumatic incident at work. CISD allows for employee ventilation, reassurance, education, continued productivity and stability. The goal of CISD is to mitigate the impact of the critical incident, accelerate employee recovery and facilitate identification of individuals who may benefit from additional services. Indicators for CISD include but are not limited to violence (burglary, assault, rape), motor vehicle accident, amputations, electrical shock, crushing injuries, machine injuries, thermal or chemical burns, witnessed fatality, weather-related incidents. Group and/or individual meetings are led by a CorVel case manager certified in CISD.

3. PROFESSIONAL FEE

(a) CorVel's case management nurses and vocational rehabilitation counselors are required to be licensed in the jurisdictions they provide patient care or counseling. CorVel's case managers may provide care in multiple jurisdictions. Such case managers are required to maintain multiple state licenses and corresponding continuing education credits in maintaining these licenses. Additionally, CorVel's case managers are required to utilize up to date nationally recognized treatment guidelines, including American College of Occupational and Environmental Medicine (ACOEM), Official Disability Guidelines (ODG) and the MDGuidelines. An incremental professional fee as described hereunder in Exhibit B ("Fees") shall be invoiced to Customer for the substantial costs associated with obtaining and maintaining the national guidelines for CorVel's case management nurses. Such professional fee allows CorVel to maintain the applicable licenses and certifications for CorVel's case managers as well as keeping appropriate treatment guidelines up to date.

SCHEDULE 2-A

Care Advocacy Services Terms and Conditions

1. DESCRIPTION OF SERVICES

- (a) Care Advocate nurse service (“Care Advocate nurse”) are provided following the work injury to guide the claimant’s injury recovery, up to 30 days following injury. The Care Advocate nurses oversee clinical assessment of the injury severity, validate/secure medical information, act as patient advocates and sets expectations for medical care and return to work. They identify the most appropriate treatment and/or most cost-effective health care alternatives. Care Advocate nurses may confer with the adjuster, attending physician, other medical providers, employer(s), attorney(s), the patient and the patient’s family.

2. DELIVERY OF SERVICES

- (a) CorVel shall provide Care Advocate Services for those cases that meet the established Care Advocate referral criteria.
- (b) Care Advocate nurse service: Care Advocate nurse service includes a three-point contact with claimant, provider and employer, or a two-point contact with claimant and provider as mutually agreed upon with the customer. Information obtained from the claimant, provider and employer will be provided to the adjuster. CorVel care advocates do the following: (i) facilitate communication among all appropriate parties regarding the diagnosis, prognosis and treatment plan provided by claimant’s treating physician, (ii) channel or direct claimant to a PPO Network provider as appropriate, (iii) monitor and facilitate treatment planning, (iv) coordinate early return to work, and (v) subsequently provide periodic assessments of treatment and return to work plans up to 30 days following the work injury. Care Advocates may recommend additional services or coordinate claim closure, as appropriate.
- (c) Care Advocate nurses are responsible for completing detailed documentation within CareMC focusing on the claimant’s medical condition, treatment plan and return to work status. Documentation includes but is not limited to primary injury diagnosis, comorbidities, treatment plan, medical goals, obstacles to recovery, work status and return to work.
- (d) Care Advocate nurses assess appropriate medical follow-up, work closely with the claim team to identify potential barriers to recovery that may require further follow-up or additional services and develop medical action plans to ensure timely recovery and restoration of function, advocating for the injured worker and consulting with the claim team.

SCHEDULE 3

Bill Audit, Review and Payment Services Terms and Conditions

1. DESCRIPTION OF SERVICES

- (a) CorVel's proprietary bill review program enables an application of the appropriate Standard Fee Schedules or usual and customary values, includes PPO, Technical and Clinical Review, and CERiS, applied to provider bills.

2. DEFINITIONS

Bill (per Bill): Each transaction of a bill is considered a separate per bill count. CorVel is able to logically link transactions across logical sequences, but each is its own bill transaction.

Clean/Prepared Bill: When the provider charges are deemed to be an accurate reflection of the services rendered based on the provider's documentation. Network Solutions savings such as Clinical Review and Technical Evaluation and other review types can be applied first to the bill for the bill to qualify for the Prepared Bill status. Once at the prepared bill state Standard Fee Schedule savings can be applied.

Clinical Review: An additional level of review performed by nurses, system, or coding experts to evaluate appropriateness, relatedness of submitted charges with provided documentation.

Implant Analysis: Review of implant charges submitted to a proprietary pricing database and documentation. Implant Analysis results are included as part of Clinical Review.

Line Item Bill Review (LIBR):

Out of Network Line Item Bill Review:

- Original charge data
- U&C review by zip code
- Fee re-bundling and error removal
- Separation of charges by diagnosis/procedure
- Facility to facility cost comparison
- Individual facility chargemaster analysis and price trending

Fair and Reasonable - Universal Chargemaster: The Universal Chargemaster is a compilation of individual hospital line item descriptions from over 85% of the nation's hospitals. It is a virtual thesaurus of hospital billing terms, codes and abbreviations. Specific, unique line item descriptions are defined by the Universal Chargemaster and appropriately compared to the same service or supply for other hospitals in the same geographical area.

Minimum Transaction Fee (MTF): For each bill transaction if the fees on a bill transaction instance do not meet the minimum transaction fee amount, the difference between the fees and the min transaction fee will be automatically added to the fees.

Negotiations: A one time or ongoing agreement with the provider to accept a specific payment amount.

PPO Network Access: A preferred provider organization (PPO) is a medical care arrangement in which medical professionals and facilities provide services at a negotiated/contracted rate. PPO medical and healthcare providers are called preferred providers.

Provider Sendback: Sendbacks occurring when a bill instance does not have enough supporting information from the provider to be a Prepared Bill. The bill is sent back to the provider requesting further information.

Standard Fee Schedule: Savings defined as the amount reduced from the Prepared Bill status to the jurisdictional state fee schedule amounts when those amounts are expressly assigned a specific value, not through reference methodologies developed by a third party or federal agency.

Substantive Denials: Sendbacks occur when a bill instance does not have enough supporting information from the provider to be a Prepared Bill. The bill is sent back to the provider requesting further information. If the provider does not provide the necessary supporting information after 90 days of the sendback status all bill savings will be considered Substantive Denial Savings and charged accordingly through an automatic bill instance. If the bill is later submitted through another bill instance with further information from the provider, another review will occur which may reverse all or part of the Substantive Denial savings and fees.

Technical Evaluation: Applicable to bills when reimbursement is not fully addressed in the jurisdictional fee schedule. State regulations may require payment to be made in accordance with payment methodologies developed by a third party (typically the Centers for Medicare and Medicaid Services (CMS)), often with exceptions or special exemptions added by the state.

UCR: "UCR" is defined as :

- Usual – A charge is considered "Usual" if it is the fee that most providers in the area charge for the same service.
- Customary – A charge is considered "Customary" if it is within the range of fees that most providers who practice in the area charge.
- Reasonable – A charge is considered "Reasonable" if it is both usual and customary or if it is justified by the Payor because of complexity. Payor, CorVel or its designees use a nationally recognized third party database for UCR charges.

In determining UCR prevailing rates, Payors, CorVel or their designees use either (a) CorVel's Enhanced Bill Review database or other nationally recognized databases to provide benchmarks for hospital charges in a hospital Health Care Provider's geographic area and (b) databases

provided by FAIR Health, Inc. or other nationally recognized databases to provide benchmarks for charges by non-hospital Health Care Providers in the applicable geographic area. The UCR prevailing rate is the 80th percentile of the relevant database benchmark for the fees and charges in Provider's geographic area.

2. DELIVERY OF SERVICES

(a) Customer's Obligations

- (i) During the term of this Agreement, unless agreed to otherwise by the parties in writing, Customer shall utilize CorVel exclusively for audit, review and repricing services for Bills related to workers' compensation claims. A breach of the foregoing obligation shall constitute a material breach under this Agreement. Without limiting any other remedies available under law, a breach of the foregoing obligation with respect to PPO (as defined in Schedule 7) Provider Bills will result in immediate termination of all PPO discounts provided by CorVel.

(b) CorVel's Obligations

- (i) CorVel shall provide Bill Review Services described herein to Customer upon receipt of specific requests from Customer. In the absence of instructions from Customer to the contrary, which CorVel must approve, Bill Review Services shall be performed as described herein.
 - (ii) Bill Review Services shall be completed within a reasonable period of time of CorVel's receipt by CorVel of all necessary billing information from Customer ("Complete Billing Information").
 - (iii) To facilitate timely processing CorVel shall process (A) each Provider Bill within a reasonable period of time and within industry standards after CorVel's receipt thereof, and (B) batches of Provider Bills on a daily basis or as volume dictates.
 - (iv) CorVel shall process PPO Provider reimbursements on behalf of Customer industry standards from receipt of the corresponding Bill Review Audit analysis from CorVel.
 - (v) CorVel will be responsible for monitoring, "flagging" and returning to Customer duplicate copies of a Bill ("Duplicates").
 - (vi) Any conflicts or complaints from medical providers ("Complaints") concerning Bill Review Services completed by CorVel initially will be handled directly by CorVel. CorVel will provide an initial response to a Complaint and will send a written response to the complainant that summarizes the nature of the Complaint and the steps CorVel has taken to resolve it. Customer may be asked to interject itself into a Complaint between CorVel and a medical provider to resolve the Complaint in a manner acceptable to Customer and as needed by CorVel. Notwithstanding the foregoing, Customer shall retain full responsibility for payment of all benefits and any other expenses or services required to be paid or provided under applicable policies or state and federal workers' compensation laws.
 - (vii) CorVel agrees to supply Customer in the CorVel's standard format a transmission reflecting the results of the Bill Review Services provided hereunder.
- (c) Savings for the Fee schedule or usual and customary service shall be:
- (i) for states having a Standard Fee Schedule: (A) the medical provider's original bill amount; less (B) the billed amount resulting from the allowance based on specified conversion factor(s) multiplied by referenced value(s).

- (ii) for states not having a state mandated Fee Schedule: (A) the medical provider's original bill amount; less (B) the bill amount resulting from UCR.

(d) Scanning Services

- (i) CorVel will provide Scanning Services and, when appropriate, Optical Character Recognition ("OCR") Services. CorVel will timely and within industry standards, scan all bills and attached medical notes delivered to CorVel necessary for providing Bill Review services. Subject to applicable law and obtaining any required authorizations, CorVel also shall provide Scanning Services for additional claim-related documentation.
- (ii) All material scanned by CorVel hereunder shall be accessible to Customer through CareMC.

SCHEDULE 3-A

Clinical and Technical Assessment Services Terms and Conditions

1. DESCRIPTION OF SERVICES

- (a) Clinical and Technical Assessment Services. CorVel provides this service to evaluate state specific complex rules and verify coding by providers when appropriate and supported by documentation. This can include clinical review to validate coding is correct for all applicable Provider bills, Ambulatory Surgical Center bills, and all Hospital bills (inpatient and outpatient) including:
 - (i) review and analysis of codes, charges, and billing structure for incorrect coding, incorrect billing, bundling, and up-coding of procedures which affect Standard Fee Schedule values;
 - (ii) review of bills, records, and documentation by a nurse and/or by a coder;
 - (iii) separation of charges not related to the compensable injury;
 - (iv) review and apply complex state specific rules;
 - (v) application of utilization review determinations and clinical edits;
 - (vi) diagnostic related group validation (i.e., verification that the diagnostic related group billed is appropriate for the services rendered); and
 - (vii) cost shifting of revenue and CPT codes.

2. DELIVERY OF SERVICES

- (a) CorVel will timely and within industry standards, complete Review Services and return the reviewed Bills to Customer, with any adjustments to identified overcharges.
- (b) Savings for the Review Services shall be:
 - (i) for states having a state mandated Standard Fee Schedule: (A) the bill amount in the Fee Schedule; less (B) the bill amount resulting from the nurse review services.
 - (ii) for states not having a state mandated Standard Fee Schedule: (A) the medical provider's original bill amount; less (B) the bill amount resulting from the nurse review services.
 - (iii) for states having a state mandated Standard Fee schedule (A) the medical provider's original bill amount; less (B) the bill amount resulting from technical review services.

- (iv) for states not having a state mandated Standard Fee Schedule: (A) the medical provider's original bill amount; less (B) the bill amount resulting from the technical review services.
- (v) CorVel shall pay bills on behalf of Customer for bills reviewed by CorVel in a timely manner in accordance with all state guidelines, and Customer agrees to waive any secondary third party bill reviews and/or other retrospective reviews regarding all bills for which CorVel has secured a reduction from the original billed charges.
- (vi) If a medical provider submits an appeal, the bill will be reviewed again and, if any adjustment is necessary, CorVel will provide that information on the Explanation of Review (EOR).

SCHEDULE 3-B

CERiS

(Hospital Bill Itemization Review Services; Negotiation Services; Implant Cost Review Service)

Terms and Conditions

1. DESCRIPTION OF SERVICES

- (a) Hospital Line Itemization Review Services. (CERiS) performs its Services on Hospital Bills (inpatient and outpatient) and consist of procurement of actual bill itemization, (i) a line-by-line validation and comparison of the itemization description charges actually billed by a particular hospital to what CMS billing guidelines allow to be separately billed for in order to disallow inappropriate charges, and then will compare the valid itemization descriptions to the average itemization description charges utilized by other hospitals within a pre-designated geographic area, and (ii) a review of charges that fall outside of any pre-contracted discounts or fee schedules, and generates payment recommendations in accordance with the Customer's "Payors Allowable" language. This service does not itself include negotiation services nor Implant Cost Services.
- (b) Negotiation Services. (CERiS) will provide negotiation services with respect to all Hospital Bills (inpatient and outpatient). CorVel will contact the provider for agreement of the negotiated rate. A signed agreement regarding such rates will be maintained by CorVel. CorVel will use its commercially reasonable efforts to enter into an agreement regarding negotiated rates in accordance with a mutually agreed upon schedule.
- (c) Implant Cost Review Service. (CERiS) includes Implant Cost Review services with respect to the applicability of the Customer's "Payors Allowable" plan or policy language that specifically addresses implant payments. CorVel will identify and provide the manufacturers implant cost through its proprietary repository of national implant invoice data. CorVel then determines the recommended payment in accordance with the Customer's "Payors Allowable". In the event there is insufficient implant invoice data for the requested implant, CorVel will notify the Customer and CorVel shall not be responsible for any costs, fees, damages or penalties for any such inability of CorVel to produce a cost savings per Customer's request.

2. DELIVERY OF SERVICES

- (a) When applicable CorVel will timely within industry standards, complete CERiS Services and return the reviewed Hospital Bills to Customer, together with a written summary of any adjustments to identified overcharges.
- (b) Savings for the CERiS Services shall be:

- (i) for states having a state mandated Fee Schedule: (A) the bill amount in the Fee Schedule; less (B) the bill amount resulting from CERiS Services.
 - (ii) for states not having a state mandated Fee Schedule: (A) the medical provider's original bill amount; less (B) the bill amount resulting from the CERiS Services.
 - (iii) CorVel shall pay bills on behalf of Customer reviewed by CorVel in a timely manner in accordance with all state guidelines, and Customer agrees to waive any secondary third party bill reviews and/or other retrospective reviews regarding all bills for which CorVel has secured a reduction from the original billed charges.
 - (iv) CorVel will identify all bills that are not eligible for CERiS Services due to: (A) compensability; (B) a pre-negotiated rate with Customer or other previously established discount; (C) services that are "review only" due to litigation or other non-payment issues; and (D) duplicate bills.
- (c) If a medical provider questions the adjustment and/or balance bills the patient, and the claim payor notifies CorVel of such communication, CorVel will provide documentation of its findings. If the hospital provides corrective or qualifying information sufficient to alter our original adjustments, CorVel will revise its report, advise the claim payor of the new, corrected adjustment. Only in the event of a successful appeal of the reduction of the bill by the medical provider shall Customer be entitled to receive a credit for the portion of the fee previously charged for the amount of the adjustment successfully appealed.

SCHEDULE 4

Preferred Provider Network Access Services (PPO) Terms and Conditions

I. DESCRIPTION OF SERVICES

- (a) CorVel's preferred provider organization is a network of hospitals, physicians and other providers ("Participating Providers") that offer services at pre-negotiated Provider rates ("PPO Network"). CorVel also provides state certified preferred provider organization networks in states that maintain such networks.

II. DELIVERY OF SERVICES

- (a) CorVel will provide Customer with access to its PPO Network provided it is the exclusive preferred provider organization utilized by Customer. CorVel may at any time and in its sole discretion add and/or terminate any provider to or from the PPO Network.
- (b) CorVel will provide Customer with a web-based directory of its PPO Network providers.
- (c) Customer agrees that, during the Term of this Agreement Customer will not contract directly or indirectly with Participating Providers made known to Customer under this Agreement.
- (d) Customer will make reasonable effort to channel all Covered Persons to the Participating Providers as are allowed under the laws of that service area or state.

SCHEDULE 4-A
CA MPN
Custom Preferred Provider Network Access Services (Custom PPO)
Terms and Conditions

I. DESCRIPTION OF SERVICES

(a) CorVel shall assist Customer in the development and management of a preferred provider networks of hospitals, physicians and other health care providers that offer services at pre-negotiated rates for the exclusive use of Customer employees ("Custom PPO Networks"), through the following activities:

1. CorVel shall provide access to all providers within its Standard PPO Network to Customer and Customer employees as provided and described hereunder
2. If applicable, CorVel will make commercially reasonable efforts to recruit Customer nominated non-network providers into the Custom PPO Network subject to such medical professionals being credentialed by CorVel;
3. CorVel shall file with Customer's assistance with the state administrative filings for the management of the Custom PPO Network, including filing of the California MPN documents for Customer's MPN;
4. CorVel will provide the formation and management of the Custom PPO Network, including methodologies for provider network inclusion, suspension and termination provisions consistent with all applicable laws in the relevant jurisdiction.

Customer shall be responsible for all Customer Custom PPO Network determinations, including which providers should be included or excluded from its preferred provider network. Customer is also responsible for notifying CorVel which providers should be suspended or terminated from its own preferred provider network consistent with all applicable laws in the relevant jurisdiction and pursuant to CorVel's Quality Assurance policies and procedures.

II. DELIVERY OF SERVICES

(a) CorVel shall provide Customer with access to each Custom PPO Network provided it is the exclusive preferred provider organization utilized by Customer for workers' compensation, auto liability, and general liability claimants. CorVel may at any time and in its sole discretion terminate any provider to or from the Custom PPO Network(s).

(b) Customer agrees that, during the Term of this Agreement and for (12) twelve month period thereafter, Customer will not contract directly or indirectly with Participating Providers made known to Customer under this Agreement.

(c) Customer will make reasonable efforts to channel all Covered Persons to the Participating Providers as are allowed under the laws of that service area or state.

(d) Savings for each Custom PPO Network shall be:

- (i) for non-fee schedule negotiated contracts: (A) the medical provider's original bill amount; less (B) the bill amount resulting from the contract rate.

(ii) for fee schedule negotiated contracts; (A) the fee schedule amount less (B) the bill amount resulting from the contract rate.

SCHEDULE 5

CAREIQ Services Terms and Conditions

I. DESCRIPTION OF SERVICES

CareIQ is CorVel Nationwide Ancillary Benefit Management Program. CareIQ's network is comprised of direct provider contracts, affiliate networks and national vendor agreements. CareIQ is responsible to pay rendering providers timely for covered and approved services performed.

The CareIQ Ancillary Benefit Management Program includes; referral management and coordination, billing and invoicing, credentialed provider network management, and/or clinical oversight of treatment.

Services Included; Durable Medical Equipment, Home Healthcare, Transportation, Interpretation, Imaging and Diagnostics, Independent Medical Examinations, Age of Injury Determinations, Physical Therapy, Occupational Therapy, and other Rehabilitation and Ancillary Healthcare services.

II. PAYMENT FOR CAREIQ SERVICES

CorVel shall invoice and bill the CareIQ Services directly to the specific claims file.

CorVel reserves the right to increase and amend the rates set forth herein by notifying Customer of such amendment in writing, and Customer shall, if such amendment is unacceptable, have thirty (30) days from the date said notice is received to reject such amendment by delivery of written notice of rejection to CorVel. If CorVel does not receive such notice of termination within such thirty (30) day period, the amendment to the rates shall be deemed accepted by Customer and this Agreement shall continue in full force and effect, as so amended.

SCHEDULE 6

Pharmacy Benefit Program Terms and Conditions

I. DESCRIPTION OF SERVICES.

- (a) CorVel shall be the exclusive provider of a Pharmacy Program inclusive of a PBM and a Provider Network representing Participating Pharmacy Providers that are obligated upon and after identification of a participant within CorVel's PBM to:
 - i. Accept a contracted rate, and
 - ii. Apply mandated processes and CorVel's Formulary and Concurrent Drug Utilization Review program at point-of-service before dispensing prescribed medications.

II. DEFINITIONS.

- (a) "AWP" shall mean the Average Wholesale Price for a Brand or Generic Drug Product. CorVel bases Customer pricing off of the reported AWP value from Medi-Span and the date of service.
- (b) "AWP Discount" shall mean the PBM discounts CorVel applies, per Customer's negotiated rates, to Covered Brand and Generic Drug Products, Compound Drugs and Specialty Meds.
- (c) "Brand Drug" shall mean a Covered Drug defined as a brand name drug in PBM proprietary Generic Code Conversion ("GCC") logic.
- (d) "Compound Drugs" shall be systematically identified when processing through the PBM via the Formulary. Drug compounding is often regarded as the process of combining, mixing, or altering ingredients to create a medication tailored to the needs of an individual patient. Compounding includes the combining of two or more drugs. Compounded drugs are not FDA-approved.
- (e) "Concurrent Drug Utilization Review" ("DUR") shall mean the algorithm systematically applied at a Participating Pharmacy before dispensing that considers the Presenting Drug's safety and efficacy in context with other drugs that have been dispensed. In addition, the algorithm includes applicable protocols and guidelines based on the Presenting Drug and specific claim history, such as the time period from the last fill of the same Drug.
- (f) "First Fill" shall mean a prescription filled by a Participating Pharmacy for a limited supply of Covered Drugs for a claim that is not, at the time, eligible. First Fill transactions follow CorVel's First Fill Formulary. The First Fill Formulary is for the immediate treatment of injuries, including common exposure drugs/vaccines. The pharmacy is instructed to fill any formulary prescription written by the treating physician, whether or not the claim is accepted as a workers' compensation claim. Most claims are ultimately accepted.
- (g) "Formulary" shall mean CorVel's Workers' Compensation Standard or state specific drug/drug class and brand/generic specific triggers systematically applied at a Participating Pharmacy before dispensing a Presenting Drug that prompts the pharmacy through its adjudication system to either: dispense the Presenting Drug, convert from brand to generic, attain approval to dispense,.
- (h) "Generic Drug" shall mean a Covered Drug, whether identified by its chemical, proprietary, or non-proprietary name, that (i) is accepted by the FDA as therapeutically equivalent and interchangeable with drugs having an identical amount of the same active ingredient; and (ii) defined as a generic drug in PBM proprietary Generic Code Conversion ("GCC") logic. In the adjudication process, CorVel applies Customer's negotiated Generic Drug discount rate to the AWP value of Covered Generic Drugs.

- (i) "GCC" refers to PBM proprietary Generic Code Conversion logic. GCC logic converts Medi-Span codes to the brand and generic codes used for claims adjudication.
- (j) "Good Samaritan (Emergency) Fill" shall mean a limited supply of Covered Drugs that are outside of the Formulary and typically dispensed outside of normal business hours (overnight, weekends or holidays) by a Participating Pharmacy without Customer's or CorVel's approval in order to meet, in the pharmacist's professional judgment, an immediate or urgent need. Customer is responsible for payment of drug charges processed through Good Samaritan Fills; CorVel assumes no liability.
- (k) "Mail Order Program" or "Home Deliver Program" shall mean the managed program from which Covered Drugs are dispensed and billed through CorVel's PBM. A pharmacy's status as a mail order pharmacy does not indicate participation in the CorVel PBM Mail Order Program. Mail Order participation is limited to designated pharmacies operating within the strict parameters of CorVel's Mail Order Program.
- (l) "Multi Source Brand" shall mean a Covered Drug specified as a brand name drug available from more than one manufacturer as determined by CorVel primarily using a combination of data fields provided to CorVel by Medi-Span (or another nationally available reporting source that may be selected by CorVel). Multi Source Brand Drugs are eligible for conversions to Generic Drugs at the Participating Pharmacy.
- (m) "Multi Source Generic" shall mean a Covered Drug specified as a multi source generic drug as determined by CorVel primarily using a combination of data fields provided to CorVel by Medi-Span (or another nationally available reporting source that may be selected by CorVel). Generic Drugs in their six month exclusivity period or limited supply drugs may be excluded from Multi Source Generic Drugs.
- (n) "PBM" shall mean Pharmacy Benefits Manager. CorVel performs as the PBM on behalf of its Customers.
- (o) "Presenting Drug" shall mean the drug ordered by the prescriber and presented on a signed prescription to a Participating Pharmacy and processed through CorVel's PBM.
- (p) "Rate application exceptions," per Billing and Payments of Pharmacy Program (below) sections (d) and (e), apply when either State Fee Schedule AWP Values or Customer's Negotiated PBM AWP Discount rates are lower than CorVel's Acquisition Price. CorVel's Acquisition Price reflects CorVel's cost of the Covered Drug plus a processing and management fee.
- (q) "Single Source Brand" shall mean a Covered Drug specified as a brand name drug available from only one manufacturer as determined by CorVel primarily using a combination of data fields provided to CorVel by Medi-Span (or another nationally available reporting source that may be selected by CorVel). Single Source Brand Drugs are not eligible for conversions to Generic Drugs.
- (r) "Single Source Generic" shall mean a Covered Drug as determined by CorVel that may not have been purchased by pharmacies at standard Multi Source Generic Drug rates because of limited manufacturers, limited supply or exclusivity rights. In the adjudication process, Customer's Brand Drug AWP Discount value may be applied to Single Source Generic Drugs.
- (s) "Specialty Medications" shall mean certain pharmaceuticals, biotech or biological drugs, that are Covered Drugs used in the management of chronic or genetic disease, including but not limited to, injectable, infused, or oral medications, or products that otherwise require special handling. In the adjudication process, Customer's Claims Professional's approval is required, and Customer's Brand Drug AWP Discount value and dispensing fee may be applied irrespective of the Presenting Drug's GCC (Generic Code Conversion) status.

III. DELIVERY OF SERVICES.

(a) CorVel shall provide its Pharmacy Program's PBM and Network for the benefit of Customer.

(b) Eligibility, First Fill, Pharmacy Identification (ID) Cards, and Mail Order/Home Delivery.

Pharmacy ID cards contain the necessary data elements to enable a Participating Pharmacy provider to electronically process through and transmit claim data to CorVel's PBM. The electronic transmission that occurs at the point of sale is required for application of Formulary, Concurrent Drug Utilization Review and contractual pricing.

- i. Customer agrees to promptly provide CorVel all information needed to produce and distribute Pharmacy ID cards to Eligible Claimants. Subject to applicable law, Customer will instruct Eligible Claimants to use the Pharmacy ID cards at participating network providers in order to facilitate the Pharmacy Program.
- ii. Distribution of Pharmacy ID cards does not guarantee that Pharmacy ID cards will be appropriately utilized by Eligible Claimants or Participating Pharmacies; therefore, Customer understands that claims assigned by Pharmacies to third party billers or paper bills submitted by the Pharmacies are not adjudicated through the prospective PBM.
- iii. CorVel, agrees to produce and distribute Pharmacy ID cards to Eligible Claimants upon receipt of all necessary Eligible Claimant information from Customer. CorVel will also send an introduction letter to the Eligible Claimant along with the Pharmacy ID card.
- iv. CorVel will provide access for Eligible Claimants to the PBM Mail Order Program. CorVel will work with Customer to establish the parameters of the Mail Order Program and the process which will be utilized to encourage Eligible Claimant use of the Mail Order Program.

(c) CorVel's PBM will present a proprietary or state mandated Formulary to Customer. Upon presentation of identification to a Participating Pharmacy, the Formulary will trigger the Participating Pharmacy's adjudication system to either:

- i. Automatically dispense certain medications, or
Obtain Prior Authorization (PA) approval from claims professional to dispense,

(d) CorVel's PBM will implement a Concurrent Drug Utilization Review ("DUR") program on behalf of Customer, Concurrent DUR includes a review of the drug history at the time the prescription is presented. Absent Customer's directions, DUR shall be performed in accordance with CorVel's PBM's standard service model.

IV. BILLING AND PAYMENTS OF PHARMACY PROGRAM.

(i) Financial obligations of parties.

- (i) Customer shall be financially responsible for all drug charges incurred by claimants for dispensed medications processed under CorVel's PBM. CorVel assumes no liability for drug charges with the exceptions noted below in subsection iii.
- (ii) If the CorVel claims professional determines, upon receipt of CorVel's PBM invoice, that specific formulary and non-formulary drugs should not have been dispensed, the CorVel claims professional should inform the PBM as soon as possible.
 1. The PBM will request a reversal from the Participating Pharmacy. If granted, CorVel will reverse the drug charges, however, if the Pharmacy does not grant

the PBM's request, Customer is responsible for payment of the drug charges; CorVel assumes no liability for drug charges with the exceptions noted below in subsection iii.

(iii) Upon receipt of an invoice, CorVel claims professional may timely dispute charges for drugs that were dispensed in error, triggering CorVel's PBM to reverse the drug charges, by notifying CorVel for any of the following reasons:

1. CorVel's PBM and/or the Participating Pharmacy's violation of Formulary or Utilization Review Parameters set forth in Customer's DUR program, or in the Claimant Level Formulary; or
2. Duplicate or inadvertent entries or other clerical mistakes on a PBM invoice.

(ii) Invoicing and Payment.

On a per Covered Drug basis CorVel will apply daily for all drug charges and fees related to the PBM directly to the claim file.

CorVel shall invoice and bill directly all prescription fees to the specific claims file.

CorVel uses Medi-Span as our AWP data source. CorVel's Medi-Span database is updated daily and AWP values are applied on the date of dispense.

In all states with the exception of California, Customer will be billed the lesser of the state fee schedule AWP or the CorVel's negotiated rate.

(iii) Both parties understand that pricing indices historically used (including under this Agreement) for determining the financial components of pharmacy billing rates are outside the control of CorVel and Customer. The parties also understand there are extra-market industry, legal, governmental and regulatory activities which may lead to changes relating to, or elimination of, these pricing indices that could alter the financial positions and expectations of both parties as intended under this Agreement.

Both parties agree that, upon entering into this Agreement and thereafter, their mutual intent has been and is to maintain pricing neutrality as intended and not to benefit one party to the detriment of the other. Accordingly, to preserve this mutual intent, if pricing neutrality does change and CorVel undertakes any or all of the following:

- (i) Changes the AWP source, or other source if AWP is not applicable, across its book of business (e.g., from Medi-Span to First Databank); or
- (ii) Maintains AWP, or other source if AWP is not applicable, as the pricing index with an appropriate adjustment in the event the AWP, or other, methodology and/or its calculation is changed, whether by the existing or alternative sources; or
- (iii) Transitions the pricing index from AWP, our other source if AWP is not applicable, to another index or benchmark (e.g., to Wholesale Acquisition Cost);

Customer's negotiated PBM pricing will be modified as reasonably and equitably necessary to maintain the pricing intent under this Agreement.

V. CALIFORNIA MODIFICATION

On April 15, 2016, the State of California Department of Industry Relations applied the new Federal Upper Limit (FUL) index to the California Pharmacy Workers' Compensation Fee Schedule. The new FUL index has resulted in a need for CorVel to modify our current pricing structure based on the fee schedule changes and our contract language.

The FUL's impact and the modification is limited to generic drugs; brand drug pricing will not change. As per our contract, the modification will maintain "pricing neutrality" between both parties.

SCHEDULE 7

Peer Review/Medical Records Review Program Terms and Conditions

I. DESCRIPTION OF SERVICES.

- (a) CorVel shall provide access, and deliver the services described in this Schedule 7 in connection with such access, to a panel of medical professionals who have been credentialed by CorVel as "Credentialed Providers" and who will perform Peer Review ("Peer Reviews") and Medical Record Reviews ("MRRs").
- (b) Peer Review/Medical Records Review is defined as the process of reviewing and commenting on the work, decisions and/or recommendations by one's equal (peer) to ensure that it meets specific criteria such as federal and state regulations, and nationally accepted standards of care in rendering medical services.

II. DELIVERY OF SERVICES.

- (a) CorVel shall work only with Credentialed Providers under this Agreement. "Credentialed Providers" are medical professionals with respect to whom CorVel has performed its standard credentialing process. CorVel shall also verify that the medical professionals who are Credentialed Providers meet all applicable statutory and/or legal requirements regarding who can conduct a Peer Review or MRR.
- (b) Customer shall have the right to nominate medical professionals as candidates for addition to the panel of Credentialed Providers provided by CorVel for access by Customer ("Credentialed Panel"), subject to such medical professionals being credentialed by CorVel as Credentialed Providers.
- (c) Customer shall have the right, with written notice to CorVel, to request that CorVel cease using a specific medical professional from the Credentialed Panel for Customer's claimants. Upon receipt of such notice from Customer, Supplier shall promptly cease using the specified medical professional as requested by Customer in such notice.
- (d) Customer may submit a request for a Peer Review or a MRR via phone, fax, or electronically via CorVel's CareMC website, if applicable.
- (e) CorVel shall ensure that the MRR is assigned to a provider within 2 business days of receipt of request or in accordance with applicable State law.
- (f) CorVel will copy required medical records for the Peer Review or MRR as provided by the Customer's file handler or legal office. CorVel will obtain additional medical records as requested.

- (g) CorVel shall deliver to Customer completed Peer Review and MRR reports within 7 business days of assignment to the Credentialed Provider. Prior to such delivery to Customer, CorVel shall complete its quality review of such report.
- (h) CorVel shall provide Customer quarterly activity reports within twenty (20) business days following the applicable quarter.

SCHEDULE 8-A

Medicare Set-Aside Services Terms and Conditions

I. DESCRIPTION OF OTHER SERVICES

a. Medicare Set-Asides: CorVel provides an extensive review of medical records and medical bills, producing a comprehensive report and cost projection outlining future Medicare eligible costs in anticipation of settling out future medical care on a Customer's employee or insured individual. Costs are determined through CorVel's proprietary Bill Review system as well as utilization of the online Red Book™ access for medication costs. Red Book™ is the accepted authority by CMS for pricing on all medications.

b. Life Care Plans/Future Cost Projections: Life Care Plans/Future Cost Projections are a plan for optimal utilization of health care dollars that document objective view of the future health needs, services and related costs. It provides for comprehensive reports summarizing medical treatment and care and outlining life time needs for a Customer's employee or injured individual when they are catastrophically injured. Life Care Plans/Future Cost Projections are also used both for litigious settlements as well as projecting reserves setting.

c. Medicare Conditional Payment Resolution: CorVel's service includes securing Medicare Conditional Payment letters and disputing the Medicare Conditional Payments unrelated to the claim. CorVel communicates directly with the Medicare contractors, the CRC (Commercial Repayment Center) or BCRC (Benefits Coordination & Recovery Center) to resolve the Medicare Conditional Payment debt.

II. DELIVERY OF SERVICES OF MEDICARE SET ASIDES

a. Customer/Carrier shall provide the CorVel Medicare Set-Aside Hub office with a copy of the first report of injury, most recent two years of medical records and medical bills including indemnity payout, all operative reports, IMEs/AMEs as well as orders rendered by the workers' compensation judicial system. Appropriate releases for completion of request for service will be forwarded either to the Customer or, at the Customer's request, directly to counsel representing the injured worker to obtain the injured worker's signature.

b. Customer may submit a request for a Medicare Set-Aside via email, phone, fax, or electronically via CorVel's CareMC website, if applicable.

c. A certified Medicare Consultant ("Consultant") will review the medical records and bill summary, prepare a detailed summary of the records and a projection for future medical expense which are Medicare eligible. If requested, the Consultant will also provide a projection of those costs which are not Medicare eligible in order to provide the customer with their total medical exposure.

d. The Consultant will return the completed Medicare Set-Aside report to the Customer within fifteen (15) business days of receiving all relevant medical records and related information. If a rated age is warranted, the Consultant will acquire same. If the Medicare status of injured party is unknown or unclear, a request for Medicare status will be submitted to the Social Security Administration. Once the Medicare status is known, the Coordination of Benefits Contractor will be notified and conditional payments requested.

e. Upon Customer's request, CorVel Medicare Set-Aside Hub office will submit through the web-portal all required documents to enable CMS to review and approve the proposal. Items submitted include the Medicare Set-Aside report, the tentative settlement amount, along with other required documentation, to the Centers for Medicare & Medicaid Services (CMS). Upon receipt, CorVel Medicare Set-Aside Hub office will forward the CMS Determination letter to the Customer. Final executed settlement documents (reflecting CMS recommended Medicare Set-Aside amount) will be provided to CorVel Medicare Set-Aside Hub by the Customer/counsel and then forwarded by CorVel to CMS through the web-portal.

f. Upon request from Customer, CorVel shall provide Customer quarterly activity report within twenty (20) business days following the applicable quarter.

III. DELIVERY OF SERVICES OF LIFE CARE PLANS/FUTURE COST PROJECTIONS

- a. Customer shall provide all available medical records and billing to CorVel Medicare Set-Aside Hub office as well as any other pertinent records for initial review.
- b. For a Life Care Plan, a visit to the residence of the Customer's employee or injured individual with interview of claimant and family will be conducted after permission is acquired by the Customer. The interview will include evaluation of the home setting, extensive information gathering, and pictures of the various equipment and housing structures.
- c. Letters will be sent to all treating physicians to obtain their opinions on future medical treatments including medications and therapies for the claimant. The physician's opinions will be included as recommendations within the Life Care Plan summaries.
- d. Future cost projections are utilized to immediately set reserves for future medical needs regarding catastrophic or major injuries. Home visits are not conducted for a future cost projection.
- e. Customer may submit a request for a life care plan or future cost projection via email, phone, fax, or electronically via CorVel's CareMC website, if applicable.

SCHEDULE 8-B

Medicare Agent Services – Managed Care Customer Liability Claims Terms and Conditions

I. DESCRIPTION OF OTHER SERVICES

In order to assist Customer, as a Responsible Reporting Entity (“RRE”), in complying with the mandatory quarterly electronic reporting requirements issued by the Centers for Medicare/Medicaid Services (“CMS”) under the Medicare/Medicaid and S-CHIP Extension Act of 2007, Section 111 (the “Act”) regarding certain injured parties who are Medicare Beneficiaries, CorVel provides Medicare Agent services as described below subject to the provisions of the final regulations to be issued by CMS.

II. DESCRIPTION OF MEDICARE AGENT SERVICES

- (a) Upon designation as Customer’s Medicare Agent, CorVel shall provide Customer assistance with Customer’s registration as a Responsible Reporting Entity (“RRE”).
- (b) CorVel and Customer will establish a manual interface to facilitate the exchange of specific claims data required to be reported to CMS under the Act; thereafter, as Customer’s designated Medicare Agent, CorVel will initiate a test file interface with CMS within the statutory timeframes required by CMS under the Act.
- (c) Upon successful completion of the test file interface, CorVel will commence an ongoing monthly query process on behalf of Customer where CorVel will transmit through the CMS Query Tool certain basic claims data elements (claimant name, social security number, date of birth and gender) on the liability claims the Customer provides to CorVel via the manual interface, for CMS to determine if such claim data elements match a valid CMS record indicating Medicare eligibility. CorVel will report the results of such query on CareMC and in a Monthly Eligibility Query report for Customer to review. In the event the Medicare Reporting Queue determines any such liability claim is invalid due to an error or missing information, then Customer shall be responsible for reviewing, researching and correcting such claims data from the Monthly Eligibility Query report supplied by CorVel to the Customer, for resubmission by CorVel through the CMS Query Tool on the next monthly query process transmission; provided, however, if Customer so requests, CorVel will provide such research regarding Medicare eligibility at an additional hourly rate and such research shall include claimant’s name, social security number, date of birth, gender and any other required data field.
- (d) Once it is determined through the Medicare Reporting Queue that a liability claimant is Medicare eligible, the Customer will provide CorVel through the manual interface all data elements necessary to commence the transmission of mandatory quarterly electronic claims reporting of those liability claimants to the CMS Benefits Coordination & Recovery Center (BCRC) on Customer’s behalf within the specific 7-day reporting period assigned to Customer by CMS. A copy of the initial report shall also be posted by CorVel on CareMC for Customer to review. The BCRC will confirm either acceptance of the Medicare eligible claims thus reported or return any files for which data is missing or incorrect. CorVel shall post on CareMC and provide Quarterly Claim Submission reports to the Customer with any error reports from the BCRC showing such files containing missing or incorrect data for Customer to research and correct by the manual interface to CorVel. Once corrected, CorVel will enter the data and resubmit such files to the

BCRC during the next quarterly reporting file.

- (e) CorVel, as Customer's designated Medicare Agent, will continue to electronically transmit to the BCRC on a quarterly basis all new and updated liability claims provided by the Customer to CorVel through the manual interface, identified through the Medicare Reporting Queue and the Customer provided CorVel the necessary data to report the Customer's Medicare eligible claims.
- (f) CorVel, as Customer's designated Medicare Agent, will also electronically transmit to the BCRC any monetary settlement data received by the Customer to CorVel through the manual interface on Customer's Medicare eligible claims.
- (g) CorVel shall provide Customer quarterly activity reports within twenty (20) business days following the applicable quarter.

III. LIMITATION OF LIABILITY REGARDING MEDICARE AGENT SERVICES

In order to assist Customer, as a Responsible Reporting Entity ("RRE"), in complying with the mandatory quarterly electronic reporting requirements issued by the Centers for Medicare/Medicaid Services ("CMS") under the Medicare/Medicaid and S-CHIP Extension Act of 2007, Section 111 (the "Act") regarding certain injured parties who are Medicare Beneficiaries, CorVel agrees to provide Medicare Agent services as described in Schedule 2 attached hereto subject to the provisions of the final regulations to be issued by CMS, including information relating to such claimant, and the establishment and maintenance of an electronic data interface with CMS's computer system to the extent required by law and within the time period required by CMS so as to avoid the incurrence of penalties and fines ("RRE Reporting Obligations").

- (a) In order for Customer to meet its RRE Reporting Obligations, Customer shall promptly review the results of the Medicare Reporting Queue, research any errors or missing data and resubmit such corrected or missing data promptly to CorVel within the applicable timeframes so that CorVel can timely report such corrected or missing data to CMS.
- (b) In the event that information supplied by Customer to CorVel is incorrect, incomplete or untimely delivered and prevents CorVel from completing a timely transmission to CMS, or leads to errors in transmissions to CMS, Customer shall be solely responsible for promptly resubmitting corrected data to CorVel, and CorVel will not be liable for any damages, fines, penalties or other amounts to the extent arising from such incorrect, incomplete or untimely delivered information. CorVel shall notify Customer via a posting on CareMC and the Quarterly Claim Submission report if CorVel receives notice from CMS that a transmission submitted by CorVel on behalf of Customer as an RRE contains incorrect, incomplete or untimely delivered information. The Customer shall correct errors necessary to complete successful transmission to CMS.
- (c) Customer shall release CorVel from any and all penalties or other fines imposed by CMS and its related governmental agencies, in the event information supplied by Customer to CorVel is incorrect, incomplete or untimely delivered and prevents CorVel from submitting a report to CMS or leads to errors in submissions to CMS.

SCHEDULE 9
Clearinghouse Payer Agent Services Program
Terms and Conditions

1. DESCRIPTION OF SERVICES

- (a) Clearinghouse Payer Agent Services: CorVel shall act as Customer's agent under this Agreement. CorVel's clearinghouse receives bills from health care providers in electronic form, verifies the data integrity of the information on the bills, and routes directly to CorVel's Bill Review system for completion of CorVel's Bill Review service. Explanation of Benefit (EOR) information will be transmitted to providers from CorVel in the ANSI 835 format. CorVel will send 835 data to health care providers via its clearinghouse upon CorVel's completion and approval of all Explanation of Reviews (EOR's) via CorVel's Bill Review service in compliance with the local governing state laws and regulations.
- (b) Compliance with applicable law: CorVel shall ensure that Clearinghouse Services are provided in compliance with the applicable laws, statutes, rules and regulations of the state service shall be provided in. Customer agrees to timely provide to CorVel information and assistance requested by CorVel and reasonably required to ensure such compliance.

2. SETUP AND DELIVERY OF SERVICES

- (a) Routing Directly to Bill Review: A test sample of Customer's bills will be pulled from the clearinghouse test system and imported to the bill Review test system. Bill Review results will be output to Customer through the existing format. Routing bills through CorVel's Test bill review system may require three to four weeks. CorVel will make reasonable efforts to begin testing within five business days of the request for services.

3. PRICING STRUCTURE

The cost of Clearinghouse Payer Agent Services is as follows:

- For customers for whom CorVel provides bill review services – No additional charge

SCHEDULE 11
Advocacy 24/7 Nurse Triage Services
Terms and Conditions

CorVel shall provide to Customer the following Services related to Nursing Coordination of Care Services:

- Answer calls received 24 hours a day/7 days per week on CorVel maintained Customer triage telephone line.
- Instruct the caller / injured employee on first aid and or initial injury treatment.
- Facilitate assessment at a designated outpatient clinic or emergency room as needed.
- Follow up with the injured employee within 24 hours of initial report to evaluate current condition.
- Document all calls and communicate to appropriate parties.

An incident shall encompass

- The nurse receipt of the initial call,
- The gathering of necessary information and distribution of said information to the appropriate parties, and
- One clinical follow-up to the injured employee in the first 24 hours following the initial call.

SCHEDULE 12
Medication Review Services
Terms and Conditions

I. DESCRIPTION OF SERVICES.

- (a) CorVel acknowledges there is a subset of patients in the system that do not improve despite extensive diagnostic testing and numerous treatments. CorVel knows these relatively fewer cases drive a disproportionate amount of costs. Interestingly, these “creeping catastrophic” claims often present as a simple strain or sprain injury or diffuse spinal pain. There is ample data to suggest that bio-psychosocial factors can amplify, sustain or mitigate a patient’s perception of disability in these cases. CorVel shall use clinical modeling to identify those patients at risk for delayed recovery and apply an interdisciplinary bio-psychosocial approach to their care.
- (b) CorVel offers a variety of interventions that are recommended depending on the severity and chronicity of the claim. They can be utilized separately or integrated in a more comprehensive management plan again depending on claim severity and patient characteristics.

II. DELIVERY OF SERVICES.

Medication Review:

- CorVel’s contracted physician will evaluate the medical necessity of each currently used or prescribed medication.
- CorVel’s contracted physician will recommend elimination of duplicative medications.

- CorVel's contracted physician will determine and recommend medications that may replace and be equally or more effective than one or a group of currently used/prescribed medications.
- CorVel's contracted physician will recommend medications that are pharmacologically similar to currently used or prescribed medications when available at a lower cost (same or similar class, less cost, generic when available).
- CorVel's contracted physician will attempt Peer to Peer contact by calling the PTP.
- CorVel's contracted physician will provide the customer a written agreement from the prescribing physician (if agreement is reached) for alternate treatment plan.
- On cases where agreement is not met between CorVel and the PTP a written report will be generated and sent to the customer that includes a written summary of all activity that will include recommendations, rationales and potential savings identification made by CorVel's contracted physician.
- Allowances will be made for the attending physician to bill for their time spent on the teleconference at the applicable fee schedule.

Wellness Program:

Cases can be initially referred to a network of cognitive behavioral therapists who function to help the patient/claimant improve their pain coping skills, change their perception of disability and decrease fear-avoidance behaviors that are often a significant barrier for RTW.

SCHEDULE 13

TeleHealth Services

Terms and Conditions

CorVel shall provide TeleMedicine visits to Customer's injured employees who opt for such service for as level of care determinations are made through our 24/7 nurse triage hotline. A TeleMedicine visit is a single synchronous virtual consultation through CorVel's third party vendor platform between a Qualified Professional and a claimant ("TeleMedicine").

CorVel's 24/7 triage nurses are trained to provide an initial assessment and will provide immediate referral to medical care when needed. Nurses may refer to TeleMedicine as appropriate (i.e., musculo-skeletal injuries).

- TeleMedicine virtual visits are always an "option" for the injured employee.
- If opted by the injured employee, CorVel connects the injured employee to a physician immediately via a computer, tablet or phone.
- If the injured employee decides that he/she does not want a TeleMedicine visit, CorVel will immediately offer to schedule the injured employee with a traditional, in-person PPO medical provider located at a convenient, clinic-based location.

A TeleMedicine "visit" is defined as "A Consultation Unit" is a single synchronous consultation through the Platform between a Qualified Professional and a patient."

SCHEDULE 14

Workers' Compensation Lien Resolution Services Terms and Conditions

1. DESCRIPTION OF SERVICES

a) Lien Resolution Services. CorVel shall provide Lien Resolution Services for Customer through its CareMC Application to control and provide resolution and closures to lien file cases. CorVel shall utilize industry standard processes including having CorVel attend Workers Compensation Appeals Board (“WCAB”) conferences & trials, and negotiate as required or applicable.

b) Workers Compensation Appeals Boards Serviced:

AHM – Anaheim	SBR – San Bernardino
OXN - Oxnard	SDO – San Diego
POM – Pomona	VNO – Van Nuys
RIV- Riverside	SAC – Sacramento
ANA - Santa Ana	OAK – Oakland
LBO – Long Beach	SFO – San Francisco
LAO – Los Angeles	STK – Stockton
MDR – Marina Del Rey	

c) Workers Compensation Appeals Boards Serviced on a case-by-case basis:

SBA – Santa Barbara	RED – Redding
SLO – San Luis Obispo	FRE – Fresno
SJO – San Jose	BAK – Bakersfield

2. DELIVERY OF SERVICES

a) Claim Referral. Lien resolution services are on a referral basis per claim and subject to prior Customer approval.

b) Reporting. CorVel shall provide monthly reports at no charge to Customer.

c) Case-in-chief walk-through service.

(i) CorVel shall provide Walk-throughs for pro-per cases, and as needed for litigated claims.

(ii) Customer’s claims adjuster professional shall provide referrals for each lien resolution settlement agreement.

(iii) CorVel shall prepare all required documentation and file packets, obtain the adjudicating number and the order approving from the judges at the WCAB.

(iv) Results are reported by CorVel to Customer weekly at the end of the same week they are assigned.

d) Service and Review of Initial Discovery.

CorVel shall review, gather and serve all documents relevant to the case and the outstanding liens that will be necessary to satisfy the requirements of discovery and due process, including, but not limited to: Settlement documents, medical reports, Request for

Authorizations (“RFA’s”) Utilization Review (“UR”)determinations, objection letters, and bill review.

e) Declaration of Readiness Filings.

CorVel shall utilize an electronic filing of a declaration of readiness to proceed to request a hearing date with the WCAB in order to facilitate or expedite Lien Resolution and/or Litigation (if necessary).

f) Attendance at the WCAB for Lien Conference and/or Lien Trials

CorVel shall have its own experienced hearing representatives appear at the WCAB on behalf of the Customer with the goal of resolving any outstanding liens, or moving towards litigation (if necessary).

g) Litigation Review and Support

CorVel shall review and analyze the lien claimant evidence provided in support of CorVel’s position when a matter is set for a lien trial.

h) CorVel’s Obligations

(i) CorVel shall provide Lien Resolution Services as described herein to Customer upon receipt of specific referral from Customer. In the absence of instructions from Customer to the contrary, which CorVel must approve and Lien Resolution Services shall be performed as described herein.

(ii) CorVel shall complete its Lien Resolution Services within sixty (60) days of referrals without litigation, provided there are no delays from litigation.

(iii) Any conflicts or complaints from providers and/or their lien claimant vendors (“Complaints”) concerning Lien Resolution Services completed by CorVel initially will be handled directly by CorVel. CorVel will provide an initial response to a Complaint within one (1) business day following the date on which CorVel received the Complaint. CorVel will send a written response to the complainant within five (5) business days that summarizes the nature of the Complaint and the steps CorVel has taken to resolve it. A copy of this response will be sent to the attention of the designated Customer account representative. Different or more specific parameters of CorVel's authority to respond to and resolve Complaints hereunder may be agreed to mutually by the parties. Further, Customer shall have the right, but not the obligation, at any time, to interject itself into a Complaint between CorVel and a provider and to resolve the Complaint in a manner acceptable to Customer at its sole discretion. Notwithstanding the foregoing, Customer shall retain full responsibility for payment of all benefits and any other expenses or services required to be paid or provided under applicable policies or state and federal workers’ compensation laws.

(iv) CorVel agrees to supply Customer, at no additional cost, a transmission or report in the format in which it is then customarily stored by CorVel reflecting the results of Lien Resolution Services provided monthly. Such data shall be provided as to further allow for the application of Lien Resolution Service fees to the individual claim file and the payment of said fees.

3. PRICING

(a) Pricing is based on a percent of savings after fee schedule application. There is a per lien cap that ensures the client pays no more than this maximum amount per lien. Some items, such as a walk-through service and an adequacy hearing are billed at a flat rate.

(b) Method of Pricing: Percentage of savings per lien after fee schedule is applied, versus total billed amount. Savings is defined as the difference between total claimed lien amount after fee schedule reduction and final lien settlement amount, or amount ordered paid by WCAB.

(i) For liens not subject to Official Medical Fee Schedules (“OMFS”) nor Usual and Customary, pricing will be calculated at percentage of savings from overall difference between total amount billed and final lien settlement amount.

(c) Authority to resolve liens without determination of OMFS granted by employer to expedite file closure will be invoiced at a reduced percentage of savings from the billed amount.

(d) Litigation pricing is applied to liens that are the subject of a pre-trial conference statement. This includes, but is not limited to: service of trial exhibits, review of lien claimant trial exhibits, pre-trial and post-trial briefings as well as points & authorities, petitions for reconsideration, and petitions for costs and/or sanctions for frivolous litigation.

Claim Referral:

Lien resolution services are on a referral basis per claim, and subject to client approval.

Litigation pricing is only applied to liens that are the subject of a pre-trial conference statement. This includes, but is not limited to: service of trial exhibits, review of lien claimant trial exhibits, pre-trial and post-trial briefings as well as points & authorities, petitions for reconsideration, and petitions for costs and/or sanctions for frivolous litigation.

**EXHIBIT B
Fees**

(1) During Initial Term. Fees during the Initial Term of this Agreement shall be as follows:

Workers' Compensation Claims Administration

Description	Pricing
Life of Contract Claims Handling Fee - Per Claim	
Medical-Only	\$185.00
Indemnity	\$1,495.00
Employer's Liability	\$1,495.00
Indemnity Tail Claims	\$550.00
Medical-Only Tail Claims	\$95.00

Medical Only claims requiring the following work will be invoiced at the rates shown here. Claims previously invoiced as a Medical Only will be invoiced based on the difference between this rate and the amount previously invoiced. This increase is limited to claims with paid medical expense exceeding Five Thousand Dollars (\$5,000.00); claims requiring investigation to determine compensability, apportionment, medical causation, and subrogation; claims where medical benefits are disputed or denied, or claims where defense counsel is retained to respond to a legal proceeding or regulatory matter.

Program Management

Description	Pricing
Data Conversion - Per Data Source	Waived
Administration Fee - Per Annum ¹	\$10,000.00
Implementation Fee - One Time Fee	\$10,000.00
CareMC Access - Per Annum ² First 5 Full Access Users	Included \$1,500.00

¹ Includes Assistance with Self-Insured Data for State Reports, State Statistical Reporting & All State Filing Requirements

² Includes Executive Dashboard, Claim Details, Claims Summary Screen & Claims Reporting

Account Management and Technical Support

Description	Pricing
Account Management Staff	Included
Electronic Data Transmission - (Per Month, Based on Frequency) Monthly File	\$212.00
Weekly	\$636.00
File Daily	\$2,120.00
Training – Onsite and Online	Included
Technical Support	Included
State EDI Files	Included
Monthly Reporting	Included
Ad hoc Report Programming - Per Hour	\$212.00
Communication Materials/Posters	Pass through printing cost

Account Management and Technical Support continued

Description	Pricing
Annual Banking Fees	One account included
Additional Account(s) - Per Account	\$1,060.00
Carrier TPA Oversight Fees ¹	Bill from Carrier to Client

¹ Fees charged by the carrier (Oversight fees, Tail Claim transfer / takeover fees, etc.) are the responsibility of the client and will be billed directly to the client by the carrier or by CorVel should CorVel be invoiced for such fees.

Intake and Immediate Intervention Services

Description	Pricing
Claim Intake (includes one FNOL distribution) - Per Intake	\$37
Incident Only Reporting - Per Incident	\$37
Advocacy 24/7 - Per Call	\$106
Telehealth Services	Fee Schedule or U&C value by CPT code

Allocated Expense Fees

Legal Services

Description	Pricing
Subrogation	25% of Recoveries
Legal Bill Auditing ¹	2.5% of gross legal charges reviewed
Indexing and OFAC Compliance - Per Index	Pass through

¹ Fees will never exceed the savings generated. No mark-up on services from Bottomline.

Bill Review Services

Description	Pricing
Bill Review: Includes Standard Fee Schedule and UCR - Per Bill ^{1,2}	\$9.50
+ Network Solutions Includes: ² Clinical Review, Implant Analysis, Line Item Bill Review, Negotiations, PPO Network Access, Substantive Denials, Technical Evaluation	27% of Savings
Minimum Transaction Fee ²	\$9.50
State EDI, Scanning/OCR, Initial 1099 Provider Notification Letter	Included

¹ Includes bill intake, document imaging, file upload, state EDI's, and initial 1099 provider notification letters.

² Minimum transaction fee (MTF) per bill transaction. Applied per transaction if all other applicable fees do not meet the minimum transaction fee. Applies to all transactions, including but not limited to, Specialty Bills, Duplicate Bills and bills sent for Re-consideration or Re-evaluation. Maximum fee per bill of \$9,000.00.

Provider and Nurse Review Services

Description	Pricing
Liability Bill Review (Reasonable and necessary and related) – Per Bill	\$21.00
Liability Nurse Review Option 1 – Per Hour	\$164.00
Option 2 – Flat Rate	\$95.00 up to 1,000 pages \$265.00 per each additional 500 Pages
Peer Review / Physician Advisor – Per Hour	\$212.00
Independent Medical Reviews Chiropractic	See 2023 IME/Peer Fee Schedule
Orthopedic	See 2023 IME/Peer Fee Schedule
Neurologic	See 2023 IME/Peer Fee Schedule
Physical Medicine and Rehabilitation	See 2023 IME/Peer Fee Schedule

Patient Management

Description	Pricing
Telephonic Case Management, Field Case Management and Return to Work Coordinator - Per Hour Alaska, California, Hawaii and New York	\$164.00
All Other States ^{1,2}	\$131.00
Vocational Rehabilitation - Per Hour ²	\$175.00
Specialty Services (Catastrophic, Life Care Plan, Medicare Conditional Payments, Medicare Set Asides, Bilingual, Critical Incident Stress Debriefing (CISD)) - Per Hour	\$218.00
Nurse Utilization Review - Per Review	\$159.00
Physician Utilization Review - Per Review	\$292.00
UR Authorization Only (Adjuster Review) - CA - Per Review	\$42.00
Care Advocate - Per Claim	\$53.00

¹ Fee applies to all States with the exception of premium states (CA, HI, AK, and NY).

²Statutory rates supersede if applicable. Prevailing IRS Mileage Rate applies.

Each invoice for Case Management Services shall have an additional professional service fee of \$0.00 billed to Customer. *Adjustment to additional professional service fee approved by Ronda Cruz.

Pharmacy Solutions

Description	Pricing
Retail Pharmacies Brand	AWP -17% + \$3.00 dispensing fee
Generic	AWP -45% + \$3.00 dispensing fee
Mail Order Brand	AWP -18% + \$2.00 dispensing fee
Generic	AWP -55% + \$2.00 dispensing fee
Clinical Modeling Integration of Pharmacy Data Dynamic Calculation/Display in Care ^{MC}	Included Included

Pharmacy Solutions continued

Description	Pricing
Pharmacy Interventions Certified	Included
Pharmacy Technician Rx Nurse	Included
Nurse Management	Included
Pharmacy Review - Per Review Cognitive	Case Management hourly rate
Behavioral Therapy - Per Hour Medication Review -	\$405.00
Per Hour	\$270.00
	\$270.00

Ancillary Benefit Management Services

Description	Pricing
Medical Imaging Services	Varies by State and Diagnostic
Independent Medical Exam	See 2023-24 IME/Peer Fee Schedule
Physical and Occupational Therapy	Varies by State
Durable Medical Equipment	Varies by State and Equipment
IME Peer Review - Per Hour	See 2023-24 IME/Peer Fee Schedule
Transportation	Varies by State and Service
Translation	Varies by State and Service Level

Medicare Agent Reporting

Description	Pricing
Set up and engagement	\$750.00
Monthly Maintenance	\$250.00
Quarterly Reporting	Included

California Lien Program

Description	Pricing
Set up fee/minimum fee - Per Lien ¹	\$53.00
Percent of savings off Fee Schedule	20% of savings
Lien Cap	\$3,180.00
Lien Conference	\$530.00
Lien Trial	
Half Day	\$530.00
Full Day	\$795.00
DOR Filing	Included
Service and Review of Initial Discovery	Included
Litigation Review and Support - Per Hour	\$133.00

¹ Deducted from total fee if over \$100.00

State Certified Managed Care Networks

Description	Pricing
Implementation, Filing, Setup (one-time fee) ¹ Standard Network - CA MPN, TX HCN, IL PPP, KY MCO, NY Certified Standard Network - CA MPN & CA Kaiser Custom Network (CA MPN)	\$2,650.00 per network \$3,710.00 per network \$5,724.00 per network
Administration ²	CA MPN, TX HCN: +\$2.65/bill IL PPP, KY MCO, NY Certified : +\$1.35/bill All other State MCOs ¹ : Included
Optional Services (Appointment Scheduling, Training, Panel Creation, etc)	Varies by State

¹ Implementation & administration for all other MCOs (AR MCO, CT MCO, FL MCA, GA MCO, MN MCO, NE MCO, NH MCO, NJ MCO, OK CMP & WV MHCP) are included in bill review fees. Each applicable state represents a separate network.

² Additional bill fee is applied to all Bill Review transactions relating to the applicable state regardless of the bill's network utilization.

The above pricing per claim is based on handling of all claims that occur and are reported during the agreement period.

If life of contract pricing is selected, claims will be handled until closed or until the end of the agreement period, whichever comes first. If life of claim pricing is selected, claims will be handled until closed. Pricing is valid for first year of the contract. At the end of the first year and each year thereafter, all fees outlined on the claims and managed care pricing sheet shall increase the greater of CPI or 3.5%.

Any service not identified in this proposal will be provided at a later time.

Transition Fees

Description

Fee:

Tail Claim Transfer	\$500.00 per open claim (this is a one-time fee to transfer the tail claims, if and when they are transferred)
Annual Administration Fee	\$10,000.00 annually
CareMC Access for Tail Claims	No Charge First Five Users Additional users beyond the first five users \$1,500.00 per user annually

(2) Fees for Additional Professional Services: If Customer requires any additional professional services from CorVel relating to the Services or the CareMC Application, including but not limited to integration of the CareMC Application with EDI or other Customer systems, Customer shall submit a written request to CorVel for such services. CorVel shall, in good faith, consider providing such services at its then-current professional services fee rate and standard terms and conditions.

(3) Billing and Payments for Case Management. CorVel will invoice Customer monthly for all fees related to Case Management Services directly to the specific claims file. Billing for Case Management is based on actual time per activity. Activity is based on ten (10) minute, a sixth (.17) of an hour, units. Time billed that exceeds the base billing unit multiple, i.e., 10 minutes, 20 minutes, etc., will be converted to the next billing unit.

EXHIBIT C CareMC License Agreement

This CAREMC LICENSE AGREEMENT (the “CareMC License Agreement”) is incorporated by reference into the Professional Services Agreement (the “Master Agreement”) to which it is attached. The parties acknowledge and agree that the terms and conditions under which the Services are provided by CorVel and received by Customer shall be governed by the Master Agreement (including without limitation all additional Exhibits and applicable Schedules attached thereto), while the terms and conditions under which Customer may access and use the Online Services shall be governed by the terms and conditions of this CareMC License Agreement. All defined terms used herein and not otherwise defined shall have the meaning ascribed to such terms in the Master Agreement.

1. ACCESS TO THE CAREMC APPLICATION

A. Registration Information. Prior to accessing the CareMC Application, Customer shall provide CorVel with certain registration information requested therein (“Registration Information”). Customer covenants that the Registration Information Customer provides will be true, accurate, current and complete and will be updated as necessary.

B. Passwords and Levels of Access. As soon as practicable after the execution of this Agreement, CorVel shall create a unique username and password for each individual Authorized User identified by Customer as requiring access to the Online Services. Customer shall then designate a group of Authorized Users. The group of Authorized Users (“Restricted Users”) shall have “read only” access to only the data available on the CareMC Site that relates to claims specific to that Authorized User and such other data that Customer specifically requests in writing be accessible to such Authorized User. If Customer requires a second group of Authorized Users (“Non-Restricted Users”) shall have editing access to all data available on the CareMC Site that relates to claims specific to Customer. Access by Individual Users and Non-Restricted Users to data available on the CareMC Site shall be subject in all cases to any limitations imposed by applicable law.

C. Personal Information Data. Authorized Users shall have access to all data available through the CareMC Application, including data that constitutes or contains “Personal Information” as such term is defined in applicable state and federal privacy laws, but shall only have access to Personal Information to the extent necessary for Customer to read only a claim, and then only to those portions or amounts of Personal Information that are determined by CorVel, in its sole discretion, to be the minimum necessary for Customer to edit such claim.

D. Security of Passwords. Customer acknowledges and agrees that it shall be solely responsible for (i) selecting Authorized Users, (ii) assigning the various levels of authority and access each Authorized User may have to the CareMC Application, Online Services and Customer Data, including by determining which Authorized Users shall be Non-Restricted Users, (iii) ensuring that only Authorized Users have access to the passwords provided by CorVel or changed by Authorized Users, (iv) implementing a system to control, track and account for all passwords, (v) strictly maintaining the confidentiality and integrity of all passwords and levels of authority among Authorized Users, and (vi) ensuring that Authorized Users shall at all times comply with the terms and conditions of this Agreement. Customer further agrees that it shall notify CorVel immediately in writing if the security or integrity of a password has been compromised. CorVel will provide reasonable cooperation to Customer in the event of a security breach. Such support will include but not be limited to suspending service for passwords whose security or integrity has been violated. Passwords may be changed at any time by Authorized Users, and must be changed at least once every ninety (90) days.

E. Customer Data. Responsibility for ensuring that the content and data provided by or for Customer (“Customer Data”) to be entered into the CareMC Application by CorVel is accurate and reflects Customer’s requirements lies solely with Customer. All data generated by and through Customer’s use of the CareMC Application and Online Services shall reside on CorVel’s server. CorVel reserves the right to temporarily suspend

access to any Customer Data that it determines, in its sole discretion, violates the terms and conditions of this CareMC License Agreement or any applicable laws.

F. Customer Representations. Customer represents that it has the legal authority to provide the Customer Data to CorVel hereunder. CITY and CONSULTANT each represent and warrant that it is fully aware and knowledgeable of and shall comply with its duties and responsibilities with respect to the privacy and confidentiality of medical records and protected health information under applicable federal and state laws, including but not limited to those imposed by applicable state and federal privacy laws. Upon written notice to Customer, CorVel may modify or temporarily suspend Customer's access to and use of the CareMC Application, Online Services and/or CareMC Site as necessary to comply with any law or regulation.

2. LICENSE AND RESTRICTIONS

A. Limited License. Subject to the terms and conditions of this CareMC License Agreement, CorVel grants to Customer during the License Term (as defined in Section 5A below) a limited, non-exclusive, non-transferable, non-sublicensable license to access and use, and allow Authorized Users to access and use, the CareMC Application via the CareMC Site solely for Customer's own internal business use and operations. Customer shall access and use the CareMC Application in accordance with the user's guides and online instruction provided to Customer by CorVel ("Documentation") and all applicable laws, statutes, rules and regulations.

B. Restrictions. Customer shall not, and shall not allow Authorized Users or any third party to (i) rent, lease, re-license or otherwise provide access to the CareMC Application or Online Services to any third party, (ii) alter, modify or create derivative works of the CareMC Application, (iii) use any reverse compilation, decompilation or disassembly techniques or similar methods to determine any design structure, concepts and construction method of the CareMC Application or replicate the functionality of the CareMC Application for any purpose, or (iv) copy the CareMC Application or any content, materials, information and other data provided by CorVel on the CareMC Site or used in providing the Online Services ("CorVel Content") and/or Documentation without CorVel's prior written consent.

C. Third Parties. Customer shall not allow any third party to have access to the CareMC Application or Online Services without prior written consent of CorVel and ensuring that (i) such third party enters into a legally enforceable written agreement with CorVel, or (ii) CorVel and Customer enter into an agreement whereby Customer assumes all responsibility and liability for access by such third party.

D. Ownership and Changes. CorVel represents and warrant that it owns and shall retain all right, title and interest in and to the CareMC Application, Documentation, CareMC Site, Online Services, CorVel Content and any intellectual property rights inherent therein or arising therefrom. CorVel represents and warrants that all such content and all services provided under the AGREEMENT will not infringe on the intellectual property of any third party. In addition to CorVel's rights in the individual elements of the CorVel Content, CorVel represents and warrant that owns a copyright in the selection, coordination, arrangement and enhancement of the CorVel Content. Neither Customer nor any Authorized User shall obtain any ownership rights, express or implied, or any other rights other than those expressly set forth herein in the CareMC Application, Documentation or CorVel Content. CorVel reserves the right, at any time in its sole discretion and without liability to Customer, to delete or change features of the CareMC Application, CareMC Site or Online Services provided such changes do not materially alter the functionality of the CareMC Application.

E. Compliance Monitoring and Audits. CorVel may monitor and perform remote audits of Customer's use of the CareMC Application and CareMC Site for the purpose of verifying that Customer and Authorized Users are using the CareMC Application in compliance with the terms of this CareMC License Agreement. CorVel reserves the right to temporarily suspend Customer's or any Authorized User's access to the CareMC Application in the event Customer or such Authorized User engages in, or CorVel in good faith suspects is engaged in, any unauthorized conduct.

F. Indemnity. PURSUNA TPO TO SECTOIPN 8.4 of the Master Agreement.

3. INFRASTRUCTURE, MAINTENANCE AND SUPPORT

A. CorVel Infrastructure Obligations. CONSULTANT represents and warrants that all licensed content and services provided under the AGREEMENT will conform substantially to CONSULTANT's documentation. Subject to Customer's compliance with the terms and conditions of this CareMC License Agreement, CorVel shall be responsible for providing and maintaining the hardware, software and other equipment required to host the CareMC Application for Customer ("CareMC Infrastructure"). The CareMC Infrastructure is subject to modification by CorVel from time to time for purposes such as adding new functionality, maximizing operating efficiency and upgrading hardware, provided such modifications shall not in the aggregate degrade the performance of the Online Services utilized by Customer. Customer acknowledges and agrees that such modifications may require changes to Customer's Internet access and/or telecommunications infrastructure to maintain Customer's desired level of performance. CorVel shall give Customer reasonable prior written notice of any required modifications.

B. Customer Infrastructure Obligations. Except for the CareMC Infrastructure, which will be provided by CorVel, Customer shall be responsible for obtaining and maintaining all hardware, software, equipment, Internet access and/or telecommunications services and other items or services furnished by third party vendors or providers ("Third Party Providers") required to enable Customer to access and use the CareMC Application and CareMC Site as contemplated hereunder.

C. Support. CorVel will provide general support regarding questions on the CareMC Application via email and by telephone from Monday through Friday between the hours of 5:00 a.m. and 6:00 p.m. Pacific Standard Time, excluding holidays.

D. Scheduled Maintenance. CorVel will use reasonable efforts to (i) perform any scheduled downtime outside of Customer's normal business hours, (ii) notify Customer of all scheduled downtimes at least seventy-two (72) hours in advance, and (iii) perform software updates to the CareMC Application with minimal disruption to Customer's use of the Online Services.

E. System Monitoring. CorVel will use reasonable efforts to continuously monitor its web servers and database servers to ensure that they are functioning properly.

F. Security. CorVel will implement and use reasonable efforts to maintain secure systems through the use of firewalls, virtual private networks (VPN) and other security technologies. Any security violations that affect the data of Customer will be reported to Customer pursuant to applicable state and federal security laws and the terms of the Master Agreement.

G. Disaster Recovery and Backup. CorVel will use reasonable efforts to perform nightly backups of essential data on its web servers and database servers. CorVel has implemented third party backup and restoration technology to enable high speed recovery of data. CorVel utilizes redundant load balanced industry standard servers and Cloud Computing Platform and Services provided by Microsoft for 24x7, 365 day access, except for regularly scheduled system maintenance and upgrade processes. SQL Server databases are hosted on clustered servers offering fail-over capability, redundant communication links, and load balanced application servers. Backup tapes are restored into a test environment not less than quarterly to confirm validity of backups. The CareMC Site has redundant inbound Internet and Intranet connectivity.

4. APPLICATION SPECIFIC DISCLAIMERS

A. Disclaimers. TO THE EXTENT ALLOWED BY APPLICABLE LAW, EXCEPT FOR THE LIMITED WARRANTIES DESCRIBED IN THE MASTER AGREEMENT, CORVEL MAKES NO OTHER WARRANTIES, EXPRESS, IMPLIED OR STATUTORY, AND EXPRESSLY DISCLAIMS ANY IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND SATISFACTORY QUALITY.

B. Internet Usage. Customer acknowledges that the Internet is essentially an unregulated, insecure and unreliable environment, and that the ability of Customer to access and use the CareMC Application is dependent on the Internet and hardware, software and services provided by various Third Party Providers. CORVEL SHALL

NOT BE RESPONSIBLE FOR CUSTOMER'S INABILITY TO ACCESS OR USE THE CAREMC APPLICATION TO THE EXTENT CAUSED BY FAILURES OR INTERRUPTIONS OF ANY HARDWARE, SOFTWARE OR SERVICES PROVIDED BY CUSTOMER OR THIRD PARTY PROVIDERS.

C. CareMC Application. CUSTOMER ACKNOWLEDGES AND AGREES THAT CORVEL DOES NOT WARRANT THAT THE CAREMC APPLICATION OR ONLINE SERVICES ARE ERROR FREE, THAT CUSTOMER WILL BE ABLE TO ACCESS OR USE THE CAREMC APPLICATION OR ONLINE SERVICES WITHOUT PROBLEMS OR INTERRUPTIONS, OR THAT THE CAREMC SITE AND CAREMC APPLICATION ARE NOT SUSCEPTIBLE TO INTRUSION, ATTACK OR COMPUTER VIRUS INFECTION.

5. LICENSE TERM AND TERMINATION

A. License Term. This CareMC License Agreement shall be effective as of the Effective Date and, unless terminated earlier as provided below, shall automatically terminate upon expiration or termination of the Master Agreement (the term of this CareMC License Agreement, the "License Term").

B. Termination for Convenience. Either party shall have the right to terminate this CareMC License Agreement for any reason or for no reason, upon ninety (90) days written notice to the other party.

C. Termination for Cause. This CareMC License Agreement may be terminated by either party for cause as follows: (i) upon thirty (30) days written notice if the other party breaches or defaults under any material provision of this Agreement and does not cures such breach prior to the end of such thirty (30) day period, (ii) effective immediately and without notice if the other party ceases to do business, or otherwise terminates its business operations, except as a result of an assignment, as permitted under the terms and conditions of this CareMC License Agreement, or (iii) effective immediately and without notice if the other party becomes insolvent or seeks protection under any bankruptcy, receivership, trust deed, creditors arrangement, composition or comparable proceeding, or if any such proceeding is instituted against the other (and not dismissed within ninety (90) days).

D. Effect of Termination. Expiration or termination of this CareMC License Agreement shall have the following effects: (i) CorVel shall provide Customer with any proprietary data belonging to Customer, in the current format in which it is stored at CorVel at the termination of this CareMC License Agreement, (ii) all licenses granted under this CareMC License Agreement shall terminate immediately, (iii) all rights to use the CareMC Application and Online Services shall cease immediately, and (iv) each party shall promptly return all information, documents, manuals and other materials belonging to the other party related to this CareMC License Agreement, whether in printed or electronic form, including without limitation all confidential information of the other party then currently in its possession, provided each party may retain one (1) copy of such materials for archival purposes.

E. Survival. Except to the extent expressly provided to the contrary herein or in the Master Agreement, any right of action for breach of the CareMC License Agreement prior to termination, and the following provisions shall survive the termination of this CareMC License Agreement: Sections 1B-F, 2B, 2D, 2F, 4 and 5E.

Attachment A
End User License Agreement
Terms are non-negotiable

Such access shall provide Customer’s claimants an opportunity to (i) review the current status of their individual claim, (ii) share pain level data with their healthcare provider by taking a Pain Level Survey, (iii) receive Electronic Funds Transfer (“EFT”) direct deposit transactions with respect to claims, and (iv) utilize other functions designed to assist users in interactions with their health plan and healthcare providers (the “App Services”). For access by Customer claimant, such Customer claimant will be required to have a smartphone including but not limited to an Apple smartphone or Android smartphone or other smartphone device with such access capabilities. Customer acknowledges the terms of Attachment A hereunder which shall be a part of the My Care App and which the End User (“Claimant”) shall be responsible for. The My Care App is at no costs to Customer for these Services.

PLEASE READ THIS LICENSE AGREEMENT BEFORE USING THE APP. USE OF THE APP INDICATES END USER’S ACCEPTANCE OF THIS END USER LICENSE AGREEMENT. IF END USER DOES NOT AGREE WITH THE TERMS, END USER SHOULD NOT USE THE APP.

1. License Grant; License Restrictions. Either of CorVel Enterprise Comp, Inc. or CorVel Healthcare Corporation, as applicable, (“CorVel”) provides the mobile software application program and user manual(s) or help files contained therein, and any modifications, updates, revisions, or enhancements thereto received by End User from CorVel (collectively, the "App"), and licenses its use solely pursuant to the terms stated below:

- a. End User is granted a nontransferable license to use the App under the terms stated in this Agreement for personal use. End User may not use the App for commercial purposes. Title and ownership of the App and of the copyright in the App remains with CorVel;
- b. The App may be used by End User on a single mobile device, which End User owns or uses and for which the App is designed to operate;
- c. End User may not make copies, translations, or modifications of or to the App. End User may not alter, obscure, or remove the copyright notice on any copy of the App;
- d. End User may not assign, sell, distribute, lease, rent, sublicense, or transfer the App or this license or disclose the App to any other person. End User may not reverse-engineer, disassemble, or decompile the App or otherwise attempt to discover the source code or structural framework of the App; and
- e. CorVel may terminate this Agreement and the license granted hereunder at any time. This Agreement and the license granted hereunder automatically terminates if End User fails to comply with any provision of this Agreement. End User agrees upon termination to: (i) cease using the App and providing or accessing any data or information by or through the App, and (ii) destroy the App, together with all copies, modifications, and merged portions in any form, including any copy on End User’s mobile device or on any computer.

2. Limited Warranty. The App is provided "AS IS" and with all faults. NO WARRANTIES ARE EXPRESSED AND NONE SHALL BE IMPLIED. CORVEL SPECIFICALLY EXCLUDES ANY IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND NONINFRINGEMENT. CORVEL DOES NOT WARRANT THAT USE OF THE APP WILL BE UNINTERRUPTED OR ERROR-FREE.

3. Maintenance & Support. The App is maintained by CorVel or its subcontractors. From time to time, CorVel may provide modifications, updates, revisions, or enhancements, all of which are offered pursuant to the terms and conditions of this Agreement. CorVel does not provide support to End Users. All support requests should be directed at End User's employer or other person responsible to manage End User's claims and not at CorVel.

4. Consent to use Data. All data or information submitted by End User through the App shall be used by CorVel in accordance with CorVel's Privacy Policy posted at: <http://www.corvel.com/privacy-policy/>

6. Governing Law; Exclusive Jurisdiction. This Agreement is governed by the laws of California. End User agrees that the federal or state courts sitting in State of California, shall be the exclusive courts of jurisdiction and venue for any litigation, special proceeding or other proceeding as between the parties that may be brought, or arise out of, or in connection with, or by reason of this Agreement. The United Nations Convention on Contracts for the International Sale of Goods is expressly disclaimed.

7. Indemnification (End User). End User shall defend, indemnify and hold harmless CorVel from and against damages, liabilities and reasonable costs and expenses, including reasonable legal fees arising out of or relating to: (i) End User's use of the App in violation of the terms of this Agreement, (ii) data or content included in or omitted from content and data input into the App by End User or any other third party using End User's mobile device, and (iii) any claim by an employee of End User or End User's insureds brought against CorVel due to the recommendations made by CorVel through the App.

8. Disclaimer. CorVel shall not be responsible or liable for any third party claims arising from the negligent acts, errors, omissions, willful misconduct or fraud caused by End User in connection with its use of the App or otherwise attributable this Agreement.

9. Assignment. End User may not assign any of End User's rights or delegate any of End User's obligations under this Agreement without the prior written consent of CorVel. Subject to the foregoing, this Agreement will bind and inure to the benefit of the parties, their respective successors and permitted assigns.

10. Notice. All notices required to be sent hereunder shall be in writing and shall be deemed to have been given when mailed by first class mail to the address listed below.

11. Severability. If any provision of this Agreement is held to be invalid or unenforceable, the remaining provisions of this Agreement will remain in full force.

12. Waiver. The waiver by either party of a breach of any provision of this Agreement or the failure by either party to exercise any right hereunder shall not operate or be construed as a waiver of any subsequent breach of that right or as a waiver of any other right.

13. Export Administration. End User agrees to comply fully with all relevant export laws and regulations of the United States ("Export Laws") to assure that neither the App nor any direct product thereof is (1) exported, directly or indirectly, in violation of Export Laws; or (2) are used for any purposes prohibited by the Export Laws, including, without limitation, nuclear, chemical, or biological weapons proliferation.

14. Entire Agreement. This Agreement shall constitute the complete agreement between the parties and supersede all prior or contemporaneous agreements or representations, written or oral, concerning the subject matter of this Agreement. This Agreement may not be modified or amended except in writing signed by a duly authorized representative of each party; no other act, document, usage or custom shall be deemed to amend or modify this Agreement.

15. Survival. The provisions of Sections 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13 and 14 shall survive the termination of this Agreement.

Copyrights

Copyright © 2014 CorVel. All rights reserved.

This documentation and the corresponding App are the property of CorVel and are licensed to the user under the terms of this End User License Agreement. Unauthorized use or copying of the App, documentation, or any other associated materials is a violation of state and federal laws. These materials must be returned to CorVel if so demanded.



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Gregory Wade, City Manager
MEETING DATE: June 14, 2023
ORIGINATING DEPT: Finance
SUBJECT: **City Council Consideration of Resolution 2023-072
Adopting the Fiscal Year 2023/24 City Investment Policy**

BACKGROUND:

Pursuant to its own terms, the City's Investment Policy (Policy) must be reviewed and adopted annually by a resolution of the City Council. The terms of the Policy must be in compliance with the California Government Code (Code) Section 53601.

This item is before the City Council to consider Resolution 2023-072 (Attachment 1) adopting the City's Investment Policy for Fiscal Year (FY) 2023/24.

DISCUSSION:

The investment policy states the goals of the City's investment activities, the types of investments allowed by Government Code, and the reporting requirements. The ultimate goal is to enhance the economic status of the City while protecting its pooled cash. The City has determined that its investment goals are, in order of priority, safety, liquidity, and yield.

The proposed Policy (Attachment 2) is not intended to be comprehensive for all situations, but instead serves as a guideline for the City Treasurer, under the direction of the City Manager, to assist in the adequate safeguarding of the City's financial assets. The attached Policy conforms to Code Section 53601. The City's Policy is more restrictive in terms of allowable investments than what is allowed by the Code.

After review by the City Treasurer and the City's investment advisors, Chandler Asset Management, Staff has incorporated the recommended changes to the policy from last year. Staff believes the investments allowed under the attached Policy are appropriate for the City. The Policy will be included on the City's website and, therefore, is subject to public scrutiny.

The Fiscal Year 2023/24 City Investment Policy incorporates SB 1489, which was signed into law on September 18, 2022 and became effective on January 1, 2023, for California local

CITY COUNCIL ACTION:

government agencies, the provisions that apply to the City's investment policy are listed below:

IX. PROHIBITED INVESTMENT VEHICLES AND PRACTICES

- Prohibits the purchase of securities with a forward settle of more than 45 days. (Page 13)

XIX. REPORTING

- Extends the timeframe in which the quarterly report must be submitted to the Council from 30 days to 45 days after the end of the reporting period. (Page 17)

XVI. GLOSSARY OF INVESTMENT TERMS

- Further defines that maturity is measured from the settlement date to final maturity. (Page A-4)

CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA.

FISCAL IMPACT: N/A

WORK PLAN: N/A

OPTIONS:

- Approve Staff recommendation adopting the City's Investment Policy for FY 2023/24.
- Do not approve and provide direction.

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council adopt Resolution 2023-072 (Attachment 1) approving the City's Investment Policy for FY 2023/24.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation.



Gregory Wade, City Manager

Attachments:

1. Resolution 2023-072
2. City of Solana Beach Investment Policy FY 2023/24
3. City of Solana Beach Investment Policy FY 2023/24 Redline

RESOLUTION 2023-072

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, APPROVING THE CITY OF SOLANA BEACH'S INVESTMENT POLICY FOR FISCAL YEAR 2023/24

WHEREAS, the Legislature of the State of California has declared that the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern (California Government Code Sections 53600.6 and 53630.1); and

WHEREAS, the City Council may invest surplus monies not required for the immediate necessities of the local agency in accordance with the provisions of California Government Code Section 53600 *et seq.* and this policy; and

WHEREAS, the City Treasurer of the City of Solana Beach may invest surplus monies not required for the immediate necessities of the local agency in accordance with the provisions of California Government Code Section 53600 *et seq.* and this policy; and

WHEREAS, the City Treasurer of the City of Solana Beach, under the direction of the City Manager, has prepared and submitted a statement of investment policy and such policy, and any changes thereto, have been considered by the City Council at a public meeting.

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

1. That the above recitations are true.
2. That the City Council approves the updated Investment Policy for Fiscal Year 2023/24.

PASSED AND ADOPTED this 14th day of June 2023, at a regularly scheduled meeting of the City Council of the City of Solana Beach, California by the following vote:

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

LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

JOHANNA N. CANLAS, City Attorney

ANGELA IVEY, City Clerk

**CITY OF SOLANA BEACH
STATEMENT OF INVESTMENT POLICY
FISCAL YEAR 2023-24**



CITY COUNCIL

MAYOR LESA HEEBNER

DEPUTY MAYOR DAVID A. ZITO

COUNCILMEMBER KRISTI BECKER

COUNCILMEMBER JEWEL EDSON

COUNCILMEMBER JILL MACDONALD

**CITY MANAGER
GREG WADE**

**CITY TREASURER
RODNEY GREEK**

CITY OF SOLANA BEACH

Investment Policy

FISCAL YEAR 2023/24

CONTENTS

I.	INTRODUCTION	2
II.	OBJECTIVES.....	2
III.	SCOPE.....	3
IV.	PRUDENCE.....	3
V.	DELEGATION OF AUTHORITY	4
VI.	ETHICS AND CONFLICTS OF INTEREST	5
VII.	INTERNAL CONTROLS.....	5
VIII.	AUTHORIZED FINANCIAL INSTITUTIONS, DEPOSITORIES, AND BROKER/DEALERS	5
IX.	AUTHORIZED INVESTMENTS	7
X.	PROHIBITED INVESTMENT VEHICLES AND PRACTICES.....	13
XI.	FOSSIL FUELS RESTRICTION.....	13
XII.	INVESTMENT POOLS/MUTUAL FUNDS	13
XIII.	COLLATERALIZATION	14
XIV.	DELIVERY, SAFEKEEPING AND CUSTODY	15
XV.	MAXIMUM MATURITY	15
XVI.	RISK MANAGEMENT AND DIVERSIFICATION.....	15
XVII.	REVIEW OF INVESTMENT PORTFOLIO.....	16
XVIII.	PERFORMANCE EVALUATION	17
XIX.	REPORTING.....	17
XX.	REVIEW OF INVESTMENT POLICY.....	18
	APPENDIX A – GLOSSARY OF INVESTMENT TERMS.....	A-1

I. INTRODUCTION

The purpose of this document is to outline the City's policy for the investment of public funds.

It is the policy of the City of Solana Beach, the Solana Beach Public Financing Authority and the Solana Beach Public Facilities Corporation (hereafter referred collectively as the "City") to predicate their investment policies, procedures and practices upon the limitations placed upon them by the governing legislative bodies. These policies shall have four primary goals:

- To assure compliance with federal, state, and local laws governing the investment of public monies under the control of the City Treasurer.
- To provide sufficient liquidity to meet normal operating and unexpected expenditures.
- To protect the principal monies entrusted to the City.
- To generate the maximum amount of investment income within the parameters of prudent risk management as defined in this Investment Policy.

This policy is written to incorporate industry best practices and recommendations from sources such as the Government Finance Officers Association (GFOA), California Municipal Treasurers Association (CMTA), California Debt and Investment Advisory Commission (CDIAC) and the Association of Public Treasurers (APT).

II. OBJECTIVES

The City's overall investment program shall be designed and managed with a degree of professionalism worthy of the public trust. The overriding objectives of the program are to preserve principal, provide sufficient liquidity, and manage investment risks, while seeking a market-rate of return.

- **SAFETY.** The protection of principal is the foremost objective of the investment program. Investments will be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, the City will diversify its investments by investing funds among a variety of securities with independent returns.
- **LIQUIDITY.** The investment portfolio will remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.
- **RETURN ON INVESTMENTS.** The investment portfolio will be designed with the objective of attaining a market rate of return throughout budgetary and

economic cycles, taking into account the investment risk constraints for safety and liquidity needs.

III. SCOPE

This policy covers all funds and investment activities under the direct authority of the City, as set forth in the State Government Code, Sections 53600 *et seq.*, with the following exceptions:

- Proceeds of debt issuance shall be invested in accordance with the City’s general investment philosophy as set forth in this policy; however, such proceeds are to be invested pursuant to the permitted investment provisions of their specific bond indentures.
- Any other funds specifically exempted by the City Council.

Funds not included in the policy include the City’s deferred compensation plans (Plans). These Plans will be excluded from the policy under the following circumstances:

- i. A third-party administrator administers the plan
- ii. Individual plan participants have control over the selection of investments
- iii. The City has no fiduciary responsibility to act as a “trustee” for the Plan.

POOLING OF FUNDS

Except for cash in certain restricted and special funds, the City will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

IV. PRUDENCE

Pursuant to California Government Code, Section 53600.3, all persons authorized to make investment decisions on behalf of the City are trustees and therefore fiduciaries subject to the *Prudent Investor Standard*:

“...all governing bodies of local agencies or persons authorized to make investment decisions on behalf of those local agencies investing public funds pursuant to this chapter are trustees and therefore fiduciaries subject to the prudent investor standard. When investing, reinvesting, purchasing,

acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the City, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the City. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law.”

V. DELEGATION OF AUTHORITY

The Treasurer and other authorized persons responsible for managing City funds acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security’s credit risk or market price changes provided that the Treasurer or other authorized persons acted in good faith. Deviations from expectations of a security’s credit or market risk should be reported to the City Council in a timely fashion and appropriate action should be taken to control adverse developments.

Authority to manage the City’s investment program is derived from California Government Code, Sections 41006 and 53600 *et seq.*

The City Council is responsible for the management of the City’s funds, including the administration of this investment policy. Management responsibility for the cash management of the City’s funds is hereby delegated to the Treasurer.

The Treasurer will be responsible for all transactions undertaken and will establish a system of procedures and controls to regulate the activities of subordinate officials and employees. Such procedures will include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Treasurer.

The City may engage the services of one or more external investment advisers, who are registered under the Investment Advisers Act of 1940, to assist in the management of the City’s investment portfolio in a manner consistent with the City’s objectives. External investment advisers may be granted discretion to purchase and sell investment securities in accordance with this investment policy.

If the City Treasurer is unavailable, then the Finance Manager, Deputy City Manager, or the City Manager shall authorize the investment transactions, in writing, prior to execution.

The City’s overall investment program shall be designed and managed with a degree of professionalism that is worthy of the public trust. The City recognizes that in a diversified portfolio, occasional measured losses may be inevitable and

must be considered within the context of the overall portfolio's return and the cash flow requirements of the City.

VI. ETHICS AND CONFLICTS OF INTEREST

All participants in the investment process shall act as custodians of the public trust. Investment officials shall recognize that the investment portfolio is subject to public review and evaluation. Thus employees and officials involved in the investment process shall refrain from personal business activity that could create a conflict of interest or the appearance of a conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

Employees and investment officials shall disclose to the City Manager any material interests in financial institutions with which they conduct business, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking any personal investment transactions with the same individual with whom business is conducted on behalf of the City.

VII. INTERNAL CONTROLS

The Treasurer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

Periodically, as deemed appropriate by the City and/or the City Council, an independent analysis by an external auditor shall be conducted to review internal controls, account activity and compliance with policies and procedures.

VIII. AUTHORIZED FINANCIAL INSTITUTIONS, DEPOSITORIES, AND BROKER/DEALERS

To the extent practicable, the Treasurer shall endeavor to complete investment transactions using a competitive bid process whenever possible. The City's Treasurer will determine which financial institutions are authorized to provide investment services to the City. It shall be the City's policy to purchase securities only from authorized institutions and firms.

The Treasurer shall maintain procedures for establishing a list of authorized broker/dealers and financial institutions which are approved for investment purposes that are selected through a process of due diligence as determined by the City. Due inquiry shall determine whether such authorized broker/dealers, and the individuals covering the City are reputable and trustworthy, knowledgeable and

experienced in Public City investing and able to meet all of their financial obligations. These institutions may include "primary" dealers or regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15c3-1 (uniform net capital rule).

In accordance with Section 53601.5, institutions eligible to transact investment business with the City include:

- Institutions licensed by the state as a broker-dealer.
- Institutions that are members of a federally regulated securities exchange.
- Primary government dealers as designated by the Federal Reserve Bank and non-primary government dealers.
- Nationally or state-chartered banks.
- The Federal Reserve Bank.
- Direct issuers of securities eligible for purchase.

Selection of financial institutions and broker/dealers authorized to engage in transactions will be at the sole discretion of the City, except where the City utilizes an external investment adviser in which case the City may rely on the adviser for selection.

All financial institutions which desire to become qualified bidders for investment transactions (and which are not dealing only with the investment adviser) must supply the Treasurer with audited financials and a statement certifying that the institution has reviewed the California Government Code, Section 53600 *et seq.* and the City's investment policy. The Treasurer will conduct an annual review of the financial condition and registrations of such qualified bidders.

Public deposits will be made only in qualified public depositories as established by State law. Deposits will be insured by the Federal Deposit Insurance Corporation, or, to the extent the amount exceeds the insured maximum, will be collateralized in accordance with State law.

Selection of broker/dealers used by an external investment adviser retained by the City will be at the sole discretion of the adviser. Where possible, transactions with broker/dealers shall be selected on a competitive basis and their bid or offering prices shall be recorded. If there is no other readily available competitive offering, best efforts will be made to document quotations for comparable or alternative securities. When purchasing original issue instrumentality securities, no competitive offerings will be required as all dealers in the selling group offer those securities at the same original issue price.

IX. AUTHORIZED INVESTMENTS

The City's investments are governed by California Government Code, Sections 53600 *et seq.* Within the investments permitted by the Code, the City seeks to further restrict eligible investments to the guidelines listed below. In the event a discrepancy is found between this policy and the Code, the more restrictive parameters will take precedence. Percentage holding limits and credit quality minimums listed in this section apply at the time the security is purchased.

Any investment currently held at the time the policy is adopted which does not meet the new policy guidelines can be held until maturity and shall be exempt from the current policy. At the time of the investment's maturity or liquidation, such funds shall be reinvested only as provided in the current policy.

An appropriate risk level shall be maintained by primarily purchasing securities that are of high quality, liquid, and marketable. The portfolio shall be diversified by security type and institution to avoid incurring unreasonable and avoidable risks regarding specific security types or individual issuers.

1. MUNICIPAL SECURITIES include obligations of the City, the State of California, and any local agency within the State of California, provided that:

- The securities are rated in a rating category of "A" or its equivalent or higher by at least one nationally recognized statistical rating organization ("NRSRO").
- No more than 5% of the portfolio may be invested in any single issuer.
- No more than 30% of the portfolio may be in Municipal Securities.
- The maximum maturity does not exceed five (5) years.

2. MUNICIPAL SECURITIES (REGISTERED TREASURY NOTES OR BONDS) of any of the other 49 states in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 states, in addition to California.

- The securities are rated in a rating category of "A" or its equivalent or higher by at least one nationally recognized statistical rating organization ("NRSRO").
- No more than 5% of the portfolio may be invested in any single issuer.
- No more than 30% of the portfolio may be in Municipal Securities.
- The maximum maturity does not exceed five (5) years.

3. **U.S. TREASURIES** and other government obligations for which the full faith and credit of the United States are pledged for the payment of principal and interest. There are no limits on the dollar amount or percentage that the City may invest in U.S. Treasuries, provided that:
 - The maximum maturity is five (5) years.

4. **FEDERAL AGENCIES** or United States Government-Sponsored Enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. There are no limits on the dollar amount or percentage that the City may invest in Federal City or Government-Sponsored Enterprises (GSEs), provided that:
 - No more than 30% of the portfolio may be invested in any single City/GSE issuer.
 - The maximum maturity does not exceed five (5) years.
 - The maximum percentage of callable agencies in the portfolio is 20%.

5. **BANKER'S ACCEPTANCES**, provided that:
 - They are issued by institutions which have short-term debt obligations rated "A-1" or the equivalent or higher by at least one NRSRO; or long-term debt obligations which are rated in the "A" category or the equivalent or higher by at least one NRSRO.
 - No more than 40% of the portfolio may be invested in Banker's Acceptances.
 - No more than 5% of the portfolio may be invested in any single issuer.
 - The maximum maturity does not exceed 180 days.

6. **COMMERCIAL PAPER**, provided that the securities are issued by an entity that meets all of the following conditions in either paragraph (a) or (b) and other requirements specified below:
 - a. **SECURITIES** issued by corporations:
 - (i) The issuer is organized and operating in the United States with assets more than \$500 million.
 - (ii) The securities are rated "A-1" or its equivalent or higher by at least one NRSRO.
 - (iii) If the issuer has other debt obligations, they must be rated in a rating category of "A" or its equivalent or higher by at least one NRSRO.

b. **SECURITIES** issued by other entities:

- (i) The issuer is organized and operating in the United States as a special purpose corporation, trust, or limited liability company.
 - (ii) The securities must have program-wide credit enhancement including, but not limited to, overcollateralization, letters of credit, or a surety bond.
 - (iii) The securities are rated “A-1” or its equivalent or higher by at least one NRSRO.
- City may purchase no more than 10% of the outstanding commercial paper of any single issuer.
 - No more than 25% of the portfolio may be invested in Commercial Paper.
 - No more than 5% of the portfolio may be invested in any single issuer.
 - The maximum maturity does not exceed 270 days.

7. NEGOTIABLE CERTIFICATES OF DEPOSIT (NCDs), issued by a nationally or state-chartered bank, a savings association, or a federal association, a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank, provided that:

- The amount of the NCD insured up to the FDIC limit does not require any credit ratings.
- Any amount above the FDIC insured limit must be issued by institutions which have short-term debt obligations rated “A-1” or the equivalent or higher by at least one NRSRO; or long-term obligations rated in the “A” category or the equivalent or higher by at least one NRSRO.
- No more than 30% of the total portfolio may be invested in NCDs (combined with CDARS).
- No more than 5% of the portfolio may be invested in any single issuer.
- The maximum maturity does not exceed five (5) years.

8. FEDERALLY INSURED TIME DEPOSITS (Non-Negotiable Certificates of Deposit) in state or federally chartered banks, savings and loans, or credit unions, provided that:

- The amount per institution is limited to the maximum covered under federal insurance.

- No more than 20% of the portfolio will be invested in a combination of federally insured and collateralized time deposits.
 - The maximum maturity does not exceed five (5) years.
- 9. COLLATERALIZED TIME DEPOSITS (Non-Negotiable Certificates of Deposit)** in state or federally chartered banks, savings and loans, or credit unions in excess of insured amounts which are fully collateralized with securities in accordance with California law, provided that:
- No more than 20% of the portfolio will be invested in a combination of federally insured and collateralized time deposits.
 - The maximum maturity does not exceed five (5) years.
- 10. CERTIFICATE OF DEPOSIT PLACEMENT SERVICE (CDARS)**, provided that:
- No more than 30% of the total portfolio may be invested in a combination of Certificates of Deposit, including CDARS.
 - The maximum maturity does not exceed five (5) years.
- 11. COLLATERALIZED BANK DEPOSITS.** City's deposits with financial institutions will be collateralized with pledged securities per California Government Code, Section 53651.
- 12. REPURCHASE AGREEMENTS** collateralized with securities authorized under California Government Code, maintained at a level of at least 102% of the market value of the Repurchase Agreement. There are no limits on the dollar amount or percentage that the City may invest, provided that:
- Securities used as collateral for Repurchase Agreements will be delivered to an acceptable third party custodian.
 - Repurchase Agreements are subject to a Master Repurchase Agreement between the City and the provider of the repurchase agreement. The Master Repurchase Agreement will be substantially in the form developed by the Securities Industry and Financial Markets Association (SIFMA).
 - The maximum maturity does not exceed one (1) year.
- 13. STATE OF CALIFORNIA LOCAL CITY INVESTMENT FUND (LAIF)**, provided that:
- The City may invest up to the maximum amount permitted by LAIF.

- LAIF's investments in instruments prohibited by or not specified in the City's policy do not exclude the investment in LAIF itself from the City's list of allowable investments, provided LAIF's reports allow the Treasurer to adequately judge the risk inherent in LAIF's portfolio.

14. INVESTMENT TRUST OF CALIFORNIA (CALTRUST), which is a joint powers authority (JPA), organized and managed by the Investment Trust of California JPA for the benefit of local agencies, pursuant to California Government Code Section 6509.7

15. CORPORATE MEDIUM TERM NOTES (MTNs), provided that:

- The issuer is a corporation organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States.
- The securities are rated in the "A" category or the equivalent or higher by at least one NRSRO.
- No more than 30% of the total portfolio may be invested in MTNs.
- No more than 5% of the portfolio may be invested in any single issuer.
- The maximum maturity does not exceed five (5) years.

16. ASSET-BACKED, MORTGAGE-BACKED, MORTGAGE PASS-THROUGH SECURITIES, AND COLLATERALIZED MORTGAGE OBLIGATIONS from issuers not defined in sections 3 and 4 of the Authorized investments section of this policy, provided that:

- The securities are rated in the "AA" category or the equivalent or higher by a NRSRO.
- No more than 20% of the total portfolio may be invested in these securities.
- No more than 5% of the portfolio may be invested in any single Asset-Backed or Commercial Mortgage security issuer. There is no issuer limitation on any Mortgage security where the issuer is the US Treasury or a Federal City/GSE.
- The maximum legal final maturity does not exceed five (5) years.

17. MUTUAL FUNDS AND MONEY MARKET MUTUAL FUNDS that are registered with the Securities and Exchange Commission under the Investment Company Act of 1940, provided that:

- a. **MUTUAL FUNDS** that invest in the securities and obligations as authorized under California Government Code, Section 53601 (a) to (k) and (m) to (q) inclusive and that meet either of the following criteria:
 1. Attained the highest ranking or the highest letter and numerical rating provided by not less than two (2) NRSROs; or
 2. Have retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience investing in the securities and obligations authorized by California Government Code, Section 53601 and with assets under management in excess of \$500 million.
 3. No more than 10% of the total portfolio may be invested in shares of any one mutual fund.
- b. **MONEY MARKET MUTUAL FUNDS** registered with the Securities and Exchange Commission under the Investment Company Act of 1940 and issued by diversified management companies and meet either of the following criteria:
 1. Have attained the highest ranking or the highest letter and numerical rating provided by not less than two (2) NRSROs; or
 2. Have retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience managing money market mutual funds with assets under management in excess of \$500 million.
 3. No more than 20% of the total portfolio may be invested in the shares of any one Money Market Mutual Fund.
- c. No more than 20% of the total portfolio may be invested in these securities.

18. SUPRANATIONALS, provided that:

- Issues are US dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank.
- The securities are rated in the "AA" category or the equivalent or higher by a NRSRO.
- No more than 30% of the total portfolio may be invested in these securities.
- No more than 10% of the portfolio may be invested in any single issuer.
- The maximum maturity does not exceed five (5) years.

X. PROHIBITED INVESTMENT VEHICLES AND PRACTICES

- State law notwithstanding, any investments not specifically described herein are prohibited, including, but not limited to futures and options.
- In accordance with Government Code, Section 53601.6, investment in inverse floaters, range notes, or mortgage derived interest-only strips is prohibited.
- Investment in any security that could result in a zero-interest accrual if held to maturity is prohibited. Under a provision sunseting on January 1, 2026, securities backed by the U.S. Government that could result in a zero- or negative-interest accrual if held to maturity are permitted. The presence of any of these securities will be promptly reported to the Treasurer.
- Trading securities for the sole purpose of speculating on the future direction of interest rates is prohibited.
- Purchasing or selling securities on margin is prohibited.
- The use of reverse repurchase agreements, securities lending or any other form of borrowing or leverage is prohibited.
- The purchase of foreign currency denominated securities is prohibited.
- The purchase of a security with a forward settlement exceeding 45 days from the time of the investment is prohibited.

XI. FOSSIL FUELS RESTRICTION

- The purchase of securities issued by fossil fuel companies that directly source the majority (more than 50%) of their revenue from oil, gas and/or coal production is prohibited.

XII. INVESTMENT POOLS/MUTUAL FUNDS

The City shall conduct a thorough investigation of any pool or mutual fund prior to making an investment, and on a continual basis thereafter. The Treasurer shall develop a questionnaire which will answer the following general questions:

1. A description of eligible investment securities, and a written statement of investment policy and objectives.
2. A description of interest calculations and how it is distributed, and how gains and losses are treated.

3. A description of how the securities are safeguarded (including the settlement processes), and how often the securities are priced and the program audited.
4. A description of who may invest in the program, how often, what size deposit and withdrawal are allowed.
5. A schedule for receiving statements and portfolio listings.
6. Are reserves, retained earnings, etc. utilized by the pool/fund?
7. A fee schedule, and when and how is it assessed.
8. Is the pool/fund eligible for bond proceeds and/or will it accept such proceeds?

XIII. COLLATERALIZATION

CERTIFICATES OF DEPOSIT (CDs). The City shall require any commercial bank or savings and loan association to deposit eligible securities with an City of a depository approved by the State Banking Department to secure any uninsured portion of a Non-Negotiable Certificate of Deposit. The value of eligible securities as defined pursuant to California Government Code, Section 53651, pledged against a Certificate of Deposit shall be equal to 150% of the face value of the CD if the securities are classified as mortgages and 110% of the face value of the CD for all other classes of security.

COLLATERALIZATION OF BANK DEPOSITS. This is the process by which a bank or financial institution pledges securities, or other deposits for the purpose of securing repayment of deposited funds. The City shall require any bank or financial institution to comply with the collateralization criteria defined in California Government Code, Section 53651.

REPURCHASE AGREEMENTS. The City requires that Repurchase Agreements be collateralized only by securities authorized in accordance with California Government Code:

- The securities which collateralize the repurchase agreement shall be priced at Market Value, including any Accrued Interest plus a margin. The Market Value of the securities that underlie a repurchase agreement shall be valued at 102% or greater of the funds borrowed against those securities.
- Financial institutions shall mark the value of the collateral to market at least monthly and increase or decrease the collateral to satisfy the ratio requirement described above.
- The City shall receive monthly statements of collateral.

XIV. DELIVERY, SAFEKEEPING AND CUSTODY

DELIVERY-VERSUS-PAYMENT (DVP). All investment transactions shall be conducted on a delivery-versus-payment basis.

SAFEKEEPING AND CUSTODY. To protect against potential losses due to failure of individual securities dealers, and to enhance access to securities, interest payments and maturity proceeds, all cash and securities in the City's portfolio shall be held in safekeeping in the City's name by a third-party custodian, acting as agent for the City under the terms of a custody agreement executed by the bank and the City. All investment transactions will require a safekeeping receipt or acknowledgment generated from the trade. A monthly report will be received by the City from the custodian listing all securities held in safekeeping with current market data and other information.

The only exceptions to the foregoing shall be depository accounts and securities purchases made with: (i) local government investment pools; (ii) time certificates of deposit, and, (iii) money mutual funds, since the purchased securities are not deliverable.

XV. MAXIMUM MATURITY

To the extent possible, investments shall be matched with anticipated cash flow requirements and known future liabilities.

The City will not invest in securities maturing more than five (5) years from the date of trade settlement, unless the City Council has by resolution granted authority to make such an investment.

XVI. RISK MANAGEMENT AND DIVERSIFICATION

MITIGATING CREDIT RISK IN THE PORTFOLIO

Credit risk is the risk that a security or a portfolio will lose some or all of its value due to a real or perceived change in the ability of the issuer to repay its debt. The City will mitigate credit risk by adopting the following strategies:

- The diversification requirements included in the "Authorized Investments" section of this policy are designed to mitigate credit risk in the portfolio.
- No more than 5% of the total portfolio may be invested in securities of any single issuer, except where the issuer is the US Government, its Agencies and GSEs, an authorized Supranational issuer or where the security is a Money Market Mutual Fund, Local City Investment Fund (LAIF) or other Local

Government Investment Pool, or where otherwise specified in this investment policy.

- The City may elect to sell a security prior to its maturity and record a capital gain or loss in order to manage the quality, liquidity or yield of the portfolio in response to market conditions or City's risk preferences.
- If securities owned by the City are downgraded to a level below the quality required by this investment policy, making the security ineligible for additional purchases, the following steps will be taken:
 - Any actions taken related to the downgrade by an investment manager will be promptly communicated to the Treasurer.
 - If a decision is made to retain the security in the portfolio, the credit situation will be monitored and reported promptly to the City Council.

MITIGATING MARKET RISK IN THE PORTFOLIO

Market risk is the risk that the portfolio value will fluctuate due to changes in the general level of interest rates. The City recognizes that, over time, longer-term portfolios have the potential to achieve higher returns. On the other hand, longer-term portfolios have higher volatility of return. The City will mitigate market risk by providing adequate liquidity for short-term cash needs, and by making longer-term investments only with funds that are not needed for current cash flow purposes.

The City further recognizes that certain types of securities, including variable rate securities, securities with principal paydowns prior to maturity, and securities with embedded options, will affect the market risk profile of the portfolio differently in different interest rate environments. The City, therefore, adopts the following strategies to control and mitigate its exposure to market risk:

- The City will maintain a minimum of six months of budgeted operating expenditures in short term investments to provide sufficient liquidity for expected disbursements.
- The maximum stated final maturity of individual securities in the portfolio will be five (5) years, except as otherwise stated in this policy.
- The duration of the portfolio will generally be approximately equal to the duration (typically, plus or minus 20%) of a Market Benchmark, an index selected by the City based on the City's investment objectives, constraints and risk tolerances.

XVII. REVIEW OF INVESTMENT PORTFOLIO

The Treasurer shall periodically, but no less than quarterly, review the portfolio to identify investments that do not comply with this investment policy and establish

protocols for reporting major and critical incidences of noncompliance to the City Council.

XVIII. PERFORMANCE EVALUATION

The investment portfolio shall be designed to attain a market-average rate of return throughout budgetary and economic cycles, taking into account the City's risk constraints, the cash flow characteristics of the portfolio, and state and local laws, ordinances or resolutions that restrict investments.

The Treasurer shall monitor and evaluate the portfolio's performance relative to the chosen market benchmark(s), which will be included in the Treasurer's quarterly report. The Treasurer shall select an appropriate, readily available index to use as a market benchmark.

XIX. REPORTING

MONTHLY REPORTS

Monthly transaction reports will be submitted by the Treasurer to the City Council within 30 days of the end of the reporting period in accordance with California Government Code Section 53607.

QUARTERLY REPORTS

The Treasurer will submit a quarterly investment report to the City Council which provides full disclosure of the City's investment activities within 45 days after the end of the quarter per Government Code Section 53646(b)(1). These reports will disclose, at a minimum, the following information about the City's portfolio:

1. An asset listing showing par value, cost, and independent third-party fair market value of each security as of the date of the report, the source of the valuation, type of investment, issuer, maturity date, interest rate and interest rate.
2. Transactions for the period.
3. A description of the funds, investments and programs (including lending programs) managed by contracted parties (i.e. LAIF; investment pools, outside money managers and securities lending agents)

4. A one-page summary report that shows:
 - a. Average maturity of the portfolio and modified duration of the portfolio;
 - b. Maturity distribution of the portfolio;
 - c. Percentage of the portfolio represented by each investment category;
 - d. Average portfolio credit quality; and,
 - e. Time-weighted total rate of return for the portfolio for the prior one month, three months, twelve months and since inception compared to the City's market benchmark returns for the same periods;
5. A statement of compliance with investment policy, including a schedule of any transactions or holdings which do not comply with this policy or with the California Government Code, including a justification for their presence in the portfolio and a timetable for resolution.
6. A statement that the City has adequate funds to meet its cash flow requirements for the next six months.

ANNUAL REPORTS

A comprehensive annual report will be presented to the City Council. This report will include comparisons of the City's return to the market benchmark return, suggest policies and improvements that might enhance the investment program, and will include an investment plan for the coming year.

XX. REVIEW OF INVESTMENT POLICY

The investment policy will be reviewed and adopted at least annually within 120 days of the end of the fiscal year, to ensure its consistency with the overall objectives of preservation of principal, liquidity and return, and its relevance to current law and financial and economic trends. Any recommended modifications or amendments shall be presented by Staff to the City Council for their consideration and adoption.

Appendix A

Glossary of Investment Terms

AGENCIES. Shorthand market terminology for any obligation issued by a *government-sponsored entity (GSE)*, or a *federally related institution*. Most obligations of GSEs are not guaranteed by the full faith and credit of the US government. Examples are:

FFCB. The Federal Farm Credit Bank System provides credit and liquidity in the agricultural industry. FFCB issues discount notes and bonds.

FHLB. The Federal Home Loan Bank provides credit and liquidity in the housing market. FHLB issues discount notes and bonds.

FHLMC. Like FHLB, the Federal Home Loan Mortgage Corporation provides credit and liquidity in the housing market. FHLMC, also called “Freddie Mac” issues discount notes, bonds and mortgage pass-through securities.

FNMA. Like FHLB and Freddie Mac, the Federal National Mortgage Association was established to provide credit and liquidity in the housing market. FNMA, also known as “Fannie Mae,” issues discount notes, bonds and mortgage pass-through securities.

GNMA. The Government National Mortgage Association, known as “Ginnie Mae,” issues mortgage pass-through securities, which are guaranteed by the full faith and credit of the US Government.

PEFCO. The Private Export Funding Corporation assists exporters. Obligations of PEFCO are not guaranteed by the full faith and credit of the US government.

TVA. The Tennessee Valley Authority provides flood control and power and promotes development in portions of the Tennessee, Ohio, and Mississippi River valleys. TVA currently issues discount notes and bonds.

ASKED. The price at which a seller offers to sell a security.

ASSET BACKED SECURITIES. Securities supported by pools of installment loans or leases or by pools of revolving lines of credit.

AVERAGE LIFE. In mortgage-related investments, including CMOs, the average time to expected receipt of principal payments, weighted by the amount of principal expected.

BANKER’S ACCEPTANCE. A money market instrument created to facilitate international trade transactions. It is highly liquid and safe because the risk of the trade transaction is transferred to the bank which “accepts” the obligation to pay the investor.

BENCHMARK. A comparison security or portfolio. A performance benchmark is a partial market index, which reflects the mix of securities allowed under a specific investment policy.

BID. The price at which a buyer offers to buy a security.

BROKER. A broker brings buyers and sellers together for a transaction for which the broker receives a commission. A broker does not sell securities from their own position.

CALLABLE. A callable security gives the issuer the option to call it from the investor prior to its maturity. The main cause of a call is a decline in interest rates. If interest rates decline since an issuer issues securities, it will likely call its current securities and reissue them at a lower rate of interest. Callable securities have reinvestment risk as the investor may receive its principal back when interest rates are lower than when the investment was initially made.

CERTIFICATE OF DEPOSIT (CD). A time deposit with a specific maturity evidenced by a certificate. Large denomination CDs may be marketable.

CERTIFICATE OF DEPOSIT ACCOUNT REGISTRY SYSTEM (CDARS). A private placement service that allows local agencies to purchase more than \$250,000 in CDs from a single financial institution (must be a participating institution of CDARS) while still maintaining FDIC insurance coverage. CDARS is currently the only entity providing this service. CDARS facilitates the trading of deposits between the California institution and other participating institutions in amounts that are less than \$250,000 each, so that FDIC coverage is maintained.

COLLATERAL. Securities or cash pledged by a borrower to secure repayment of a loan or repurchase agreement. Also, securities pledged by a financial institution to secure deposits of public monies.

COLLATERALIZED MORTGAGE OBLIGATIONS (CMO). Classes of bonds that redistribute the cash flows of mortgage securities (and whole loans) to create securities that have different levels of prepayment risk, as compared to the underlying mortgage securities.

COMMERCIAL PAPER. The short-term unsecured debt of corporations.

COST YIELD. The annual income from an investment divided by the purchase cost. Because it does not give effect to premiums and discounts which may have been included in the purchase cost, it is an incomplete measure of return.

COUPON. The rate of return at which interest is paid on a bond.

CREDIT RISK. The risk that principal and/or interest on an investment will not be paid in a timely manner due to changes in the condition of the issuer.

CURRENT YIELD. The annual income from an investment divided by the current market value. Since the mathematical calculation relies on the current market value rather than the investor's cost, current yield is unrelated to the actual return the investor will earn if the security is held to maturity.

DEALER. A dealer acts as a principal in security transactions, selling securities from and buying securities for their own position.

DEBENTURE. A bond secured only by the general credit of the issuer.

DELIVERY VS. PAYMENT (DVP). A securities industry procedure whereby payment for a security must be made at the time the security is delivered to the purchaser's agent.

DERIVATIVE. Any security that has principal and/or interest payments which are subject to uncertainty (but not for reasons of default or credit risk) as to timing and/or amount, or any security which represents a component of another security which has been separated from other components ("Stripped" coupons and principal). A derivative is also defined as a financial instrument the value of which is totally or partially derived from the value of another instrument, interest rate, or index.

DISCOUNT. The difference between the par value of a bond and the cost of the bond, when the cost is below par. Some short-term securities, such as T-bills and banker's acceptances, are known as discount securities. They sell at a discount from par and return the par value to the investor at maturity without additional interest. Other securities, which have fixed coupons, trade at a discount when the coupon rate is lower than the current market rate for securities of that maturity and/or quality.

DIVERSIFICATION. Dividing investment funds among a variety of investments to avoid excessive exposure to any one source of risk.

DURATION. The weighted average time to maturity of a bond where the weights are the present values of the future cash flows. Duration measures the price sensitivity of a bond to changes in interest rates. (See modified duration).

FEDERAL FUNDS RATE. The rate of interest charged by banks for short-term loans to other banks. The Federal Reserve Bank through open-market operations establishes it.

FEDERAL OPEN MARKET COMMITTEE. A committee of the Federal Reserve Board that establishes monetary policy and executes it through temporary and permanent changes to the supply of bank reserves.

LEVERAGE. Borrowing funds in order to invest in securities that have the potential to pay earnings at a rate higher than the cost of borrowing.

LIQUIDITY. The speed and ease with which an asset can be converted to cash.

LOCAL AGENCY INVESTMENT FUND (LAIF). A voluntary investment fund open to government entities and certain non-profit organizations in California that is managed by the State Treasurer's Office.

LOCAL GOVERNMENT INVESTMENT POOL. Investment pools that range from the State Treasurer's Office Local Agency Investment Fund (LAIF) to county pools, to Joint Powers Authorities (JPAs). These funds are not subject to the same SEC rules applicable to money market mutual funds.

MAKE WHOLE CALL. A type of call provision on a bond that allows the issuer to pay off the remaining debt early. Unlike a call option, with a make whole call provision, the issuer makes a lump sum payment that equals the net present value (NPV) of future coupon payments that will not be paid because of the call. With this type of call, an investor is compensated, or "made whole."

MARGIN. The difference between the market value of a security and the loan a broker makes using that security as collateral.

MARKET RISK. The risk that the value of securities will fluctuate with changes in overall market conditions or interest rates.

MARKET VALUE. The price at which a security can be traded.

MARKING TO MARKET. The process of posting current market values for securities in a portfolio.

MATURITY. The final date upon which the principal of a security becomes due and payable. An investment's term or remaining maturity is measured from the settlement date to final maturity.

MEDIUM TERM NOTES. Unsecured, investment-grade senior debt securities of major corporations which are sold in relatively small amounts on either a continuous or an intermittent basis. MTNs are highly flexible debt instruments that can be structured to respond to market opportunities or to investor preferences.

MODIFIED DURATION. The percent change in price for a 100-basis point change in yields. Modified duration is the best single measure of a portfolio's or security's exposure to market risk.

MONEY MARKET. The market in which short-term debt instruments (T-bills, discount notes, commercial paper, and banker's acceptances) are issued and traded.

MORTGAGE PASS-THROUGH SECURITIES. A securitized participation in the interest and principal cash flows from a specified pool of mortgages. Principal and interest payments made on the mortgages are passed through to the holder of the security.

MUNICIPAL SECURITIES. Securities issued by state and local agencies to finance capital and operating expenses.

MUTUAL FUND. An entity which pools the funds of investors and invests those funds in a set of securities which is specifically defined in the fund's prospectus. Mutual funds can be invested in various types of domestic and/or international stocks, bonds, and money market instruments, as set forth in the individual fund's prospectus. For most large, institutional investors, the costs associated with investing in mutual funds are higher than the investor can obtain through an individually managed portfolio.

NEGOTIABLE CD. A short-term debt instrument that pays interest and is issued by a bank, savings or federal association, state or federal credit union, or state-licensed branch of a foreign bank. Negotiable CDs are traded in a secondary market.

PREMIUM. The difference between the par value of a bond and the cost of the bond, when the cost is above par.

PREPAYMENT SPEED. A measure of how quickly principal is repaid to investors in mortgage securities.

PREPAYMENT WINDOW. The time period over which principal repayments will be received on mortgage securities at a specified prepayment speed.

PRIMARY DEALER. A financial institution (1) that is a trading counterparty with the Federal Reserve in its execution of market operations to carry out U.S. monetary policy, and (2) that participates for statistical reporting purposes in compiling data on activity in the U.S. Government securities market.

PRUDENT PERSON (PRUDENT INVESTOR) RULE. A standard of responsibility which applies to fiduciaries. In California, the rule is stated as "Investments shall be managed with the care, skill, prudence and diligence, under the circumstances then prevailing, that a prudent person, acting in a like capacity and familiar with such matters, would use in the conduct of an enterprise of like character and with like aims to accomplish similar purposes."

REALIZED YIELD. The change in value of the portfolio due to interest received and interest earned and realized gains and losses. It does not give effect to changes in market value on securities, which have not been sold from the portfolio.

REGIONAL DEALER. A financial intermediary that buys and sells securities for the benefit of its customers without maintaining substantial inventories of securities and that is not a primary dealer.

REPURCHASE AGREEMENT. Short-term purchases of securities with a simultaneous agreement to sell the securities back at a higher price. From the seller's point of view, the same transaction is a reverse repurchase agreement.

SAFEKEEPING. A service to bank customers whereby securities are held by the bank in the customer's name.

STRUCTURED NOTE. A complex, fixed income instrument, which pays interest, based on a formula tied to other interest rates, commodities, or indices. Examples include inverse floating rate notes which have coupons that increase when other interest rates are falling, and which fall when other interest rates are rising, and "dual index floaters," which pay interest based on the relationship between two other interest rates - for example, the yield on the ten-year Treasury note minus the Libor rate. Issuers of such notes lock in a reduced cost of borrowing by purchasing interest rate swap agreements.

SUPRANATIONAL. A Supranational is a multi-national organization whereby member states transcend national boundaries or interests to share in the decision making to promote economic development in the member countries.

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

U.S. TREASURY OBLIGATIONS. Securities issued by the U.S. Treasury and backed by the full faith and credit of the United States. Treasuries are considered to have no credit risk and are the benchmark for interest rates on all other securities in the US and overseas. The Treasury issues both discounted securities and fixed coupon notes and bonds.

TREASURY BILLS. All securities issued with initial maturities of one year or less are issued as discounted instruments and are called Treasury bills. The Treasury currently issues three- and six-month T-bills at regular weekly auctions. It also issues "cash management" bills as needed to smooth out cash flows.

TREASURY NOTES. All securities issued with initial maturities of two to ten years are called Treasury notes and pay interest semi-annually.

TREASURY BONDS. All securities issued with initial maturities greater than ten years are called Treasury bonds. Like Treasury notes, they pay interest semi-annually.

VOLATILITY. The rate at which security prices change with changes in general economic conditions or the general level of interest rates.

YIELD TO MATURITY. The annualized internal rate of return on an investment which equates the expected cash flows from the investment to its cost.

CITY OF SOLANA BEACH
STATEMENT OF INVESTMENT POLICY
FISCAL YEAR 2023-242-23



CITY COUNCIL

MAYOR LESA HEEBNER

DEPUTY MAYOR DAVID A. ZITO~~KELLY HARLESS~~

COUNCILMEMBER KRISTI BECKER

COUNCILMEMBER DAVID A. ZITO JEWEL EDSON

COUNCILMEMBER JILL MACDONALD~~JEWEL EDSON~~

CITY MANAGER

CITY TREASURER

CITY OF SOLANA BEACH

Investment Policy

FISCAL YEAR 202~~3~~/~~24~~/~~23~~

CONTENTS

I.	INTRODUCTION	2
II.	OBJECTIVES	2
III.	SCOPE.....	3
IV.	PRUDENCE.....	3
V.	DELEGATION OF AUTHORITY	4
VI.	ETHICS AND CONFLICTS OF INTEREST	5
VII.	INTERNAL CONTROLS	5
VIII.	AUTHORIZED FINANCIAL INSTITUTIONS, DEPOSITORIES, AND BROKER/DEALERS	5
IX.	AUTHORIZED INVESTMENTS	7
X.	PROHIBITED INVESTMENT VEHICLES AND PRACTICES.....	<u>1313</u>
XI.	FOSSIL FUELS RESTRICTION.....	13
XII.	INVESTMENT POOLS/MUTUAL FUNDS	13
XIII.	COLLATERALIZATION	<u>1414</u>
XIV.	DELIVERY, SAFEKEEPING AND CUSTODY	<u>1515</u>
XV.	MAXIMUM MATURITY	15
XVI.	RISK MANAGEMENT AND DIVERSIFICATION.....	15
XVII.	REVIEW OF INVESTMENT PORTFOLIO.....	<u>1617</u>
XVIII.	PERFORMANCE EVALUATION	<u>1717</u>
XIX.	REPORTING.....	17
XX.	REVIEW OF INVESTMENT POLICY.....	18
	APPENDIX A – GLOSSARY OF INVESTMENT TERMS.....	A-1

I. INTRODUCTION

The purpose of this document is to outline the City's policy for the investment of public funds.

It is the policy of the City of Solana Beach, the Solana Beach Public Financing Authority and the Solana Beach Public Facilities Corporation (hereafter referred collectively as the "City") to predicate their investment policies, procedures and practices upon the limitations placed upon them by the governing legislative bodies. These policies shall have four primary goals:

- To assure compliance with federal, state, and local laws governing the investment of public monies under the control of the City Treasurer.
- To provide sufficient liquidity to meet normal operating and unexpected expenditures.
- To protect the principal monies entrusted to the City.
- To generate the maximum amount of investment income within the parameters of prudent risk management as defined in this Investment Policy.

This policy is written to incorporate industry best practices and recommendations from sources such as the Government Finance Officers Association (GFOA), California Municipal Treasurers Association (CMTA), California Debt and Investment Advisory Commission (CDIAC) and the Association of Public Treasurers (APT).

II. OBJECTIVES

The City's overall investment program shall be designed and managed with a degree of professionalism worthy of the public trust. The overriding objectives of the program are to preserve principal, provide sufficient liquidity, and manage investment risks, while seeking a market-rate of return.

- **SAFETY.** The protection of principal is the foremost objective of the investment program. Investments will be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, the City will diversify its investments by investing funds among a variety of securities with independent returns.
- **LIQUIDITY.** The investment portfolio will remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.
- **RETURN ON INVESTMENTS.** The investment portfolio will be designed with the objective of attaining a market rate of return throughout budgetary and

economic cycles, taking into account the investment risk constraints for safety and liquidity needs.

III. SCOPE

This policy covers all funds and investment activities under the direct authority of the City, as set forth in the State Government Code, Sections 53600 *et seq.*, with the following exceptions:

- Proceeds of debt issuance shall be invested in accordance with the City’s general investment philosophy as set forth in this policy; however, such proceeds are to be invested pursuant to the permitted investment provisions of their specific bond indentures.
- Any other funds specifically exempted by the City Council.

Funds not included in the policy include the City’s deferred compensation plans (Plans). These Plans will be excluded from the policy under the following circumstances:

- i. A third-party administrator administers the plan
- ii. Individual plan participants have control over the selection of investments
- iii. The City has no fiduciary responsibility to act as a “trustee” for the Plan.

POOLING OF FUNDS

Except for cash in certain restricted and special funds, the City will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

IV. PRUDENCE

Pursuant to California Government Code, Section 53600.3, all persons authorized to make investment decisions on behalf of the City are trustees and therefore fiduciaries subject to the *Prudent Investor Standard*:

“...all governing bodies of local agencies or persons authorized to make investment decisions on behalf of those local agencies investing public funds pursuant to this chapter are trustees and therefore fiduciaries subject to the prudent investor standard. When investing, reinvesting, purchasing,

acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the City, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the City. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law.”

V. DELEGATION OF AUTHORITY

The Treasurer and other authorized persons responsible for managing City funds acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security’s credit risk or market price changes provided that the Treasurer or other authorized persons acted in good faith. Deviations from expectations of a security’s credit or market risk should be reported to the City Council in a timely fashion and appropriate action should be taken to control adverse developments.

Authority to manage the City’s investment program is derived from California Government Code, Sections 41006 and 53600 *et seq.*

The City Council is responsible for the management of the City’s funds, including the administration of this investment policy. Management responsibility for the cash management of the City’s funds is hereby delegated to the Treasurer.

The Treasurer will be responsible for all transactions undertaken and will establish a system of procedures and controls to regulate the activities of subordinate officials and employees. Such procedures will include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Treasurer.

The City may engage the services of one or more external investment advisers, who are registered under the Investment Advisers Act of 1940, to assist in the management of the City’s investment portfolio in a manner consistent with the City’s objectives. External investment advisers may be granted discretion to purchase and sell investment securities in accordance with this investment policy.

If the City Treasurer is unavailable, then the Finance Manager, Deputy City Manager, or the City Manager shall authorize the investment transactions, in writing, prior to execution.

The City’s overall investment program shall be designed and managed with a degree of professionalism that is worthy of the public trust. The City recognizes that in a diversified portfolio, occasional measured losses may be inevitable and

must be considered within the context of the overall portfolio's return and the cash flow requirements of the City.

VI. ETHICS AND CONFLICTS OF INTEREST

All participants in the investment process shall act as custodians of the public trust. Investment officials shall recognize that the investment portfolio is subject to public review and evaluation. Thus employees and officials involved in the investment process shall refrain from personal business activity that could create a conflict of interest or the appearance of a conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

Employees and investment officials shall disclose to the City Manager any material interests in financial institutions with which they conduct business, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking any personal investment transactions with the same individual with whom business is conducted on behalf of the City.

VII. INTERNAL CONTROLS

The Treasurer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

Periodically, as deemed appropriate by the City and/or the City Council, an independent analysis by an external auditor shall be conducted to review internal controls, account activity and compliance with policies and procedures.

VIII. AUTHORIZED FINANCIAL INSTITUTIONS, DEPOSITORIES, AND BROKER/DEALERS

To the extent practicable, the Treasurer shall endeavor to complete investment transactions using a competitive bid process whenever possible. The City's Treasurer will determine which financial institutions are authorized to provide investment services to the City. It shall be the City's policy to purchase securities only from authorized institutions and firms.

The Treasurer shall maintain procedures for establishing a list of authorized broker/dealers and financial institutions which are approved for investment purposes that are selected through a process of due diligence as determined by the City. Due inquiry shall determine whether such authorized broker/dealers, and the individuals covering the City are reputable and trustworthy, knowledgeable and

experienced in Public City investing and able to meet all of their financial obligations. These institutions may include "primary" dealers or regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15c3-1 (uniform net capital rule).

In accordance with Section 53601.5, institutions eligible to transact investment business with the City include:

- Institutions licensed by the state as a broker-dealer.
- Institutions that are members of a federally regulated securities exchange.
- Primary government dealers as designated by the Federal Reserve Bank and non-primary government dealers.
- Nationally or state-chartered banks.
- The Federal Reserve Bank.
- Direct issuers of securities eligible for purchase.

Selection of financial institutions and broker/dealers authorized to engage in transactions will be at the sole discretion of the City, except where the City utilizes an external investment adviser in which case the City may rely on the adviser for selection.

All financial institutions which desire to become qualified bidders for investment transactions (and which are not dealing only with the investment adviser) must supply the Treasurer with audited financials and a statement certifying that the institution has reviewed the California Government Code, Section 53600 *et seq.* and the City's investment policy. The Treasurer will conduct an annual review of the financial condition and registrations of such qualified bidders.

Public deposits will be made only in qualified public depositories as established by State law. Deposits will be insured by the Federal Deposit Insurance Corporation, or, to the extent the amount exceeds the insured maximum, will be collateralized in accordance with State law.

Selection of broker/dealers used by an external investment adviser retained by the City will be at the sole discretion of the adviser. Where possible, transactions with broker/dealers shall be selected on a competitive basis and their bid or offering prices shall be recorded. If there is no other readily available competitive offering, best efforts will be made to document quotations for comparable or alternative securities. When purchasing original issue instrumentality securities, no competitive offerings will be required as all dealers in the selling group offer those securities at the same original issue price.

IX. AUTHORIZED INVESTMENTS

The City's investments are governed by California Government Code, Sections 53600 *et seq.* Within the investments permitted by the Code, the City seeks to further restrict eligible investments to the guidelines listed below. In the event a discrepancy is found between this policy and the Code, the more restrictive parameters will take precedence. Percentage holding limits and credit quality minimums listed in this section apply at the time the security is purchased.

Any investment currently held at the time the policy is adopted which does not meet the new policy guidelines can be held until maturity and shall be exempt from the current policy. At the time of the investment's maturity or liquidation, such funds shall be reinvested only as provided in the current policy.

An appropriate risk level shall be maintained by primarily purchasing securities that are of high quality, liquid, and marketable. The portfolio shall be diversified by security type and institution to avoid incurring unreasonable and avoidable risks regarding specific security types or individual issuers.

1. MUNICIPAL SECURITIES include obligations of the City, the State of California, and any local agency within the State of California, provided that:

- The securities are rated in a rating category of "A" or its equivalent or higher by at least one nationally recognized statistical rating organization ("NRSRO").
- No more than 5% of the portfolio may be invested in any single issuer.
- No more than 30% of the portfolio may be in Municipal Securities.
- The maximum maturity does not exceed five (5) years.

2. MUNICIPAL SECURITIES (REGISTERED TREASURY NOTES OR BONDS) of any of the other 49 states in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 states, in addition to California.

- The securities are rated in a rating category of "A" or its equivalent or higher by at least one nationally recognized statistical rating organization ("NRSRO").
- No more than 5% of the portfolio may be invested in any single issuer.
- No more than 30% of the portfolio may be in Municipal Securities.
- The maximum maturity does not exceed five (5) years.

3. **U.S. TREASURIES** and other government obligations for which the full faith and credit of the United States are pledged for the payment of principal and interest. There are no limits on the dollar amount or percentage that the City may invest in U.S. Treasuries, provided that:
 - The maximum maturity is five (5) years.
4. **FEDERAL AGENCIES** or United States Government-Sponsored Enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. There are no limits on the dollar amount or percentage that the City may invest in Federal City or Government-Sponsored Enterprises (GSEs), provided that:
 - No more than 30% of the portfolio may be invested in any single City/GSE issuer.
 - The maximum maturity does not exceed five (5) years.
 - The maximum percentage of callable agencies in the portfolio is 20%.
5. **BANKER'S ACCEPTANCES**, provided that:
 - They are issued by institutions which have short-term debt obligations rated "A-1" or the equivalent or higher by at least one NRSRO; or long-term debt obligations which are rated in the "A" category or the equivalent or higher by at least one NRSRO.
 - No more than 40% of the portfolio may be invested in Banker's Acceptances.
 - No more than 5% of the portfolio may be invested in any single issuer.
 - The maximum maturity does not exceed 180 days.
6. **COMMERCIAL PAPER**, provided that the securities are issued by an entity that meets all of the following conditions in either paragraph (a) or (b) and other requirements specified below:
 - a. **SECURITIES** issued by corporations:
 - (i) The issuer is organized and operating in the United States with assets more than \$500 million.
 - (ii) The securities are rated "A-1" or its equivalent or higher by at least one NRSRO.
 - (iii) If the issuer has other debt obligations, they must be rated in a rating category of "A" or its equivalent or higher by at least one NRSRO.

b. **SECURITIES** issued by other entities:

- (i) The issuer is organized and operating in the United States as a special purpose corporation, trust, or limited liability company.
 - (ii) The securities must have program-wide credit enhancement including, but not limited to, overcollateralization, letters of credit, or a surety bond.
 - (iii) The securities are rated “A-1” or its equivalent or higher by at least one NRSRO.
- City may purchase no more than 10% of the outstanding commercial paper of any single issuer.
 - No more than 25% of the portfolio may be invested in Commercial Paper.
 - No more than 5% of the portfolio may be invested in any single issuer.
 - The maximum maturity does not exceed 270 days.

7. NEGOTIABLE CERTIFICATES OF DEPOSIT (NCDs), issued by a nationally or state-chartered bank, a savings association, or a federal association, a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank, provided that:

- The amount of the NCD insured up to the FDIC limit does not require any credit ratings.
- Any amount above the FDIC insured limit must be issued by institutions which have short-term debt obligations rated “A-1” or the equivalent or higher by at least one NRSRO; or long-term obligations rated in the “A” category or the equivalent or higher by at least one NRSRO.
- No more than 30% of the total portfolio may be invested in NCDs (combined with CDARS).
- No more than 5% of the portfolio may be invested in any single issuer.
- The maximum maturity does not exceed five (5) years.

8. FEDERALLY INSURED TIME DEPOSITS (Non-Negotiable Certificates of Deposit) in state or federally chartered banks, savings and loans, or credit unions, provided that:

- The amount per institution is limited to the maximum covered under federal insurance.

- No more than 20% of the portfolio will be invested in a combination of federally insured and collateralized time deposits.
 - The maximum maturity does not exceed five (5) years.
- 9. COLLATERALIZED TIME DEPOSITS (Non-Negotiable Certificates of Deposit)** in state or federally chartered banks, savings and loans, or credit unions in excess of insured amounts which are fully collateralized with securities in accordance with California law, provided that:
- No more than 20% of the portfolio will be invested in a combination of federally insured and collateralized time deposits.
 - The maximum maturity does not exceed five (5) years.
- 10. CERTIFICATE OF DEPOSIT PLACEMENT SERVICE (CDARS)**, provided that:
- No more than 30% of the total portfolio may be invested in a combination of Certificates of Deposit, including CDARS.
 - The maximum maturity does not exceed five (5) years.
- 11. COLLATERALIZED BANK DEPOSITS.** City's deposits with financial institutions will be collateralized with pledged securities per California Government Code, Section 53651.
- 12. REPURCHASE AGREEMENTS** collateralized with securities authorized under California Government Code, maintained at a level of at least 102% of the market value of the Repurchase Agreement. There are no limits on the dollar amount or percentage that the City may invest, provided that:
- Securities used as collateral for Repurchase Agreements will be delivered to an acceptable third party custodian.
 - Repurchase Agreements are subject to a Master Repurchase Agreement between the City and the provider of the repurchase agreement. The Master Repurchase Agreement will be substantially in the form developed by the Securities Industry and Financial Markets Association (SIFMA).
 - The maximum maturity does not exceed one (1) year.
- 13. STATE OF CALIFORNIA LOCAL CITY INVESTMENT FUND (LAIF)**, provided that:
- The City may invest up to the maximum amount permitted by LAIF.

- LAIF's investments in instruments prohibited by or not specified in the City's policy do not exclude the investment in LAIF itself from the City's list of allowable investments, provided LAIF's reports allow the Treasurer to adequately judge the risk inherent in LAIF's portfolio.

14. INVESTMENT TRUST OF CALIFORNIA (CALTRUST), which is a joint powers authority (JPA), organized and managed by the Investment Trust of California JPA for the benefit of local agencies, pursuant to California Government Code Section 6509.7

15. CORPORATE MEDIUM TERM NOTES (MTNs), provided that:

- The issuer is a corporation organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States.
- The securities are rated in the "A" category or the equivalent or higher by at least one NRSRO.
- No more than 30% of the total portfolio may be invested in MTNs.
- No more than 5% of the portfolio may be invested in any single issuer.
- The maximum maturity does not exceed five (5) years.

16. ASSET-BACKED, MORTGAGE-BACKED, MORTGAGE PASS-THROUGH SECURITIES, AND COLLATERALIZED MORTGAGE OBLIGATIONS from issuers not defined in sections 3 and 4 of the Authorized investments section of this policy, provided that:

- The securities are rated in the "AA" category or the equivalent or higher by a NRSRO.
- No more than 20% of the total portfolio may be invested in these securities.
- No more than 5% of the portfolio may be invested in any single Asset-Backed or Commercial Mortgage security issuer. There is no issuer limitation on any Mortgage security where the issuer is the US Treasury or a Federal City/GSE.
- The maximum legal final maturity does not exceed five (5) years.

17. MUTUAL FUNDS AND MONEY MARKET MUTUAL FUNDS that are registered with the Securities and Exchange Commission under the Investment Company Act of 1940, provided that:

- a. **MUTUAL FUNDS** that invest in the securities and obligations as authorized under California Government Code, Section 53601 (a) to (k) and (m) to (q) inclusive and that meet either of the following criteria:
 1. Attained the highest ranking or the highest letter and numerical rating provided by not less than two (2) NRSROs; or
 2. Have retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience investing in the securities and obligations authorized by California Government Code, Section 53601 and with assets under management in excess of \$500 million.
 3. No more than 10% of the total portfolio may be invested in shares of any one mutual fund.
- b. **MONEY MARKET MUTUAL FUNDS** registered with the Securities and Exchange Commission under the Investment Company Act of 1940 and issued by diversified management companies and meet either of the following criteria:
 1. Have attained the highest ranking or the highest letter and numerical rating provided by not less than two (2) NRSROs; or
 2. Have retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience managing money market mutual funds with assets under management in excess of \$500 million.
 3. No more than 20% of the total portfolio may be invested in the shares of any one Money Market Mutual Fund.
- c. No more than 20% of the total portfolio may be invested in these securities.

18. SUPRANATIONALS, provided that:

- Issues are US dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank.
- The securities are rated in the "AA" category or the equivalent or higher by a NRSRO.
- No more than 30% of the total portfolio may be invested in these securities.
- No more than 10% of the portfolio may be invested in any single issuer.
- The maximum maturity does not exceed five (5) years.

X. PROHIBITED INVESTMENT VEHICLES AND PRACTICES

- State law notwithstanding, any investments not specifically described herein are prohibited, including, but not limited to futures and options.
- In accordance with Government Code, Section 53601.6, investment in inverse floaters, range notes, or mortgage derived interest-only strips is prohibited.
- Investment in any security that could result in a zero-interest accrual if held to maturity is prohibited. Under a provision sunseting on January 1, 2026, securities backed by the U.S. Government that could result in a zero- or negative-interest accrual if held to maturity are permitted. The presence of any of these securities will be promptly reported to the Treasurer.
- Trading securities for the sole purpose of speculating on the future direction of interest rates is prohibited.
- Purchasing or selling securities on margin is prohibited.
- The use of reverse repurchase agreements, securities lending or any other form of borrowing or leverage is prohibited.
- The purchase of foreign currency denominated securities is prohibited.
- The purchase of a security with a forward settlement exceeding 45 days from the time of the investment is prohibited.

XI. FOSSIL FUELS RESTRICTION

- The purchase of securities issued by fossil fuel companies that directly source the majority (more than 50%) of their revenue from oil, gas and/or coal production is prohibited.

XII. INVESTMENT POOLS/MUTUAL FUNDS

The City shall conduct a thorough investigation of any pool or mutual fund prior to making an investment, and on a continual basis thereafter. The Treasurer shall develop a questionnaire which will answer the following general questions:

1. A description of eligible investment securities, and a written statement of investment policy and objectives.
2. A description of interest calculations and how it is distributed, and how gains and losses are treated.

3. A description of how the securities are safeguarded (including the settlement processes), and how often the securities are priced and the program audited.
4. A description of who may invest in the program, how often, what size deposit and withdrawal are allowed.
5. A schedule for receiving statements and portfolio listings.
6. Are reserves, retained earnings, etc. utilized by the pool/fund?
7. A fee schedule, and when and how is it assessed.
8. Is the pool/fund eligible for bond proceeds and/or will it accept such proceeds?

XIII. COLLATERALIZATION

CERTIFICATES OF DEPOSIT (CDs). The City shall require any commercial bank or savings and loan association to deposit eligible securities with an City of a depository approved by the State Banking Department to secure any uninsured portion of a Non-Negotiable Certificate of Deposit. The value of eligible securities as defined pursuant to California Government Code, Section 53651, pledged against a Certificate of Deposit shall be equal to 150% of the face value of the CD if the securities are classified as mortgages and 110% of the face value of the CD for all other classes of security.

COLLATERALIZATION OF BANK DEPOSITS. This is the process by which a bank or financial institution pledges securities, or other deposits for the purpose of securing repayment of deposited funds. The City shall require any bank or financial institution to comply with the collateralization criteria defined in California Government Code, Section 53651.

REPURCHASE AGREEMENTS. The City requires that Repurchase Agreements be collateralized only by securities authorized in accordance with California Government Code:

- The securities which collateralize the repurchase agreement shall be priced at Market Value, including any Accrued Interest plus a margin. The Market Value of the securities that underlie a repurchase agreement shall be valued at 102% or greater of the funds borrowed against those securities.
- Financial institutions shall mark the value of the collateral to market at least monthly and increase or decrease the collateral to satisfy the ratio requirement described above.
- The City shall receive monthly statements of collateral.

XIV. DELIVERY, SAFEKEEPING AND CUSTODY

DELIVERY-VERSUS-PAYMENT (DVP). All investment transactions shall be conducted on a delivery-versus-payment basis.

SAFEKEEPING AND CUSTODY. To protect against potential losses due to failure of individual securities dealers, and to enhance access to securities, interest payments and maturity proceeds, all cash and securities in the City's portfolio shall be held in safekeeping in the City's name by a third-party custodian, acting as agent for the City under the terms of a custody agreement executed by the bank and the City. All investment transactions will require a safekeeping receipt or acknowledgment generated from the trade. A monthly report will be received by the City from the custodian listing all securities held in safekeeping with current market data and other information.

The only exceptions to the foregoing shall be depository accounts and securities purchases made with: (i) local government investment pools; (ii) time certificates of deposit, and, (iii) money mutual funds, since the purchased securities are not deliverable.

XV. MAXIMUM MATURITY

To the extent possible, investments shall be matched with anticipated cash flow requirements and known future liabilities.

The City will not invest in securities maturing more than five (5) years from the date of trade settlement, unless the City Council has by resolution granted authority to make such an investment.

XVI. RISK MANAGEMENT AND DIVERSIFICATION

MITIGATING CREDIT RISK IN THE PORTFOLIO

Credit risk is the risk that a security or a portfolio will lose some or all of its value due to a real or perceived change in the ability of the issuer to repay its debt. The City will mitigate credit risk by adopting the following strategies:

- The diversification requirements included in the "Authorized Investments" section of this policy are designed to mitigate credit risk in the portfolio.
- No more than 5% of the total portfolio may be invested in securities of any single issuer, except where the issuer is the US Government, its Agencies and GSEs, an authorized Supranational issuer or where the security is a Money Market Mutual Fund, Local City Investment Fund (LAIF) or other Local

Government Investment Pool, or where otherwise specified in this investment policy.

- The City may elect to sell a security prior to its maturity and record a capital gain or loss in order to manage the quality, liquidity or yield of the portfolio in response to market conditions or City's risk preferences.
- If securities owned by the City are downgraded to a level below the quality required by this investment policy, making the security ineligible for additional purchases, the following steps will be taken:
 - Any actions taken related to the downgrade by an investment manager will be promptly communicated to the Treasurer.
 - If a decision is made to retain the security in the portfolio, the credit situation will be monitored and reported promptly to the City Council.

MITIGATING MARKET RISK IN THE PORTFOLIO

Market risk is the risk that the portfolio value will fluctuate due to changes in the general level of interest rates. The City recognizes that, over time, longer-term portfolios have the potential to achieve higher returns. On the other hand, longer-term portfolios have higher volatility of return. The City will mitigate market risk by providing adequate liquidity for short-term cash needs, and by making longer-term investments only with funds that are not needed for current cash flow purposes.

The City further recognizes that certain types of securities, including variable rate securities, securities with principal paydowns prior to maturity, and securities with embedded options, will affect the market risk profile of the portfolio differently in different interest rate environments. The City, therefore, adopts the following strategies to control and mitigate its exposure to market risk:

- The City will maintain a minimum of six months of budgeted operating expenditures in short term investments to provide sufficient liquidity for expected disbursements.
- The maximum stated final maturity of individual securities in the portfolio will be five (5) years, except as otherwise stated in this policy.
- The duration of the portfolio will generally be approximately equal to the duration (typically, plus or minus 20%) of a Market Benchmark, an index selected by the City based on the City's investment objectives, constraints and risk tolerances.

XVII. REVIEW OF INVESTMENT PORTFOLIO

The Treasurer shall periodically, but no less than quarterly, review the portfolio to identify investments that do not comply with this investment policy and establish

protocols for reporting major and critical incidences of noncompliance to the City Council.

XVIII. PERFORMANCE EVALUATION

The investment portfolio shall be designed to attain a market-average rate of return throughout budgetary and economic cycles, taking into account the City's risk constraints, the cash flow characteristics of the portfolio, and state and local laws, ordinances or resolutions that restrict investments.

The Treasurer shall monitor and evaluate the portfolio's performance relative to the chosen market benchmark(s), which will be included in the Treasurer's quarterly report. The Treasurer shall select an appropriate, readily available index to use as a market benchmark.

XIX. REPORTING

MONTHLY REPORTS

Monthly transaction reports will be submitted by the Treasurer to the City Council within 30 days of the end of the reporting period in accordance with California Government Code Section 53607.

QUARTERLY REPORTS

The Treasurer will submit a quarterly investment report to the City Council which provides full disclosure of the City's investment activities within ~~30~~45 days after the end of the quarter per Government Code Section 53646(b)(1). These reports will disclose, at a minimum, the following information about the City's portfolio:

1. An asset listing showing par value, cost, and independent third-party fair market value of each security as of the date of the report, the source of the valuation, type of investment, issuer, maturity date, interest rate and interest rate.
2. Transactions for the period.
3. A description of the funds, investments and programs (including lending programs) managed by contracted parties (i.e. LAIF; investment pools, outside money managers and securities lending agents)

4. A one-page summary report that shows:
 - a. Average maturity of the portfolio and modified duration of the portfolio;
 - b. Maturity distribution of the portfolio;
 - c. Percentage of the portfolio represented by each investment category;
 - d. Average portfolio credit quality; and,
 - e. Time-weighted total rate of return for the portfolio for the prior one month, three months, twelve months and since inception compared to the City's market benchmark returns for the same periods;
5. A statement of compliance with investment policy, including a schedule of any transactions or holdings which do not comply with this policy or with the California Government Code, including a justification for their presence in the portfolio and a timetable for resolution.
6. A statement that the City has adequate funds to meet its cash flow requirements for the next six months.

ANNUAL REPORTS

A comprehensive annual report will be presented to the City Council. This report will include comparisons of the City's return to the market benchmark return, suggest policies and improvements that might enhance the investment program, and will include an investment plan for the coming year.

XX. REVIEW OF INVESTMENT POLICY

The investment policy will be reviewed and adopted at least annually within 120 days of the end of the fiscal year, to ensure its consistency with the overall objectives of preservation of principal, liquidity and return, and its relevance to current law and financial and economic trends. Any recommended modifications or amendments shall be presented by Staff to the City Council for their consideration and adoption.

Appendix A

Glossary of Investment Terms

AGENCIES. Shorthand market terminology for any obligation issued by a *government-sponsored entity (GSE)*, or a *federally related institution*. Most obligations of GSEs are not guaranteed by the full faith and credit of the US government. Examples are:

FFCB. The Federal Farm Credit Bank System provides credit and liquidity in the agricultural industry. FFCB issues discount notes and bonds.

FHLB. The Federal Home Loan Bank provides credit and liquidity in the housing market. FHLB issues discount notes and bonds.

FHLMC. Like FHLB, the Federal Home Loan Mortgage Corporation provides credit and liquidity in the housing market. FHLMC, also called “Freddie Mac” issues discount notes, bonds and mortgage pass-through securities.

FNMA. Like FHLB and Freddie Mac, the Federal National Mortgage Association was established to provide credit and liquidity in the housing market. FNMA, also known as “Fannie Mae,” issues discount notes, bonds and mortgage pass-through securities.

GNMA. The Government National Mortgage Association, known as “Ginnie Mae,” issues mortgage pass-through securities, which are guaranteed by the full faith and credit of the US Government.

PEFCO. The Private Export Funding Corporation assists exporters. Obligations of PEFCO are not guaranteed by the full faith and credit of the US government.

TVA. The Tennessee Valley Authority provides flood control and power and promotes development in portions of the Tennessee, Ohio, and Mississippi River valleys. TVA currently issues discount notes and bonds.

ASKED. The price at which a seller offers to sell a security.

ASSET BACKED SECURITIES. Securities supported by pools of installment loans or leases or by pools of revolving lines of credit.

AVERAGE LIFE. In mortgage-related investments, including CMOs, the average time to expected receipt of principal payments, weighted by the amount of principal expected.

BANKER’S ACCEPTANCE. A money market instrument created to facilitate international trade transactions. It is highly liquid and safe because the risk of the trade transaction is transferred to the bank which “accepts” the obligation to pay the investor.

BENCHMARK. A comparison security or portfolio. A performance benchmark is a partial market index, which reflects the mix of securities allowed under a specific investment policy.

BID. The price at which a buyer offers to buy a security.

BROKER. A broker brings buyers and sellers together for a transaction for which the broker receives a commission. A broker does not sell securities from their own position.

CALLABLE. A callable security gives the issuer the option to call it from the investor prior to its maturity. The main cause of a call is a decline in interest rates. If interest rates decline since an issuer issues securities, it will likely call its current securities and reissue them at a lower rate of interest. Callable securities have reinvestment risk as the investor may receive its principal back when interest rates are lower than when the investment was initially made.

CERTIFICATE OF DEPOSIT (CD). A time deposit with a specific maturity evidenced by a certificate. Large denomination CDs may be marketable.

CERTIFICATE OF DEPOSIT ACCOUNT REGISTRY SYSTEM (CDARS). A private placement service that allows local agencies to purchase more than \$250,000 in CDs from a single financial institution (must be a participating institution of CDARS) while still maintaining FDIC insurance coverage. CDARS is currently the only entity providing this service. CDARS facilitates the trading of deposits between the California institution and other participating institutions in amounts that are less than \$250,000 each, so that FDIC coverage is maintained.

COLLATERAL. Securities or cash pledged by a borrower to secure repayment of a loan or repurchase agreement. Also, securities pledged by a financial institution to secure deposits of public monies.

COLLATERALIZED MORTGAGE OBLIGATIONS (CMO). Classes of bonds that redistribute the cash flows of mortgage securities (and whole loans) to create securities that have different levels of prepayment risk, as compared to the underlying mortgage securities.

COMMERCIAL PAPER. The short-term unsecured debt of corporations.

COST YIELD. The annual income from an investment divided by the purchase cost. Because it does not give effect to premiums and discounts which may have been included in the purchase cost, it is an incomplete measure of return.

COUPON. The rate of return at which interest is paid on a bond.

CREDIT RISK. The risk that principal and/or interest on an investment will not be paid in a timely manner due to changes in the condition of the issuer.

CURRENT YIELD. The annual income from an investment divided by the current market value. Since the mathematical calculation relies on the current market value rather than the investor's cost, current yield is unrelated to the actual return the investor will earn if the security is held to maturity.

DEALER. A dealer acts as a principal in security transactions, selling securities from and buying securities for their own position.

DEBENTURE. A bond secured only by the general credit of the issuer.

DELIVERY VS. PAYMENT (DVP). A securities industry procedure whereby payment for a security must be made at the time the security is delivered to the purchaser's agent.

DERIVATIVE. Any security that has principal and/or interest payments which are subject to uncertainty (but not for reasons of default or credit risk) as to timing and/or amount, or any security which represents a component of another security which has been separated from other components ("Stripped" coupons and principal). A derivative is also defined as a financial instrument the value of which is totally or partially derived from the value of another instrument, interest rate, or index.

DISCOUNT. The difference between the par value of a bond and the cost of the bond, when the cost is below par. Some short-term securities, such as T-bills and banker's acceptances, are known as discount securities. They sell at a discount from par and return the par value to the investor at maturity without additional interest. Other securities, which have fixed coupons, trade at a discount when the coupon rate is lower than the current market rate for securities of that maturity and/or quality.

DIVERSIFICATION. Dividing investment funds among a variety of investments to avoid excessive exposure to any one source of risk.

DURATION. The weighted average time to maturity of a bond where the weights are the present values of the future cash flows. Duration measures the price sensitivity of a bond to changes in interest rates. (See modified duration).

FEDERAL FUNDS RATE. The rate of interest charged by banks for short-term loans to other banks. The Federal Reserve Bank through open-market operations establishes it.

FEDERAL OPEN MARKET COMMITTEE. A committee of the Federal Reserve Board that establishes monetary policy and executes it through temporary and permanent changes to the supply of bank reserves.

LEVERAGE. Borrowing funds in order to invest in securities that have the potential to pay earnings at a rate higher than the cost of borrowing.

LIQUIDITY. The speed and ease with which an asset can be converted to cash.

LOCAL AGENCY INVESTMENT FUND (LAIF). A voluntary investment fund open to government entities and certain non-profit organizations in California that is managed by the State Treasurer's Office.

LOCAL GOVERNMENT INVESTMENT POOL. Investment pools that range from the State Treasurer's Office Local Agency Investment Fund (LAIF) to county pools, to Joint Powers Authorities (JPAs). These funds are not subject to the same SEC rules applicable to money market mutual funds.

MAKE WHOLE CALL. A type of call provision on a bond that allows the issuer to pay off the remaining debt early. Unlike a call option, with a make whole call provision, the issuer makes a lump sum payment that equals the net present value (NPV) of future coupon payments that will not be paid because of the call. With this type of call, an investor is compensated, or "made whole."

MARGIN. The difference between the market value of a security and the loan a broker makes using that security as collateral.

MARKET RISK. The risk that the value of securities will fluctuate with changes in overall market conditions or interest rates.

MARKET VALUE. The price at which a security can be traded.

MARKING TO MARKET. The process of posting current market values for securities in a portfolio.

MATURITY. The final date upon which the principal of a security becomes due and payable.
[An investment's term or remaining maturity is measured from the settlement date to final maturity.](#)

MEDIUM TERM NOTES. Unsecured, investment-grade senior debt securities of major corporations which are sold in relatively small amounts on either a continuous or an intermittent basis. MTNs are highly flexible debt instruments that can be structured to respond to market opportunities or to investor preferences.

MODIFIED DURATION. The percent change in price for a 100-basis point change in yields. Modified duration is the best single measure of a portfolio's or security's exposure to market risk.

MONEY MARKET. The market in which short-term debt instruments (T-bills, discount notes, commercial paper, and banker's acceptances) are issued and traded.

MORTGAGE PASS-THROUGH SECURITIES. A securitized participation in the interest and principal cash flows from a specified pool of mortgages. Principal and interest payments made on the mortgages are passed through to the holder of the security.

MUNICIPAL SECURITIES. Securities issued by state and local agencies to finance capital and operating expenses.

MUTUAL FUND. An entity which pools the funds of investors and invests those funds in a set of securities which is specifically defined in the fund's prospectus. Mutual funds can be invested in various types of domestic and/or international stocks, bonds, and money market instruments, as set forth in the individual fund's prospectus. For most large, institutional investors, the costs associated with investing in mutual funds are higher than the investor can obtain through an individually managed portfolio.

NEGOTIABLE CD. A short-term debt instrument that pays interest and is issued by a bank, savings or federal association, state or federal credit union, or state-licensed branch of a foreign bank. Negotiable CDs are traded in a secondary market.

PREMIUM. The difference between the par value of a bond and the cost of the bond, when the cost is above par.

PREPAYMENT SPEED. A measure of how quickly principal is repaid to investors in mortgage securities.

PREPAYMENT WINDOW. The time period over which principal repayments will be received on mortgage securities at a specified prepayment speed.

PRIMARY DEALER. A financial institution (1) that is a trading counterparty with the Federal Reserve in its execution of market operations to carry out U.S. monetary policy, and (2) that participates for statistical reporting purposes in compiling data on activity in the U.S. Government securities market.

PRUDENT PERSON (PRUDENT INVESTOR) RULE. A standard of responsibility which applies to fiduciaries. In California, the rule is stated as "Investments shall be managed with the care, skill, prudence and diligence, under the circumstances then prevailing, that a prudent person, acting in a like capacity and familiar with such matters, would use in the conduct of an enterprise of like character and with like aims to accomplish similar purposes."

REALIZED YIELD. The change in value of the portfolio due to interest received and interest earned and realized gains and losses. It does not give effect to changes in market value on securities, which have not been sold from the portfolio.

REGIONAL DEALER. A financial intermediary that buys and sells securities for the benefit of its customers without maintaining substantial inventories of securities and that is not a primary dealer.

REPURCHASE AGREEMENT. Short-term purchases of securities with a simultaneous agreement to sell the securities back at a higher price. From the seller's point of view, the same transaction is a reverse repurchase agreement.

SAFEKEEPING. A service to bank customers whereby securities are held by the bank in the customer's name.

STRUCTURED NOTE. A complex, fixed income instrument, which pays interest, based on a formula tied to other interest rates, commodities, or indices. Examples include inverse floating rate notes which have coupons that increase when other interest rates are falling, and which fall when other interest rates are rising, and "dual index floaters," which pay interest based on the relationship between two other interest rates - for example, the yield on the ten-year Treasury note minus the Libor rate. Issuers of such notes lock in a reduced cost of borrowing by purchasing interest rate swap agreements.

SUPRANATIONAL. A Supranational is a multi-national organization whereby member states transcend national boundaries or interests to share in the decision making to promote economic development in the member countries.

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

U.S. TREASURY OBLIGATIONS. Securities issued by the U.S. Treasury and backed by the full faith and credit of the United States. Treasuries are considered to have no credit risk and are the benchmark for interest rates on all other securities in the US and overseas. The Treasury issues both discounted securities and fixed coupon notes and bonds.

TREASURY BILLS. All securities issued with initial maturities of one year or less are issued as discounted instruments and are called Treasury bills. The Treasury currently issues three- and six-month T-bills at regular weekly auctions. It also issues "cash management" bills as needed to smooth out cash flows.

TREASURY NOTES. All securities issued with initial maturities of two to ten years are called Treasury notes and pay interest semi-annually.

TREASURY BONDS. All securities issued with initial maturities greater than ten years are called Treasury bonds. Like Treasury notes, they pay interest semi-annually.

VOLATILITY. The rate at which security prices change with changes in general economic conditions or the general level of interest rates.

YIELD TO MATURITY. The annualized internal rate of return on an investment which equates the expected cash flows from the investment to its cost.



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Gregory Wade, City Manager
MEETING DATE: June 14, 2023
ORIGINATING DEPT: Finance
SUBJECT: **City Council Consideration of Resolution 2023-71 Adopting the Fiscal Year 2023/24 Fire Benefit Fee**

BACKGROUND:

On April 8, 1980, voters in the Solana Beach Fire Protection District (District) approved a Fire Benefit Fee (Fee) by more than a two-thirds vote in an amount not to exceed \$10.00 per unit of benefit per year, on real property within the boundaries of the District. The District was subsequently merged with the City of Solana Beach (City), and the City now has the responsibility of administering this Fee. Because the Fee was adopted by the voters before the passage of Proposition 218, it is not subject to its requirements.

There is no legal requirement for a public hearing, however, the City has published a “Notice of Setting the Fire Benefit Fee” (Notice) to notify residents that they have the right to request that this item be removed from the consent agenda for discussion. The Notice was published in the local newspaper on May 25, 2023.

This item is before Council to consider approval of Resolution 2023-71 setting the Fire Benefit Fee and authorizes the fee to be placed on the County Assessment rolls.

DISCUSSION:

Each year, the City Council is required to formally set the Fire Benefit Fee for levying on the tax roll. Staff is recommending that the Fee remain at the same level for Fiscal Year (FY) 2023/24 at \$10.00 per benefit unit. This Fee has not been increased since it was approved by voters in 1980. In order to increase the Fire Benefit Fee, the City would need a public vote with two-thirds of the voters approving any increase.

Properties in the City would be charged an annual amount for the Fire Benefit Fee at \$10.00 per benefit unit according to the schedule outlined on the next page.

CITY COUNCIL ACTION:

<u>ACTUAL LAND USE</u>	<u>MAXIMUM NUMBER OF UNITS OF BENEFIT</u>
Unimproved	2 units per 1 acre and/or portion of 1 acre, up to 20 units per parcel
Residential	5 units per dwelling unit
Commercial	15 units per 1 acre and/or portion of 1 acre
Industrial	20 units per 1 acre and/or portion of 1 acre
Timeshares	1 unit per timeshare week (1/5 of residential)

CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA.

FISCAL IMPACT:

The \$10.00 per benefit unit fee raises approximately \$450,000 per year that is used to assist in funding Fire Department operating expenses projected at \$ 5,953,801 for FY 2023/24.

WORK PLAN:

N/A

OPTIONS:

- Approve Staff recommendation.
- Do not approve Staff recommendation and provide direction.

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council consider adoption of Resolution 2023-71:

1. Setting the FY 2023/24 Fire Benefit Fee at \$10.00 per unit, and
2. Approving the Fee for levying on the tax roll.

CITY MANAGER RECOMMENDATION:

Approve Department Recommendation.



Gregory Wade, City Manager

Attachments:

1. Resolution 2023-71

RESOLUTION 2023-71

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, ESTABLISHING THE FISCAL YEAR 2023/24 FIRE BENEFIT FEE AS AUTHORIZED BY THE VOTERS AT \$10.00 PER BENEFIT UNIT

WHEREAS, the City of Solana Beach has merged with the Solana Fire Protection District; and

WHEREAS, the voters of the Solana Fire Protection District on April 8, 1980, approved the following proposition:

Shall the Solana Fire Protection District establish and impose standby or availability charges, not to exceed \$10.00 per unit of benefit per year, on all real property (except that of federal, state, or local governmental agencies) within the boundaries of said Fire Protection District, the collection of which charges shall not decrease the appropriations limit of said Fire Protection District in any year for a period of four years from the effective date hereof, and which charges shall be established by the Board of Directors of said Fire Protection District from time to time, subject, however, to the following maximum units of benefit:

<u>Actual Land Use</u>	<u>Maximum Number of Units of Benefit</u>
Unimproved	2 units per 1 acre and/or portion of 1 acre, up to 20 units per parcel
Residential	5 units per dwelling unit
Commercial	15 units per 1 acre and/or portion of 1 acre
Industrial	20 units per 1 acre and/or portion of 1 acre; and
Timeshares	1 unit per timeshare week (1/5 of residential)

WHEREAS, the City of Solana Beach, as successor to the Solana Fire Protection District, is authorized to continue to levy the fire benefit fee; and

WHEREAS, the amount of the fire benefit fee remains unchanged.

NOW, THEREFORE, the City Council of the City of Solana Beach, California,

resolves as follows:

1. The foregoing recitations are true and correct.
2. The fire benefit charge is hereby set at \$10.00 per benefit unit for all land use categories set forth above, as confirmed by this Board, and will be filed with the Auditor and Controller of the County of San Diego.
3. The San Diego County Auditor shall place on the County Assessment Roll, opposite each parcel of land, the amount of levy so apportioned by the method of apportionment formula, as set forth above, and such levies shall be collected at the same time and in the same manner as ordinary ad valorem property taxes of the City for the fiscal year commencing July 1, 2023.
4. The City Clerk's Designee, Koppel & Gruber Public Finance, is hereby authorized and directed to file the levy with the San Diego County Auditor subsequent to the adoption of this Resolution.

PASSED AND ADOPTED this 14th day of June 2023, at a regular meeting of the City Council of the City of Solana Beach, California by the following vote:

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

LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

JOHANNA N. CANLAS, City Attorney

ANGELA IVEY, City Clerk



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Gregory Wade, City Manager
MEETING DATE: June 14, 2023
ORIGINATING DEPT: Finance
SUBJECT: **City Council Consideration of Resolutions 2023-067 Through 2023-070 Approving the Fiscal Year (FY) 2023-2024 Municipal Improvement Districts Benefit (MID) Fees**

BACKGROUND:

The four Municipal Improvement Districts (MIDs) in Solana Beach were originally formed pursuant to Government Code Section 25210.1 as County Service Areas (CSAs) prior to the incorporation of the City. The CSAs were formed by the County Board of Supervisors on the following dates:

		<u>Date Established</u>
MID No. 9C	Santa Fe Hills	03-24-69
MID No. 33	Highway 101/Railroad Right-of-Way	08-03-71
MID No. 9E	Isla Verde	12-18-74
MID No. 9H	San Elijo #2	10-10-77

Upon formation of these MIDs, the County also entered into landscaping and maintenance agreements with the homeowners associations and members of these CSAs under which the County provided various extended services and these CSAs provided a means to fund the extended services, which included landscaping and maintenance of streets, medians, slopes, certain drainage facilities, and appurtenant improvements in various areas of the County. These CSAs were further established so that local property owners within the prescribed boundaries of the special districts would be provided extended services.

After the landscaping and maintenance agreements with the County expired according to their terms, the CSAs functioned more like pass through entities, with the homeowners' associations performing the services and getting reimbursed from the benefit fees (with the exception of MID No. 33). The property owners share the cost of the maintenance through service charges based on the benefit received. Upon incorporation, the City took over the management of the benefit fee assessments for these MIDs.

CITY COUNCIL ACTION:

This item is before the Council to consider approval of the attached resolutions which set the benefit fees for the four MIDs and authorize the fees to be placed on the County Assessor Rolls.

DISCUSSION:

When the CSAs were formed, property owners within the boundary of the service area desired these extended miscellaneous services. These services were benefits received by the property owners and not originally supported by general revenues of the County. They are also not supported by the City's General Fund.

These service areas were established as an alternate means of providing landscape maintenance services. The homeowners' associations contract with a private landscape contractor to provide the actual landscaping services.

As a result of the City's July 1, 1986 incorporation, the CSAs were dissolved and replaced by the new "Municipal Improvement Districts" (MIDs). As part of the incorporation process, the City Council assumed the role of the Board of Supervisors for the new MIDs. The City has managed the MIDs since incorporation.

With the exception of MID No. 33, for which there is no homeowner's association, the City provides three of the four districts with budgetary information upon which the annual fees are based. The City provides a service to these homeowners' associations by translating each budget into a unit cost per parcel, and then levying the required amount on the tax roll each year. The City also performs monthly inspections of the landscaping work and responds to complaints and inquiries.

The City receives a fee for providing the services to set and collect the landscape maintenance fee, conduct a monthly landscape inspection, track the income and interest earnings, process monthly payments, and compile the annual accounting information and provide it to the homeowners' associations. The City also reviews each budget to ensure that all charges are related to the provision of extended services or administration of the MIDs.

MID No. 33 is the only MID for which services are not provided by a homeowners' association. The oversight responsibility for the landscape maintenance is provided by the City's Public Works Department. A budget is produced each year by the City to provide funds for landscape maintenance within the service area. The assessment area for MID No. 33 includes all parcels west of Interstate 5 to the Pacific Ocean and from the San Elijo Lagoon south to Via de la Valle/Border Avenue.

The MID No. 33 service area was authorized to provide landscape improvements and maintenance for Highway 101 medians and the railroad right-of-way that is appurtenant to Highway 101. These landscaped medians were installed using funding provided by the County for select system roads which also require continued maintenance. MID No. 33 provides an alternate funding source for this public service in Solana Beach; however, this

revenue is significantly less than the actual costs to maintain these areas. The maintenance is provided under contract with a landscape maintenance contractor as well as City Staff.

Because the MIDs were created prior to Proposition 218, the MID charges for MID No. 9C, No. 9E, No. 9H, and No. 33 may be levied as proposed without additional requirements so long as the amount of the charge does not exceed pre-November 1996 levels. The charges proposed are at the same rates they were since their inception and are not being raised.

Since there is no legal requirement for a public hearing, the City has instead published a "Notice of Setting Various Fees for the Municipal Improvement Districts" notifying residents that they have the right to request that this item be removed from the consent agenda for discussion if required. That notice was published in the local newspaper on May 25, 2023.

Staff therefore recommends that the City Council approve the annual fees as outlined in the attached resolutions as follows: for MID No. 9C (Santa Fe Hills) at \$232.10 per unit; MID No. 9E (Isla Verde) at \$68.74 per unit; for MID No. 9H (San Elijo Hills #2) at \$289.58 per unit; and for MID No. 33 at \$3.12 per unit (\$.06 per timeshare week).

CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA.

FISCAL IMPACT:

The fee for each MID will generate the total annual benefit charge revenue, as shown below, to service the MID:

	<u>FEE</u>	<u>REVENUE</u>
MID No. 9C - Santa Fe Hills	\$232.10 per unit	\$ 95,000
MID No. 9E - Isla Verde	\$ 68.74 per unit	\$ 6,000
MID No. 9H - San Elijo Hills #2	\$289.58 per unit	\$ 34,200
MID No. 33 - Highway 101/Railroad Right-of-Way	\$ 3.12 per unit	\$ 11,500

WORK PLAN:

N/A

OPTIONS:

- Approve Staff recommendation.
- Do not approve Staff recommendation and provide direction.

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council:

1. Approve Resolution 2023-067, setting the Benefit Charges for MID No. 9C, Santa Fe Hills, at \$232.10 per unit for FY 2023/24.
2. Approve Resolution 2023-068, setting the Benefit Charges for MID No. 9E, Isla Verde, at \$68.74 per unit for FY 2023/24.
3. Approve Resolution 2023-069, setting the Benefit Charges for MID No. 9H, San Elijo Hills # 2, at \$289.58 per unit for FY 2023/24.
4. Approve Resolution 2023-070, setting the Benefit Charges for MID No. 33, Highway 101/Railroad Right-of-Way, at \$3.12 per unit for FY 2023/24.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation.



Gregory Wade, City Manager

Attachments:

1. Resolution 2022-067 – MID 9C
2. Resolution 2022-068 – MID 9E
3. Resolution 2022-069 – MID 9H
4. Resolution 2022-070 – MID 33

RESOLUTION 2023-067

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, SETTING THE BENEFIT CHARGES FOR MUNICIPAL IMPROVEMENT DISTRICT NUMBER 9C FOR FISCAL YEAR 2023/24

WHEREAS, the City Council considered a report concerning the benefit charge to be levied within the Municipal Improvement District Number 9C, Santa Fe Hills (the "District") pursuant to an Ordinance previously approved by the voters on March 24, 1969; and

WHEREAS, the City Council has determined that charges for landscape maintenance service be shown as a separate item on property tax bills and collected at the same time and in the same manner as ordinary county ad valorem taxes and caused to be prepared and filed, written reports describing real property receiving landscape maintenance services within the District; and

WHEREAS, the charges for the parcels within the District for Fiscal Year 2023/24 have been computed in conformity with the procedure set forth in, and charges described by, applicable ordinances and resolutions of the Solana Beach City Council; and

WHEREAS, the charges are at the same rates they were since their inception and are not being raised; and

WHEREAS, the amount paid to the homeowners' association from charges or taxes levied in the District shall include the reasonably estimated cost of the work or improvement to be done in the District by the homeowners' association for the ensuing fiscal year, plus incidental expenses directly related to the provision of extended services or administration of the District; and

WHEREAS, services shall be provided by the homeowners' association in accordance with the contract last approved by the County of San Diego with the homeowners' association providing the services, not the County or other entity. The City of Solana Beach will continue providing management and inspection services; and

WHEREAS, payments to the homeowners' association for service shall be made in twelve equal monthly installments and payment for incidental expenses shall be made upon submission of a statement.

NOW, THEREFORE, the City Council of the City of Solana Beach, California, resolves as follows:

1. The foregoing recitations are true and correct.

2. The benefit unit charge for Municipal Improvement District No. 9C, Santa Fe Hills, for Fiscal Year 2023/24 will be \$232.10 per unit, as listed on Exhibit 1 of this Resolution and confirmed by the City Council and will be filed with the Auditor and Controller of the County of San Diego.
3. The San Diego County Auditor shall place on the County Assessor Roll, opposite each parcel of land within the District, the levy amount of \$232.10 per unit, as set forth in Exhibit 1 of this Resolution, and such levies shall be collected at the same time and in the same manner as ordinary ad valorem property taxes of the City for the fiscal year commencing July 1, 2023.
4. The City Clerk's Designee, Koppel & Gruber Public Finance, is hereby authorized and directed to file the levy with the San Diego County Auditor subsequent to the adoption of this Resolution.

PASSED AND ADOPTED this 14th day of June 2023, at a special meeting of the City Council of the City of Solana Beach, California by the following vote:

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

LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

JOHANNA N. CANLAS, City Attorney

ANGELA IVEY, City Clerk

EXHIBIT 1

Resolution 2023-067

M.I.D. FEES

FY 2021 through FY 2024

	FY 2021 BUDGET	FY 2021 FEES	FY 2022 BUDGET	FY 2022 FEES	FY 2023 BUDGET	FY 2023 FEES	FY 2024 BUDGET	FY 2024 FEES
Highway 101 MID No. 33	11,500	3.12	11,500	3.12	11,500	3.12	11,500	3.12
Santa Fe Hills MID No. 9C	95,000	232.10	95,000	232.10	95,000	232.10	95,000	232.10
Isla Verde MID No. 9E	6,000	68.74	6,000	68.74	6,000	68.74	6,000	68.74
San Elijo Hills #2 MID No. 9H	34,200	289.58	34,200	289.58	34,200	289.58	34,200	289.58

RESOLUTION 2023-068

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, SETTING THE BENEFIT CHARGES FOR MUNICIPAL IMPROVEMENT DISTRICT NUMBER 9E FOR FISCAL YEAR 2023/24

WHEREAS, the City Council considered a report concerning the benefit charge to be levied within the Municipal Improvement District Number 9E, Isla Verde (the "District") pursuant to an Ordinance previously approved by the voters on December 18, 1974; and

WHEREAS, the City Council has determined that charges for landscape maintenance service be shown as a separate item on property tax bills and collected at the same time and in the same manner as ordinary county ad valorem taxes and caused to be prepared and filed, written reports describing real property receiving landscape maintenance services within the District; and

WHEREAS, the charges for the parcels within the District for Fiscal Year 2023/24 have been computed in conformity with the procedure set forth in, and charges described by, applicable ordinances and resolutions of the Solana Beach City Council; and

WHEREAS, the charges are at the same rates they were since their inception and are not being raised; and

WHEREAS, the amount paid to the homeowner's association from charges or taxes levied in the District shall include the reasonably estimated cost of the work or improvement to be done in the District by the homeowner's association for the ensuing fiscal year, plus incidental expenses directly related to the provision of extended services or administration of the District; and

WHEREAS, services shall be provided by the homeowners' association in accordance with the contract last approved by the County of San Diego with the homeowners' association providing the services, not the County or other entity. The City of Solana Beach will continue providing management and inspection services; and

WHEREAS, payments to the homeowner's association for service shall be made in twelve equal monthly installments and payment for incidental expenses shall be made upon submission of a statement.

NOW, THEREFORE, the City Council of the City of Solana Beach, California, resolves as follows:

1. The foregoing recitations are true and correct.
2. The benefit unit charge for Municipal Improvement District No. 9E, Isla Verde, for Fiscal Year 2023/24 will be \$68.74 per unit, as listed on

Exhibit 1 of this Resolution and confirmed by the City Council and will be filed with the Auditor and Controller of the County of San Diego.

3. The San Diego County Auditor shall place on the County Assessor Roll, opposite each parcel of land within the District, the levy amount of \$68.74 per unit, as set forth in Exhibit 1 of this Resolution, and such levies shall be collected at the same time and in the same manner as ordinary ad valorem property taxes of the City for the fiscal year commencing July 1, 2023.
4. The City Clerk's Designee, Koppel & Gruber Public Finance, is hereby authorized and directed to file the levy with the San Diego County Auditor subsequent to the adoption of this Resolution.

PASSED AND ADOPTED this 14th day of June 2023, at a special meeting of the City Council of the City of Solana Beach, California by the following vote:

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

LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

JOHANNA N. CANLAS, City Attorney

ANGELA IVEY, City Clerk

EXHIBIT 1

Resolution 2023-068

M.I.D. FEES

FY 2021 through FY 2024

	FY 2021 BUDGET	FY 2021 FEES	FY 2022 BUDGET	FY 2022 FEES	FY 2023 BUDGET	FY 2023 FEES	FY 2024 BUDGET	FY 2024 FEES
Highway 101 MID No. 33	11,500	3.12	11,500	3.12	11,500	3.12	11,500	3.12
Santa Fe Hills MID No. 9C	95,000	232.10	95,000	232.10	95,000	232.10	95,000	232.10
Isla Verde MID No. 9E	6,000	68.74	6,000	68.74	6,000	68.74	6,000	68.74
San Elijo Hills #2 MID No. 9H	34,200	289.58	34,200	289.58	34,200	289.58	34,200	289.58

RESOLUTION 2023-069

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, SETTING THE BENEFIT CHARGES FOR MUNICIPAL IMPROVEMENT DISTRICT NUMBER 9H FOR FISCAL YEAR 2023/24

WHEREAS, the City Council considered a report concerning the benefit charge to be levied within the Municipal Improvement District Number 9H, San Elijo Hills #2 (the "District") pursuant to an Ordinance previously approved by the voters on October 10, 1977; and

WHEREAS, the City Council has determined that charges for landscape maintenance service be shown as a separate item on property tax bills and collected at the same time and in the same manner as ordinary county ad valorem taxes and caused to be prepared and filed, written reports describing real property receiving landscape maintenance services within the District; and

WHEREAS, the charges for the parcels within the District for Fiscal Year 2023/24 have been computed in conformity with the procedure set forth in, and charges described by, applicable ordinances and resolutions of the Solana Beach City Council; and

WHEREAS, the charges are at the same rates they were since their inception and are not being raised; and

WHEREAS, the amount paid to the homeowners' association from charges or taxes levied in the District shall include the reasonably estimated cost of the work or improvement to be done in the District by the homeowner's association for the ensuing fiscal year, plus incidental expenses directly related to the provision of extended services or administration of the District; and

WHEREAS, services shall be provided by the homeowners' association in accordance with the contract last approved by the County of San Diego with the homeowners' association providing the services, not the County or other entity. The City of Solana Beach will continue providing management and inspection services; and

WHEREAS, payments to the homeowner's association for service shall be made in twelve equal monthly installments and payment for incidental expenses shall be made upon submission of a statement.

NOW, THEREFORE, the City Council of the City of Solana Beach, California, resolves as follows:

1. The foregoing recitations are true and correct.
2. The benefit unit charge for Municipal Improvement District No. 9H, San

Elijo Hills #2, for Fiscal Year 2023/24 will be \$289.58 per unit, as listed on Exhibit 1 of this Resolution and confirmed by the City Council, and will be filed with the Auditor and Controller of the County of San Diego.

3. The San Diego County Auditor shall place on the County Assessor Roll, opposite each parcel of land within the District, the levy amount of \$289.58 per unit, as set forth in Attachment No. 1 of this Resolution, and such levies shall be collected at the same time and in the same manner as ordinary ad valorem property taxes of the City for the fiscal year commencing July 1, 2023.
4. The City Clerk's Designee, Koppel & Gruber Public Finance, is hereby authorized and directed to file the levy with the San Diego County Auditor subsequent to the adoption of this Resolution.

PASSED AND ADOPTED this 14th day of June 2023, at a special meeting of the City Council of the City of Solana Beach, California by the following vote:

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

LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

JOHANNA N. CANLAS, City Attorney

ANGELA IVEY, City Clerk

EXHIBIT 1

Resolution 2023-069

M.I.D. FEES

FY 2021 through FY 2024

	FY 2021 BUDGET	FY 2021 FEES	FY 2022 BUDGET	FY 2022 FEES	FY 2023 BUDGET	FY 2023 FEES	FY 2024 BUDGET	FY 2024 FEES
Highway 101 MID No. 33	11,500	3.12	11,500	3.12	11,500	3.12	11,500	3.12
Santa Fe Hills MID No. 9C	95,000	232.10	95,000	232.10	95,000	232.10	95,000	232.10
Isla Verde MID No. 9E	6,000	68.74	6,000	68.74	6,000	68.74	6,000	68.74
San Elijo Hills #2 MID No. 9H	34,200	289.58	34,200	289.58	34,200	289.58	34,200	289.58

RESOLUTION 2023-070

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, SETTING THE BENEFIT CHARGES FOR MUNICIPAL IMPROVEMENT DISTRICT No. 33 FOR FISCAL YEAR 2023/24

WHEREAS, the City Council considered a report concerning the benefit charge to be levied within the Municipal Improvement District Number 33, Highway 101/Railroad Right-of-Way, pursuant to an Ordinance previously approved by the voters on August 3, 1971; and

WHEREAS, the City Council has determined that charges for providing landscape maintenance service be shown as a separate item on property tax bills and collected at the same time and in the same manner as ordinary county ad valorem taxes and caused to be prepared and filed, written reports describing real property receiving landscape maintenance services within the District; and

WHEREAS, the charges for the parcels within the District for Fiscal Year 2023/24 have been computed in conformity with the procedure set forth in, and charges described by, applicable ordinances and resolutions of the Solana Beach City Council; and

WHEREAS, the charges are at the same rates they were since their inception and are not being raised.

NOW, THEREFORE, the City Council of the City of Solana Beach, California, resolves as follows:

1. The foregoing recitations are true and correct.
2. The benefit unit charge for Municipal Improvement District No. 33, Highway 101/Railroad Right-of-Way, for Fiscal Year 2023/24 will be \$3.12 per unit, as listed on Exhibit 1 of this Resolution and confirmed by the City Council, and will be filed with the Auditor and Controller of the County of San Diego.
3. The San Diego County Auditor shall place on the County Assessor Roll, opposite each parcel of land within the District, the levy amount of \$3.12 per unit, as set forth in Exhibit 1 of this Resolution, and such levies shall be collected at the same time and in the same manner as ordinary ad valorem property taxes of the City for the fiscal year commencing July 1, 2023.
4. The City Clerk's Designee, Koppel & Gruber Public Finance, is hereby authorized and directed to file the levy with the San Diego County Auditor subsequent to the adoption of this Resolution.

PASSED AND ADOPTED this 14th day of June 2023, at a special meeting of the City Council of the City of Solana Beach, California by the following vote:

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

LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

JOHANNA N. CANLAS, City Attorney

ANGELA IVEY, City Clerk

EXHIBIT 1

Resolution 2023-070

M.I.D. FEES

FY 2021 through FY 2024

	FY 2021 BUDGET	FY 2021 FEES	FY 2022 BUDGET	FY 2022 FEES	FY 2023 BUDGET	FY 2023 FEES	FY 2024 BUDGET	FY 2024 FEES
Highway 101 MID No. 33	11,500	3.12	11,500	3.12	11,500	3.12	11,500	3.12
Santa Fe Hills MID No. 9C	95,000	232.10	95,000	232.10	95,000	232.10	95,000	232.10
Isla Verde MID No. 9E	6,000	68.74	6,000	68.74	6,000	68.74	6,000	68.74
San Elijo Hills #2 MID No. 9H	34,200	289.58	34,200	289.58	34,200	289.58	34,200	289.58



STAFF REPORT

CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Gregory Wade, City Manager
MEETING DATE: June 14, 2023
ORIGINATING DEPT: Engineering Department
SUBJECT: **City Council Consideration of Resolution 2023-080 Accepting the Lomas Santa Fe Drive at NCTD Bridge Repairs Project as Complete and Authorizing the City Clerk to File a Notice of Completion**

BACKGROUND:

At the December 14, 2022, City Council meeting, the City Council awarded a construction contract for the Lomas Santa Fe Drive at NCTD Bridge Repairs Project, Bid No. 2022-03, to Beador Construction Company. Beador Construction Company's approved low bid was \$153,300 and, with contingencies, design support and inspection and materials testing, the City Council approved a contract budget of \$168,000. The bridge repairs were required in accordance with recommendations from a 2020 Caltrans inspection.

This item is before the City Council for the consideration of Resolution 2023-080 (Attachment 1) to report the final project costs, accept the project as complete and direct the City Clerk to file a Notice of Completion (NOC).

DISCUSSION:

Beador Construction Company completed all work on this project in accordance with the approved plans and specifications of Bid No. 2022-03 to the satisfaction of the City Engineer. The City will release the retention, in the amount of \$7,737, thirty-five (35) days after the Notice of Completion is approved by the City Council.

A summary of the project accomplishments is listed below:

CITY COUNCIL ACTION:

Lomas Santa Fe (LSF) Drive Bridge (over North County Transit District (NCTD) railroad tracks)

1. Removed the existing concrete caps on the bridge abutment headwall that were breaking off and causing the dips in the roadway. Extended the structural abutment concrete to match the bridge deck.
2. Cleaned and sealed the bridge deck.
3. Replaced the joint seal between the abutment and bridge deck.
4. Repaired spalling concrete at two locations in the concrete railing next to the sidewalk.

In addition to the repairs at the LSF bridge, the contract called for repairs at the Solana Beach Sewer Pump Station, near the San Elijo Lagoon. The westerly perimeter wall at the pump station had spalling concrete that was repaired. A change order was executed in the amount of \$1,446 for additional sewer pump station wall repairs not specified on the plans.

CEQA COMPLIANCE STATEMENT:

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

FISCAL IMPACT:

The bridge repairs were funded with Gas Tax revenues, and the sewer pump station wall repairs were funded with Sanitation funds. The project was completed within the approved construction budget. The final contract amount is \$154,746 which was below the construction budget amount of \$168,000.

WORK PLAN:

This project is identified in the FY 2022/23 Work Plan under Community Character Priorities.

OPTIONS:

- Adopt Staff recommendations.
- Do not adopt Staff recommendations and provide direction to Staff.

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council adopt Resolution 2023-080:

1. Authorizing the City Council to accept, as complete, the Lomas Santa Fe Drive Bridge Repairs Project, Bid No. 2022-03, performed by Beador Construction Company.
2. Authorizing the City Clerk to file a Notice of Completion for the project.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation.



Gregory Wade, City Manager

Attachments:

1. Resolution 2023-080

RESOLUTION 2023-080

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, ACCEPTING AS COMPLETE THE LOMAS SANTA FE DRIVE AT NCTD BRIDGE REPAIRS PROJECT, BID NO. 2022-03, AND AUTHORIZING THE CITY CLERK TO FILE A NOTICE OF COMPLETION

WHEREAS, the Lomas Santa Fe Drive at NCTD Bridge Repairs Project has been completed in accordance with the plans and specifications included as part of the construction contract with Beador Construction Company to the satisfaction of the City Engineer.

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

1. That the above recitations are true and correct.
2. That the City Council accepts, as complete, the Lomas Santa Fe Drive Bridge Repairs Project, Bid No. 2022-03, performed by Beador Construction Company.
3. That the City Council authorizes the City Clerk to file a Notice of Completion for the project.

PASSED AND ADOPTED this 14th day of June, 2023, 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: Greg Wade, City Manager
MEETING DATE: June 14, 2023
ORIGINATING DEPT: City Manager's Office/Human Resources
SUBJECT: **City Council Consideration of Resolution 2023-083 Adopting a Medical Expense Reimbursement Plan – Retiree Medical Trust provided by The California Firefighters Benefit Trust, Effective June 2023.**

BACKGROUND:

On September 14, 2022, the City Council approved and ratified a four-year term Memorandum of Understanding (MOU) for Fiscal Years (FY) 2022/2023, 2023/2024, 2024/2025, and 2025/2026 for the Solana Beach Fire Association (SBFA) (Attachment 1). Under Section 18 (Reopener), the City agreed to reopen negotiations and discussions regarding the possible transfer of the SBFA's current Retirement Health Savings (RHS) Plan through MissionSquare, which was established in 2008, to a Medical Expense Reimbursement Plan – Retiree Medical Trust, named the California Firefighters' Benefit Trust (CFBT).

This item is before City Council to consider approval of Resolution 2023-083 (Attachment 2) adopting a Medical Expense Reimbursement Plan – Retiree Medical Trust (Trust) for members of the Solana Beach Fire Association.

DISCUSSION:

Since June 2022, the City and members of SBFA have held several meetings to discuss the details for implementing a Trust for SBFA members. During these discussions, the City confirmed that the plan did not cause any fiduciary responsibilities or additional costs for the City, beyond implementing a payroll deduction and transfer into the plan.

The CFBT, which was established in 2005, is a firefighter-designed and led plan governed under the Employee Retirement Income Security Act of 1974 (ERISA), to provide participants tax-free reimbursement of medical expenses during retirement. Based on employee and/or employer funded pre-tax contributions. Upon retirement, eligible participants receive tax-free monthly reimbursement for a wide range of covered medical expenses, including health, dental and vision insurance premiums and qualified deductibles, copays, and other direct or out of pocket medical costs. CFBT is a not-for-profit firefighter-only plan open to all represented groups throughout California and surrounding states.

CITY COUNCIL ACTION: _____

Once a CBFT has been set up, it is mandatory for all members of a covered group to participate in the plan. Contributions to the plan may include, but are not limited to, direct employer contributions, mandatory pre-tax employee contributions, contributions from a leave bank, etc.

The City’s fiscal obligations and monthly contributions will not exceed the current 2% employer contribution allowed for the current RHS once the switch from MissionSquare to CFBT takes place. This agreement and the implementation of the plan does not have any additional fiscal impact on the City, other than administrative time to set up and establish the CBFT.

The City and the SBFA have agreed that, for every employee in the Defined Class, contributions to the Trust will be made for each calendar month during the term of the Agreement (“Monthly Trust Contribution”) in amounts determined according to the employee’s years of full-time City employment, rendered at any time, as a member of the Defined Class, as follows:

<u>Years of Completed City Full-Time Employment</u>	<u>Monthly Trust Contribution</u>
Up to five years	\$225
Five but less than ten years	\$250
Ten but less than fifteen years	\$275
Fifteen or more years	\$325

CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA

FISCAL IMPACT: None

WORKPLAN: N/A

OPTIONS:

- Approve Staff recommendation.
- Do not approve Staff recommendation and provide additional direction.

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council consider:

1. Adoption of Resolution 2023-083 (Attachment 2) to implement a Medical Expense Reimbursement Plan – Retiree Medical Trust for the Solana Beach Firefighters’ Association members.

2. Adoption of the Side letter (Attachment 3) between the City and the Solana Beach Firefighters' Association to modify and update Section 20 of the MOU to reflect the new Medical Expense Reimbursement Plan.
3. Adoption of the Joinder Agreement (Attachment 4) between the City of Solana Beach Fire Association and California Fire Benefit Trust in order to implement a Medical Expense Reimbursement Plan – Retiree Medical Trust.

CITY MANAGER’S RECOMMENDATION:

Approve Department Recommendation.



Gregory Wade, City Manager

Attachments:

1. SBFA Memorandum of Understanding (FY 2022/2023 to 2025/2026)
2. Resolution 2023-083
3. Side Letter
4. Joinder Agreement

MEMORANDUM OF UNDERSTANDING

CITY OF SOLANA BEACH AND SOLANA BEACH FIRE ASSOCIATION

July 1, 2022 through June 30, 2026



**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
CITY OF SOLANA BEACH AND
THE SOLANA BEACH FIREFIGHTERS' ASSOCIATION
July 1, 2022 through June 30, 2026**

TABLE OF CONTENTS

Section 1.	PREAMBLE	2
Section 2.	RECOGNITION	2
Section 3.	APPROVAL BY THE CITY COUNCIL	3
Section 4.	AUTHORIZED AGENTS/REPRESENTATIVES	3
Section 5.	CAFETERIA BENEFIT PLAN	3
Section 6.	CALL BACK	6
Section 7.	CAREER PATH	7
Section 8.	CITY MANAGEMENT RIGHTS	7
Section 9.	EMPLOYEE RIGHTS	8
Section 10.	FULL UNDERSTANDING, MODIFICATION, WAIVER	10
Section 11.	LEAVE PROVISIONS	11
Section 12.	LIFE INSURANCE	14
Section 13.	NEGOTIATIONS FOR A SUCCESSOR AGREEMENT	14
Section 14.	OVERTIME	14
Section 15.	PARAMEDIC INCENTIVE PAY	16
Section 16.	PEACEFUL PERFORMANCE OF CITY SERVICES	16
Section 17.	PRIOR AGREEMENTS	16
Section 18.	REOPENERS	17
Section 19.	RETIREE HEALTH BENEFITS	17
Section 20.	CALIFORNIA FIREFIGHTERS' BENEFIT TRUST	17
Section 21.	RETIREMENT SYSTEM CONTRIBUTIONS	18
Section 22.	SALARY ADJUSTMENT	18
Section 23.	SAVINGS CLAUSE	19
Section 24.	SEVERABILITY	19
Section 25.	TEMPORARY ASSIGNMENT	20
Section 26.	PLACEMENT & HIRE OF NEW AND TEMP EMPLOYEES	20
Section 27.	TERM	21
Section 28.	TOBACCO USE	21
Section 29.	TUITION REIMBURSEMENT	21
Section 30.	PROMOTIONAL EDUCATIONAL REQUIREMENTS	22
Section 31.	EDUCATIONAL PAY	22
APPENDIX A		23
APPENDIX B		24-27
APPENDIX C		28-29

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE CITY OF SOLANA BEACH
AND
THE SOLANA BEACH FIREFIGHTERS' ASSOCIATION**

SECTION 1 - PREAMBLE

This Memorandum of Understanding (MOU) is made and entered into pursuant to Solana Beach Resolution No. 92-52 (Employer-Employee Relations Resolution), and applicable State law between the designated management representatives of the City of Solana Beach (CITY), and the Solana Beach Firefighters' Association (SBFA), the Recognized Employee Organization (under Solana Beach Resolution No. 92-52) for certain full-time fire department safety employees represented herein.

This MOU is the result of good faith negotiations regarding wages, hours and other terms and conditions of employment under the provisions of the California Meyers- Miliias-Brown Act. The parties to this MOU hereto have met and conferred in good faith exchanging various proposals in an attempt to reach agreement. The parties affirm their mutual commitment to the goals of effective and efficient public service, high employee morale, sound and responsible management of CITY business, and amicable employer-employee relations. The parties encourage the highest possible degree of friendly cooperative relationships between their respective representatives at all levels and with and between all employees.

All provisions in this MOU constitute the entire understanding between the parties regarding the subject provisions. Provisions wherein this MOU is silent, the City's Personnel Rules and Regulations prevail. There are no Special Departmental Policies that supersede the issues addressed by this MOU, unless signed by the City Manager at the time of MOU Adoption. Any subsequent Departmental Policies affecting aspects of provisions contained in this MOU directly or indirectly related to compensation must be authorized and signed by the City Manager and made part of the MOU as a side letter.

SECTION 2 - RECOGNITION

Pursuant to Solana Beach Resolution No. 92-52 (Employer-Employee Relations Resolution), and applicable State law, the CITY acknowledges SBFA as the Recognized Employee Organization for fire department safety employees in the classifications of Firefighter/Paramedic, Fire Engineer, Fire Captain, and Shift Fire Captain, and all provisions of the MOU shall apply to said classifications.

Nothing in this Article is intended to amend, alter, modify or supersede the provisions of Resolution No. 92-52, the rights of employees there under, or the rights of individual employees under the provisions of the Meyers-Miliias-Brown Act.

SECTION 3 - APPROVAL BY THE CITY COUNCIL

This MOU constitutes a mutual recommendation to be jointly submitted to the City Council for its consideration and approval. If this MOU is approved by the City Council, the CITY will act in a timely manner to implement the changes to ordinances, resolutions, rules, policies, practices and procedures, if any, contemplated by this MOU.

Upon approval by the City Council, this MOU, along with the Solana Beach Personnel Rules and Regulations (as existing on the date of this MOU or as modified by or pursuant to this MOU), Fire Department Policies and Directives (as existing on the date of this MOU or as modified by or pursuant to this MOU), and other Policies or Directives established by the CITY (as existing on the date of this MOU or as modified by or pursuant to this MOU) will govern the wages, hours and terms and conditions of employment of the employees represented by the SBFA, subject to the provisions and limitations of Chapter 2.44 (Personnel System) of the Solana Beach Municipal Code.

SECTION 4 - AUTHORIZED AGENTS/REPRESENTATIVES

The CITY'S principal authorized agent shall be the City Manager or the City Manager's authorized representative, unless a particular officer or employee is specifically designated in connection with the performance of a specific function or obligation set forth in the MOU. The SBFA's principal authorized agent shall be its president or a duly authorized designee of the president.

SECTION 5 – CAFETERIA BENEFIT PLAN

All regular employees in this Unit shall be entitled to receive health, dental and vision insurance in accordance with the group insurance policies acquired by the CITY.

- Effective July 1, 2022, through December 31, 2022, the CITY will contribute a monthly health insurance allowance up to a maximum of \$2,015 per month, per full-time employee, toward the medical, dental, and vision insurance options offered through the CITY's Flexible Benefit Plan.
- Effective January 1, 2023, through December 31, 2023, the Health Benefit amount will be set at the median CalPERS Medical Health Plan (median high if there are an even number of plans) per month to be used toward the medical, dental, and vision insurance options offered through the City's Flexible Benefit Plan.
- Effective January 1, 2024, through December 31, 2024, the Health Benefit amount will be set at the median CalPERS Medical Health Plan (median high if there are an even number of plans) per month to be used toward the medical, dental, and vision insurance options offered through the City's Flexible Benefit Plan.
- Effective January 1, 2025, through June 30, 2026, the Health Benefit amount will be set at the median CalPERS Medical Health Plan (median high if there are an even number of plans) per month to be used toward the medical, dental, and vision insurance options offered through the City's Flexible Benefit Plan.
- All wages, benefits, hours, terms, and conditions of employment listed in this MOU will continue until June 30, 2026, and thereafter until a new agreement is reached.

Opt-Out/Cash Back Provisions:**Employees hired prior to July 1, 2018:**

Employees who do not enroll in the medical, dental or vision insurance plans provided by the City (“opt-out”) will receive cash back in the amounts listed below. Employees who opt-out of plans provided by the City must provide proof of other “minimum essential group medical insurance coverage” to the Human Resources Department, as set forth below.

I. July 1, 2022, through June 30, 2023

- Opt-Out amount will be capped at \$1,100 per month

Employees who either:

- a) Do not enroll in the medical insurance plan provided by the City and enroll in either the dental or vision plans provided by the City; or
- b) Enroll in medical and dental or vision plans provided by the City where the total monthly health insurance premiums cost less than \$1,100 will receive the difference between \$1,100 and their total monthly insurance premiums for medical, dental, and vision plans provided by the City.
- c) No cash back will be provided to employees whose total monthly insurance premiums for medical, dental, and vision plans provided by the City exceed \$1,100.

II. July 1, 2023, through June 30, 2024

- Opt-Out amount will be capped at \$947 per month

Employees who either:

- a) Do not enroll in the medical insurance plan provided by the City and enroll in either the dental or vision plans provided by the City; or
- b) Enroll in medical and dental or vision plans provided by the City where the total monthly health insurance premiums cost less than \$947 will receive the difference between \$947 and their total monthly insurance premiums for medical, dental, and vision plans provided by the City.
- c) No cash back will be provided to employees whose total monthly insurance premiums for medical, dental, and vision plans provided by the City exceed \$947.

III. July 1, 2024, through June 30, 2025

- Opt-Out amount will be capped at \$764 per month

Employees who either:

- a) Do not enroll in the medical insurance plan provided by the City and enroll in either the dental or vision plans provided by the City; or
- b) Enroll in medical and dental or vision plans provided by the City where the total monthly health insurance premiums cost less than \$764 will receive the difference between \$764 and their total monthly insurance premiums for medical, dental, and vision plans provided by the City.
- c) No cash back will be provided to employees whose total monthly insurance premiums for medical, dental, and vision plans provided by the City exceed \$764.

IV. July 1, 2025, through June 30, 2026

- Opt-Out amount will be capped at \$642 per month

Employees who either:

- a) Do not enroll in the medical insurance plan provided by the City and enroll in either the dental or vision plans provided by the City; or
- b) Enroll in medical and dental or vision plans provided by the City where the total monthly health insurance premiums cost less than \$642 will receive the difference between \$642 and their total monthly insurance premiums for medical, dental, and vision plans provided by the City.
- c) No cash back will be provided to employees whose total monthly insurance premiums for medical, dental, and vision plans provided by the City exceed \$642.

Employees hired on or after July 1, 2018:

- 1) Employees who do not enroll in the medical, dental or vision insurance plans provided by the City (“opt-out”) will receive \$475 cash back per month. Employees who opt-out of plans provided by the City must provide proof of other “minimum essential group medical insurance coverage” to the Human Resources Department, as set forth below.
- 2) Employees who either:

- a) Do not enroll in the medical insurance plan provided by the City and enroll in either the dental or vision plans provided by the City; or
- b) Enroll in medical and dental or vision plans provided by the City where the total monthly health insurance premiums cost less than \$475 will receive the difference between \$475 and their total monthly insurance premiums for medical, dental, and vision plans provided by the City.
- c) No cash back will be provided to employees whose total monthly insurance premiums for medical, dental, and vision plans provided by the City exceed \$475.

The CITY will make available medical, dental, and vision insurance plans for SBFA employees. The City also provides for employee participation in Health Care and Dependent Care Flexible Spending Accounts. The Flexible Spending Accounts are established under Section 125 of the Internal Revenue Code and will be administered by a third-party administrator (TPA).

All employees must either elect medical insurance for employee only or provide satisfactory proof of other minimum essential group medical insurance coverage through a non-CITY plan. The CITY's Human Resources Department will be responsible for approving an employee's proof of health coverage. After the CITY's initial verification of employee coverage under another non-CITY medical plan, the Human Resources Department will request proof of coverage as often as deemed necessary to ensure an employee's continued medical insurance coverage. All costs of insurance coverage for the employee or dependents in excess of the CITY contribution shall be borne by the employee.

All Cafeteria Plan elections must be made on forms approved by the Human Resources Department Elections must be made prior to the beginning of the Plan year and must remain in effect unless there is a qualifying event as defined under IRS regulations and the City of Solana Beach Flexible Benefit Plan, and approved by the Human Resources Department.

SECTION 6 - CALL BACK

Employees shall be entitled to call back pay as provided in the City Personnel Rules and Regulations.

Call back work is defined as work required by management of an employee who, following completion of the employee's workday or work week and departure from employee's work site, is unexpectedly ordered to report back to duty to perform necessary work.

Employees who are called back shall receive a minimum of three (3) hours compensation at time and one half.

Whenever an employee is called back, the employee shall receive the minimum provided or pay for hours actually worked, whichever is greater.

Hours worked shall be calculated beginning at the time the call back is received by the employee and ending when the employee is relieved of duty.

If an employee, who is called back to work and has completed his/her assignment and left work, is called back to work, he/she shall not receive another minimum if the time return is within the previous call back minimum.

Stand-by time as provided under Section 9.03 D of the Personnel Rules shall not apply to employees covered by this MOU.

SECTION 7 - CAREER PATH

The career path for the fire department shall be: Firefighter/Paramedic, Engineer, Fire Captain, Shift Fire Captain, Battalion Chief, Deputy Fire Chief, and Fire Chief. The Fire Chief shall determine the job qualifications and duties for the positions within the career path, with the exception of the Fire Chief position, according to the management rights provisions of this MOU. To the extent that a change in the job qualifications and duties implicates negotiable matters, the City will negotiate said changes with the Association, as required by law. Nothing in the career path shall be construed as requiring the CITY to promote or hire any employee, or as precluding any lawful method for the selection of employees.

The City's salary schedule shall maintain a minimum of 5% separation between the Firefighter/Paramedic classification and the Engineer classification.

SBFA acknowledges that the CITY intends to retain a compensation differential of 2% between the Fire Captain and Shift Fire Captain ranges, and to base salary comparisons on the Fire Captain position.

SECTION 8 - CITY MANAGEMENT RIGHTS

The CITY retains and has the exclusive decision-making authority to manage municipal services and the work force performing those services so long as the CITY exercises that exclusive authority in conformity with the express provisions of this MOU.

Subject only to the provisions of this MOU, the CITY has the exclusive decision-making authority to:

- (a). Determine and modify the organization of CITY government and its constituent work units;
- (b). Determine the nature, standards, levels and mode of delivery of services to be offered to the public, provided, however, should the City determine to change the mode of delivery of services to be offered to the public, it shall first notify SBFA and if an effect on represented employees is identified, shall meet and confer with SBFA regarding the effect of such decision on represented employees;
- (c). Determine the budget for the CITY and its respective departments, to allocate

funds and resources and determine revenue sources;

- (d). Determine methods, means, and the numbers and kinds of personnel by which services are to be provided;
- (e). Determine whether goods or services shall be made, purchased or contracted for, provided, however, should the CITY determine to contract out bargaining unit work, it shall first meet and confer with SBFA regarding the effect of such decision on represented employees;
- (f). Determine employee work assignments, including scheduling and assignment of work and overtime;
- (g). Establish employee performance standards and require compliance therewith;
- (h). Promote or hire employees and establish job qualifications, descriptions and requirements;
- (i). Discharge, suspend, demote, reduce in pay, reprimand, withhold salary increases and benefits, or otherwise discipline employees subject to the provisions of the City's Personnel Rules and Regulations;
- (j). Relieve employees from duty because of lack of work or lack of funds or for other legitimate reasons;
- (k). Implement rules, regulations and directives consistent with law and the provisions of this MOU;
- (l). Take all necessary actions to protect the public health, safety and welfare in emergencies.

The manner in which the CITY exercises any of the rights under this paragraph shall not be subject to any grievance procedures.

SECTION 9 - EMPLOYEE RIGHTS

As a result of this MOU, no person shall be favored or discriminated against by either the CITY or SBFA, to the extent provided by law because of political or religious opinions or affiliations, race, national origin, age, sex, sexual orientation or disability.

Neither the CITY nor SBFA shall interfere with, intimidate, restrain, coerce, or discriminate against employees covered by this MOU because of the exercise of rights to engage or not engage in SBFA activity or because of the exercise of any right provided to employees by this MOU or the Meyers-Milias-Brown Act.

Nothing in this MOU shall be construed as a waiver of any of the following rights of individual employees which may be exercised in compliance with applicable laws, ordinances and rules and regulations:

- (a). The right to form, join and participate in the activities of employee organizations of the employee's own choosing for the purpose of representation on matters of employer/employee relations or not to join or participate in the activities of any organization as provided in Solana Beach Resolution No. 92-52. All employees have a right to be free from interference, intimidation, restraint, coercion, discrimination, or reprisal on the part of the management representatives, the supervisor, other employees, or employee organizations, with respect to his or her membership or non-membership in any employee organization.
- (b). Pursuant to the Meyers-Milias-Brown Act, the right to represent himself or herself individually in employer/employee relations with the CITY or to be represented through a representative designated by the employee.
- (c). The right to review his or her individual personnel file during regular business hours, and at times convenient to the employee and Human Resources. The employee must give written notification of the request at least twenty-four (24) hours in advance to the Human Resources Department.

As the recognized employee organization, SBFA has the following rights which the CITY hereby recognizes:

- (a). To govern its internal affairs;
- (b). To use bulletin boards at CITY offices in locations convenient to SBFA and approved by the City Manager. SBFA shall have exclusive control over the material placed on the bulletin boards designated for its use; provided, however, that SBFA agrees to not post, and to immediately remove any unauthorized material, which is defamatory, violates CITY policies designed to assure a workplace free from harassment or discrimination, violates rules relating to political advocacy in the workplace, or violates any state or federal law;
- (c). To use, with prior approval of the City Manager, CITY facilities for off-duty meetings of SBFA members; provided, however that use of CITY equipment or supplies other than incidental use during such meetings of items normally used at business meetings such as desks, chairs, blackboards, dry boards, and similar items is prohibited;
- (d). To have reasonable access during working hours to members of SBFA for the purposes of providing representation and consultation; provided, however, that such access shall be subject to the approval of the Fire Chief in order to ensure no interference with the convenient operation of the Department and further provided that personal visits by business agents or representatives shall be subject to reasonable prior notice to the Chief;
- (e). To have up to two of its members designated as representatives for the purposes of meeting and conferring with the CITY and to have those members provided with reasonable time off without loss of pay, during scheduled work hours, when those representatives are meeting and

conferring with representatives of the CITY on matters within the scope of representation.

A SBFA representative shall be allowed to be present, at the request of any represented employee, during any hearing or meeting regarding discipline or a grievance:

- (a). SBFA may designate one employee representative to assist an employee in preparing and presenting materials for disciplinary or grievance procedures. The designated employee representative shall be allowed

reasonable release time from regularly scheduled duties for the purpose of investigating and preparing material for such procedures. Supervisors shall be given at least one-day prior written notice in the event release time is requested, unless the supervisor agrees otherwise. Employee representatives, who investigate, prepare, or present materials during off-duty time shall do so on their own time and shall not be considered to be working. Employee representatives and employees who attend personnel hearings during their off-duty time shall do so on their own time and shall not be considered to be working. If an employee who would otherwise be off-duty during the time of a personnel hearing is subpoenaed or ordered to attend the hearing, then the employee shall be considered to be working during the time the employee is in at the hearing in response to the order or subpoena.

- (b). A designated employee representative requesting time off under this Section shall direct the request to the Chief in writing within a reasonable time before the date requested. The Chief shall respond to the request as soon as feasible, but not later than 5:00 p.m. on the next business day following the request. The request may be denied only if the Chief determines that it would unreasonably interfere with departmental staffing or sufficient coverage of departmental assignments. If the Chief does not respond to the request within the time provided by this Section, the City Manager may grant the release time. If the Chief or Manager does not grant the release time because of workload or other scheduling reasons, the Chief or Manager shall give notice to the employee of a date or dates when the release time will be provided.

SECTION 10 - FULL UNDERSTANDING, MODIFICATION, WAIVER

It is the intent of the parties that this MOU set forth the full and entire understanding of matters agreed to upon conclusion of the meet and confer sessions that resulted in this MOU. Any other matters not contained herein that were or could have been addressed during the meet and confer sessions are superseded and terminated in their entirety. This MOU may not be amended except by a writing executed by the parties after appropriate negotiations.

During the term of this MOU neither party shall be required to negotiate with the other regarding changes or modifications of the MOU, except as defined and agreed to with respect to re-opener clauses. If during the term of this MOU it becomes necessary for either party to propose changes in matters within the scope of representation and not covered by this MOU, then the party proposing the change shall give written notice to

the other party of the proposed change and request consultation or meeting and conferring as appropriate. The party to whom the request is made shall indicate within ten days of receipt of the written notice, in writing, whether they approve of the change as proposed or whether the party desires to consult or meet and confer. If the party desires consultation or meeting and conferring, the parties shall meet promptly in an earnest effort to reach a mutually satisfactory resolution of the matter as quickly as possible. Failure by SBFA to request consultation or meeting and conferring shall not be deemed approval of any action taken by the CITY, but only as a waiver of the right to consult or meet and confer.

Nothing in this MOU shall be construed to limit the authority of the CITY to make changes required to respond to an emergency. However, the CITY shall notify SBFA of such changes as soon as reasonably feasible. Emergency changes shall not extend beyond the period of emergency. "Emergency" means an unforeseen circumstance requiring immediate implementation of the change.

The consent to, or waiver of, any breach, provision or condition of this MOU shall not constitute a precedent in the future enforcement of any or all of the provisions of this MOU, nor a consent to, or waiver of, any future breach, provision or condition, unless otherwise expressly stated to the contrary in writing.

SECTION 11 - LEAVE PROVISIONS

SBFA agrees to abide by City’s Administrative Policy #31, Vacation, Sick Leave, and Other Leaves Use and Accrual.

Section 11.1 Vacation

Paid vacation shall be accrued on an hourly basis as follows:

<u>Months of Employment</u>	<u>Accrued Hours</u>
12 – 36 completion months	112 hours/year <u>or</u> 4.308 hours/pay period
37 – 120 completion months	168 hours/year <u>or</u> 6.461 hours/pay period
121+ completion months	224 hours/year <u>or</u> 8.616 hours/pay period

Full-time employees shall be entitled to earn and use vacation time according to the provisions of the City Personnel Rules and Regulations and the Fire Department Vacation Policy as amended as of the date of this MOU.

Section 11.2 Sick Leave

Fire employees who regularly work a schedule that averages 56 hours per week shall accrue sick leave at the rate of 7.385 hours per biweekly pay period. There shall be no limit to the amount of sick leave that an employee may accumulate.

Full-time employees shall be entitled to earn and use sick leave according to the provisions of the City Personnel Rules.

Sick Leave Conversion: Personnel Rules and Regulations Section 10.02(E) will be revised to reflect that 40 hours of sick leave may be converted to vacation leave when an employee has not used up more than 40 hours of sick leave during the previous year. All other provisions and requirements regarding Sick Leave will remain unchanged.

Section 11.3 Holiday

Holidays and holiday pay are generally governed by the City Personnel Rules and Regulations. However, because employees subject to this MOU are required to work shifts to provide full time fire protection services, each fire department safety employee working shift work shall receive an annual total of 122 hours of Holiday-in-Lieu payable in equal installments each two-week pay period. Holiday-in-Lieu is considered "Special Compensation" by CalPERS and California Code of Regulations (CCR) 571(5) defines "Holiday Pay" as additional compensation for employees who are normally required to work on an approved holiday because they work in positions that require staffing without regards to holidays. Therefore, CalPERS considers Holiday Pay as pensionable compensation.

Section 11.3(a) Holiday-in-Lieu and Regular Rate of Pay

Effective with the first full pay period in July 2022, the City will no longer consider holiday-in-lieu pay when calculating a SBFA member's regular rate of pay.

Section 11.4 Bereavement Leave

Bereavement Leave is generally granted so an employee does not have the shock of a death in the immediate family compounded by the loss of pay. All hours of Bereavement Leave will count as hours worked for the purposes of FLSA calculations.

Section 11.4.1 Immediate and Extended Family Definitions

Members of the immediate family are defined as an employee's spouse, registered domestic partner, children, father, mother, brothers, sisters, father-in-law, mother-in-law, brothers-in-law, sisters-in-law, fiancés, and grandparents.

Members of the extended family are defined as an employee's aunts, uncles, and first cousins.

Section 11.4.2 Bereavement Policy

SBFA Members will be granted reasonable bereavement time off without the loss of pay, as follows:

When a death occurs in an employees' immediate family (as defined in Section

11.4.1), a shift employee will be allowed up to two (2) shifts with pay for the emergency. A day shift employee will be allowed up to five (5) workdays with pay for the emergency. The Fire Chief shall have discretion to grant or deny the written request of a shift employee for up to two (2) additional shifts of paid bereavement leave for the death of an immediate family member.

When a death occurs in an employee's extended family, (as defined in Section 11.4.1), day shift employees will be allowed four (4) days of paid bereavement leave and shift employees will be allowed two (2) shifts of paid bereavement leave.

Section 11.5 Witness Duty

Notwithstanding the Witness Duty Section of the City of Solana Beach Personnel Rules and Regulations Manual, if an employee is required by subpoena to appear in court on a matter arising out of the course and scope of their employment, at a time other than a regular work shift of the employee, the employee shall be entitled to one additional hour of compensation in lieu of travel time.

Section 11.6 Union Leave

During the month of January, employees may voluntarily donate up to four (4) hours of Vacation per calendar year to a Union Time Bank to be used by Employees to attend activities such as conferences, educational opportunities, and related union business as verified and authorized by the President of the

Association (or his/her designee) and approved by the City Manager (or his/her designee). Such time shall not be considered City work time, but rather, off-duty time engaged in voluntary union business activities. The use of such leave time shall be considered hours worked for the purposes of calculating overtime under the FLSA. The maximum amount of Union Leave hours permitted to count as time worked for the purposes of calculating overtime is limited to no more than eight (8) hours per employee per day.

Donated leave time shall be converted at the employee's current hourly rate. Unused hours placed in the bank will carry over to the next calendar year.

In the event there are insufficient hours in the bank to cover the employee's time attending union business activities, the employee is required to obtain advance approval from the Fire Chief and City Manager for paid or unpaid leave to cover any absence from work.

The Association indemnifies and holds the City of Solana Beach harmless from any claims of any kind arising from the use of these hours. An employee paid with these hours is not considered working or performing duties within the scope of his/her position for the City of Solana Beach.

Section 11.7 Special Leaves of Absence Without Pay

An employee who has been employed by the CITY for at least 12 months and who has been employed for at least 1250 hours of service during the 12-month period immediately preceding the commencement of leave shall be entitled to a leave or leaves of absence, without pay, with right to return to the position, as specified by the Family Leave and Medical Act of 1993 (California Government Code 12945.2) and California Family Rights Act or other such provisions by Federal and State Statute.

SECTION 12 - LIFE INSURANCE

The CITY shall provide life insurance coverage through group policy acquired by the CITY for all CITY employees with basic coverage at an amount equal to the employee's annual base salary.

SECTION 13 - NEGOTIATIONS FOR A SUCCESSOR AGREEMENT

Negotiations for a successor MOU shall begin by the submission by either party of a proposal or a written request to meet and confer not later than March 1, 2026.

If a proposal or request is submitted, meet and confer sessions shall begin by March 15, 2026, and shall continue until an agreement is reached or until an inability to reach agreement (impasse) is declared. The parties agree to use good faith efforts to conclude meet and confer sessions before June 30, 2026.

If neither party submits a proposal or request to meet and confer, the wages, hours and terms and conditions of employment of this MOU shall automatically continue in full force and effect for an additional one-year term. In the event of such automatic extension, the time for exchanging proposals and opening negotiations as set forth in this Article shall be adjusted accordingly. This process of automatic extensions in the event of a failure by either party to submit a proposal or written request to meet and confer may continue from year to year.

SECTION 14 - OVERTIME

Employees shall be entitled to overtime pay or compensatory time off in lieu of overtime pay as provided in Section 9.02 of the City's Personnel Rules and Regulations and as specified below, provided that, pursuant to Personnel Rule Section 1.06, the provisions of the MOU shall prevail over the Personnel Rules in the event of a conflict. Nothing in this MOU or the Personnel Rules and Regulations shall be construed as guaranteeing that overtime work will be available.

Definitions:

Work Period

The FLSA "Work Period" for members of the Solana Beach Firefighter's Association shall be defined as a 24-day work-period cycle coinciding with the 24-day Firefighter's Shift Schedule. The parties understand that the City's adoption of the aforementioned 24-day, 182-hour work period pursuant to Section 7(k) of the Fair Labor Standards Act remains in full force and effect through the term of the MOU. However, overtime entitlements will be based on the criteria set forth in the next section entitled "Calculation of Overtime".

Calculation of Overtime

Overtime shall be calculated based on a 24-day, 182-hour work period and overtime shall be paid for all hours worked over 182 hours per work period. Employees shall receive payment for 112 hours worked at the employee's base rate of pay (as reflected in the City's salary schedule) every two weeks on the City's regularly scheduled payday. Employees shall be compensated for any overtime at the employee's base rate plus one-half times the employee's FLSA regular rate of pay. Any overtime shall be paid to employees in the employees' regular bi-weekly check following the prior 24-day work period. The starting and ending dates for each 24-day work-period and the corresponding pay dates for any overtime owed to employees is attached to this MOU as Appendix C.

Paid Leave Considered Time Worked

All paid leave hours will be considered hours worked (with the exception of worker's compensation and leave without pay).

Additionally, all FLSA mandated specialty pays will be annualized for purposes of calculating the FLSA regular rate of pay effective with the 24-day work cycle that began on July 9, 2018.

Mandated Work (Force Hire)

Mandated Work (Force Hire) time will be paid at the employee's base rate plus one half times the FLSA regular rate of pay and will count as time worked for the purposes of calculating overtime. Mandated Work can only be authorized by the Fire Chief or his/her designee and will be monitored by the City in the following six-month time periods starting from the execution of this MOU: July 2022 and January 2023. If, during any of the designated six-month increments, the amount of Mandated Work hours exceeds 5% of the total hours worked, the City reserves the right to reopen the MOU to discuss modifications to this specific provision of the MOU.

Modified Work Schedules

The 24-day work cycle does not apply to employees on a modified work schedule of 40 hours per workweek. During the time an employee is working a modified work schedule, they are not authorized to work overtime (over 40 hours in a work week) without the written permission of the Fire Chief. This applies only while the employee is on a modified work schedule. Once the employee returns to 24-day work-period cycle, the employee may continue to earn overtime based upon the 24-day, 182-hour work period

(as set forth above). The hours worked on the modified work schedule count as hours worked for the purposes of calculating overtime.

Fire Chief Authority and Emergency Provision

In the event of an emergency, the Fire Chief or his designee has the authority to waive any and all requirements for overtime compensation eligibility as specified within this Overtime section of the MOU, in order to require a sufficient amount of employee resources for purposes of staffing during an emergency. The Fire Chief, or his designee, has full authority to grant or deny all overtime and leave requests, in accordance with applicable Department of Labor rules and regulations.

SECTION 15 - PARAMEDIC INCENTIVE PAY and CONTINUING LICENSURE INCENTIVE (CLI) PAY

The City will provide Continuing Licensure Incentive (CLI) pay for all SBFA members who maintain an active County Paramedic License as listed below. SBFA eligible members must provide the City (Human Resources Department) with evidence of their renewed license each year on the anniversary date of their employment with the City. SBFA eligible members, who provide the appropriate documentation, will receive CLI paid in equal installments each two-week pay period in conjunction with their Holiday-in-Lieu pay.

- Firefighter/Paramedic: \$1,008 per year (\$84 per month)
- Fire Engineer: \$1200 per year (\$100 per month)
- Fire Captain: \$1200 per year (\$100 per month)

SECTION 16 - PEACEFUL PERFORMANCE OF CITY SERVICES

No Strike. During the term of this MOU, and any authorized extensions, or subsequent negotiations, neither SBFA nor any represented employee, agents or representatives will instigate, promote, sponsor, engage in, or condone any strike (including any sympathy strike), slowdown, concerted stoppage of work, sick-out, or any other intentional disruption of the operations of the CITY, regardless of the reason for doing so. SBFA recognizes and agrees that the concerted activity described in this paragraph would have a significant adverse impact on the public health, safety, and welfare.

Penalty. Any employee engaging in the activity prohibited by “No Strike” under this Article, or who instigates or gives leadership to such activity, shall be subject to discipline, up to and including termination of employment.

No Lockout. During the term of this MOU, the CITY will not instigate a lockout over a dispute with employees so long as there is no breach as stated in this Article. The CITY recognizes and agrees that a lockout would have a significant adverse impact on the public health, safety and welfare.

Association Official Responsibility. Each employee or other person who holds the position of an officer of SBFA occupies a position of special trust and responsibility in maintaining and bringing about compliance with the provisions of this Article; therefore, such employees or other persons agree to inform its members of their obligations under this Article, and to inform them of the penalty for failure to comply.

Enforcement. In the event the CITY is required to enforce the provisions of the Article "Peaceful Performance of City Services," by court action, or in the event that SBFA is required to enforce the provisions of said Article, by court action, a temporary restraining order, preliminary injunction and permanent injunction may be issued.

SECTION 17 - PRIOR AGREEMENTS

The provisions of this MOU shall supersede and replace the provisions of the Memorandum of Understanding last executed between SBFA and the CITY. The benefits and other terms and conditions of employment provided pursuant to the City's Personnel Rules and Regulations shall continue to apply except to the extent modified by this MOU.

SECTION 18 - REOPENERS

During the term of this MOU, the parties agree to meet to discuss regarding the following terms:

- Fire Management Blended Policies
- California Firefighters Benefit Trust Account Setup
- Personnel Rules and Regulations update

SECTION 19 - RETIREE HEALTH BENEFITS

During the term of this MOU, the City agrees to remain in CalPERS in order to provide healthcare coverage to active employees and retiree healthcare benefits to retired employees. The City agrees to pay Retiree Health Benefits (RHB) as follows:

SBFA members currently employed who retire from the City at a future date, shall receive the following RHB in recognition of their vested rights and service to the City:

- A. **SBFA members hired prior to January 1, 2007**, shall receive a maximum of \$290.00 per month as a RHB for medical insurance premiums and other eligible health care expenses that will be paid to a Health Reimbursement Arrangement (HRA) account established for the retired employee. The HRA will be administered by a third-party administrator (TPA) and the retired employee will be responsible for any monthly account maintenance fee(s).

If the retired employee elects to enroll in the CalPERS Retiree Health Plan, the City will subtract the required minimum employer contribution amount as required under the Public Employees' Medical & Hospital Care Act (PEMHCA) from the retiree's RHB and pay that amount to CalPERS directly. Any remaining left-over RHB balance will be paid to the retiree as a reimbursement of the required premium for coverage under the CalPERS Retiree Health Plan. The reimbursement will be processed through the HRA.

If the retired employee does not elect to enroll in the CalPERS Retiree Health Plan, the contribution of the retiree's RHB amount will be made to the retiree's HRA account.

- B. **SBFA members with a date of hire on or after January 1, 2007**, who subsequently retire from the City AND enroll in the CalPERS Retiree Health Plan, will only receive the "minimum" retirement benefit contribution amount required under PEMHCA to offset their CalPERS Retiree Health Plan costs. This amount will be paid to CalPERS directly.

If the retired employee does not enroll in the CalPERS Retiree Health Plan, no Retiree Health Benefit payments will be made to the retiree by the City.

SECTION 20 - California Firefighters Benefit Trust

The City is currently working with the California Firefighters Benefit Trust to set up the account. This item is listed as a Reopener under Section 18.

SECTION 21 - RETIREMENT SYSTEM CONTRIBUTIONS

Retirement benefits are subject to the Public Employees' Pension Reform Act (PEPRA) and related Public Employees' Retirement Law (PERL). If there is a conflict between this MOU and requirements pursuant to PEPRA and/or PERL, PEPRA and PERL shall prevail.

A. Employees hired prior to January 1, 2011:

The CITY will continue to provide a three percent at 50 (3%@50) retirement benefit from the California Public Employee Retirement System (CalPERS), with the use of the employee's single highest year salary, for SBFA employees hired on or before December 31, 2010. The employee will pay the entire employee share (9%) of the cost for this benefit.

1. Cost Sharing of Employer Contribution:

- i. Effective the first full pay period in July 2017, and as soon as the City's contract with CalPERS can be amended, employees will contribute 3% towards the employer's share in addition to the employee paying the entire employee share of 9%, for a total of 12%.

B. For classic employees (as defined by CalPERS) hired on or after January 1, 2011:

Classic employees (as defined by CalPERS) hired on or after January 1, 2011, will be eligible for a two percent at 50 (2% @50) retirement benefit in the California Public Employees Retirement System (CalPERS), with the use of the average of the employee's highest-three-year-salary. These employees will pay the entire employee share (9%) of the cost for this benefit.

1. Cost Sharing of Employer Contribution:

- i. Effective the first full pay period in July 2017, and as soon as the City's contract with CalPERS can be amended, employees will contribute 3% towards the employer's share of the retirement contribution in addition to the employee paying the entire employee share, for a total of 12%.

C. Employees hired on or after January 1, 2013, and defined by CalPERS as new members:

Employees hired on or after January 1, 2013, considered new members (as defined by CalPERS) will receive the 2.7% at 57 retirement formula, with the use of the average of the employee's highest-three-year-salary. Employees shall pay 50% of the normal cost contribution.

SECTION 22 - SALARY ADJUSTMENT

The parties jointly agree that the following salary increases shall be applicable for the term of this MOU for the SBFA classifications as specified on the salary schedules in

Appendix B:

- **Year One (FY 2022/2023): effective first full pay period in July 2022**
 - 7% salary increase for all SBFA positions
- **Year Two (FY 2023/2024):**
 - 3.0% salary increase for all SBFA positions, effective the first full pay period in July 2023
- **Year Three (FY 2024/2025):**
 - 3.0% salary increase for all SBFA positions, effective the first full pay period in July 2024
- **Year Four (FY 2025/2026):**
 - 3.0% salary increase for all SBFA positions, effective the first full pay period in July 2025

Pay increases in salary resulting from employee-employer negotiations will be effective on the first full pay period of each July during the term of this MOU, as indicated above.

Pay increases in salary resulting from merit increases will become effective on the employee's anniversary date, as approved by the City Manager and in accordance with the City of Solana Beach Personnel Rules and Regulations.

The proposed salary schedule implementing this Article is attached as Appendix B to this MOU.

SECTION 23 - SAVINGS CLAUSE

If any provisions of this MOU should be found invalid, unlawful or unenforceable by reason of any existing or subsequently enacted legislation or by judicial authority, all other provisions of this MOU shall remain in full force and effect for the duration of this MOU.

In the event of invalidation of any of the provisions of this MOU, the SBFA and CITY agree to meet and confer within thirty days of notice by either to the other for the purpose of renegotiating said provision.

SECTION 24 - SEVERABILITY

It is understood and agreed that this MOU is subject to applicable law. In the event any part or provision of this MOU is in conflict or inconsistent with such law, or is otherwise held to be invalid or unenforceable by a court of competent jurisdiction, such part or provision shall be deemed severable and the remainder of this MOU shall not be affected.

SECTION 25 - TEMPORARY ASSIGNMENT

Whenever a temporary vacancy occurs in a higher classification and the Fire Chief determines that the vacant position should be temporarily filled by a current employee, the Fire Chief may assign a qualified, lower-classified employee to temporarily fill the position. Whenever practical, the Fire Chief shall assign employees who have demonstrated ability to perform the duties of the position to which the assignment is made.

Less than 6-hour assignment: It is understood and agreed that temporary assignments for less than 6 hours may be made as part of the normal operation of the department and therefore, no extra compensation shall be paid for temporary assignments of less than 6 hours.

Assignment of 6 hours or more: If an employee is temporarily assigned to a position with a higher pay classification for 6 hours or more, the employee shall be paid at the lowest pay step of the higher classification, but not less than 5%, which shall constitute "Acting Pay." However, Acting Pay for temporary assignment of Fire Captain to Shift Fire Captain, the employee shall be paid at the lowest pay step of the higher classification, but not less than 2%, which should constitute "Acting Pay."

The CITY shall continue the current practice of filling vacancies on a rank for rank basis. If a long-term temporary position becomes available, the City Manager or Fire Chief at his or her discretion may choose a qualified person from the current active list to fill that position during the time of the vacancy.

If an employee on a current promotional list is temporarily assigned to a higher classification and subsequently promoted while serving in that temporary assignment, the time worked in the temporary assignment shall be counted towards the probationary time of the employee's new position.

SECTION 26 - PLACEMENT AND HIRE OF NEW AND TEMPORARY SOLANA BEACH EMPLOYEES

If a temporary vacancy occurs due to a specific incident (*), the Fire Chief has the discretion to use a temporary Firefighter to fill the vacant position.

The temporary and/or full-time firefighter/paramedic will take part in a new hire orientation program prior to being placed on shift. The content and the duration of the new hire orientation training shall be a minimum of three weeks (56 hours per week) and shall cover OSHA mandated training on injury and accident prevention, Infection Control, Harassment policies, and mandatory Personal Protective Equipment ensemble and SCBA fit testing. Additional training topics may be added and topics deleted as deemed necessary. Any additional orientation training time will be at the recommendation of the Fire Chief and approval of the City Manager on a case-by-case basis.

An example of the basic outline of the orientation to fulfill the adopted philosophy and to cover additional non-mandated information would include new employee operational readiness, such as employee benefits and basic procedural operations, prior to placement on shift as a firefighter/paramedic.

The order, content, and schedule of the training may be modified as deemed necessary by the Fire Chief in order to meet training objectives.

Following the new orientation program, if the temporary employee is deemed qualified to perform the duties of the position, the Public Safety Director/Fire Chief has the discretion to extend the use of the temporary employee as appropriate and necessary to provide emergency services. If at any time the temporary employee is deemed unqualified and the temporary appointment terminated, the new vacancy created by the termination will be deemed a new incident for purposes of providing in-house shift availability.

Definitions:

Incident: An incident is defined as a vacancy resulting in the absence of an employee. If the incident is due to a personal or family injury or illness, once the employee is returned to full duty or returns to work for 45 days, the specific incident is considered closed. Any new absences for the same employee would be considered a new incident and follow the use of Temporary "Part-time" Employees as defined in Personnel Rules and Regulations Section 2.50.

Qualified Employee: A qualified employee must meet the minimum qualifications as specified in the appropriate Classification Specification.

SECTION 27 - TERM

The term of this MOU shall commence on July 1, 2022, subject to formal approval by the City Council, and shall expire at 12:00 a.m. (midnight), on June 30, 2026.

SECTION 28 - TOBACCO USE

Use of tobacco or tobacco products by any employee of the Fire Department whether on or off duty is prohibited.

SECTION 29 - TUITION REIMBURSEMENT

Each full-time permanent SBFA member who has completed the probationary period shall be eligible for tuition reimbursement up to \$2,000 per fiscal year in tuition reimbursement for college level courses or additional training, or when such courses or training are required to obtain or maintain a job-related certificate, or any other course previously approved by the department head. All classes would require prior approval from the Fire Chief and as authorized by the City Manager for the employee to receive any reimbursement. The employee shall be reimbursed for fees and/or tuition only upon conclusion of each individual course with a grade of "C" or better or successful completion of courses that do not assign grades. Proof of satisfactory course completion and payment must be provided.

SECTION 30 – PROMOTIONAL MINIMUM EDUCATIONAL ELIGIBILITY REQUIREMENTS

SBFA recognizes and agrees that a bachelor's degree will be the minimum educational eligibility requirement for any Battalion Chief exam offered or administered.

SECTION 31 – EDUCATIONAL INCENTIVE PAY

The City will provide Educational Incentive Pay (EIP) to all SBFA members who currently possesses or during the term of this MOU acquire an Associate's (AA/AS) degree or a Bachelor's (BA/BS) degree from an accredited college or university. SBFA eligible members must provide the City (Human Resources Department) with evidence of their AA/AS or BA/BS degree in order to qualify for this pay. EIP shall begin at the beginning of a pay period following when such evidence is received by the Human Resources Department and shall not be retroactive. SBFA eligible members, who provide the appropriate documentation, will receive EIP in equal installments each two-week pay period in conjunction with their Holiday-in-Lieu pay.

- Associate's degree: \$960 per year (\$80 per month)
- Bachelor's degree: \$1800 per year (\$150 per month)

EIP is not cumulative and the maximum EIP a SBFA member may receive is \$1,800 per fiscal year (\$150 per month)


APPENDIX A

SBFA represents that this Memorandum of Understanding has been duly ratified by its membership. Following approval of this Memorandum of Understanding by the City Council, its terms and conditions shall be implemented by appropriate ordinance, resolution, or other appropriate lawful action.

CITY:

SBFA:

By: *Dan King*

By:  Eric Phillips (Sep 20, 2022 08:14 PDT)

By: *Pounak Sammak*

By: *Ryan Pester*
Ryan Pester (Sep 20, 2022 10:40 PDT)

Date: Sep 20, 2022

Date: Sep 20, 2022

APPROVED AS TO LEGAL FORM:

CITY COUNCIL:

By: 

By: 

JOHANNA N. CANLAS
CITY ATTORNEY

LESA HEEBNER
MAYOR

Date: Sep 22, 2022

Date: September 22, 2022

ATTEST:

By: 

ANGELA IVEY
CITY CLERK

Date: September 22, 2022

APPENDIX B

SBFA SALARY SCHEDULES
SALARY SCHEDULE 5
JULY 2, 2022

Classification	Step A	Step B	Step C	Step D	Step E
5091 Firefighter / Paramedic					
Base Rate	\$ 28.07	\$ 29.47	\$ 30.94	\$ 32.50	\$ 34.12
OT Premium	\$ 14.04	\$ 14.74	\$ 15.47	\$ 16.25	\$ 17.06
Bi-weekly Base ⁽¹⁾	\$ 3,144	\$ 3,301	\$ 3,465	\$ 3,640	\$ 3,821
Monthly Base ⁽¹⁾	\$ 6,812	\$ 7,151	\$ 7,508	\$ 7,887	\$ 8,280
Annual Base ⁽¹⁾	\$ 81,739.84	\$ 85,816.64	\$ 90,097.28	\$ 94,640.00	\$ 99,357.44
Estimated Annual FLSA OT ⁽²⁾	\$ 2,190	\$ 2,299	\$ 2,413	\$ 2,535	\$ 2,661
Estimated Annual Total⁽²⁾	\$ 83,930.08	\$ 88,116.08	\$ 92,510.60	\$ 97,175.00	\$ 102,018.80
5100 Fire Engineer					
Base Rate	\$ 30.37	\$ 31.89	\$ 33.48	\$ 35.16	\$ 36.93
OT Premium	\$ 15.19	\$ 15.95	\$ 16.74	\$ 17.58	\$ 18.47
Bi-weekly Base ⁽¹⁾	\$ 3,401	\$ 3,572	\$ 3,750	\$ 3,938	\$ 4,136
Monthly Base ⁽¹⁾	\$ 7,370	\$ 7,739	\$ 8,124	\$ 8,532	\$ 8,962
Annual Base ⁽¹⁾	\$ 88,437.44	\$ 92,863.68	\$ 97,493.76	\$ 102,385.92	\$ 107,540.16
Estimated Annual FLSA OT ⁽²⁾	\$ 2,370	\$ 2,488	\$ 2,611	\$ 2,742	\$ 2,881
Estimated Annual Total⁽²⁾	\$ 90,807.08	\$ 95,351.88	\$ 100,105.20	\$ 105,128.40	\$ 110,421.48
5099 Fire Captain					
Base Rate	\$ 33.54	\$ 35.22	\$ 36.99	\$ 38.84	\$ 40.79
OT Premium	\$ 16.77	\$ 17.61	\$ 18.50	\$ 19.42	\$ 20.40
Bi-weekly Base ⁽¹⁾	\$ 3,756	\$ 3,945	\$ 4,143	\$ 4,350	\$ 4,568
Monthly Base ⁽¹⁾	\$ 8,139	\$ 8,547	\$ 8,976	\$ 9,425	\$ 9,898
Annual Base ⁽¹⁾	\$ 97,668.48	\$ 102,560.64	\$ 107,714.88	\$ 113,102.08	\$ 118,780.48
Estimated Annual FLSA OT ⁽²⁾	\$ 2,616	\$ 2,747	\$ 2,886	\$ 3,030	\$ 3,182
Estimated Annual Total⁽²⁾	\$ 100,284.60	\$ 105,307.80	\$ 110,600.88	\$ 116,131.60	\$ 121,962.88
5109 Fire Captain (Shift)					
Base Rate	\$ 34.22	\$ 35.93	\$ 37.73	\$ 39.62	\$ 41.60
OT Premium	\$ 17.11	\$ 17.97	\$ 18.87	\$ 19.81	\$ 20.80
Bi-weekly Base ⁽¹⁾	\$ 3,833	\$ 4,024	\$ 4,226	\$ 4,437	\$ 4,659
Monthly Base ⁽¹⁾	\$ 8,304	\$ 8,719	\$ 9,156	\$ 9,614	\$ 10,095
Annual Base ⁽¹⁾	\$ 99,648.64	\$ 104,628.16	\$ 109,869.76	\$ 115,373.44	\$ 121,139.20
Estimated Annual FLSA OT ⁽²⁾	\$ 2,669	\$ 2,803	\$ 2,944	\$ 3,090	\$ 3,245
Estimated Annual Total⁽²⁾	\$ 102,317.80	\$ 107,431.48	\$ 112,813.48	\$ 118,463.80	\$ 124,384.00

(1) Weekly, Bi-weekly, and Annual "base rates" are determined by calculating 112 hours of straight time paid in 26 pay periods. These rates do not include FLSA Overtime.

(2) Estimated Annual FLSA OT Premium is compensation required under Department of Labor Fair Labor Standards Act (FLSA) Section 29 CFR 553.230 (Section 7(k)) and is compensated based on Fire Department 24-day Work Period resulting in approx. 10 hours of OT Premium pay per 24-day Work Period.

SBFA SALARY SCHEDULES
SALARY SCHEDULE 5
JULY 1, 2023

<u>Classification</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>
5091 Firefighter / Paramedic					
Base Rate	\$ 28.91	\$ 30.35	\$ 31.87	\$ 33.48	\$ 35.14
OT Premium	\$ 14.46	\$ 15.18	\$ 15.94	\$ 16.74	\$ 17.57
Bi-weekly Base ⁽¹⁾	\$ 3,238	\$ 3,399	\$ 3,569	\$ 3,750	\$ 3,936
Monthly Base ⁽¹⁾	\$ 7,015	\$ 7,365	\$ 7,734	\$ 8,124	\$ 8,527
Annual Base ⁽¹⁾	\$ 84,185.92	\$ 88,379.20	\$ 92,805.44	\$ 97,493.76	\$ 102,327.68
Estimated Annual FLSA OT ⁽²⁾	\$ 2,256	\$ 2,368	\$ 2,487	\$ 2,611	\$ 2,741
Estimated Annual Total ⁽²⁾	\$ 86,441.68	\$ 90,747.28	\$ 95,292.08	\$ 100,105.20	\$ 105,068.60
5100 Fire Engineer					
Base Rate	\$ 31.28	\$ 32.85	\$ 34.48	\$ 36.21	\$ 38.04
OT Premium	\$ 15.64	\$ 16.43	\$ 17.24	\$ 18.11	\$ 19.02
Bi-weekly Base ⁽¹⁾	\$ 3,503	\$ 3,679	\$ 3,862	\$ 4,056	\$ 4,260
Monthly Base ⁽¹⁾	\$ 7,591	\$ 7,972	\$ 8,367	\$ 8,787	\$ 9,231
Annual Base ⁽¹⁾	\$ 91,087.36	\$ 95,659.20	\$ 100,405.76	\$ 105,443.52	\$ 110,772.48
Estimated Annual FLSA OT ⁽²⁾	\$ 2,440	\$ 2,563	\$ 2,689	\$ 2,825	\$ 2,967
Estimated Annual Total ⁽²⁾	\$ 93,527.20	\$ 98,222.28	\$ 103,095.20	\$ 108,268.68	\$ 113,739.60
5099 Fire Captain					
Base Rate	\$ 34.55	\$ 36.28	\$ 38.10	\$ 40.01	\$ 42.01
OT Premium	\$ 17.28	\$ 18.14	\$ 19.05	\$ 20.01	\$ 21.01
Bi-weekly Base ⁽¹⁾	\$ 3,870	\$ 4,063	\$ 4,267	\$ 4,481	\$ 4,705
Monthly Base ⁽¹⁾	\$ 8,384	\$ 8,804	\$ 9,246	\$ 9,709	\$ 10,194
Annual Base ⁽¹⁾	\$ 100,609.60	\$ 105,647.36	\$ 110,947.20	\$ 116,509.12	\$ 122,333.12
Estimated Annual FLSA OT ⁽²⁾	\$ 2,696	\$ 2,830	\$ 2,972	\$ 3,122	\$ 3,278
Estimated Annual Total ⁽²⁾	\$ 103,305.28	\$ 108,477.20	\$ 113,919.00	\$ 119,630.68	\$ 125,610.68
5109 Fire Captain (Shift)					
Base Rate	\$ 35.25	\$ 37.01	\$ 38.86	\$ 40.81	\$ 42.85
OT Premium	\$ 17.63	\$ 18.51	\$ 19.43	\$ 20.41	\$ 21.43
Bi-weekly Base ⁽¹⁾	\$ 3,948	\$ 4,145	\$ 4,352	\$ 4,571	\$ 4,799
Monthly Base ⁽¹⁾	\$ 8,554	\$ 8,981	\$ 9,430	\$ 9,903	\$ 10,398
Annual Base ⁽¹⁾	\$ 102,648.00	\$ 107,773.12	\$ 113,160.32	\$ 118,838.72	\$ 124,779.20
Estimated Annual FLSA OT ⁽²⁾	\$ 2,750	\$ 2,888	\$ 3,031	\$ 3,184	\$ 3,343
Estimated Annual Total ⁽²⁾	\$ 105,398.28	\$ 110,660.68	\$ 116,191.40	\$ 122,022.68	\$ 128,122.28

(1) Weekly, Bi-weekly, and Annual "base rates" are determined by calculating 112 hours of straight time paid in 26 pay periods. These rates do not include FLSA Overtime.

(2) Estimated Annual FLSA OT Premium is compensation required under Department of Labor Fair Labor Standards Act (FLSA) Section 29 CFR 553.230 (Section 7(k)) and is compensated based on Fire Department 24-day Work Period resulting in approx. 10 hours of OT Premium pay per 24-day Work Period.

SBFA SALARY SCHEDULES
SALARY SCHEDULE 5
JULY 13, 2024

Classification	Step A	Step B	Step C	Step D	Step E
5091 Firefighter / Paramedic					
Base Rate	\$ 29.78	\$ 31.26	\$ 32.83	\$ 34.48	\$ 36.19
OT Premium	\$ 14.89	\$ 15.63	\$ 16.42	\$ 17.24	\$ 18.10
Bi-weekly Base ⁽¹⁾	\$ 3,335	\$ 3,501	\$ 3,677	\$ 3,862	\$ 4,053
Monthly Base ⁽¹⁾	\$ 7,227	\$ 7,586	\$ 7,967	\$ 8,367	\$ 8,782
Annual Base ⁽¹⁾	\$ 86,719.36	\$ 91,029.12	\$ 95,600.96	\$ 100,405.76	\$ 105,385.28
Estimated Annual FLSA OT ⁽²⁾	\$ 2,323	\$ 2,438	\$ 2,562	\$ 2,689	\$ 2,824
Estimated Annual Total ⁽²⁾	\$ 89,042.20	\$ 93,467.40	\$ 98,162.48	\$ 103,095.20	\$ 108,208.88
5100 Fire Engineer					
Base Rate	\$ 32.22	\$ 33.84	\$ 35.51	\$ 37.30	\$ 39.18
OT Premium	\$ 16.11	\$ 16.92	\$ 17.76	\$ 18.65	\$ 19.59
Bi-weekly Base ⁽¹⁾	\$ 3,609	\$ 3,790	\$ 3,977	\$ 4,178	\$ 4,388
Monthly Base ⁽¹⁾	\$ 7,819	\$ 8,212	\$ 8,617	\$ 9,051	\$ 9,508
Annual Base ⁽¹⁾	\$ 93,824.64	\$ 98,542.08	\$ 103,405.12	\$ 108,617.60	\$ 114,092.16
Estimated Annual FLSA OT ⁽²⁾	\$ 2,513	\$ 2,640	\$ 2,771	\$ 2,909	\$ 3,056
Estimated Annual Total ⁽²⁾	\$ 96,337.80	\$ 101,181.60	\$ 106,175.68	\$ 111,527.00	\$ 117,148.20
5099 Fire Captain					
Base Rate	\$ 35.59	\$ 37.37	\$ 39.24	\$ 41.21	\$ 43.27
OT Premium	\$ 17.80	\$ 18.69	\$ 19.62	\$ 20.61	\$ 21.64
Bi-weekly Base ⁽¹⁾	\$ 3,986	\$ 4,185	\$ 4,395	\$ 4,616	\$ 4,846
Monthly Base ⁽¹⁾	\$ 8,637	\$ 9,068	\$ 9,522	\$ 10,000	\$ 10,500
Annual Base ⁽¹⁾	\$ 103,638.08	\$ 108,821.44	\$ 114,266.88	\$ 120,003.52	\$ 126,002.24
Estimated Annual FLSA OT ⁽²⁾	\$ 2,777	\$ 2,916	\$ 3,061	\$ 3,215	\$ 3,376
Estimated Annual Total ⁽²⁾	\$ 106,414.88	\$ 111,737.08	\$ 117,327.60	\$ 123,218.68	\$ 129,378.08
5109 Fire Captain (Shift)					
Base Rate	\$ 36.31	\$ 38.12	\$ 40.03	\$ 42.03	\$ 44.14
OT Premium	\$ 18.16	\$ 19.06	\$ 20.02	\$ 21.02	\$ 22.07
Bi-weekly Base ⁽¹⁾	\$ 4,067	\$ 4,269	\$ 4,483	\$ 4,707	\$ 4,944
Monthly Base ⁽¹⁾	\$ 8,811	\$ 9,250	\$ 9,714	\$ 10,199	\$ 10,711
Annual Base ⁽¹⁾	\$ 105,734.72	\$ 111,005.44	\$ 116,567.36	\$ 122,391.36	\$ 128,535.68
Estimated Annual FLSA OT ⁽²⁾	\$ 2,833	\$ 2,973	\$ 3,123	\$ 3,279	\$ 3,443
Estimated Annual Total ⁽²⁾	\$ 108,567.68	\$ 113,978.80	\$ 119,690.48	\$ 125,670.48	\$ 131,978.60

(1) Weekly, Bi-weekly, and Annual "base rates" are determined by calculating 112 hours of straight time paid in 26 pay periods. These rates do not include FLSA Overtime.

(2) Estimated Annual FLSA OT Premium is compensation required under Department of Labor Fair Labor Standards Act (FLSA) Section 29 CFR 553.230 (Section 7(k)) and is compensated based on Fire Department 24-day Work Period resulting in approx. 10 hours of OT Premium pay per 24-day Work Period.

SBFA SALARY SCHEDULES
SALARY SCHEDULE 5
JULY 12, 2025

Classification	Step A	Step B	Step C	Step D	Step E
5091 Firefighter / Paramedic					
Base Rate	\$ 30.67	\$ 32.20	\$ 33.81	\$ 35.51	\$ 37.28
OT Premium	\$ 15.34	\$ 16.10	\$ 16.91	\$ 17.76	\$ 18.64
Bi-weekly Base ⁽¹⁾	\$ 3,435	\$ 3,606	\$ 3,787	\$ 3,977	\$ 4,175
Monthly Base ⁽¹⁾	\$ 7,443	\$ 7,814	\$ 8,205	\$ 8,617	\$ 9,047
Annual Base ⁽¹⁾	\$ 89,311.04	\$ 93,766.40	\$ 98,454.72	\$ 103,405.12	\$ 108,559.36
Estimated Annual FLSA OT ⁽²⁾	\$ 2,393	\$ 2,512	\$ 2,638	\$ 2,771	\$ 2,908
Estimated Annual Total ⁽²⁾	\$ 91,704.08	\$ 96,278.00	\$ 101,092.68	\$ 106,175.68	\$ 111,467.20
5100 Fire Engineer					
Base Rate	\$ 33.19	\$ 34.86	\$ 36.58	\$ 38.42	\$ 40.36
OT Premium	\$ 16.60	\$ 17.43	\$ 18.29	\$ 19.21	\$ 20.18
Bi-weekly Base ⁽¹⁾	\$ 3,717	\$ 3,904	\$ 4,097	\$ 4,303	\$ 4,520
Monthly Base ⁽¹⁾	\$ 8,054	\$ 8,459	\$ 8,877	\$ 9,323	\$ 9,794
Annual Base ⁽¹⁾	\$ 96,649.28	\$ 101,512.32	\$ 106,520.96	\$ 111,879.04	\$ 117,528.32
Estimated Annual FLSA OT ⁽²⁾	\$ 2,590	\$ 2,719	\$ 2,853	\$ 2,997	\$ 3,148
Estimated Annual Total ⁽²⁾	\$ 99,238.88	\$ 104,231.40	\$ 109,374.20	\$ 114,875.80	\$ 120,676.40
5099 Fire Captain					
Base Rate	\$ 36.66	\$ 38.49	\$ 40.42	\$ 42.45	\$ 44.57
OT Premium	\$ 18.33	\$ 19.25	\$ 20.21	\$ 21.23	\$ 22.29
Bi-weekly Base ⁽¹⁾	\$ 4,106	\$ 4,311	\$ 4,527	\$ 4,754	\$ 4,992
Monthly Base ⁽¹⁾	\$ 8,896	\$ 9,340	\$ 9,809	\$ 10,301	\$ 10,816
Annual Base ⁽¹⁾	\$ 106,753.92	\$ 112,082.88	\$ 117,703.04	\$ 123,614.40	\$ 129,787.84
Estimated Annual FLSA OT ⁽²⁾	\$ 2,859	\$ 3,003	\$ 3,153	\$ 3,312	\$ 3,477
Estimated Annual Total ⁽²⁾	\$ 109,613.40	\$ 115,085.88	\$ 120,855.80	\$ 126,926.28	\$ 133,265.08
5109 Fire Captain (Shift)					
Base Rate	\$ 37.40	\$ 39.26	\$ 41.23	\$ 43.29	\$ 45.46
OT Premium	\$ 18.70	\$ 19.63	\$ 20.62	\$ 21.65	\$ 22.73
Bi-weekly Base ⁽¹⁾	\$ 4,189	\$ 4,397	\$ 4,618	\$ 4,848	\$ 5,092
Monthly Base ⁽¹⁾	\$ 9,076	\$ 9,527	\$ 10,005	\$ 10,505	\$ 11,032
Annual Base ⁽¹⁾	\$ 108,908.80	\$ 114,325.12	\$ 120,061.76	\$ 126,060.48	\$ 132,379.52
Estimated Annual FLSA OT ⁽²⁾	\$ 2,917	\$ 3,062	\$ 3,217	\$ 3,377	\$ 3,546
Estimated Annual Total ⁽²⁾	\$ 111,826.00	\$ 117,387.40	\$ 123,278.48	\$ 129,437.88	\$ 135,925.40

(1) Weekly, Bi-weekly, and Annual "base rates" are determined by calculating 112 hours of straight time paid in 26 pay periods. These rates do not include FLSA Overtime.

(2) Estimated Annual FLSA OT Premium is compensation required under Department of Labor Fair Labor Standards Act (FLSA) Section 29 CFR 553.230 (Section 7(k)) and is compensated based on Fire Department 24-day Work Period resulting in approx. 10 hours of OT Premium pay per 24-day Work Period.

APPENDIX C

**2022-2026
24-DAY WORK PERIODS**

24 Day Work Period		Payable On
Start	End	Check Date
6/18/2022	7/11/2022	7/22/2022
7/12/2022	8/4/2022	8/19/2022
8/5/2022	8/28/2022	9/16/2022
8/29/2022	9/21/2022	9/30/2022
9/22/2022	10/15/2022	10/28/2022
10/16/2022	11/8/2022	11/25/2022
11/9/2022	12/2/2022	12/9/2022
12/3/2022	12/26/2022	1/6/2023
12/27/2022	1/19/2023	2/3/2023
1/20/2023	2/12/2023	3/3/2023
2/13/2023	3/8/2023	3/17/2023
3/9/2023	4/1/2023	4/14/2023
4/2/2023	4/25/2023	5/12/2023
4/26/2023	5/19/2023	5/26/2023
5/20/2023	6/12/2023	6/23/2023
6/13/2023	7/6/2023	7/21/2023
7/7/2023	7/30/2023	8/18/2023
7/31/2023	8/23/2023	9/1/2023
8/24/2023	9/16/2023	9/29/2023
9/17/2023	10/10/2023	10/27/2023
10/11/2023	11/3/2023	11/10/2023
11/4/2023	11/27/2023	12/8/2023
11/28/2023	12/21/2023	1/5/2024
12/22/2023	1/14/2024	2/2/2024
1/15/2024	2/7/2024	2/16/2024
2/8/2024	3/2/2024	3/15/2024
3/3/2024	3/26/2024	4/12/2024
3/27/2024	4/19/2024	4/26/2024
4/20/2024	5/13/2024	5/24/2024
5/14/2024	6/6/2024	6/21/2024
6/7/2024	6/30/2024	7/19/2024
7/1/2024	7/24/2024	8/2/2024
7/25/2024	8/17/2024	8/30/2024
8/18/2024	9/10/2024	9/27/2024
9/11/2024	10/4/2024	10/11/2024
10/5/2024	10/28/2024	11/8/2024
10/29/2024	11/21/2024	12/6/2024
11/22/2024	12/15/2024	1/3/2025
12/16/2024	1/8/2025	1/17/2025
1/9/2025	2/1/2025	2/14/2025
2/2/2025	2/25/2025	3/14/2025

APPENDIX C

**2022-2026
24-DAY WORK PERIODS**

24 Day Work Period		Payable On
Start	End	Check Date
2/26/2025	3/21/2025	3/28/2025
3/22/2025	4/14/2025	4/25/2025
4/15/2025	5/8/2025	5/23/2025
5/9/2025	6/1/2025	6/20/2025
6/2/2025	6/25/2025	7/4/2025
6/26/2025	7/19/2025	8/1/2025
7/20/2025	8/12/2025	8/29/2025
8/13/2025	9/5/2025	9/12/2025
9/6/2025	9/29/2025	10/10/2025
9/30/2025	10/23/2025	11/7/2025
10/24/2025	11/16/2025	12/5/2025
11/17/2025	12/10/2025	12/19/2025
12/11/2025	1/3/2026	1/16/2026
1/4/2026	1/27/2026	2/13/2026
1/28/2026	2/20/2026	2/27/2026
2/21/2026	3/16/2026	3/27/2026
3/17/2026	4/9/2026	4/24/2026
4/10/2026	5/3/2026	5/22/2026
5/4/2026	5/27/2026	6/5/2026
5/28/2026	6/20/2026	7/3/2026
6/21/2026	7/14/2026	7/31/2026

RESOLUTION 2023-083

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, APPROVING ADOPTION OF A “MEDICAL EXPENSE REIMBURSEMENT PLAN” OF THE CALIFORNIA FIREFIGHTERS BENEFIT TRUST FOR THE SOLANA BEACH FIREFIGHTERS’ ASSOCIATION EFFECTIVE JUNE 2023 AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE JOINDER AGREEMENT AND RELATED DOCUMENTS

WHEREAS, the California Firefighters Benefit Trust “CFBT”, which was established in 2005, is a firefighter-designed and led plan governed under the Employee Retirement Income Security Act of 1974 (ERISA), in order to provide participants tax-free reimbursement of medical expenses during retirement based on employee and/or employer funded pre-tax contribution; and

WHEREAS, the Solana Beach Fire Association (“SBFA”) is the exclusive bargaining agent and representative of the City’s Fire employees; and

WHEREAS, the City and the SBFA entered into a Memorandum of Understanding effective July 1, 2022, through June 30, 2026 (“MOU”); and

WHEREAS, pursuant to the current MOU between the City and SBFA, the City agreed to reopen discussions in order to implement the CFBT and to transition away from the Retirement Health Savings Account (“RHSA”) currently held with MissionSquare; and

WHEREAS, the Trust, known as California Firefighters Benefit Trust (“CFBT”), will be administered pursuant to the Joinder Agreement (“Agreement”) between SBFA and CFBT; and

WHEREAS, SBFA members must make a mandatory employee contribution to CFBT per the Sideletter and MOU between the City and SBFA; and

WHEREAS, the City’s fiscal obligations and monthly contributions will not exceed the current 2% employer contribution made to the MissionSquare RHSA, once the switch is made to CFBT; and

WHEREAS, the City does not have any fiduciary responsibilities over the Trust and no additional costs will be incurred by the City, beyond implementing a payroll deduction and transfer into the plan; and

WHEREAS, it was the request of SBFA members to implement the trust with CFBT; and

WHEREAS, the City acknowledges receipt of a copy of the California Firefighters Benefit Trust “Medical Expense Reimbursement Plan” and “Trust Agreement”; and

WHEREAS, the City Council desires to approve this implementation and to authorize and direct the City Manager to take all necessary and appropriate actions with respect to implementation of the terms and conditions of the CFBT.

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

1. The above recitals are true and correct.
2. The City Council approves the implementation of the Medical Expense Reimbursement Plan with the California Firefighters Benefit Trust for purposes of implementing a tax-free reimbursement account for medical expenses during retirement for Solana Beach Firefighters’ Association represented employees.
3. The City Council authorizes the City Manager to execute the implementation of the Trust and all other documents related to implementation of the Plan. The Council further designates that the City Treasurer shall be the coordinator and contact for the Plan and shall receive necessary reports, notices, and other documents related to the administration of the Plan.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Solana Beach, California, held on the 14th day of June 2023 by the following vote.

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

LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

JOHANNA N. CANLAS, City Attorney

ANGELA IVEY, City Clerk

**SIDE LETTER OF AGREEMENT
TO THE MEMORANDUM OF UNDERSTANDING
CITY OF SOLANA BEACH AND THE
SOLANA BEACH FIRE ASSOCIATION
EFFECTIVE JUNE 1, 2023
FOR PARTICIPATION IN
CALIFORNIA FIREFIGHTERS BENEFIT TRUST**

WHEREAS, Employer-Employee Relations for the City of Solana Beach (hereinafter, “City”) are governed by California Government Code section 3500 through 3511, known as the Meyers-Milias-Brown Act (“MMBA”); and

WHEREAS, the Solana Beach Fire Association (“SBFA”) is the exclusive bargaining agent and representative of the City’s Fire employees; and

WHEREAS, the City and the SBFA entered into a Memorandum of Understanding effective July 1, 2022 through June 30, 2026 (“MOU”); and

WHEREAS, Section 20 of the MOU will be updated to reflect the items listed below:

SECTION 20 – California Firefighters’ Benefit Trust

Medical Expense Reimbursement Plan – Retiree Medical Trust

- 1. ACKNOWLEDGEMENTS.** The City and SBFA acknowledge this Side Letter of Agreement (“Agreement”) to the Memorandum of Understanding City of Solana Beach and Solana Beach Fire Association (“MOU”) shall update Section 20, entitled *California Firefighters’ Benefit Trust* (*previously* Section 19, subparagraph entitled *ICMA – RC Retiree Health Savings Account (RHSA)*).

The City further acknowledges that the SBFA has entered into an agreement with the Medical Expense Reimbursement Plan of the California Firefighters Benefit Trust (hereafter, the “Trust”). Upon the adoption of this Agreement, no further City or employee contributions will be made to the MissionSquare (formerly ICMA-RC) Retiree Health Savings Account (RHSA). During the term of this Agreement, contributions will be made to the Trust as set forth below.

SBFA further acknowledges that (i) the City is not a party to the Trust, (ii) the City is not subject to the terms of the Trust or any employee welfare benefit plan or other arrangement funded by the Trust, and has no responsibility or authority whatsoever for providing or overseeing any benefits offered under any such plan or arrangement, (iii) the preceding statements will continue to apply on and after the City’s adoption of this Agreement, and (iv) the City’s sole obligation under this Agreement is to make contributions to the Trust in accordance with the terms specified below.

- 2. DEFINED CLASS OF EMPLOYEES.** The “Defined Class” means full-time employees of the City represented by the SBFA. Contributions to the Trust as set forth below will be made only for employees in the Defined Class.
- 3. MONTHLY TRUST CONTRIBUTION.** The City and the SBFA agree that, for every employee in the Defined Class, contributions to the Trust will be made for each calendar month during the term of the Agreement (“Monthly Trust Contribution”) in amounts determined according to the employee’s years of full-time City employment, rendered at any time, as a member of the Defined Class, as follows:

Attachment 3

<u>Years of Completed City Full-Time Employment</u>	<u>Monthly Trust Contribution</u>
Up to five years	\$225
Five but less than ten years	\$250
Ten but less than fifteen years	\$275
Fifteen or more years	\$325

For each employee in the Defined Class, the Monthly Trust Contribution will be made as follows:

- a. City Trust Contribution. Each calendar month, the City shall make an employer contribution to the Trust (“City Trust Contribution”) equal to the lesser of (i) 2% of the employee’s base salary for the month, or (ii) the Monthly Trust Contribution applicable to the employee. The City Trust Contribution will be made without any corresponding deduction from the employee’s pay. No employee will be permitted to opt-out of the City Trust Contribution or receive any part of the contribution in cash.

- b. Employee Trust Contribution. Each calendar month, the City shall, on a pre-tax basis, deduct from the employee’s pay for contribution to the Trust an amount equal to (i) the applicable Monthly Trust Contribution, minus (ii) the City Trust Contribution for the month (“Employee Trust Contribution”). If the amount determined in the preceding sentence is zero, no deduction for the month will be made. Deductions will be made pro-rata from the employee’s City paychecks during the relevant month. No employee will be permitted to opt-out of the Employee Trust Contribution or receive any part of the contribution in cash.

If an employee’s City employment terminates before the last day of a month or if the Agreement is effective only for a partial month, the employee’s Monthly Trust Contribution for that month will be pro-rated accordingly.

4. **REMITTANCE OF CONTRIBUTIONS TO TRUST.** The City shall remit Trust contributions directly to the Trust for the duration of the MOU. Contributions to the Trust shall be remitted per pay period, in one aggregate [*ACH transfer or wire*] directly to the custodian of the Trust within 30 days after the last day of the relevant pay period. The City hereby acknowledges receipt of guidelines established by the Trust Office for reporting and depositing the required contributions to the Trust set forth herein, and agrees to follow those guidelines.

5. **REPORTING TO TRUST OFFICE.** The City shall electronically submit to the Trust Office a report per pay period of contributing employees for each contribution sent to the Trust, in the format requested by the Trust, and received by the Trust Office within five (5) days of receipt of the contribution funds.

The City shall also provide an initial report of information for all contributing employees, as reasonably requested by the Trust; and shall send updates to this information to the Trust Office whenever the City has notice of changes to the information.

6. **SUPPLEMENTAL EMPLOYEE TRUST CONTRIBUTIONS.** The City and the SBFA agree that the SBFA has the right, subject to approval of its members according to the Association’s **internal** rules to, during the course of this Agreement, prospectively require that every employee in the Defined Class make additional mandatory contributions to the Trust (“Supplemental Employee Trust Contributions”), subject to the following conditions:

- Supplemental Employee Trust Contributions will be in addition to (and not in lieu of) any Employee Trust Contributions required of the employee under Section 3.
- The Supplemental Employee Trust Contributions must be expressed as a uniform flat dollar amount.
- Any Supplemental Employee Trust Contributions required of an employee will not affect the Monthly Trust Contribution, City Trust Contribution, or Employee Trust Contribution amounts applicable to the employee under Section 3.
- Subject to the preceding provisions of this Section 6, the provisions in this Agreement applicable to Employee Trust Contributions will be apply to Supplemental Employee Trust Contributions, including but not limited to the provisions regarding the tax treatment, time, and manner of the contributions.
- SBFA must provide the City with at least 30 days' advance written notice of any Supplemental Employee Trust Contributions; in its sole discretion, the City may agree to a shorter notice period.

WHEREAS, the provisions of this Side letter shall go into effect upon City Council approval on June 14, 2023. As outlined in Section 3 above, the first contributions to the Trust will be made effective with pay period ending on June 2, 2023.

WHEREAS, all other terms and conditions of the MOU from July 1, 2022, through June 30, 2026, shall remain in full force and effect.

Executed in Solana Beach, California by:

SBFA:



 RYAN PESTER, SBFA President

6/6/23
 DATE



 CHRIS SCHMIT, SBFA Treasurer

06/06/2023
 DATE

City of Solana Beach:

 GREGORY WADE, City Manager

 DATE

CALIFORNIA FIREFIGHTERS BENEFIT TRUST

JOINDER AGREEMENT FOR ASSOCIATIONS

1) **Receipt of Trust Documents.** We, the undersigned, have received a copy of the Trust Agreement governing the CALIFORNIA FIREFIGHTERS BENEFIT TRUST, effective November 1, 2008, and all amendments thereafter (the “Trust Agreement”), and the Medical Expense Reimbursement Plan, restated effective March 1, 2021, and as amended thereafter (the “Plan”). The Plan provides retiree medical expense reimbursement benefits.

2) **Request to Participate and Parties.** Request is hereby made that employees of the City of Solana Beach (“Employer”) who are represented by the Solana Beach Fire Association (the “Association”) be participating employees in the Plan. In consideration of the granting of this request, the Association hereby agrees to be bound by the terms, conditions, and provisions of said Trust Agreement and Plan. The sole parties to this Agreement are the Association and the Trust. Although the Employer acknowledges the terms of this Agreement as a signatory, the Employer is not a party to, nor is the Employer subject to or bound by, the terms, conditions, or provisions of this Agreement, the Trust Agreement, or the Plan.

3) **Contribution Rate.**

a. **Mandatory Contribution Commitment.** The obligation to contribute to the California Firefighters Benefit Trust (the “Trust”) for each employee represented by the Association is set forth in Section 19 of the *Memorandum of Understanding City of Solana Beach and Solana Beach Fire Association*, hereafter called the “MOU.” Attached is a true and complete copy of that document, effective July 1, 2022, through June 30, 2026.

b. **Salary Contributions.** The MOU authorizes contributions to the Trust beginning with the pay period ending on June 2, 2023, and following the execution of this agreement. The current monthly contribution totals \$225 - \$325 per employee **per month**, funded by 2% of base monthly salary of employer contribution (up to the Monthly Contribution Amount as defined by the MOU) and, as needed, an employee contribution amount necessary to reach the Monthly Contribution Amount. If these amounts are changed, the Association will notify the Trust. The current monthly contribution totals \$225 - \$325 per employee **per month** and consists of 2% of base monthly salary of employer contribution and a requisite employee contribution amount necessary to reach the Monthly Contribution Amount as defined by the MOU.

c. **Sick Leave.** There **is not** a provision in the MOU regarding a mandatory transfer of accumulated sick leave to the Trust.

- d. Vacation Leave. There **is not** a provision in the MOU regarding a mandatory transfer of accumulated vacation leave to the Trust.
- 4) Contribution Transfer to Trust. Under the terms of the MOU, the Employer is to remit the above contributions directly to the Trust for the MOU's duration; and the contributions will be remitted in one aggregate payment directly from the Employer to the custodian of the California Firefighters Benefit Trust within 30 days after the last day of the payroll period to which the contributions relate.
- 5) No individual elections. The Association certifies that, under the terms of the MOU, that contributions will be made on all full-time employees in the bargaining unit, and employees may not individually elect against participation in the Plan, nor may an employee individually elect the level of his or her contributions.
- 6) Delinquencies. The Association acknowledges that the Trust Agreement contains provisions regarding pursuit of delinquent contributions, and the Association will cooperate with the Trustees in said proceedings.
- 7) Employer Monthly Reporting to Trust. The MOU provides that the Employer will remit contributions to the Trust in accordance with guidelines established by the Trust Office. Those guidelines are as follows: In conjunction with contribution transfers, the Employer will send a report (in a format approved by the Trust) of employees on whose behalf the contributions are made to the Trust. The initial contribution report shall include the following data on all participating employees: employee name; social security number (or employee number if SSN not available); date of birth; date of hire; home address; and phone. In addition, the Employer or Association will report to the Trust on new hires (along with the above-listed data on each new hire), employee terminations, and changes in employee contact information, as these events occur.
- 8) Joinder Fee. The Association acknowledges there is a joinder fee of \$50 per Participant to the Trust for processing the joinder. Select one of the following: a check in that amount (\$900) is attached **or** Trust is authorized to deduct the joinder fee from the first contribution transfer. "Participant" is defined, for purposes of this Joinder Agreement, as an employee upon whom the Section 3(a) contributions, described above, will be made. The Association understands that this amount does not count toward Active Service in the Plan, but is to cover the various costs of joining the Trust. In the event that this Agreement is terminated, and the Association does not join the Trust, this payment is nonrefundable to the extent the Trust has incurred expenses in preparation for the joinder or in aiding the Association in negotiations. The Association is fully responsible for all fees owed under this paragraph, and the Employer bears no liability whatsoever for any part of those fees.

9) **Limitation of Liability.** Article XI, Sections 1 and 2, of the Trust Agreement contain the following provisions concerning liabilities associated with the Trust and Plan:

“1. Liabilities and Debts of Trust Fund

No signatory party or Trustee, and no participating employer, employer association, labor organization, employee, or beneficiary shall be responsible for the liabilities or debts of the Trust Fund.”

“2. Liabilities and Debts of Participating Parties

No participating employer, employer association, or labor organization shall become responsible by reason of their participation in the Trust Fund for the liabilities or debts of any other participating employer, employer association, or labor organization.

Except for any obligation to make contributions to the Trust pursuant to a Special Agreement or Subscription Agreement, a Participating Employer shall have no obligation to provide benefits to which its employees may be entitled under a Memorandum of Understanding to the extent that those benefits are provided under a plan funded through the Trust. A Participating Employer shall not be a fiduciary of the Trust, any employee benefit plan funded through the Trust, and shall have no responsibility or liability for Trust investments or the income tax treatment of Trust earnings or benefits provided under such plan.”

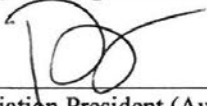
10) **Effective Date.** This Agreement shall become effective when signed below by both parties and when acknowledged by the Employer by its signature, provided however that contributions will be accepted as provided in the MOU, but provided further, that retroactive contributions may be subject to terms and conditions imposed by the Trustees, including, for example, lost interest or administrative fees.

11) **Pooled Sharing of Risks and Costs.** The Association acknowledges that: a) the Trustees pool all contributions (provided however that the Trust will maintain a separate record per employee of the transfer of sick leave and vacation leave); b) that the Trust and Plan operate based on a multiple-employer basis, sharing of costs and risk between all participants, and not based only on the employees in the undersigned Association; and c) that the monthly benefit levels will be set based on actuarial projections for the entire Trust population, and not based only on the employees in this Association.

12) **Legal Compliance of MOU Language.** If at any time during the Association's participation in the Trust, the Association's MOU language and/or procedures are not compliant with current statutes, regulations, or agency guidance applicable to the Trust, the Trust can request revision of such MOU language or procedures to attain compliance. This noncompliant MOU language may occur through changes to the applicable law or through revisions associated with bargaining occurring after this Agreement is adopted. The Association must obtain prior approval from the Trust for any future revisions to MOU language or procedures related to Trust participation (i.e., not included in the attached MOU). In the event that MOU language or procedures are not compliant with applicable law and are not revised as requested by the Trust, the Trust may terminate this Agreement, pursuant to Section 13 below.

13) **Termination.** This Agreement shall remain in effect unless terminated by written notice to the other party of this Agreement. Written notice of termination must be received by either party prior to the first day of the month in which participation is to be terminated. The Association acknowledges Article XI Section 6 of the Trust Agreement and acknowledges that upon termination of this Agreement federal law restricts the Trust from refunding any contributions to the employees, the Employer, or the Association, except as benefits paid according to the Plan.

Agreed by Joining Association:



By Association President (Authorized Signature)

Ryan Pester
Print Name

6/2/23
Date

3414 Holly Oak Ln
Address

Escondido CA 92027
City State Zip

760-638-6060
Phone

Acknowledged by Employer:

For Employer

(Employer Contact Name and Title)

Date

Phone

Approved and Accepted by:
California Firefighter Benefit Trust

Administrative Agent

(Print name and title)

Date

Please send this Agreement to:
California Firefighters Benefit Trust Office
c/o Benefit Programs Administration
1200 Wilshire Blvd., 5th Floor
Los Angeles, CA 90017

Phone number: (213) 406-2370
Email: CFBT@bpabenefits.com



STAFF REPORT

CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Gregory Wade, City Manager
MEETING DATE: June 14, 2023
ORIGINATING DEPT: Engineering Department
SUBJECT: **Public Hearing: City Council Consideration of Resolutions 2023-078 and 2023-079 Accepting the Final Engineer's Report and Ordering the Levy and Collection of Annual Assessments for the City of Solana Beach Lighting Maintenance District for Fiscal Year (FY) 2023/24**

BACKGROUND:

In 1987, the City Council (Council) approved formation of the City of Solana Beach Lighting Maintenance District (District) under the provisions of the Landscape and Lighting Act of 1972, Division 15, Part 2, of the California Streets and Highways Code. The District was formed for the purpose of levying and collecting funds for the installation, operation and maintenance of street lighting facilities within the City.

On May 10, 2023, Council passed Resolution 2023-053 approving the Preliminary Lighting Maintenance District Engineer's Report (Report) for proceedings for the annual levy of assessments within a special lighting district and Resolution 2023-054 declaring intention to provide for an annual levy and collection of assessments and setting June 14, 2023, as the date of the Public Hearing.

This item is presented to the Council to conduct the Public Hearing and consider approving Resolution 2023-078 (Attachment 1) accepting the Final Lighting Maintenance District Engineer's Report and Resolution 2023-079 (Attachment 2) ordering the levy and collection of annual assessments for the District for Fiscal Year (FY) 2023/24.

DISCUSSION:

The District is the successor agency to portions of San Diego County Lighting Maintenance District Nos. 1 and 3 (LMD1 and LMD3). Ballots issued in 1982 and 1984 to levy assessments for LMD1 and LMD3 were approved to have a maximum charge of

CITY COUNCIL ACTION:

\$25.00 per benefit unit. This maximum benefit unit charge will not apply to Zone B of the District as it was formed after Solana Beach was incorporated.

Notice of this public hearing was published in the Union-Tribune as required by Streets and Highways Code and is the only public hearing to receive public input required by law. The assessment information is to be submitted to the County by August 10th of each year.

The current benefit fee for Zone A is \$8.80 per single-family unit per year and \$1.62 per single-family unit per year in Zone B. Zone B consists of the portion of the City adjacent to San Elijo Lagoon and a segment of the City between San Andres Drive and Interstate 5. This zone is the City's "dark sky" area designated in the General Plan as neighborhoods that seek to preserve their traditional semi-rural character, a major component of which is very low levels of nighttime illumination. Zone A consists of all other properties in the City except those in Zone B.

Attachment 3 is the Final Report for Fiscal Year (FY) 2023/24. The basis for spreading the cost of constructing, operating, maintaining and servicing improvements to the benefiting parcels is based on vehicular trip generation rates. Vehicular trips are directly proportional to the concentration and activity associated with each parcel of land. Derivation of Street Lighting Benefit Units, as shown in the Engineer's Report, is based on the most current trip generation rates published by the San Diego Association of Governments. The improvements include those designated in the District boundaries and shown in the Street Light Master Plan.

Fiscal Year 2023/24 Benefit Fees

The total annual amount to be assessed for street lighting is \$76,006 for FY 2023/24. There is no proposed increase to the annual assessment charged to each property, but the total amount collected has decreased slightly (a total reduction of \$843) due to land use changes in Zone A.

CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA.

FISCAL IMPACT:

The District has been financed by a benefit charge and by using the District's share of one percent ad valorem property tax revenues since FY 1989/90. The amount to be collected from the benefit assessment is proposed to be \$8.80 per benefit unit in Zone A and \$1.62 in Zone B, which is unchanged from last year.

WORK PLAN:

This item is not identified in the proposed FY 2023/24 Work Plan.

OPTIONS:

- Approve Staff recommendation.
- Do not confirm the Lighting Maintenance District Engineer's Report and annual levy of assessments.
- Provide direction.

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council:

1. Conduct the Public Hearing: open the public hearing, report Council disclosures, receive public testimony and close the public hearing.
2. Adopt Resolution 2023-078 confirming the diagram and assessment and approving the City of Solana Beach Lighting Maintenance District Engineer's Report.
3. Adopt Resolution 2023-079 ordering the levy and collection of annual assessments for FY 2023/24 and ordering the transmission of charges to the County Auditor for collection.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation.



Gregory Wade, City Manager

Attachments:

1. Resolution 2023-078
2. Resolution 2023-079
3. FY 2023/24 Lighting Maintenance District Engineer's Report

RESOLUTION 2023-078

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, APPROVING THE FISCAL YEAR 2023/24 ENGINEER'S REPORT REGARDING THE SOLANA BEACH LIGHTING MAINTENANCE DISTRICT

WHEREAS, the City Council, pursuant to the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500 (the "Act"), did, by previous Resolution 2023-053 adopted on May 10, 2023, order the Assessment Engineer, to prepare and file the Fiscal Year (FY) 2023/24 Engineer's Report for the City of Solana Beach Lighting Maintenance District (District); and

WHEREAS, the Assessment Engineer has prepared and filed with the City Clerk of the City of Solana Beach, California, and the City Clerk has presented to the City Council such report entitled City of Solana Beach Lighting Maintenance District Engineer's Report FY 2023/24 ("Report") as required by the Act; and

WHEREAS, the City Council has carefully examined and reviewed the Report as presented, considered all oral and written comments presented with respect to the District and Report at a noticed Public Hearing and has discussed any necessary or desired modifications to the Report, and is satisfied that the levy for each parcel has been calculated in accordance with the special benefits received from the operation, maintenance and services performed, as set forth in the Report.

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

1. The above recitals are true and correct.
2. The Report as presented or as modified, contains the following:
 - a. Description of Improvements.
 - b. Diagram of the District.
 - c. Method of Apportionment that details the method of calculating each parcel's proportional special benefits and annual assessment.
 - d. The FY 2023/24 Assessment based upon the Method of Apportionment determined that all costs and expenses of the work and incidental expenses have been apportioned and distributed to the benefiting parcels in accordance with the special benefits received.

ATTACHMENT 1

- e. The FY 2023/24 Annual Budget Costs and Expenses and the resulting FY 2023/24 assessment levy per benefit unit for the fiscal year.
 - f. The District Roll containing the levy for each Assessor's Parcel Number within the District for FY 2023/24.
3. The City Clerk is hereby directed to enter on the minutes of the City Council any and all modifications to the Report determined and approved by the City Council, and all such changes and/or modifications by reference are to be incorporated into the Report.
 4. The City Council is satisfied with the Report as presented or modified and each and all of the budget items and documents as set forth therein, and is satisfied that the FY 2023/24 annual assessments and spread is in accordance with the special benefits received from the improvements pursuant to the provisions of the California Constitution Article XIID.
 5. The Report is hereby approved as submitted or modified and ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.
 6. The City Clerk shall certify to the passage and adoption of this resolution, and the minutes of this meeting shall so reflect the presentation and approval of the Report as submitted or modified.

PASSED AND ADOPTED this 14th day of June, 2023, at a regularly scheduled meeting of the by the City council of the City of Solana Beach by the following vote:

AYES: Councilmembers -
NOES: Councilmembers -
ABSENT: Councilmembers -
ABSTAIN: Councilmembers -

LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

JOHANNA N. CANLAS, City Attorney

ANGELA IVEY, City Clerk

RESOLUTION 2023-079

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, ORDERING THE LEVY AND COLLECTION OF ANNUAL ASSESSMENTS REGARDING THE CITY OF SOLANA BEACH LIGHTING DISTRICT FOR FISCAL YEAR 2023/24

WHEREAS, the City Council has, by previous resolutions, initiated proceedings to form and declared its intention to levy and collect annual assessments against parcels of land within the City of Solana Beach Lighting Maintenance District (District), for the Fiscal Year commencing July 1, 2023 and ending June 30, 2024 pursuant to the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500 (Act) to pay the costs and expenses of operating, maintaining and servicing the improvements and appurtenant facilities related thereto; and

WHEREAS, the Assessment Engineer has prepared and filed with the City Clerk, and the City Clerk has presented to the City Council, the Engineer's Report entitled City of City of Solana Beach Lighting Maintenance District Engineer's Report Fiscal Year (FY) 2023/24 (Report) in connection with the proposed levy and collection of special benefit assessment upon eligible parcels of land within the District, and the City Council did, by previous Resolution 2023-078 adopted on June 14, 2023, approve such Report; and

WHEREAS, the City Council desires to levy and collect assessments against parcels of land within the District for the Fiscal Year commencing July 1, 2023 and ending June 30, 2024 to pay the costs and expenses of operating, maintaining and servicing the improvements and appurtenant facilities related thereto; and

WHEREAS, the City Council, following notice duly given, has held a full and fair Public Hearing on June 14, 2023, regarding the levy and collection of assessments as described in the Report prepared in connection therewith, and considered all oral and written statements, protests and communications made or filed by interested persons regarding these matters, pursuant to the Act and in accordance with the provisions of the California Constitution Article XIID.

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

1. The above recitals are true and correct.

ATTACHMENT 2

2. The City Council desires to levy and collect assessments against parcels of land within the District for the fiscal year commencing July 1, 2023 and ending June 30, 2024, to pay the costs and expenses of operating, maintaining and servicing the landscaping, public lighting improvements and appurtenant facilities located within public places in the District.
3. The City Council has carefully reviewed and examined the Report in connection with the District, and the levy and collection of assessments. Based upon its review the Report, a copy of which has been presented to the City Council and which has been filed with the City Clerk, the City Council hereby finds and determines that:
 - a. The territory of land within the District will receive special benefits from the operation, maintenance and servicing of the landscaping, lighting, drainage and appurtenant facilities and improvements related thereto.
 - b. The District includes all of the lands so benefited.
 - c. The amount to be assessed upon the lands within the District, in accordance with the proposed budget for the fiscal year commencing July 1, 2023 and ending June 30, 2024, is apportioned by a formula and method that fairly distributes the net amount among all eligible parcels in proportion to the special benefits, to be received by each parcel from the improvements and services, and the assessments are levied without regard to property valuation.
4. The Report and FY 2023/24 assessments, as presented to the City Council and on file in the office of the City Clerk, are hereby confirmed as filed.
5. The City Council hereby orders the proposed improvements to be made; the improvements are briefly described as the operation, administration, maintenance and servicing of all public landscaping, lighting improvements and appurtenant facilities and expenses associated with the District, and that will be maintained by the City of Solana Beach or their designee and all such maintenance, operation and servicing of the landscaping, lighting and all appurtenant facilities shall be performed pursuant to the Act. A more complete description of the improvements is detailed in the Report and by reference this document is made part of this resolution.
6. The San Diego County Auditor shall place on the County Assessment Roll, opposite each parcel of land, the amount of levy so apportioned by the method of apportionment formula, outlined in the Report and such levies shall be collected at the same time and in the same manner as County taxes are collected pursuant to Chapter 4, Article 2, Section 22646 of the Act. After collection by the

County, the net amount of the assessments, after deduction of any compensation due the County for collection, shall be paid to the City Treasurer.

7. The City Treasurer, shall deposit all money from the assessments collected by the County for the District into a fund for the Solana Beach Lighting District, and such money shall be expended to pay the costs and expenses of operating, maintaining and servicing the improvements and appurtenant facilities related thereto described above.
8. The adoption of this resolution constitutes the authorization of the District levy for the Fiscal Year commencing July 1, 2023 and ending June 30, 2024.
9. The City Clerk or Clerk's designee is hereby authorized and directed to file the levy with the San Diego County Auditor subsequent to the adoption of this resolution.

PASSED AND ADOPTED this 14th day of June, 2023, at a regularly scheduled meeting of the by the City Council of the City of Solana Beach by the following vote:

AYES: Councilmembers -
NOES: Councilmembers -
ABSENT: Councilmembers -
ABSTAIN: Councilmembers -

LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

JOHANNA N. CANLAS, City Attorney

ANGELA IVEY, City Clerk

**CITY OF SOLANA BEACH
LIGHTING MAINTENANCE DISTRICT
ENGINEER'S REPORT
FISCAL YEAR 2023/2024**



**Prepared by:
Dan Goldberg
Principal Civil Engineer
R.C.E. 57292**

TABLE OF CONTENTS

INTRODUCTION	3
GENERAL DESCRIPTION OF THE DISTRICT.....	3
DESIGNATION OF ZONES.....	4
DISTRICT IMPROVEMENT.....	4
METHOD OF APPORTIONMENT	6
DISTRICT FINANCING	6
ASSESSMENT ROLL	6
CALCULATION OF ASSESSMENT FEES	7
EXHIBIT 1 – STREETLIGHT ZONE MAP	8
EXHIBIT 2 – DERIVATION OF STREETLIGHT BENEFIT UNITS.....	9
EXHIBIT 3 – BUDGET 2023-2024.....	11

Introduction

The City of Solana Beach (“City”) Lighting Maintenance District (“District”) was formed to provide funding for operation, maintenance and servicing of all lights within the City, owned both by City of Solana Beach and San Diego Gas and Electric as shown on the City’s Streetlight Master Plan. The City Council, pursuant to the provisions of the “Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Street and Highway Code of California” (Act), desires to levy and collect annual assessment against lots and parcels within the District beginning in the fiscal year beginning July 1, 2023 and ending June 30, 2024. The collected assessments would pay for the operation, maintenance and servicing of the public lighting improvements within the City. The proposed assessments are based on the City’s estimate for the cost for fiscal year 2023/2024 to maintain the District that provides a special benefit to properties assessed within the District. The assessment rates set for Fiscal Year 2023/2024, as set forth in this Engineer’s Report (“Report”), do not exceed the maximum rates established at the time the District was formed, therefore, the City and the District are not required to go through property owner ballot procedure to establish the 2023/2024 assessment rates. This report describes the District boundaries and the proposed operation, maintenance and services to be assessed to the property owners located within the District. For this Report, each lot or parcel to be assessed refers to an individual property and is assigned its own Assessment Parcel Number (“APN”) by the San Diego County (“County”) Assessor’s Office as shown on the latest equalization roll of the assessor. Following the conclusion of the Public Hearing, the City Council will confirm the Report as submitted or amended and may order the collection of the assessments for Fiscal Year 2023/2024.

General Description of the District

The boundaries of the District are defined as being contiguous with the boundaries of the City of Solana Beach. The properties within the District include single-family residential, multi-family residential, timeshare, multiuse, commercial and industrial parcels.

Section 22573, Landscape and Lighting Act of 1972 (“1972 Act”), requires assessments to be levied according to benefit rather than according to assessed value. This section of the 1972 Act states:

“The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements.”

The 1972 Act also provides for the classification of various areas within an assessment district into different zones where, "*...by reason of variations in the nature, location, and extent of the improvements, the various areas will receive differing degrees of benefit from the improvements. A zone shall consist of all territory, which will receive substantially the same degree of benefit from the improvements. An assessment district may consist of contiguous or non-contiguous areas.*"

Properties owned by public agencies, such as a city, county, state, or the federal government, are not assessable without the approval of the particular agency. For this reason, they are traditionally not assessed.

Designation of Zones

The District consists of two zones in the City of Solana Beach; Zone "A" and Zone "B". Properties within Zone "A", which represent the majority of the parcels in the City, benefit from streetlights on six significant circulation element streets as well as streetlights on their local streets. Properties within Zone "B", also known as "Dark Sky Zone", do not have streetlights on their local streets. These properties benefit only from streetlights on circulation element streets and do not benefit from streetlights on local streets. A map showing the boundaries of the District and the zones are on file in the office of the City Engineer and is also attached herein as Exhibit 1.

District Improvements

The public lighting improvements to be maintained and serviced include but are not limited to the following:

- Maintenance, repair and replacement of public light poles and fixtures, including changing light bulbs, painting, photoelectric cell repair or replacement, repairing damages caused by automobile accidents and vandalism, and repairing normal deterioration caused by time and weather.
- Electrical conduit repair and replacement due to damage by vandalism and normal deterioration.
- Service-call maintenance repair and replacement including painting, replacing worn out electrical components and repairing damage due to accidents, vandalism, and normal deterioration.
- Payment of the electrical bill for the existing street lighting system.
- Responding to constituent and business inquiries and complaints regarding the public lighting.

Maintenance

The City provides services and furnishes materials for the ordinary and usual maintenance, operation and servicing of public lighting improvements facilities and appurtenant facilities. This includes inspecting lights during daylight as well as evening hours for condition assessment and performing repair, removal or replacement of all or part of any of the streetlights found to be inoperable in order to provide for the health welfare and safety of the residents in the district.

Servicing

The City workforce along with assistance from private contractors provide all labor, materials, equipment and utilities necessary to maintain and operate the public lighting improvements or appurtenant facilities in order to provide adequate illumination.

City's Streetlight System

The City's streetlight system consists of streetlights which are owned by the San Diego Gas and Electric (SDG&E) and streetlights that are owned by the City of Solana Beach. A listing (printout) showing the type, size, location and ownership of the specific streetlights in the City is on file in the Office of the City Engineer. There are currently 801 streetlights in the District of which 149 are located on circulation element streets such as Highway 101, Lomas Santa Fe Drive, Via De La Valle, Cedros Avenue, San Andres Drive, Highland Avenue and Stevens Avenue. The remaining 652 streetlights are located on local streets. Approximately 274 streetlights are owned and maintained by SDG&E and the remaining 527 streetlights are owned and maintained by the City of Solana Beach. The City pays SDG&E for the use of their streetlights. For the purpose of this report, all lights have been analyzed regardless of ownership. Additionally, there are 247 bollard lights and 16 pedestrian pole lights on the Coastal Rail Trail that are included in the District.

Streetlight Retrofit

In April 2012, the City entered into an agreement with Chevron Energy Solution (Chevron ES) for a series of energy efficient projects, which included retrofitting all City-owned streetlights to the latest LED technology. This project replaced the approximately two-thirds of the streetlights throughout the City that are owned and operated by the City. The remaining one-third of the streetlights were not retrofitted because they are owned and operated by SDG&E. Because of this partial ownership arrangement, a few streetlights in some neighborhoods remained unchanged.

Capital Improvement Projects

Since the City-owned streetlights were converted to LED fixtures in 2012, there was not a need for a capital improvement project for the streetlights this past year.

Method of Apportionment

The 1972 Act requires that a parcel's assessment may not exceed the reasonable cost for the proportional benefit conferred to that parcel. To establish the benefit to the individual lots or parcels within the district, an Equivalent Benefit Unit ("EBU") system based on land use is used along with special consideration based on City's "Dark Sky Zone". Each parcel of land in the District was determined by the Engineering Department to have a specific land use. Each land use type was assigned a land use factor determined by trip generation rates developed by San Diego Association of Government (SANDAG). If a land use was not included in the SANDAG's study, the Engineering Department made a determination as to its probable trip generation compared to that of a single family residential and assigned a land use factor accordingly. Single-family residential units were assigned a land use factor of 1.0 regardless of its size. The theory is that all single-family residential units, regardless of parcel size, generate approximately the same number of trips and therefore receive the same benefit from the use of streets and their appurtenances such as streetlights. Under this method, vacant lots are assigned an EBU of "0". Exhibit 2 provides the EBU determination for all land uses within the City.

District Financing

The District will be financed by assessing a benefit assessment and by using the District's share of 1.0 percent ad valorem tax revenues. The amount to be generated from the benefit assessment is \$8.80 per benefit unit in Zone "A" and \$1.62 per benefit unit in Zone "B". As mentioned above, the total amount of revenue to be generated by assessment was calculated from a methodology, which identifies two benefit zones within the District. This methodology assumes that circulation element streetlights provide City-wide benefit and therefore properties located in Zone "B", the Dark Sky Zone properties, are assessed for this portion of the District's expenses only. Properties located within Zone "A" are assessed for expenses associated with the streetlights located on the circulation element streets as well as those on local streets. Both the circulation element streetlight benefit and local streetlight benefit are allotted in proportion to the Average Daily Traffic (ADT) generated by properties within the District to establish equivalent benefit charge per property. These are estimates only because the County Assessor's information will not be available until August 2023. The City does not assess governmental agencies owning properties within the District. See Exhibit 3 for the proposed District budget.

Assessment Roll

Parcel identification, for each lot or parcel within the District shall be the parcel as shown on the County Assessor's map for the year in which this Report is prepared.

A listing of parcels assessed within the District, along with the proposed assessment amounts, has been submitted to the City Clerk, under a separate cover, and by reference is made part of this Report. Said listing of parcels to be assessed shall be submitted to the County Auditor/Controller and included on the property tax roll for each parcel in Fiscal Year 2023/2024. If any parcel submitted for collection is identified by the County Auditor/Controller to be an invalid parcel number for the current fiscal year, a corrected parcel number and/or new parcel numbers will be identified and resubmitted to the County Auditor/Controller. The assessment amount to be levied and collected for the resubmitted parcel or parcels shall be based on the method of apportionment and assessment rate approved in this Report. Therefore, if a single parcel has changed to multiple parcels, the assessment amount applied to each of the new parcels shall be recalculated and applied according to the approved method of apportionment and assessment rate rather than a proportionate share of the original assessment.

Calculation of Assessment Fees

Following is a calculation of assessment fees for the Solana Beach Lighting District. There are two zones in this lighting district; Zone “A” and Zone “B”.

Total streetlights on six circulation element streets	149
Total streetlights on local streets	652
Total streetlights	801

Bollard lights on Coastal Rail Trail	247
Pedestrian pole lights on Coastal Rail Trail	16

Total Benefit Units in Zone “A”	8,637
Total Benefit Units in Zone “B”	479

Assessment per Benefit Unit in Zone “A”	\$8.80
Assessment per Benefit Unit in Zone “B”	\$1.62

Total Assessment for Zone “A”	\$76,006
Total Assessment for Zone “B”	\$776

Total Assessment for the District **\$76,782**

EXHIBIT 1

STREETLIGHT ZONE MAP

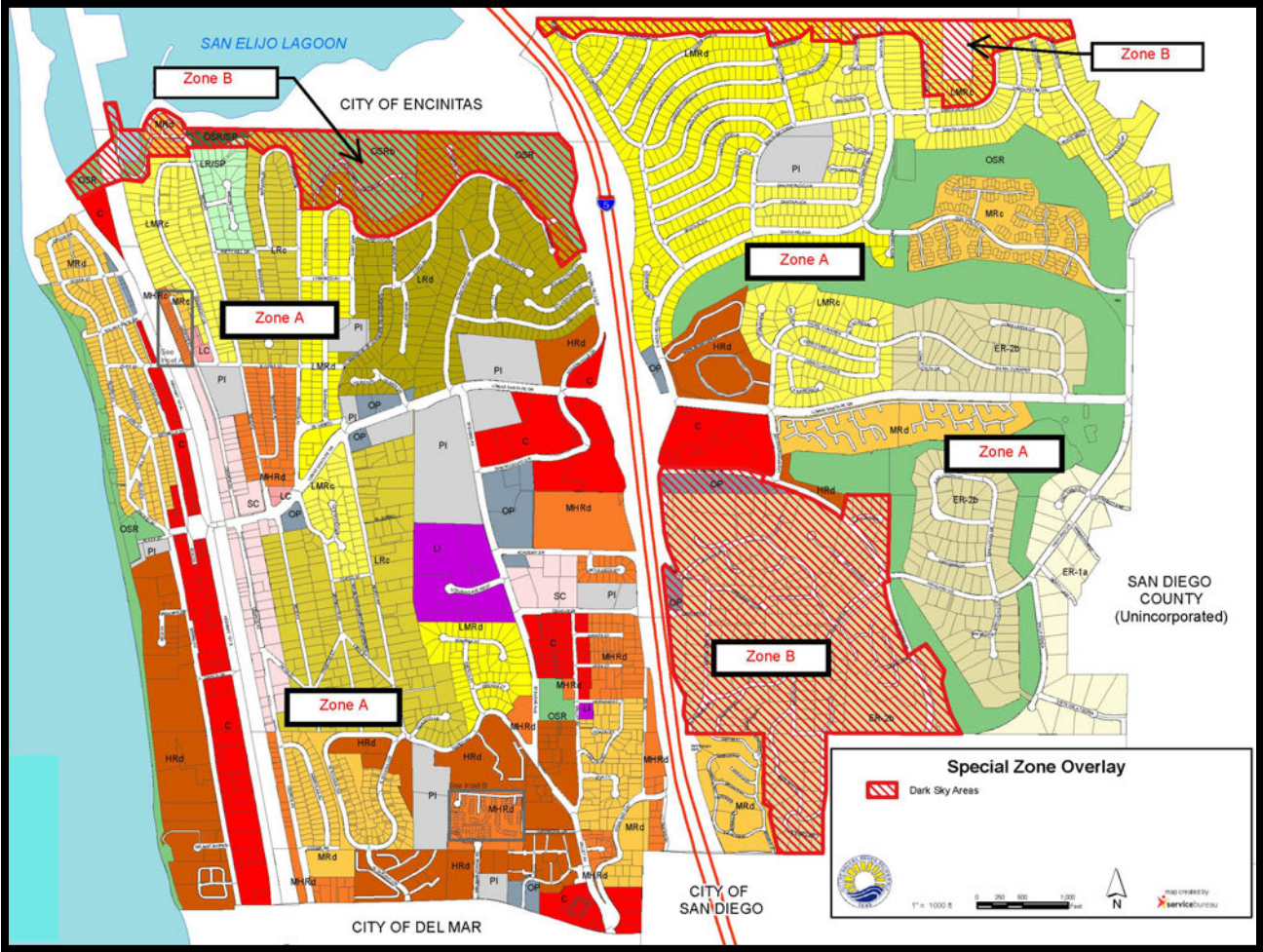


EXHIBIT 2

DERIVATION OF STREETLIGHT BENEFIT UNITS

Traffic generation rates are derived from a report issued by the San Diego Association of Governments (SANDAG) dated April 2002. The information in the report is based on the San Diego Traffic Generators manual. Land uses are defined by the County Assessor. Using traffic generated by single family dwellings as 10 per dwelling unit (d.u.) or 40 per acre, the derivation of Benefit Units from land use is as follows:

<u>LAND USE</u>	<u>BENEFIT UNITS</u>	<u>HOW DERIVED</u>
Vacant Land	0.0	Generates little or no traffic. Assigned a value of 0.0
Residential	1.0/d.u.	<u>10 trips/d.u.</u> 10 trips/d.u.
Time Shares	.02/Time Share	<u>0.2 trips/time share</u> 10 trips/d.u.
Mobilehome/Trailer Parks	0.5/Space	<u>5 trips/d.u. or space</u> 10 trips/d.u.
1-3 Story Misc. Stores	10.0/Acre	<u>400 trips/acre</u> 40 trips/acre
4+ Story Offices/Stores	15.0/Acre	<u>600 trips/acre</u> 40 trips/acre
Regional Shopping Center Medical, Dental, Animal Hospital	12.5/Acre	<u>500 trips/acre</u> 40 trips/acre
Community Shopping Center	17.5/Acre	<u>700 trips/acre</u> 40 trips/acre
Neighborhood Shopping Center	30.0/Acre	<u>1200 trips/acre</u> 40 trips/acre

Hotel, Motel	5.0/Acre	<u>200 trips/acre</u> 40 trips/acre
Convalescent Hospital, Rest Home	1.0/Acre	<u>40 trips/acre</u> 40 trips/acre
Office Condominiums	0.5/Condo	<u>20 trips/condo</u> 10 trips/d.u.
Parking lot, Garage, Used Cars, Auto Sales/Service, Service Station	7.5/Acre	<u>300 trips/acre</u> 40 trips/acre
Bowling Alley	7.5/Acre	<u>300 trips/acre</u> 40 trips/acre

EXHIBIT 3

STREETLIGHT DISTRICT

PROPOSED BUDGET

FISCAL YEAR 2023-24

	Amended Budget 2022-23	Proposed Budget 2023-24
COSTS		
Energy	\$93,600	\$120,022
Maintenance	208,970	210,000
Administration	111,189	125,000
Capital Outlay	0	0
Debt Service	70,400	70,400
Contingency Reserve	3,405,367	3,580,645
TOTAL COSTS	\$3,889,526	\$4,106,067

FUNDING		
Property Taxes	\$542,100	\$600,000
Benefit Fees	79,000	77,500
Interest	40,500	20,000
Intergovernmental	3,200	3,200
Fund Balance	3,224,726	3,405,367
TOTAL RESOURCES	\$3,889,526	\$4,106,067



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Gregory Wade, City Manager
MEETING DATE: June 14, 2023
ORIGINATING DEPT: Engineering Department
SUBJECT: **Public Hearing: City Council Consideration of Resolutions 2023-076 and 2023-077 Accepting the Final Engineer's Report and Ordering the Levy and Collection of Annual Assessments for the City of Solana Beach Coastal Rail Trail Maintenance District**

BACKGROUND:

In 2006, the City Council adopted a resolution forming the City of Solana Beach Coastal Rail Trail (CRT) Maintenance District ("District") under the provisions of the Landscape and Lighting Act of 1972, Division 15, Part 2, of the California Streets and Highways Code. The District was formed for the purpose of levying and collecting funds for the operation, maintenance, and servicing of landscaping, lighting and all appurtenant facilities related to the District.

On May 10, 2023, the City Council adopted Resolutions 2023-050, 2023-051 and 2023-052 initiating the proceedings for the annual levy of assessments for the District; approving the preliminary CRT Maintenance District Engineer's Report (Report) for the Fiscal Year (FY) 2023/24 annual levy of assessments for the District; declaring the City's intent to provide for the annual levy and collection of assessments for the District; and setting a time and place for the public hearing, respectively.

This item is presented to the City Council to conduct the Public Hearing and to consider Resolution 2023-076 (Attachment 1) accepting the Final CRT Maintenance District Engineer's Report and Resolution 2023-077 (Attachment 2) ordering the levy and collection of annual assessments for the District for FY 2023/24.

DISCUSSION:

The District's major costs are for the maintenance and operation of the Coastal Rail Trail (CRT). The maintenance items include landscaping, irrigation and hardscape

CITY COUNCIL ACTION:

maintenance, tree trimming and graffiti removal. The costs also include the utility charges for water.

The District budget includes funds for capital replacement costs for possible replacement of the following items: landscape, irrigation, pedestrian/bike path and hardscape items. The capital replacement costs also include an operating reserve of 10% of the direct operating and maintenance costs.

The District's assessment methodology uses an Equivalent Benefit Unit ("EBU") System. The EBU method of apportioning benefit is typically viewed as the most appropriate and equitable assessment methodology for districts formed under the 1972 Act. The EBU for the proposed District establishes the single-family detached residential unit as the basic unit, representing 1.0 EBU. The following summarizes the EBU application by land use:

<u>Land Use</u>	<u>EBU</u>
Single-Family Residential	1.0 per parcel
Residential Condominium	1.0 per dwelling unit
Multi-Family Residential	0.75 per dwelling unit
Planned Residential Development	1.0 per proposed unit
Commercial/Industrial	1.0 per parcel
Vacant Single-Family Residential	1.0 per parcel
Vacant Multi-Family Residential	0.75 per parcel
Vacant Commercial/Industrial	1.0 per parcel

The methodology also identifies parcels that are exempt from the proposed District. They may include, but are not limited to, parcels identified as public streets, roadways, dedicated public easements, open space, and rights-of-way. These properties, as well as other publicly owned properties such as schools, the fire station and community centers, are considered to receive little or no benefit from the improvements of the proposed District.

In addition to assigning each property an EBU by land type, the assessment methodology utilizes three zones based on the location of parcels in proximity to the CRT. Properties located the closest to the CRT will receive a greater special benefit than those properties that are located the farthest away from the CRT. A factor is applied to each of the zones according to their locations. The three zones are as follows:

Zone 1:

This zone includes all properties generally located within a few blocks of the CRT. The properties are located east of Acacia Avenue and Sierra Avenue and west of Rios Avenue. Parcels in this zone are assessed the EBU amounts based on land use and are then multiplied by a factor of three.

Zone 2:

This zone includes all properties that are generally located west of Acacia Avenue and those properties located east of Rios Avenue and west of Interstate 5. Parcels in this zone are assessed the EBU amounts based on land use and are then multiplied by a factor of two.

Zone 3:

This zone includes properties located east of Interstate 5. Parcels in this zone are assessed the EBU amounts based on land use and are then multiplied by a factor of 0.5.

The following shows the maximum assessment rates proposed to be levied in the FY 2023/24 by land use:

Land Use Description	Per	Base Rate Zone 1	Base Rate Zone 2	Base Rate Zone 3
Single-Family Residential	Lot or Parcel	\$24.54	\$16.36	\$4.09
Residential Condominium	Dwelling Unit	\$24.54	\$16.36	\$4.09
Multi-Family Residential	Dwelling Unit	\$18.40	\$12.27	\$3.07
Planned Residential Development	Lot or Dwelling Unit	\$24.54	\$16.36	\$4.09
Commercial/Industrial	Parcel	\$24.54	\$16.36	\$4.09
Vacant Single-Family Residential	Parcel	\$24.54	\$16.36	\$4.09
Vacant Multi-Family Residential	Parcel	\$18.40	\$12.27	\$3.07
Vacant Commercial/Industrial	Parcel	\$24.54	\$16.36	\$4.09
Timeshare Units	1 week of ownership	\$ 0.00	\$ 0.00	\$0.00
Exempt Parcels	Parcel	\$ 0.00	\$ 0.00	\$0.00
Public Owned Parcels	Parcel	\$ 0.00	\$ 0.00	\$0.00

The 1972 Act requires the City Council to adopt a resolution annually directing the preparation and filing of an Annual Report and a Resolution of Intention to renew the annual assessments for the District. The resolutions declare the City Council's intention to levy and collect assessments and set the date of the public hearing at which the assessments will be levied. The law requires the assessment information to be submitted to the County by August 10th of each year.

Fiscal Year 2023/24 Benefit Fees

Attachment 3 is the proposed Coastal Rail Trail Maintenance District Engineer's Report for FY 2023/24 (Report). The Report contains an overview of the District, a description of the services and improvements to be maintained, the proposed FY 2023/24 Budget, and the method of apportionment.

The Report identifies and allocates costs and assessments of the District based on provisions of the Landscaping and Lighting Act of 1972 (1972 Act) and the Streets and Highways Code of California. Per the 1972 Act, the Maximum Assessment may be increased using the lesser of the increase in the San Diego Consumer Price Index for All Urban Consumers (CPI-U) or the maximum of the first year levy beginning in Fiscal Year 2007/2008, known as the Assessment Range Formula (2.0%). The Maximum Assessment adjusted annually by this formula is not considered an increased assessment because it is consistent with the formula approved by the vote in January 2006.

The CPI-U for 2022 was 7.71%. Since the maximum amount the assessment is allowed to increase each year is equal to the CPI-U but not greater than 2.00%, the assessments for FY 2023/24 are proposed to increase by 2.00% per Table 1 of the Report. The City has notified the property owners about levying and collecting the assessment in the Coastal Rail Trail Maintenance District by publishing a notice of this public hearing in the San Diego Union-Tribune.

CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA.

FISCAL IMPACT:

The District began assessing a benefit charge in FY 2006/07. The CPI-U for 2022 was 7.71%. Since the maximum amount the assessment is allowed to increase each year is equal to the CPI-U but not greater than 2.00%, the assessments for FY 2023/24 are proposed to increase by 2.00% per Table 1 of the Report (and indicated above). The amount of the Equivalent Benefit Unit for FY 2023/24 is \$8.18. This is \$0.16 more per EBU than last year's assessment and is consistent with the approval of the District by the vote of the property owners in January 2006.

Based on the above methodology and included in the Engineer's Report, the CRT is expected to receive \$85,475 in benefit charge revenues (total assessment amount). Total annual expenditures expected to be spent on the CRT are \$93,901. The shortfall of \$8,426, or the difference between the amount expected to be received (\$85,475) and the amount expected to be spent (\$93,901), will be covered by available projected reserves in the CRT fund of \$94,326 on July 1, 2023. The CRT fund should keep reserves equal to approximately 50% of the annual assessment amount. The proposed budget will reduce the CRT fund balance to approximately \$85,950 by June 30, 2024. This reserve will still be

over the 50% recommended maximum fund balance of \$42,738. Once the reserves drop below the 50% recommended maximum fund balance, additional funds will need to be appropriated from non-CRT funding sources.

WORK PLAN:

Renewal of the District is consistent with the Fiscal Sustainability section of the proposed FY 2023/24 Work Plan.

OPTIONS:

- Approve Staff recommendation.
- Do not renew the CRT Maintenance District and fund the cost for maintenance of the CRT through the General Fund.
- Provide direction.

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council:

1. Conduct the Public Hearing: open the public hearing, report Council disclosures, receive public testimony, close the public hearing.
2. Adopt Resolution 2023-076, approving the Engineer's Report regarding the Coastal Rail Trail Maintenance District.
3. Adopt Resolution 2023-077, ordering the levy and collection of the annual assessments regarding the Coastal Rail Trail Maintenance District for Fiscal Year 2023/24.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation.



Gregory Wade, City Manager

Attachments:

1. Resolution 2023-076
2. Resolution 2023-077
3. Engineer's Report for FY 2023/24

RESOLUTION 2023-076

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, APPROVING THE FISCAL YEAR 2023/24 ENGINEER'S REPORT REGARDING THE COASTAL RAIL TRAIL MAINTENANCE DISTRICT

WHEREAS, the City Council, pursuant to the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500 (the "Act"), did by previous Resolution order the Assessment Engineer, Koppel & Gruber Public Finance, to prepare and file the Fiscal Year (FY) 2023/24 Engineer's Report for the City of Solana Beach Coastal Rail Trail Maintenance District (District); and

WHEREAS, the Assessment Engineer has prepared and filed with the City Clerk of the City of Solana Beach, California, and the City Clerk has presented to the City Council such report entitled City of Solana Beach Coastal Rail Trail Maintenance District Engineer's Report FY 2023/24 ("Report") as required by the Act; and

WHEREAS, the City Council has carefully examined and reviewed the Report as presented, considered all oral and written comments presented with respect to the District and Report at a noticed Public Hearing and has discussed any necessary or desired modifications to the Report, and is satisfied that the levy for each parcel has been calculated in accordance with the special benefits received from the operation, maintenance and services performed, as set forth in the Report.

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

1. The above recitals are true and correct.
2. The Report as presented or as modified, contains the following:
 - a. Description of Improvements.
 - b. Diagram of the District.
 - c. Method of Apportionment that details the method of calculating each parcel's proportional special benefits and annual assessment.

- d. The FY 2023/24 Assessment based upon the Method of Apportionment as approved by the property owners pursuant to the provision of the California Constitution Article XIID Section 4.
 - e. An Assessment Range Formula for calculating annual inflationary adjustments to the initial "Maximum Assessment" (Adjusted Maximum Levy per benefit unit), also approved by the property owners.
 - f. The FY 2023/24 Annual Budget (Costs and Expenses) and the resulting FY 2023/24 assessment (levy per benefit unit) for the fiscal year.
 - g. The District Roll containing the levy for each Assessor's Parcel Number within the District for FY 2023/24.
3. The City Clerk is hereby directed to enter on the minutes of the City Council any and all modifications to the Report determined and approved by the City Council, and all such changes and/or modifications by reference are to be incorporated into the Report.
 4. The City Council is satisfied with the Report as presented or modified, each and all of the budget items and documents as set forth therein, and is satisfied that the FY 2023/24 annual assessments contained therein are consistent with the assessments approved by the property owners and spread in accordance with the special benefits received from the improvements pursuant to the provisions of the California Constitution Article XIID.
 5. The Report is hereby approved as submitted or modified and ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

6. The City Clerk shall certify to the passage and adoption of this resolution, and the minutes of this meeting shall so reflect the presentation and approval of the Report as submitted or modified.

PASSED AND ADOPTED this 14th day of June, 2023, at a regularly scheduled meeting of the by the City council of the City of Solana Beach by the following vote:

AYES: Councilmembers -
NOES: Councilmembers -
ABSENT: Councilmembers -
ABSTAIN: Councilmembers -

LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

JOHANNA N. CANLAS, City Attorney

ANGELA IVEY, City Clerk

RESOLUTION 2023-077

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, ORDERING THE LEVY AND COLLECTION OF ANNUAL ASSESSMENTS REGARDING THE COASTAL RAIL TRAIL MAINTENANCE DISTRICT FOR FISCAL YEAR 2023/24

WHEREAS, the City Council has, by previous resolutions, initiated proceedings to form and declare its intention to levy and collect annual assessments against parcels of land within the City of Solana Beach Coastal Rail Trail Maintenance District ("District"), for the Fiscal Year (FY) commencing July 1, 2023 and ending June 30, 2024 pursuant to the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500 (Act) to pay the costs and expenses of operating, maintaining and servicing the improvements and appurtenant facilities related thereto; and

WHEREAS, Koppel & Gruber Public Finance, the Assessment Engineer selected by the City Council, has prepared and filed with the City Clerk, and the City Clerk has presented to the City Council the Engineer's Report entitled City of Solana Beach Coastal Rail Trail Maintenance District Engineer's Report FY 2023/24 ("Report") in connection with the proposed levy and collection of special benefit assessment upon eligible parcels of land within the District, and the City Council did by previous resolution approve such Report; and

WHEREAS, the City Council desires to levy and collect assessments against parcels of land within the District for the Fiscal Year commencing July 1, 2023 and ending June 30, 2024, to pay the costs and expenses of operating, maintaining and servicing the improvements and appurtenant facilities related thereto; and

WHEREAS, the City Council, following notice duly given, has held a full and fair Public Hearing on June 14, 2023, regarding the levy and collection of assessments as described in the Report prepared in connection therewith, and considered all oral and written statements, protests and communications made or filed by interested persons regarding these matters, pursuant to the Act and in accordance with the provisions of the California Constitution Article XIID.

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

1. The above recitals are true and correct.
2. Following notice duly given, the City Council has held a full and fair public hearing regarding the levy and collection of the assessments, the Report prepared in connection therewith, and considered all oral and written statements,

ATTACHMENT 2

protests and communications made or filed by interested persons regarding these matters.

3. The City Council desires to levy and collect assessments against parcels of land within the District for the fiscal year commencing July 1, 2023 and ending June 30, 2024, to pay the costs and expenses of operating, maintaining and servicing the landscaping, public lighting improvements and appurtenant facilities located within public places in the District.
4. The City Council has carefully reviewed and examined the Report in connection with the District, and the levy and collection of assessments. Based upon its review of the Report, a copy of which has been presented to the City Council and which has been filed with the City Clerk, hereby finds that the City Council determines that:
 - a. The territory of land within the District will receive special benefits from the operation, maintenance and servicing of the landscaping, lighting, drainage and appurtenant facilities and improvements related thereto.
 - b. The District includes all of the lands so benefited; and
 - c. The amount to be assessed upon the lands within the District, in accordance with the proposed budget for the fiscal year commencing July 1, 2023 and ending June 30, 2024, is apportioned by a formula and method which fairly distributes the net amount among all eligible parcels in proportion to the special benefits, to be received by each parcel from the improvements and services, and is satisfied that the assessments are levied, without regard to property valuation.
5. The Report and FY 2023/24 assessments, as presented to the City Council and on file in the office of the City Clerk, are hereby confirmed as filed.
6. The City Council hereby orders the proposed improvements to be made; the improvements are briefly described as the operation, administration, maintenance and servicing of all public landscaping, lighting improvements and appurtenant facilities and expenses associated with the District, and that will be maintained by the City of Solana Beach or their designee and all such maintenance, operation and servicing of the landscaping, lighting and all appurtenant facilities shall be performed pursuant to the Act. A more complete description of the improvements is detailed in the Report and by reference this document is made part of this resolution.
7. The San Diego County Auditor shall place on the County Assessment Roll, opposite each parcel of land, the amount of levy so apportioned by the method of

apportionment formula, outlined in the Report and such levies shall be collected at the same time and in the same manner as County taxes are collected pursuant to Chapter 4, Article 2, Section 22646 of the Act. After collection by the County, the net amount of the assessments, after deduction of any compensation due the County for collection, shall be paid to the City Treasurer.

- 8. The City Treasurer shall deposit all money from the assessments collected by the County for the District into a fund for the Coastal Rail Trail Maintenance District, and such money shall be expended to pay the costs and expenses of operating, maintaining and servicing the improvements and appurtenant facilities related thereto described above.
- 9. The adoption of this resolution constitutes the authorization of the District levy for the Fiscal Year commencing July 1, 2023 and ending June 30, 2024.
- 10. The City Clerk or Clerk's designee is hereby authorized and directed to file the levy with the San Diego County Auditor subsequent to the adoption of this resolution.

PASSED AND ADOPTED this 14th day of June, 2023, at a regularly scheduled meeting of the by the City Council of the City of Solana Beach by the following vote:

AYES: Councilmembers -
 NOES: Councilmembers -
 ABSENT: Councilmembers -
 ABSTAIN: Councilmembers -

LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

JOHANNA N. CANLAS, City Attorney

ANGELA IVEY, City Clerk



City Of Solana Beach

Coastal Rail Trail Maintenance District
Engineer's Report
Fiscal Year 2023/2024

Date May 10, 2023

KOPPEL & GRUBER
PUBLIC FINANCE

334 Via Vera Cruz, Suite 256

San Marcos, California 92078

760-510-0290

info@kgpl.net

Attachment 3

TABLE OF CONTENTS

SECTION I.	OVERVIEW	1
SECTION II.	PLANS AND SPECIFICATION.....	3
SECTION III.	PROPOSED FISCAL YEAR 2023/2024 BUDGET	5
A.	ESTIMATED FISCAL YEAR 2023/2024 BUDGET	5
B.	DESCRIPTION OF BUDGET ITEMS.....	7
SECTION IV.	METHOD OF APPORTIONMENT	8
A.	GENERAL	8
B.	GENERAL BENEFIT ANALYSIS	8
C.	SPECIAL BENEFIT ANALYSIS	9
D.	ASSESSMENT METHODOLOGY	10
E.	RATES	12
F.	ASSESSMENT RANGE FORMULA.....	13
SECTION V.	ASSESSMENT ROLL.....	14
SECTION VI.	ASSESEMENT DIAGRAM.....	15

SECTION I. OVERVIEW

A. INTRODUCTION AND BACKGROUND

The Coastal Rail Trail (the “CRT”) is a project sponsored by the cities of Oceanside, Carlsbad, Encinitas, Solana Beach and San Diego for a multi-use pathway (bicycle facilities and pedestrian) that will ultimately extend from the San Luis Rey River in Oceanside to the Santa Fe Depot in San Diego. Each of the sponsoring cities has agreed to construct and maintain the portion of the trail that is located within their jurisdiction. The City of Solana Beach (the “City”) began construction on their portion of the CRT (“City CRT”) in August 2003 by obtaining outside grants and the City CRT was substantially completed in November of 2004.

The City CRT encompasses approximately 1.7 miles extending from the north boundary of the City at the San Elijo Lagoon and the City of Encinitas to the south boundary of the City at Via de la Valle. The Class I bicycle trail proceeds south through the City, crossing Lomas Santa Fe Road and continuing to Via de la Valle in the City of Del Mar.

The City of Solana Beach Coastal Rail Trail Maintenance District (“District”) was formed in January 2006 in order to provide funding for the maintenance of certain public improvements including but not limited to the operation, maintenance and servicing of landscaping and public lighting improvements along the City CRT. This report constitutes the Fiscal Year 2023/2024 Engineer’s Report for the District.

The City Council pursuant to the provisions of the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500* (“Act”) and in compliance with the substantive and procedural requirements of the *California State Constitution Article XIIC and XIID* (“Proposition 218”) and the *Proposition 218 Omnibus Implementation Act (Government Code Section 53750 and following)* (the “Implementation Act”) desires to levy and collect annual assessments against lots and parcels within the District beginning in the fiscal year commencing July 1, 2023 and ending June 30, 2024 to pay for the operation, maintenance and servicing of landscaping and public lighting improvements along the City CRT. The proposed assessments are based on the City’s estimate of the costs for Fiscal Year 2023/2024 to maintain the City CRT improvements that provide a special benefit to properties assessed within the District. The assessment rates set for Fiscal Year 2023/2024 as set forth in this Engineer’s Report, do not exceed the maximum rates established at the time the District was formed, therefore, the City and the District are not required to go through a property owner ballot procedure in order to establish the 2023/2024 assessment rates.

B. CONTENTS OF ENGINEER’S REPORT

This Report describes the District boundaries and the proposed improvements to be assessed to the property owners located within the District. The Report is made up of the following sections.

SECTION I. OVERVIEW – Provides a general introduction into the Report and provides background on the District and the assessment.

SECTION II. PLANS AND SPECIFICATIONS – Contains a general description of the improvements that are maintained and serviced by the District.

SECTION III. PROPOSED FISCAL YEAR 2023/2024 BUDGET – Identifies the cost of the maintenance and services to be provided by the District including incidental costs and expenses.

SECTION IV. METHOD OF APPORTIONMENT – Describes the basis in which costs have been apportioned to lots or parcels within the District, in proportion to the special benefit received by each lot or parcel.

SECTION V. ASSESSMENT ROLL – The assessment roll identifies the maximum assessment to be levied to each lot or parcel within the District.

SECTION VI. ASSESSMENT DIAGRAM – Displays a diagram of the District showing the boundaries of the District.

For this Report, each lot or parcel to be assessed, refers to an individual property assigned its own Assessment Parcel Number (“APN”) by the San Diego County (“County”) Assessor’s Office as shown on the last equalized roll of the assessor.

Following the conclusion of the Public Hearing, the City Council will confirm the Report as submitted or amended and may order the collection of assessments for Fiscal Year 2023/2024.

SECTION II. PLANS AND SPECIFICATION

A. GENERAL DESCRIPTION OF THE DISTRICT

The boundaries of the District are defined as being contiguous with the boundaries of the City of Solana Beach. Solana Beach is located approximately thirty miles north of the City of San Diego in the north coastal area of the County. The City is bordered by the Pacific Ocean to the west, the City of Encinitas to the north, the City of Del Mar to the south and the unincorporated village of Rancho Santa Fe to the east.

The properties within the District include single-family residential, multi-family residential, timeshare, commercial, and industrial parcels. Each parcel has been categorized into three zones based upon their general proximity to the City CRT. Please refer to Section IV D of the Report for a further explanation on the zones included within the District.

B. DESCRIPTION OF SERVICES AND IMPROVEMENTS TO BE MAINTAINED

The District provides a funding mechanism for the ongoing maintenance, operation and servicing of landscaping and public lighting improvements that were installed as part of the construction of the City CRT. These improvements may include, but are not limited to, all materials, equipment, utilities, labor, and appurtenant facilities related to those improvements.

The improvements constructed as part of the project that are to be maintained and serviced by the District relate to landscaping and public lighting improvements, and are generally described as follows:

- Concrete and decomposed granite trails including landscaping, irrigation, drainage, grading, lighting, and hardscape features.
- Concrete paths, trees, plantings, lighting, irrigation, conduit, infrastructure, earthwork, trash receptacles, fencing, node structures (bus shelters, art amenities, garden nodes), drinking fountains, signage, and observation deck.
- Open space and irrigated and planted slopes located along the Trail.
- Public lighting facilities within and adjacent to the City CRT.

Maintenance services will be provided by City personnel and/or private contractors. The proposed improvements to be maintained and services are generally described as follows:

LANDSCAPING AND APPURTENANT IMPROVEMENTS

The landscaping improvements and services to be maintained by the District include but are not limited to landscaping, planting, ground cover, shrubbery, turf, trees, irrigation and drainage systems, hardscape, fixtures, sidewalks, fencing and other appurtenant items located along and adjacent to the City CRT.

PUBLIC LIGHTING AND APPURTENANT IMPROVEMENTS

The public lighting improvements to be maintained and serviced include but are not limited to the following, which provide public lighting directly or indirectly to the City CRT or to other public areas associated with or necessary for use of the trail:

- Maintenance, repair and replacement of public light poles and fixtures, including changing light bulbs, painting, photoelectric cell repair or replacement, and repairing damage caused by automobile accidents, vandalism, time, and weather.
- Electrical conduit repair and replacement due to damage by vandalism, time and weather.
- Service-call maintenance, repair and replacement including painting, replacing worn out electrical components and repairing damage due to accidents, vandalism, and weather.
- Payment of the electrical bill for the existing street lighting system.
- Responding to constituent and business inquiries and complaints regarding the public lighting.

Maintenance means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of landscaping and public lighting improvements facilities and appurtenant facilities. This includes repair, removal or replacement of all or part of any of the landscaping and street lighting improvements, or appurtenant facilities; providing for the life, growth, health and beauty of landscaping improvements and for the operation of the lighting improvements.

Servicing means the furnishing of all labor, materials, equipment and utilities necessary to maintain the landscaping improvements and to maintain and operate the public lighting improvements or appurtenant facilities in order to provide adequate illumination.

SECTION III. PROPOSED FISCAL YEAR BUDGET

A. ESTIMATED FISCAL YEAR 2023/2024 BUDGET

A summary of the proposed District Fiscal Year 2023/2024 budget is summarized, by category, in Table 1 shown on the following page:

Table 1

**CITY OF SOLANA BEACH
COASTAL RAIL TRAIL MAINTENANCE DISTRICT
2023/2024 BUDGET**

	TOTAL BUDGET	GENERAL BENEFIT PORTION ^{1&2}	PROPOSED FY 2023/2024 ASSESSMENT
OPERATING AND MAINTENANCE COSTS			
Operating and Maintenance			
Landscape, Irrigation & Hardscape Maintenance Thru an Outside Contract (Includes Tree Trimming)	\$68,500	\$13,500	\$55,000
Utilities (Water)	\$20,600	\$0	\$20,600
Utilities (Electricity)	\$29,500	\$29,500	\$0
Trail Maintenance (DG & Concrete Paths)	\$1,400	\$0	\$1,400
Graffiti Abatement	\$200	\$0	\$200
Total Operating and Maintenance Costs	\$120,200	\$43,000	\$77,200
CAPITAL REPLACEMENT AND RESERVES			
Capital Replacement			
Landscape & Irrigation Replacement	\$3,600	\$200	\$3,400
Pedestrian/Bicycle Path Replacement	\$2,600	\$200	\$2,400
Hardscape Features Replacement (water fountain, art work, bus shelter)	\$2,600	\$200	\$2,400
Reserves			
Fiscal Year 2023/2024 Reserve Collection	\$0	\$0	\$0
Total Capital Replacement and Reserves	\$8,800	\$600	\$8,200
ADMINISTRATION COSTS			
District Administration Costs			
County SB 2557 Costs			\$300
County Electronic Data Processing Costs			\$601
City Administration/Consultant Costs			\$7,600
Total Administration Costs			\$8,501
AMOUNT TO LEVY			
TOTAL BUDGET			\$93,901
LESS OPERATING RESERVES USED IN FY²			(\$8,426)
TOTAL ASSESSMENT AMOUNT			\$85,475
Total Parcels in the District			13,100
Total Parcels Levied			5,655
Total Equivalent Benefit Units			10,449.38
Proposed Levy Per Equivalent Benefit Unit			\$8.18
Inflation Percentage Applied to Proposed Levy Per EBU			2.00%

OPERATING RESERVES	
Beginning Balance as of 7/1/23	\$94,376
FY 2023/2024 Collection	\$85,475
Expenditures	(\$93,901)
Projected Ending Balance as of 6/30/24 ³	\$85,950
Maximum Recommended Cash Flow Reserve Amount	\$42,738

1. While the cost of the electricity is not 100% general benefit, the City is paying for the entire cost through other available funds and none of the cost is being allocated to the parcels located within the District.
2. The CRT landscaping cost is greater than the available funding from the District so other available funding is being utilized to cover the difference.
3. The City is developing a plan on how to utilize the operating reserves on the CRT in the future.

B. DESCRIPTION OF BUDGET ITEMS

The following is a brief description of the major budget categories that includes the detailed costs of maintenance and services for the District included in the table above.

OPERATING AND MAINTENANCE COSTS – This includes the costs of maintaining and servicing the landscaping and lighting improvements. This may include, but is not limited to, the costs for labor, utilities, equipment, supplies, repairs, replacements and upgrades that are required to properly maintain the items that provide a direct benefit to properties located within the District.

CAPITAL REPLACEMENT AND RESERVES – These items provide a funding source to pay for items that wear out over time, other unanticipated items not directly budgeted for and for the replacement of the landscaping, pathways and hardscape features located along and adjacent to the City CRT.

ADMINISTRATION COSTS – This includes the indirect costs not included above that are necessary to pay for administrative costs related to the District, including the levy and submittal of the assessments to the County to be placed on the Fiscal Year 2023/2024 County equalized tax roll, responding to property owner inquiries relating to the assessments and services, and any other related administrative costs.

SECTION IV. METHOD OF APPORTIONMENT

A. GENERAL

The 1972 Act permits the establishment of assessment districts by agencies for the purpose of providing certain public improvements, which include the construction, maintenance, and servicing of landscaping and public lights and appurtenant facilities.

Streets and Highways Code Section 22573 requires that maintenance assessments be levied according to benefit rather than the assessed value.

“The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements.”

In addition, Article XIID and the Implementation Act require that a parcel’s assessment may not exceed the reasonable cost for the proportional special benefit conferred to that parcel. A special benefit is a particular and distinct benefit over and above general benefits conferred on property located within the assessment district. Article XIID and the Implementation Act further provides that only special benefits are assessable and the City must separate the general benefits from the special benefits. They also require that publicly owned properties which specifically benefit from the improvements be assessed.

B. GENERAL BENEFIT ANALYSIS

The improvements described in Section II B of this Report are for the special benefit, enhancement and use of properties within the District. However, the City CRT was constructed as a portion of a much larger regional trail that will extend from the City of Oceanside to the north to the City of San Diego to the south. Residents and property owners located in each of the cities along the trail will receive a special benefit from the construction and maintenance of the trail within their city. Residents from each of these cities will have an opportunity to use the entire trail upon completion including the portion in Solana Beach which creates a general benefit.

Additionally, included among the different property types in the City are timeshare units. Though individuals may purchase and “own” their timeshare unit, their ownership rights are limited and temporary (typically one week per year.) Owners of timeshare units have an opportunity to use the CRT while vacationing in the City. Due to the limited ownership time-frame of timeshare owners, their special benefit is limited and thus considered as part of the general benefit similar to the general benefit to the public at large.

The general benefit portion of the assessment has been determined by looking at each participating city’s trail length as a factor of the entire trail. The City of Solana Beach’s portion of the CRT is 1.7 miles compared to the entire proposed trail length of 44.0 miles. Comparing the length of the City CRT to the total length of the CRT results in a general benefit of 3.86%. Engineering also determined that timeshares add an additional 2.0%

general benefit impact. For rounding purposes after adding the two components (3.86% + 2.0%) the general benefit is considered to be 6.0% overall to the public at large. The budget has been allocated to parcels based on their special benefit share. In addition, the City is paying 100% of the electricity costs, totaling \$29,000, for the District through funds available from other sources resulting in over 30% of the costs paid directly by the City.

C. SPECIAL BENEFIT ANALYSIS

Each of the proposed improvements and the associated costs and assessments within the District has been reviewed, identified and allocated based on special benefit pursuant to the provisions of Article XIID, the Implementation Act, and the Streets and Highways Code Section 22573.

Proper maintenance and operation of the City CRT landscaping, hardscape, open space and public lighting provides special benefit to adjacent properties by providing community character, security, safety and vitality. Additionally, one of the purposes of the trail is to facilitate alternative transportation opportunities in order to reduce air pollution and vehicular traffic congestion which provide special benefit to the properties within the District.

TRAIL AND LANDSCAPING SPECIAL BENEFIT

Landscaping and appurtenant facilities, if well maintained, provide beautification, shade and enhancement of the desirability of the surroundings, and therefore increase property values. Specifically, they provide a sense of ownership and a common theme in the community providing aesthetic appeal, recreational and health opportunities and increased desirability of properties.

PUBLIC LIGHTING SPECIAL BENEFIT

The operation, maintenance and servicing of public lighting along and adjacent to the City CRT provide safety and security to properties along City CRT specifically as follows:

- Improved security, deterrence of crime and aid to police and fire protection.
- Reduced vandalism and damage to the improvements and property.
- Increased business activity to the coastal community during nighttime hours.

D. ASSESSMENT METHODOLOGY

To establish the special benefit to the individual lots or parcels within the District, an Equivalent Benefit Unit system based on land use is used along with a Zone Factor based on geographic proximity to the City CRT.

EQUIVALENT BENEFIT UNITS

Each parcel of land is assigned an Equivalent Benefit Unit in proportion to the estimated special benefit the parcel receives relative to other parcels within the District. The single family detached (“SFD”) residential property has been selected as the basic unit for calculating assessments; therefore, a SFD residential parcel equals one Equivalent Benefit Unit (“EBU”).

The EBU method of apportioning benefit is typically seen as the most appropriate and equitable assessment methodology for districts formed under the 1972 Act, as the benefit to each parcel from the improvements are apportioned as a function of land use type, size and development. A methodology has been developed to relate all other land uses to the SFD residential as described below.

EBU APPLICATION BY LAND USE:

SINGLE-FAMILY RESIDENTIAL — This land use is defined as a fully subdivided residential parcel in which a tract map has been approved and recorded. This land use is assessed 1.0 EBU per lot or parcel. This is the base value that all other land use types are compared and weighted against (i.e. Equivalent Benefit Unit or EBU).

RESIDENTIAL CONDOMINIUM — This land use is defined as a fully subdivided residential parcel that has more than one residential unit developed on the property with individual unit ownership. This land use is assessed 1.0 EBU per dwelling unit.

MULTI-FAMILY RESIDENTIAL — This land use is defined as a fully subdivided residential parcel that has more than one residential unit developed on the property not available for individual unit ownership. This land use is assessed 0.75 EBU per dwelling unit.

PLANNED-RESIDENTIAL DEVELOPMENT — This land use is defined as any property not fully subdivided with a specific number of proposed residential lots or dwelling units to be developed on the parcel. This land use type is assessed at 1.0 EBU per planned (proposed) residential lot or dwelling unit.

COMMERCIAL/INDUSTRIAL — This land use is defined as property developed for either commercial or industrial use. This land use type is assessed at 1.0 EBU per parcel.

VACANT SINGLE-FAMILY RESIDENTIAL — This land use is defined as property currently zoned for single-family detached residential development, but a tentative or final tract map has not been submitted and/or approved. This land use is assessed at 1.0 EBU per parcel.

VACANT MULTI-FAMILY RESIDENTIAL — This land use is defined as property currently zoned for multi-family residential development, but a tentative or final tract map has not been submitted and/or approved. This land use is assessed at 0.75 EBU per parcel.

VACANT COMMERCIAL/INDUSTRIAL — This land use is defined as property currently zoned for either commercial or industrial use. This land use is assessed at 1.0 EBU per parcel.

EXEMPT PARCELS — This land use identifies properties that are not assessed and are assigned 0.0 EBU. This land use classification may include, but is not limited, to lots or parcels identified as public streets and other roadways (typically not assigned an APN by the County); dedicated public easements, open space areas and right-of-ways including greenbelts and parkways; utility right-of-ways; common areas, sliver parcels and bifurcated lots or any other property that can not be developed; park properties and other publicly owned properties that are part of the District improvements or that have little or no improvement value. These types of parcels are considered to receive little or no benefit from the improvements and are therefore exempted from assessment.

PUBLIC OWNED PARCELS — This land use identifies properties that are not assessed and are assigned 0.0 EBU. This land use classification includes other typically non-assessed parcels that are not considered exempt parcels and may include, but is not limited, to lots or parcels identified as schools, government owned buildings, fire and police stations, and administration offices. These types of properties are considered to receive little special benefit from the improvements and any benefit that they may receive is considered to be part of the City’s general benefit contribution to the District.

ZONE FACTOR

The District was divided into three zones based on the proximity of parcels in location to the City CRT. Properties located the closest to the trail will receive a greater special benefit as compared to those parcels the farthest away. In order to calculate this into the assessment a factor is applied to each parcel according to the following Zone location.

ZONE 1 PROPERTIES – This Zone is defined as properties located adjacent to or within a few blocks of the City CRT improvements. This includes all properties that are generally located east of Acacia and Sierra Avenue and west of Rios Avenue. Parcels located in this zone use the EBU amounts derived above based on land use and then multiplied by a proximity factor of three (3).

ZONE 2 PROPERTIES – This Zone is defined as properties located close to the improvements but not adjacent to the City CRT or properties defined as Zone 1 Properties. This includes all properties that are generally located west of Acacia Avenue and also those properties located east of Rios Avenue and west of Interstate-5. Parcels located in this zone use the EBU amounts derived above based on land use and then multiplied by a proximity factor of two (2).

ZONE 3 PROPERTIES – This Zone is defined as properties located the furthest away from the City CRT improvements. This includes all properties that are located east of Interstate-5. Parcels located in this zone use the EBU amounts derived above based on land use and then multiplied by a proximity factor of 0.5.

The following table summarizes the EBU and Zone Factors based on land use.

Table 2

**CITY OF SOLANA BEACH
COASTAL RAIL TRAIL MAINTENANCE DISTRICT
EQUIVALENT BENEFIT UNITS AND ZONE FACTOR BY LAND USE**

Land Use Description	Equivalent Benefit Units (EBUs)	Per	Zone 1 Multiplier	Zone 2 Multiplier	Zone 3 Multiplier	No. of EBUs for Property in Zone 1	No. of EBUs for Property in Zone 2	No. of EBUs for Property in Zone 3
Single Family Residential	1.00	Lot or Parcel	3.00	2.00	0.50	3.00	2.00	0.50
Residential Condominium	1.00	Dwelling Unit	3.00	2.00	0.50	3.00	2.00	0.50
Multi-Family Residential	0.75	Dwelling Unit	3.00	2.00	0.50	2.25	1.50	0.38
		Lot or Dwelling						
Planned Residential Development	1.00	Unit	3.00	2.00	0.50	3.00	2.00	0.50
Commercial/Industrial	1.00	Parcel	3.00	2.00	0.50	3.00	2.00	0.50
Vacant Single Family Residential	1.00	Parcel	3.00	2.00	0.50	3.00	2.00	0.50
Vacant Multi-Family Residential	0.75	Parcel	3.00	2.00	0.50	2.25	1.50	0.38
Vacant Commercial/Industrial	1.00	Parcel	3.00	2.00	0.50	3.00	2.00	0.50
		1 week of						
Timeshare Units	0.00	ownership	3.00	2.00	0.50	0.00	0.00	0.00
Exempt Parcels	0.00	Parcel	3.00	2.00	0.50	0.00	0.00	0.00
Public Owned Parcels	0.00	Parcel	3.00	2.00	0.50	0.00	0.00	0.00

In order to determine the maximum annual assessment rate for each type of land use described above, the following formula is applied:

Applicable EBU * Applicable Zone Factor*Maximum Assessment Rate per 1.0 EBU=Assessment Rate per Unit/Parcel.

E. RATES

Table 3 below shows the maximum assessments rates proposed to be levied in Fiscal Year 2023/2024 by land use. Because the San Diego Consumer Price Index for All Urban Consumers (“CPI-U”) was over 2.00% for 2022 (7.71%), the maximum assessments were increased by 2.00% as allowed for in the assessment range formula discussed below.

Table 3

**CITY OF SOLANA BEACH
COASTAL RAIL TRAIL MAINTENANCE DISTRICT
EQUIVELANT BENEFIT UNITS AND ZONE FACTOR BY LAND USE**

Land Use Description	Per	Base Rate for Zone 1	Base Rate for Zone 2	Base Rate for Zone 3
Single Family Residential	Lot or Parcel	\$24.54	\$16.36	\$4.09
Residential Condominium	Dwelling Unit	\$24.54	\$16.36	\$4.09
Multi-Family Residential	Dwelling Unit	\$18.40	\$12.27	\$3.07
	Lot or Dwelling			
Planned Residential Development	Unit	\$24.54	\$16.36	\$4.09
Commercial/Industrial	Parcel	\$24.54	\$16.36	\$4.09
Vacant Single Family Residential	Parcel	\$24.54	\$16.36	\$4.09
Vacant Multi-Family Residential	Parcel	\$18.40	\$12.27	\$3.07
Vacant Commercial/Industrial	Parcel	\$24.54	\$16.36	\$4.09
	1 week of			
Timeshare Units	ownership	\$0.00	\$0.00	\$0.00
Exempt Parcels	Parcel	\$0.00	\$0.00	\$0.00
Public Owned Parcels	Parcel	\$0.00	\$0.00	\$0.00

F. ASSESSMENT RANGE FORMULA

The purpose of establishing an Assessment Range Formula is to provide for reasonable inflationary increases to the annual assessments without requiring the District to go through an expensive balloting process required by law in order to get a small increase. On July 1, 2007 and each year thereafter, the Maximum Assessment Rate shall be increased by the lesser of Local CPI-U in the San Diego County area or 2.0%. The CPI-U used shall be as determined annually by the Bureau of Labor Statistics beginning with the CPI-U rate increase for 2006.

Beginning in the Fiscal Year 2007/2008 the Maximum Assessment may be increased using the lesser of the increase in the CPI-U from first year levy (the Assessment Range Formula) or 2.0%. This Assessment Rate Formula would be applied every fiscal year thereafter and a new Maximum Assessment will be established to include the allowable increase.

The Maximum Assessment adjusted annually by this formula is not considered an increased assessment. Although the Maximum Assessment will increase each year, the actual assessment will only reflect the necessary budgeted amounts and may remain unchanged. Increases in the budget or an increase in the rate in one year from the prior year will not require a new 218 balloting unless the rate is greater than the Maximum Assessment adjusted to reflect an increase in the CPI-U.

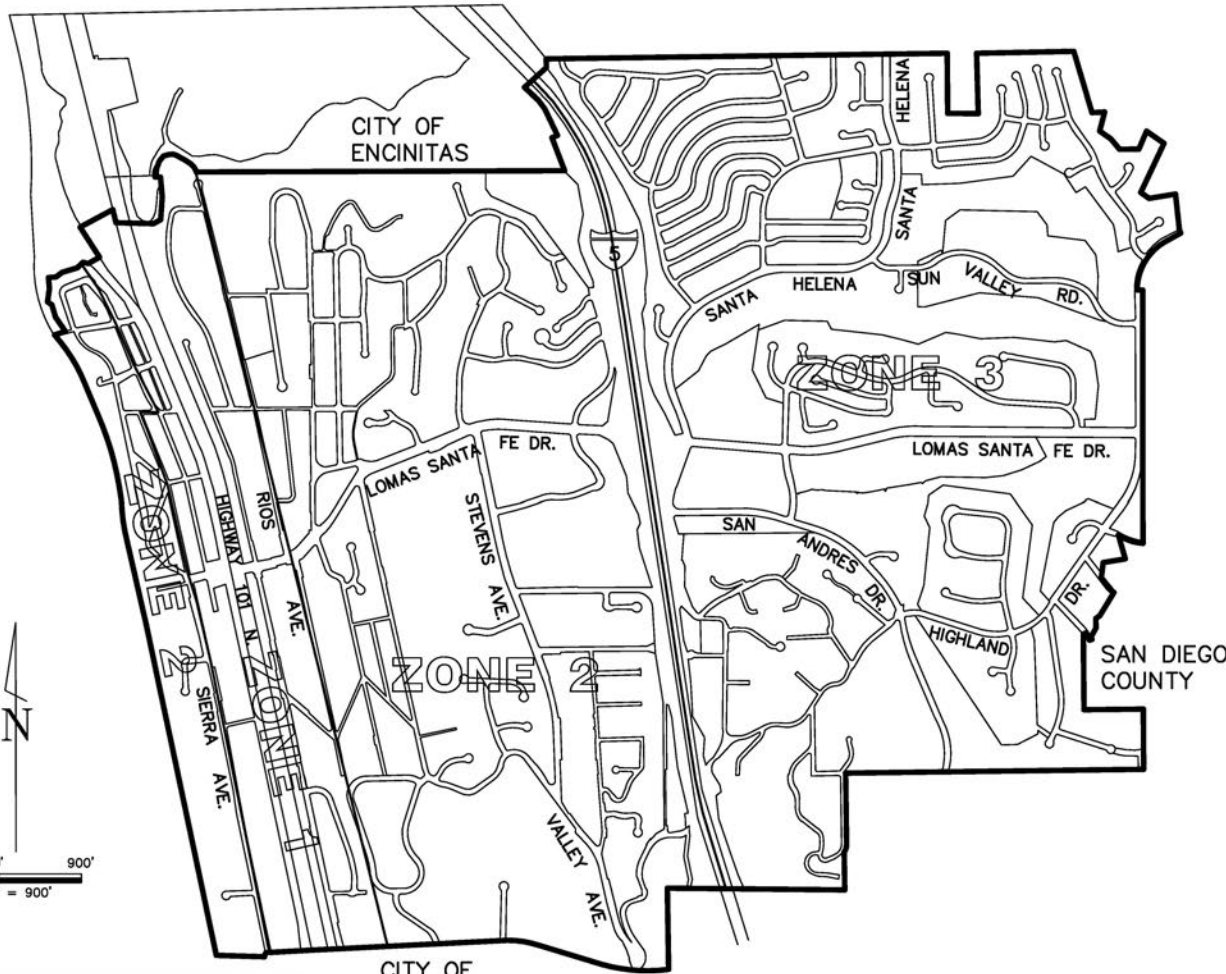
SECTION V. ASSESSMENT ROLL

Parcel identification, for each lot or parcel within the District shall be the parcel as shown on the County Assessor's map for the year in which this Report is prepared.

A listing of parcels assessed within the District, along with the proposed assessment amounts, has been submitted to the City Clerk, under a separate cover, and by reference is made part of this Report. Said listing of parcels to be assessed shall be submitted to the County Auditor/Controller and included on the property tax roll for each parcel in Fiscal Year 2023/2024. If any parcel submitted for collection is identified by the County Auditor/Controller to be an invalid parcel number for the current fiscal year, a corrected parcel number and/or new parcel numbers will be identified and resubmitted to the County Auditor/Controller. The assessment amount to be levied and collected for the resubmitted parcel or parcels shall be based on the method of apportionment and assessment rate approved in this Report. Therefore, if a single parcel has changed to multiple parcels, the assessment amount applied to each of the new parcels shall be recalculated and applied according to the approved method of apportionment and assessment rate rather than a proportionate share of the original assessment.

SECTION VI. ASSESSMENT DIAGRAM

The parcels within the District consist of all lots, parcels and subdivisions of land located in the City. A reduced copy of the boundary map of the area is attached.



FILED IN THE OFFICE OF THE CITY CLERK OF THE CITY OF SOLANA BEACH THIS _____ DAY OF _____, 2005.

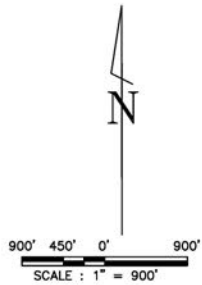
I HEREBY CERTIFY THAT THE WITHIN MAP SHOWING PROPOSED BOUNDARIES OF THE COASTAL RAIL TRAIL MAINTENANCE DISTRICT, CITY OF SOLANA BEACH, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, WAS APPROVED BY THE CITY COUNCIL OF THE CITY OF SOLANA BEACH AT A REGULAR MEETING THEREOF, HELD ON THE _____ DAY OF _____, 2005, BY ITS RESOLUTION NO. _____

CITY CLERK
CITY OF SOLANA BEACH

FILED THIS _____ DAY OF _____, 2005, AT THE HOUR OF _____ O'CLOCK _____ M. IN BOOK _____ OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS, AT PAGE(S) _____ AND AS INSTRUMENT NO. _____ IN THE OFFICE OF THE COUNTY RECORDER IN THE COUNTY OF SAN DIEGO, STATE OF CALIFORNIA.

COUNTY RECORDER
COUNTY OF SAN DIEGO
STATE OF CALIFORNIA

NOTE: FOR PARTICULARS OF THE LINES AND DIMENSIONS OF ASSESSOR'S PARCELS, REFERENCE IS MADE TO THE MAPS OF THE SAN DIEGO COUNTY ASSESSOR OF SAN DIEGO COUNTY RECORDS, WHICH MAPS SHALL GOVERN FOR ALL DETAILS RELATING THERETO.



KOPPEL & GRUBER
PUBLIC FINANCE

334 Via Vera Cruz
Suite 256
San Marcos, California 92078
Phone (760) 510-0290 Fax (760) 510-0288

PROPOSED BOUNDARY MAP OF COASTAL RAIL TRAIL MAINTENANCE DISTRICT

CITY OF SOLANA BEACH
COUNTY OF SAN DIEGO
STATE OF CALIFORNIA

CITY OF SOLANA BEACH

**CITY OF SOLANA BEACH
COASTAL RAIL TRAIL MAINTENANCE DISTRICT**

**Engineer's Report
Fiscal Year 2023/2024**

The undersigned respectfully submits the enclosed Report as directed by City Council.

Report Submitted By:



By: _____
Scott Koppel
Koppel & Gruber Public Finance

By: _____
Mohammad Sammak



STAFF REPORT

CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Gregory Wade, City Manager
MEETING DATE: June 14, 2023
ORIGINATING DEPT: Community Development Department
SUBJECT: **Public Hearing: DRP for Replacement of Siding, Windows, Exterior Doors, Light Fixtures, Waterproofing and Non-Structural Roofing at the Existing Two-Story Residence at 141 Pacific Avenue. (Case # DRP23-001 Applicant: Maribel and Travis Bradberry Resolution 2023-074)**

BACKGROUND:

The Applicants, Maribel and Travis Bradberry, are seeking the City Council's approval of a Development Review Permit (DRP) for like for like replacement of the existing siding, windows, exterior doors, waterproofing, non-structural roofing and exterior light fixtures. The Applicants are not proposing any work to the structural components of the foundation, floor, exterior walls or roof and are not proposing any modification to the existing floor area. The existing residence was originally constructed in 1959 prior to the City's incorporation and prior to the adoption of the Zoning Ordinance and the Local Coastal Program Land Use Plan which require a minimum 40-foot rear yard setback from the top edge of the coastal bluff. Therefore, the existing residence is legally existing nonconforming.

The 5,650 square foot lot is located within the Medium Residential (MR) Zone and the Scaled Residential Overlay Zone (SROZ). The proposed project is below the bluff top redevelopment project threshold(s) as defined by the City's Certified Local Coastal Program (LCP) Land Use Plan (LUP) as discussed in this Staff Report.

The proposed project requires a DRP for one reason: 1) for development on a coastal bluff top property or on the face or toe of a bluff for which a coastal development permit will be required from the California Coastal Commission.

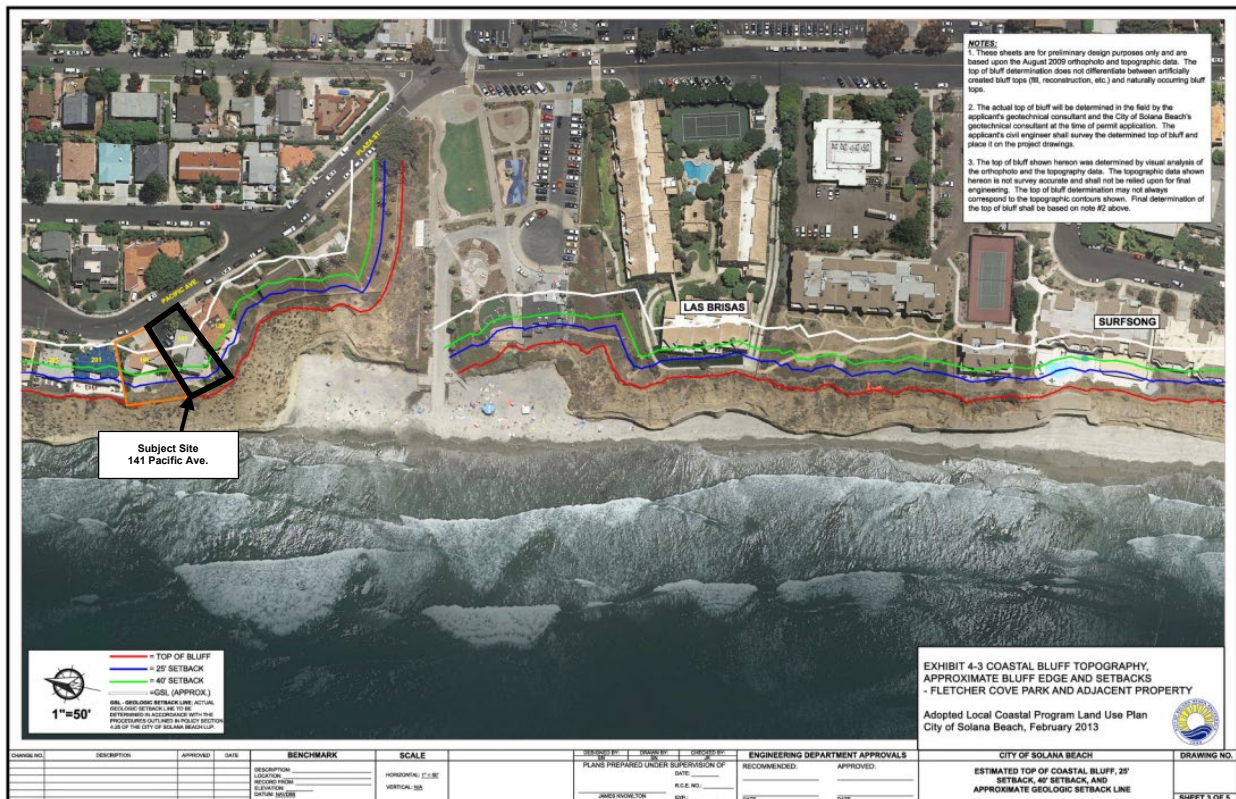
The issue before the Council is whether to approve, approve with conditions, or deny the Applicants' request as contained in Resolution 2023-074 (Attachment 1).

CITY COUNCIL ACTION:

DISCUSSION:

The subject property is located on the west side of Pacific Avenue, two properties north of the Fletcher Cove Community Center. The lot size is 5,650 square feet. The site is currently developed with a two-story, single-family residence with an attached garage that is considered legally existing nonconforming because it does not meet the minimum required 40-foot bluff top setback and a portion of the southernmost portion of the structure encroaches into the required side yard setback.

The existing home consists of 725 square feet of living area, an attached 490 square foot garage and a 200 square foot workshop on the lower level and 671 square feet of living area on the upper level. The existing residence is setback approximately 24.5 feet from the front property line and 23 feet from the rear property line. The southernmost corner of the workshop encroaches approximately one foot into the required south side yard setback and the existing exterior staircase that provides access to the upper level encroaches one foot seven inches into the northern side yard setback. The western one-third of the residence encroaches into the minimum 40-foot bluff top setback. The entire residence except for the workshop and a corner of the garage is located seaward of the Geologic Setback Line (GSL). Due to the fact that there are no proposed modifications to the structural components of the existing residence, the Applicants have shown the approximate GSL location on the plans in the same location that was illustrated in the City's LUP exhibit 4-3 as shown below:



As mentioned previously, the scope of work includes like for like replacement of the existing siding, windows, exterior doors, waterproofing, non-structural roofing, and exterior light fixtures. The project plans are provided in Attachment 3. This scope of work does not exceed any DRP thresholds, however, the Applicants contacted the California Coastal Commission (CCC) prior to submitting their application and CCC Staff indicated that they would require a Coastal Development Permit for the proposed scope of work. The SBMC indicates that if the project is for development on a coastal bluff top property or on the face or toe of a bluff for which a coastal development permit will be required by the CCC, then a Development Review Permit is required.

The property is not located within any of the City’s Specific Plan areas; however, it is located within the boundaries of the SROZ. The project has been evaluated for conformance with the policies contained in the City’s Certified LCP LUP, regulations of the SROZ, and the Solana Beach Municipal Code (SBMC) which are discussed further later in this report. As a condition of project approval, the Applicants would be required to obtain a Coastal Development Permit (CDP) from the California Coastal Commission (CCC) prior to the issuance of a building permit by the City.

Table 1 below provides an overview of the applicable Certified LUP and Solana Beach Municipal Code (SBMC) specific minimum and maximum requirements of the zoning regulations for the development of the property compared to the Applicants’ proposed design. As shown, the proposed height, setbacks, and floor area ratio (FAR) for the proposed project are in compliance with the regulations of the SBMC.

Table 1			
LOT INFORMATION			
Property Address:	141 Pacific Ave.	Zoning Designation:	MR (5-7 du/ac)
Legal Lot Size:	5,560 ft ²	# of Units Allowed:	1 Dwelling Unit 1 ADU & 1 JADU
Max. Allowable Floor Area:	2,780 ft ²	# of Units Requested:	Existing Dwelling Unit
Existing/Prop. Floor Area:	2,086 ft ²	Setbacks:	
Below Max Floor Area:	694 ft ²	Required	Existing
Max. Allowable Height:	25 ft.	Front (E)	5 ft. 24 ft.- 6 in.
Existing Height:	17.08 ft.	Interior Side (N)	5 ft. 3 ft.- 5 in.
Overlay Zone(s):	SROZ	Interior Side (S)	5 ft. 4 ft.
		Rear (W)	40 ft. min. 23 ft.
PROPOSED PROJECT INFORMATION			
Floor Area Breakdown:		Required Permits:	
Existing Main Level Garage:	490 ft ²	DRP: A DRP is required for any development on a coastal bluff top property or on the face or toe of a bluff for which a Coastal Development Permit issued by the California Coastal Commission is presently required.	
Existing Main Level Workshop	200 ft ²		
Existing Main Level Living Area:	725 ft ²		
<u>Existing Upper-Level Living Area:</u>	<u>671 ft²</u>		
Subtotal:	2,086 ft ²		
Required Parking Exemption:	-400 ft ²		
Total Floor Area:	1,686 ft²		
Proposed Grading: The proposed project does not include any grading.			

City Council Resolution 2023-074 provides the full text of the pertinent DRP regulations. Staff has prepared draft findings for approval of the project for Council's consideration based upon the information in this report and Staff's analysis of the proposed project. It provides the applicable LUP and SBMC sections in italicized text. Conditions from the Planning, Engineering and Fire Departments have been incorporated into the Resolution of Approval. The Council may direct Staff to modify the Resolution to reflect the findings and conditions as it deems appropriate as a part of the Public Hearing process. If the Council determines the project is to be denied, Staff will prepare a Resolution of Denial for an action to be taken at a subsequent Council meeting.

The following is a discussion of compliance with the policies of the LCP LUP as well as the findings for a DRP (as each applies to the proposed project) and a discussion of the development plans and recommended conditions as contained in the attached Resolution.

Local Coastal Program (LCP) Land Use Plan (LUP):

The City's LUP applies citywide as the entire City is located within the Coastal Zone. Therefore, in addition to compliance with the City's Municipal Code and General Plan, the project's conformance with the certified LUP is also evaluated.

The LUP contains specific policies, provisions and regulations related to properties located on the coastal bluff including those related to bluff edge setbacks, existing legal non-conforming structures and the removal of permanent irrigation systems located within 100 feet of the bluff edge.

The key relevant policies from the City's Certified LUP which apply to this project are listed below in italics for reference followed by an analysis of the how the proposed project is designed in compliance with the respective Certified LUP policy:

Policy 4.14: Existing, lawfully established structures that are located between the sea and the first public road paralleling the sea (or lagoon) built prior to the adopted date of the LUP that do not conform to the provisions of the LCP shall be considered legal non-conforming structures. Such structures may be maintained and repaired, as long as the improvements do not increase the size or degree of non-conformity. Additions and improvements to such structures that are not considered Bluff Top Redevelopment, as defined herein, may be permitted provided that such additions or improvements themselves comply with the current policies and standards of the LCP. Complete demolition and reconstruction or Bluff Top Redevelopment is not permitted unless the entire structure is brought into conformance with the policies and standards of the LCP.

Policy 4.17: New development shall be set back a safe distance from the bluff edge, with a reasonable margin of safety, to eliminate the need for bluff retention devices to protect the new improvements. All new development, including additions to existing structures, on bluff property shall be landward of the Geologic Setback Line (GSL) as set forth in Policy 4.25. This requirement shall apply to the

principal structure and accessory or ancillary structures such as guesthouses, pools, tennis courts, cabanas, and septic systems, etc. Accessory structures such as decks, patios, and walkways, which are at-grade and do not require structural foundations may extend into the setback area no closer than five feet from the bluff edge. On lots with a legally established bluff retention device, the required geologic analysis shall describe the condition of the existing seawall; identify any impacts it may be having on public access and recreation, scenic views, sand supply and other coastal resources; and evaluate options to mitigate any previously unmitigated impacts of the structure or modify, replace or remove the existing protective device in a manner that would eliminate or reduce those impacts.

The proposed project plans (Attachment 2) indicate that the project will consist of like for like replacement of windows, doors, siding, water proofing, non-structural roofing and light fixtures. No interior changes, changes to the structural components or changes to the floor area are proposed. The existing nonconforming residence is located seaward of the GSL except for the workshop and the eastern most corner of the garage and does not meet the minimum 40-foot rear yard setback.

The property has required five-foot side yard setbacks along the north and south side yards as well as along the front (landward or east) side of the property. It should be noted that the existing, nonconforming workshop on the southeastern side of the home currently extends into the required side yard setback and will remain in place as allowed under both the SBMC and the LUP. There are no proposed modifications to the existing footprint of the structure. The SBMC and the LUP indicate that legally existing nonconforming structures can be maintained and repaired as long as it does not increase the size or degree of the nonconformity.

The GSL and bluff stability requirements of the LUP are provided under LUP Policy 4.25. The geotechnical analysis prepared by GeoSoils, Inc. that was provided by the Applicants is discussed further below.

Policy 4.25: *All new bluff property development shall be set back from the bluff edge a sufficient distance to ensure that it will not be in danger from erosion and that it will ensure stability for its projected 75 year economic life. To determine the GSL, applications for bluff property development must include a geotechnical report, from a licensed Geotechnical Engineer or a certified Engineering Geologist that establishes the Geologic Setback Line (GSL) for the proposed development. This setback line shall establish the location on the bluff top stability where it can be reasonably assured for the economic life of the development. Such assurance will take the form of a quantitative slope analysis demonstrating a minimum factor of safety against sliding of 1.5 (static) or 1.2 (pseudostatic, $k=0.15$ or determined through analysis by the geotechnical engineer), using shear strength parameters derived from relatively undeformed samples collected at the site. In no case shall the setback be less than 40 feet from the bluff edge, and only if it can be demonstrated that the structure will remain stable, as defined above, at such a location for its 75-year economic life and has been sited safely without reliance on existing or future bluff retention devices, other than a caisson foundation.*

The proposed project would not modify the structural components of the existing residence or change the footprint of the structure in any way, the existing non-conforming structure is allowed to remain as is. The proposed improvements could be permitted as they would not increase the size or degree of the existing legal non-conformity as allowed under LUP Policy 4.14.

Policy 4.26: *With respect to bluff properties only, the City will require the removal or capping of any permanent irrigation system within 100 feet of the bluff edge in connection with issuance of discretionary permits for new development, redevelopment, or shoreline protection, or bluff erosion, unless the bluff property owner demonstrates to the satisfaction of the Public Works Director, or the CCC if the project is appealed, that such irrigation has no material impact on bluff erosion (e.g., watering hanging plants over hardscape which drains to the street).*

The proposed project has been conditioned to require that if there is any existing onsite irrigation that, prior to final inspection, the Applicants would be required to remove or cap off any/all onsite permanent irrigation systems located within 100 feet of the bluff edge.

Chapter 8 of the LUP (Definitions) contains the threshold listed below that is used by the City to evaluate whether a proposed project is considered a remodel or whether it meets the definition of a “Bluff Top Redevelopment” project.

Bluff Top Redevelopment shall apply to proposed development located between the sea and the first public road paralleling the sea (or lagoon) that consists of alterations including (1) additions to an existing structure, (2) exterior and/or interior renovations, (3) and/or demolition of an existing bluff home or other principal structure, or portions thereof, which results in:

(a) Alteration of 50% or more of major structural components including exterior walls, floor and roof structure, and foundation, or a 50% increase in floor area. Alterations are not additive between individual major structural components; however, changes to individual major structural components are cumulative over time from the date of certification of the LUP.

(b) Demolition, renovation or replacement of less than 50% of a major structural component where the proposed alteration would result in cumulative alterations exceeding 50% or more of a major structural component, taking into consideration previous alterations approved on or after the date of certification of the LUP; or an alteration that constitutes less than 50% increase in floor area where the proposed alteration would result in a cumulative addition of greater than 50% of the floor area taking into consideration previous additions approved on or after the date of certification of the LUP.

The proposed project would not modify the footprint of the existing residence or change the existing floor area and the existing residence is below the maximum building height

and the maximum allowable FAR. The proposed like for like changes to the windows, doors, siding, non-structural roofing, waterproofing and light fixtures would not increase the size or the degree of the existing legal nonconformity. Additionally, as shown in Table 3, the proposed project is below all thresholds listed above and is therefore not considered a Bluff Top Redevelopment project and is not subject to Certified LUP Policy 4.29 which would otherwise require the project, as new development, to be brought into conformance with the LCP.

Structural Component	Proposed or Modified	Percent Change / Difference	LUP Threshold Exceeded?
Exterior Walls	0 FT	0%	No
Floor Area	0 SF	0%	No
Foundation	0 SF	0%	No
Roof Structure	0 SF	0%	No
Floor Structure	0 SF	0%	No

The property is located approximately 0.3 miles south of Tide Park Beach public beach access easement and 0.1 miles north of Fletcher Cove Park, which each provides public coastal access to the public beach below. As designed, the proposed project would not change the existing public access.

Development Review Permit Compliance:

In addition to meeting zoning requirements, the project must also be found in compliance with development review criteria. The proposed project requires a DRP for development on a coastal bluff top property that requires a coastal development permit issued by the CCC.

The following is a list of the development review criteria topics:

1. Relationship with Adjacent Land Uses
2. Building and Structure Placement
3. Landscaping
4. Roads, Pedestrian Walkways, Parking and Storage Areas
5. Grading
6. Lighting
7. Usable Open Space

The Council may approve, or conditionally approve, a DRP only if all the findings listed below can be made. Resolution 2023-074 (Attachment 1) provides a full discussion of the following findings.

1. The proposed development is consistent with the general plan and all applicable requirements of this title, including special regulations, overlay zones, and specific plans.

2. The proposed development complies with the development review criteria set forth in subsection F of this section.
3. All required permits and approvals issued by the city, including variances, conditional use permits, comprehensive sign plans, and coastal development permits have been obtained prior to or concurrently with the development review permit.
4. If the development project also requires a permit or approval to be issued by a state or federal agency, the city council may conditionally approve the development review permit upon the applicant obtaining the required permit or approval from the other agency.

If the above findings cannot be made, the Council shall deny the DRP. The following is a discussion of the applicable development review criteria as they relate to the proposed project.

Relationship with Adjacent Land Uses:

The property is located within the MR Zone. Other nearby properties are also located within the MR Zone and are developed with one and two-story, single-family residences. The project site is currently developed with a split-level, single-family residence.

The project, as designed, is consistent with the permitted uses for the MR Zone as described in SBMC Sections 17.20.010 and 17.12.020. The property is designated Medium Density Residential in the General Plan and intended for single-family residences developed at a maximum density of five to seven dwelling units per acre. The proposed development could be found to be consistent with the objectives of the General Plan as it encourages the development and maintenance of healthy residential neighborhoods, the stability of transitional neighborhoods, and the rehabilitation of deteriorated neighborhoods.

The property is not located within any of the City's Specific Plan areas; however, it is located within the boundaries of the SROZ and within the Coastal Zone. The project has been evaluated, and could be found to be in conformance with, the regulations of the SROZ, which are discussed further in this report. As a condition of project approval, the Applicants would be required to obtain a Coastal Development Permit, Waiver or Exemption from the California Coastal Commission prior to the issuance of a Building Permit.

Building and Structure Placement:

The Applicants are proposing like for like replacement of the windows, doors, siding, water proofing, non-structural roofing and light fixtures. There are no proposed modifications to the footprint floor area or height of the existing structure.

Fences, Walls and Retaining Walls:

The SBMC allows for fences and walls or any combination thereof, to be no higher than 42 inches in height as measured from existing grade within the front yard setback. Fences, walls and retaining walls located within the rear and interior side yards are allowed to be up to six feet in height with an additional 24 inches that is 50% open to light and air.

The plans indicate that there are existing walls in the rear and side yards and one in front of the existing residence that will remain without any proposed modifications. A condition of approval has been added to the resolution that indicates that any proposed onsite fences, walls and any proposed railing located on top, or any combination thereof shall comply with applicable regulations of SBMC Section 17.20.040 and 17.60.070 (Fences and Walls).

Landscape:

The project is not subject to the water efficient landscaping regulations of SBMC Chapter 17.56. According to SBMC Section 17.56.040, the regulations apply to modified irrigated landscaped areas that exceed 500 square feet. The Applicants are not proposing any new irrigated landscaping.

The LCP Policy 4.26 requires the Applicants to cap or remove any permanent irrigation systems onsite unless the bluff property owner demonstrates, to the satisfaction of the City Engineer, that such irrigation has no material impact on bluff erosion. A condition has been added that if there are any permanent irrigation systems that they shall be capped or removed.

Parking:

The existing attached 490 square foot garage is located on the east side of the residence and will remain as it currently exists. The garage provides two unobstructed parking spaces that are 9 ft. X 19 ft. therefore the property qualifies for the 400 square footage exemption for required parking in an enclosed garage.

Grading:

The proposed project does not include any grading.

Lighting:

A condition of project approval includes that all new exterior lighting fixtures comply with the City-Wide Lighting Regulations of the Zoning Ordinance (SBMC 17.60.060). All light fixtures shall be shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding area.

Useable Open Space:

The project consists of like for like replacement of existing finishes, windows and doors for an existing single-family residence with attached garage, therefore, usable open space and recreational facilities are not required according to SBMC 17.20.040.

Property Frontage & Public Right-of-Way Improvements:

The existing property frontage is improved with concrete curb and sidewalk. If approved, the Applicants will not be required to do any public improvements.

Public Hearing Notice:

Notice of the City Council Public Hearing for this project was published in the San Diego Union Tribune more than 10 days prior to the public hearing. The same public notice was mailed to property owners and occupants within 300 feet of the proposed project site on June 2, 2023. As of the date of preparation of this Staff Report, Staff has not received any letters, phone calls, or emails from neighbors or interested parties in support of, or in opposition to, the proposed project.

In conclusion, if the Council can make the required findings, the proposed project, as conditioned, could be found in compliance with the requirements of the Certified LUP, Zoning Ordinance, and the General Plan, and could be found to meet the findings required to approve a DRP.

CEQA COMPLIANCE STATEMENT:

The project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 (Class 1 Exemption) of the 2022 State CEQA Guidelines which is an exemption for minor alteration of existing public or private structures or facilities including additions to existing structures provided that the addition will not result in an increase of more than 50% of the floor area of the structures before the addition, or 2,500 square feet, whichever is less.

FISCAL IMPACT: N/A

WORK PLAN: N/A

OPTIONS:

- Approve Staff recommendation adopting the attached Resolution 2023-074.
- Approve Staff recommendation subject to additional specific conditions necessary for the City Council to make all required findings for the approval of a DRP.
- Deny the project if all required findings for the DRP cannot be made.

DEPARTMENT RECOMMENDATION:

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

1. Conduct the Public Hearing: Open the Public Hearing, Report Council Disclosures, Receive Public Testimony, and Close the Public Hearing.
2. Find the project exempt from the California Environmental Quality Act pursuant to Section 15301 of the State CEQA Guidelines; and
3. If the City Council makes the requisite findings and approves the project, adopt Resolution 2023-074 conditionally approving like for like replacement of the existing siding, windows, exterior doors, waterproofing, non-structural roofing and exterior light fixtures at 141 Pacific Avenue.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation.



Gregory Wade, City Manager

Attachments:

1. Resolution 2023-074
2. Project Plans

RESOLUTION 2023-074

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, CONDITIONALLY APPROVING A DEVELOPMENT REVIEW PERMIT FOR LIKE FOR LIKE REPLACEMENT OF EXTERIOR FINISHES, WINDOWS AND DOORS FOR AN EXISTING SINGLE-FAMILY RESIDENCE AT 141 PACIFIC AVENUE, SOLANA BEACH

APPLICANTS: Maribel and Travis Bradberry
CASE NO.: DRP23-001

WHEREAS, Maribel and Travis Bradberry (hereinafter referred to as “Applicants”) have submitted an application for a Development Review Permit (DRP) pursuant to Title 17 (Zoning), of the Solana Beach Municipal Code (SBMC); and

WHEREAS, the Public Hearing was conducted pursuant to the provisions of Solana Beach Municipal Code Section 17.72.030; and

WHEREAS, at the Public Hearing on June 14, 2023, the City Council received and considered evidence concerning the proposed application; and

WHEREAS, the City Council of the City of Solana Beach found the application request exempt from the California Environmental Quality Act pursuant to Section 15301 of the State CEQA Guidelines; and

WHEREAS, this decision is based upon the evidence presented at the hearing and any information the City Council gathered by viewing the site and the area as disclosed at the hearing.

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

1. That the foregoing recitations are true and correct.
2. That the request for a DRP for like for like replacement of the existing siding, windows, exterior doors, waterproofing, roofing materials and exterior light fixtures at 141 Pacific Avenue is conditionally approved based upon the following findings and subject to the following conditions:
3. FINDINGS
 - A. In accordance with Section 17.68.040 (Development Review Permit) of the City of Solana Beach Municipal Code, the City Council finds the following:

- I. *The proposed project is consistent with the General Plan and all applicable requirements of SBMC Title 17 (Zoning Ordinance), including special regulations, overlay zones and specific plans.*

General Plan Consistency: The proposed project, as conditioned, is consistent with the City's General Plan designation of Medium Density Residential, which allows for single-family residential development with a maximum density of 5-7 dwelling units per acre. Further, the proposed development is consistent with the objectives of the General Plan as it encourages the development and maintenance of healthy residential neighborhoods, the stability of transitional neighborhoods, and the rehabilitation of deteriorated neighborhoods.

Local Coastal Program Land Use Plan Consistency: The proposed project is consistent with all applicable requirements of the City's certified Local Coastal Program Land Use Plan including key policies related to bluff edge setbacks for new development.

Zoning Ordinance Consistency: The proposed project is consistent with all applicable requirements of the Zoning Ordinance (Title 17) (SBMC 17.20.030 and 17.48.040), which delineates maximum allowable Floor Area Ratio (FAR), Permitted Uses and Structures (SBMC Section 17.20.020), which provides for uses of the property for a single-family residence. Further, the proposed project adheres to all property development regulations established for the Medium Residential (MR) Zone and cited by SBMC Section 17.020.030 as well as the specific development regulations of the Scaled Residential Overlay Zone (SROZ) cited in SBMC Section 17.48.040.

The design of the proposed project is consistent with the provisions for minimum yard dimensions (i.e., setbacks) and the maximum FAR, maximum building height, and parking requirements. Prior to building permit issuance, the project will be reviewed for compliance with the landscape regulations as established by SBMC Section 17.56.

- II. *The proposed development complies with the following development review criteria set forth in Solana Beach Municipal Code Section 17.68.040.F:*

- a. *Relationship with Adjacent Land Uses: The development shall be designed in a manner compatible with and where feasible, complimentary to existing and potential development in the immediate vicinity of the project site. Site planning on the perimeter of the development shall give consideration to the protection of surrounding areas from potential adverse effects,*

as well as protection of the property from adverse surrounding influences.

The property is located within the MR Zone. Other nearby properties are also located within the MR Zone and are developed with one and two-story, single-family residences. The project site is currently developed with a split-level, single-family residence.

The project, as designed, is consistent with the permitted uses for the MR Zone as described in SBMC Sections 17.20.010 and 17.12.020. The property is designated Medium Density Residential in the General Plan and intended for single-family residences developed at a maximum density of five to seven dwelling units per acre. The proposed development could be found to be consistent with the objectives of the General Plan as it encourages the development and maintenance of healthy residential neighborhoods, the stability of transitional neighborhoods, and the rehabilitation of deteriorated neighborhoods.

The property is not located within any of the City's Specific Plan areas; however, it is located within the boundaries of the SROZ and within the Coastal Zone. The project has been evaluated, and could be found to be in conformance with, the regulations of the SROZ, which are discussed further in this report. As a condition of project approval, the Applicants would be required to obtain a Coastal Development Permit, Waiver or Exemption from the California Coastal Commission prior to the issuance of a Building Permit.

- b. Building and Structure Placement: Buildings and structures shall be sited and designed in a manner which visually and functionally enhances their intended use.*

The Applicants are proposing like for like replacement of the windows, doors, siding, water proofing, roofing materials and light fixtures. There are no proposed modifications to the footprint, floor area, or height of the existing structure.

- c. Landscaping: The removal of significant native vegetation shall be minimized. Replacement vegetation and landscaping shall be compatible with the vegetation of the surrounding area. Trees and other large plantings shall not obstruct significant views when installed or at maturity.*

The project is not subject to the water efficient landscaping regulations of SBMC Chapter 17.56. According to SBMC Section 17.56.040, the regulations apply to modified irrigated landscaped areas that exceed 500 square feet. The Applicants are not proposing any new irrigated landscaping.

The LCP Policy 4.26 requires the Applicants to cap or remove any permanent irrigation systems onsite unless the bluff property owner demonstrates, to the satisfaction of the City Engineer, that such irrigation has no material impact on bluff erosion. A condition has been added that if there are any permanent irrigation systems that they shall be capped or removed.

- d. Roads, Pedestrian Walkways, Parking and Storage Areas: Any development involving more than one building or structure shall provide common access roads and pedestrian walkways. Parking and outside storage areas, where permitted, shall be screened from view, to the extent feasible, by existing topography, by the placement of buildings and structures, or by landscaping and plantings.*

The existing attached 490 square foot garage is located on the east side of the residence and will remain as it currently exists. The garage provides two unobstructed parking spaces that are 9 ft. X 19 ft. therefore the property qualifies for the 400 square footage exemption for required parking in an enclosed garage.

- e. Grading: To the extent feasible, natural topography and scenic features of the site shall be retained and incorporated into the proposed development. Any grading or earth-moving operations in connection with the proposed development shall be planned and executed so as to blend with the existing terrain both on and adjacent to the site. Existing exposed or disturbed slopes shall be landscaped with native or naturalized non-native vegetation and existing erosion problems shall be corrected.*

The proposed project does not include any grading.

- f. Lighting: Light fixtures for walkways, parking areas, driveways, and other facilities shall be provided in sufficient number and at proper locations to assure safe and convenient nighttime use. All light fixtures shall be appropriately shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding areas per SBMC 17.60.060 (Exterior Lighting Regulations).*

A condition of project approval includes that all new exterior lighting fixtures comply with the City-Wide Lighting Regulations of the Zoning Ordinance (SBMC 17.60.060). All light fixtures shall be shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding area.

- g. Usable Open Space: Recreational facilities proposed within required usable open space shall be located and designed to maintain essential open space values.*

The project consists of like for like replacement of existing finishes, windows and doors for an existing single-family residence with attached garage, therefore, usable open space and recreational facilities are not required according to SBMC 17.20.040.

- III. All required permits and approvals, including variances, conditional use permits, comprehensive sign plans, and coastal development permits, have been obtained prior to or concurrently with the development review permit.*

All required permits are being processed concurrently with the Development Review Permit.

- IV. If the development project also requires a permit or approval to be issued by a state or federal agency, the city council may conditionally approve the development review permit upon the Applicants obtaining the required permit or approval from the other agency.*

The Applicants are required to obtain approval from the CCC prior to issuance of Building Permits.

4. CONDITIONS

Prior to use or development of the property in reliance on this permit, the Applicants shall provide for and adhere to the following conditions:

A. Community Development Department Conditions:

- I. Building Permit plans must be in substantial conformance with the plans presented to the City Council on June 14, 2023, and located in the project file with a submittal date of May 19, 2023.
- II. The Applicants shall obtain required California Coastal Commission (CCC) approval of a Coastal Development Permit, Waiver or

Exemption as determined necessary by the CCC, prior to the issuance of a building permit by the City.

- III. The Applicants shall remove or cap any/all permanent irrigation systems onsite unless the bluff property owner demonstrates, to the satisfaction of the City Engineer/Public Works Director, that such irrigation has no material impact on bluff erosion (e.g., watering hanging plants over hardscape which drains to the street).
- IV. Any new bluff property landscaping shall consist of native, non-invasive, drought-tolerant, fire-resistant, and salt-tolerant species.
- V. Any new exterior lighting fixtures shall be in conformance with the City-Wide Lighting Regulations of SBMC 17.60.060.
- VI. All light fixtures shall be appropriately shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities that render them detrimental to the surrounding area.
- VII. Construction vehicles shall be parked on the subject property at all times when feasible. If construction activity prohibits parking on the subject property, the Applicants shall ensure construction vehicles are parked in such a way to allow sufficient vehicular access on Pacific Avenue and minimize impact to the surrounding neighbors.
- VIII. Pursuant to SBMC 17.68.040 subsection K, the signed final development plan shall be the official site layout for the property and shall be attached to any application for a building permit for the subject property. Any subsequent revisions or changes to the final development plan as approved by the Council will require an amendment to the approved DRP.

B. Fire Department Conditions:

- I. **ADDRESS NUMBERS: STREET NUMBERS:** Approved numbers and/or addresses shall be placed on all new and existing buildings and at appropriate additional locations as to be plainly visible and legible from the street or roadway fronting the property from either direction of approach. Said numbers shall contrast with their background and shall meet the following minimum standards as to size: 4" high with a ½" inch stroke width for residential buildings, 8" high with a ½" stroke for commercial and multi-family residential buildings, 12" high with a 1" stroke for industrial buildings. Additional numbers shall be required where deemed necessary by the Fire Marshal, such as rear access doors, building corners, and entrances

to commercial centers per the *2022 California Fire Code Chapter 5 Section 505.1*.

- II. CLASS "A" ROOF: All structures shall be provided with a Class "A" Roof covering to the satisfaction of the Solana Beach Fire Department and *per the 2022 California Building Code Chapter 15 Section 1505*.

C. Engineering Department Conditions:

- I. The Applicants are required to obtain an Encroachment Permit in accordance with SBMC Section 11.20 for the construction of any damaged sidewalk panels or curb/gutter as directed by the City Inspector. The frontage improvements shall be done to the satisfaction of the City Engineer prior to the occupancy of the proposed project.
 - II. All construction demolition materials shall be recycled according to the City's Construction and Demolition recycling program and an approved Waste Management Plan shall be submitted.
 - III. Construction fencing shall be located on the subject property unless the Applicant has obtained an Encroachment Permit in accordance with chapter 11.20 of the SBMC which allows otherwise.
5. ENFORCEMENT: Pursuant to SBMC 17.72.120(B) failure to satisfy any and all of the above-mentioned conditions of approval is subject to the imposition of penalties as set forth in SBMC Chapters 1.1.6 and 1.18 in addition to any applicable revocation proceedings.
 6. EXPIRATION: The Development Review Permit for the project will expire 24 months from the date of this Resolution, unless the Applicants have obtained building permits and have commenced construction prior to that date, and diligently pursued construction to completion. An extension of the expiration date of this Development Review Permit may be applied for pursuant to SBMC 17.72.110 subject to City Council approval.
 7. INDEMNIFICATION AGREEMENT: The Applicants shall defend, indemnify, and hold harmless the City, its agents, officers, and employees from any and all claims, actions, proceedings, damages, judgments, or costs, including attorney's fees, against the City or its agents, officers, or employees, relating to the issuance of this permit including, but not limited to, any action to attack, set aside, void, challenge, or annul this development approval and any environmental document or decision. The City will promptly notify the Applicants of any claim, action, or proceeding. The City may elect to conduct its own defense, participate in its own defense, or obtain independent legal counsel in defense of any claim related to

this indemnification. In the event of such election, the Applicants shall pay all of the costs related thereto, including without limitation reasonable attorney's fees and costs. In the event of a disagreement between the City and Applicants regarding litigation issues, the City shall have the authority to control the litigation and make litigation related decisions, including, but not limited to, settlement or other disposition of the matter. However, the Applicants shall not be required to pay or perform any settlement unless such settlement is approved by the Applicants.

NOTICE TO APPLICANTS: Pursuant to Government Code Section 66020, you are hereby notified that the 90-day period to protest the imposition of the fees, dedications, reservations or other exactions described in this resolution commences on the effective date of this resolution. To protest the imposition of any fee, dedications, reservations or other exactions described in this resolution you must comply with the provisions of Government Code Section 66020. Generally, the resolution is effective upon expiration of the tenth day following the date of adoption of this resolution, unless the resolution is appealed or called for review as provided in the Solana Beach Zoning Ordinance.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Solana Beach, California, held on the 14th day of June 2023, by the following vote:

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

LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

JOHANNA N. CANLAS, City Attorney

ANGELA IVEY, City Clerk

BRADBERRY RESIDENCE

141 PACIFIC AVE
SOLANA BEACH, CA 92075

DEVELOPMENT REVIEW PERMIT MARCH 28, 2023

ALEC PETROS STUDIO

WILLIAM ALEC PETROS
ALEC PETROS STUDIO, INC
PO BOX 861
CARDIFF BY THE SEA, CA 92007

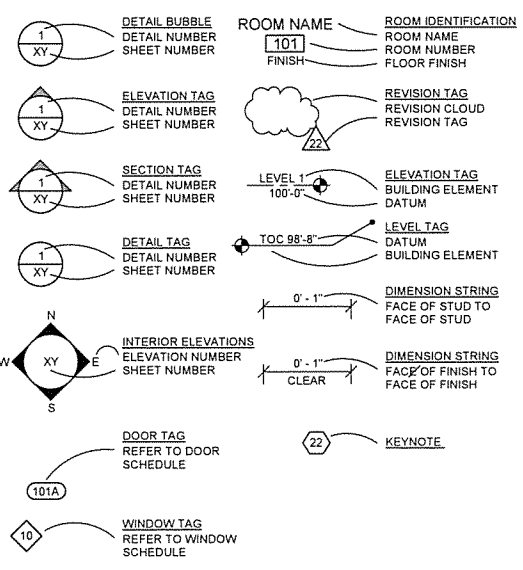
WWW.ALECPETROS.COM
INFO@ALECPETROS.COM
+1 760 415 4019



GENERAL NOTES

- ALL CONSTRUCTION SHALL CONFORM TO THE GOVERNING CITY AND/OR COUNTY MUNICIPAL CODE AND OTHER GOVERNING CODES, RULES, REGULATIONS, ORDINANCES, LAWS, ORDERS, APPROVALS, ETC. THAT ARE REQUIRED BY PUBLIC AUTHORITIES AS WELL AS THE 2016 CALIFORNIA BUILDING CODE, 2016 ELECTRICAL CODE, 2016 MECHANICAL CODE, 2016 PLUMBING CODE, 2016 ENERGY CODE, 2016 FIRE CODE, 2016 CALIFORNIA RESIDENTIAL CODE, WHICH ADOPTS THE 2015 IRC, 2015 UMC, 2015 UPC AND THE 2014 NEC. IN THE EVENT OF CONFLICT, THE MOST STRINGENT REQUIREMENTS SHALL APPLY.
- ANY ERRORS, OMISSIONS, OR CONFLICTS FOUND IN THE VARIOUS PARTS OF THE CONSTRUCTION DOCUMENTS SHALL BE BROUGHT TO THE ATTENTION OF THE DESIGNER BEFORE PROCEEDING WITH THE WORK.
- CHANGES TO THE APPROVED DRAWINGS AND SPECIFICATIONS SHALL BE MADE ONLY BY OWNER APPROVED ADDENDA OR CHANGE ORDER.
- WRITTEN DIMENSIONS TAKE PRECEDENCE. DO NOT SCALE DRAWINGS.
- DIMENSIONS ARE TO THE FACE OF STUD OR CONCRETE IN PLAN UNLESS OTHERWISE NOTED OR INDICATED.
- DIMENSIONS ARE TO TOP OF PLATE OR TOP OF SUBFLOOR IN SECTION OR ELEVATION UNLESS OTHERWISE NOTED OR INDICATED.
- THE CONTRACTOR SHALL DETERMINE THE LOCATION OF UTILITY SERVICES IN THE AREA PRIOR TO EXCAVATION. THE CONTRACTOR SHALL ASSUME RESPONSIBILITY FOR THE PROTECTION OF EXISTING UTILITIES AND PAVEMENT WITHIN THE AREA OF THE WORK WHETHER INDICATED ON THE DRAWINGS OR NOT, UNLESS OTHERWISE NOTED. ALL UTILITIES TO BE UNDERGROUND PER UTILITY COMPANY AND LOCAL CODE REQUIREMENTS.
- THESE DRAWINGS DO NOT INCLUDE NECESSARY COMPONENTS FOR CONSTRUCTION SAFETY OF ALL PARTIES PRESENT ON THE JOB SITE. THIS IS THE CONTRACTOR'S RESPONSIBILITY.
- THE CONTRACTOR SHALL PROTECT ADJACENT PROPERTIES AND SITE WORK AT ALL TIMES.
- THE DESIGNER DOES NOT ASSUME ANY OF THE RESPONSIBILITY FOR METHODS OR APPLIANCES USED BY THE CONTRACTOR, NOR SAFETY OF THE JOB IN COMPLIANCE WITH THE LAWS AND REGULATIONS.
- ALL MATERIALS, APPLIANCES, AND EQUIPMENT SHALL BE INSTALLED PER MANUFACTURER'S INSTRUCTIONS.
- VERIFY BOTH EXISTING AND FINISH GRADE WITH THE SITE PLAN, SURVEY AND CIVIL DRAWINGS, IF AVAILABLE.
- VERIFY ALL ARCHITECTURAL DETAILS WITH THE STRUCTURAL DRAWINGS BEFORE THE ORDERING OR INSTALLATION OF ANY ITEM OR WORK.
- COORDINATE ALL DETAILS WITH THE SHEAR WALLS AND ENCASE STRUCTURAL POSTS AS REQUIRED BY THE STRUCTURAL DRAWINGS.
- WINDOW SIZES AND DOOR HEAD HEIGHTS ARE FRAME DIMENSIONS. REFER TO MANUFACTURER FOR ACTUAL ROUGH OPENINGS SIZES AND ACTUAL UNIT SIZES. VERIFY OPENING PRIOR TO ORDERING.
- ALL NEW GLAZING WILL BE INSTALLED W/ CERTIFYING LABEL ATTACHED SHOWING THE "U" VALUE.
- WHERE LOCATIONS OF WINDOWS AND DOORS ARE NOT DIMENSIONED THEY SHALL BE CENTERED ON THE WALL OR PLACED TWO STUD WIDTHS FROM ADJACENT WALL AS INDICATED ON THE DRAWINGS.
- ALL CHANGES IN FLOOR MATERIALS ALIGN W/ DOOR JAMB OR FRAMED OPENING UNLESS OTHERWISE INDICATED ON THE DRAWINGS.
- DOORS, WINDOWS, KEYING, LIGHTING, LOCK DEVICES, EXIT DEVICES, AND NUMBERING SHALL COMPLY WITH STATE AND LOCAL BUILDING CODES.
- PROVIDE WOOD BACKING FOR HOOKS, HAND RAILS, CABINETS, EQUIPMENT, SHELVES, TOWEL BARS ETC.
- INSTALL INSULATION BETWEEN STUDS AND JOISTS AT ALL OPEN CAVITIES AT WALLS, CEILINGS AND FLOORS BETWEEN CONDITIONED AND UNCONDITIONED SPACE. VENTILATE AS REQUIRED.
- MEET ALL CALIFORNIA ENERGY CONSERVATION REQUIREMENTS.
- CONTRACTOR TO PERFORM A HAZARDOUS MATERIALS SURVEY PRIOR TO DEMOLITION.
- ALL ABS AND PVC PIPING AND FITTINGS SHALL BE ENCLOSED WITHIN WALLS AND FLOORS COVERED WITH "TYPE X GYPSUM BOARD" OR SIMILAR ASSEMBLIES THAT PROVIDE THE SAME LEVEL OF FIRE PROTECTION. PROTECTION OF MEMBRANE PENETRATIONS IS NOT REQUIRED.
- STATE HEALTH AND SAFETY CODE SEC 17821.9 BANS THE USE OF CHLORINATED POLYVINYL CHLORIDE (CPVC) FOR INTERIOR WATER SUPPLY PIPING.
- HOSE BIBS AND SPRINKLER SYSTEMS SHALL HAVE APPROVED BACKFLOW PREVENTION DEVICES.
- ALL BUILDING WATERPROOFING (INTERIOR & EXTERIOR) INCLUDING FOUNDATIONS & SLAB ON GRADE & WINDOW & DOOR INSTALLATIONS ARE ASSUMED TO BE DESIGN BUILT BY GENERAL CONTRACTOR. DETAILS ARE PROVIDED FOR DESIGN INTENT ONLY. DESIGNER IS NEITHER LIABLE NOR RESPONSIBLE.
- A CERTIFICATE OF COMPLIANCE WITH ENERGY STANDARDS OF THE STATE OF CALIFORNIA (TITLE 24) SHALL BE SUBMITTED TO THE BUILDING DEPARTMENT OF THE GOVERNMENT ENTITY IN WHOSE JURISDICTION THIS PROJECT FALLS AT THE TIME OF FINAL INSPECTION BY THE BUILDING OFFICIAL.
- COMPLIANCE WITH THE DOCUMENTATION REQUIREMENTS OF THE 2016 ENERGY EFFICIENCY STANDARD IS NECESSARY FOR THIS PROJECT. REGISTERED, SIGNED, AND DATED COPIES OF THE APPROPRIATE CF-1R, CF-2R, AND CF-3R FORMS SHALL BE MADE AVAILABLE AT NECESSARY INTERVALS FOR BUILDING INSPECTOR REVIEW. FINAL COMPLETED FORMS WILL BE AVAILABLE FOR THE BUILDING OWNER.
- COMPLIANCE WITH THE DOCUMENTATION REQUIREMENTS OF THE 2016 ENERGY EFFICIENCY STANDARD IS NECESSARY FOR THIS PROJECT. REGISTERED, SIGNED, AND DATED COPIES OF THE APPROPRIATE CF-1R, CF-2R, AND CF-3R FORMS SHALL BE MADE AVAILABLE AT NECESSARY INTERVALS FOR BUILDING INSPECTOR REVIEW. FINAL COMPLETED FORMS WILL BE AVAILABLE FOR THE BUILDING OWNER.

SYMBOLS



PROJECT DESCRIPTION

WORK ON A SINGLE FAMILY DWELLING TO INCLUDE LIKE FOR LIKE REPLACEMENT OF EXISTING SIDING, WINDOWS AND EXTERIOR DOORS. EXISTING WATERPROOFING AND ROOFING TO BE REPLACED. REPLACEMENT OF EXTERIOR LIGHTING FIXTURES. NO CHANGE TO EXISTING BUILDING ENVELOPE AND BUILDING AREA. NO CHANGES TO THE STRUCTURAL COMPONENTS OF THE EXTERIOR WALLS, THE ROOF STRUCTURE, THE FOUNDATION OR THE FLOOR STRUCTURE. NO SITE WORK PROPOSED.

PROJECT BUILDING AREAS

LOCATION	LEVEL 1	LEVEL 2	GARAGE	WORK RM.
EXISTING AREA	725 SF	671 SF	490 SF	200 SF
DEMO AREA	0 SF	0 SF	0 SF	0 SF
NEW AREA	0 SF	0 SF	0 SF	0 SF
TOTAL AREA	725 SF	671 SF	490 SF	200 SF
TOTAL BUILDING AREA	2,086 SF			

PROJECT SITE AREAS

LOCATION	EXISTING	NEW	NEW TOTAL
NON-LANDSCAPE AREA	3,917 SF	0 SF	3,917 SF
NON-IRRIGATED LANDSCAPE	0 SF	0 SF	0 SF
IRRIGATED LANDSCAPE	400 SF	0 SF	400 SF
WATER FEATURES	0 SF	0 SF	0 SF
DECORATIVE HARDSCAPE	1,333 SF	0 SF	1,333 SF
TOTAL LOT AREA	5,650 SF	0 SF	5,650 SF

PROJECT DATA

PROJECT ADDRESS	141 PACIFIC AVE, SOLANA BEACH CA 92075
ASSESSORS PARCEL	263-323-06
LEGAL DESCRIPTION	LOT 4 IN BLOCK 23 OF SOLANA BEACH, IN THE CITY OF SOLANA BEACH, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, ACCORDING TO MAP THEREOF NO. 1749, FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN DIEGO COUNTY MARCH 5, 1923
ZONING OVERLAY ZONE(S)	MEDIUM RESIDENTIAL (MRd) COASTAL ZONE SCALED RESIDENTIAL OVERLAY HILLSIDE OVERLAY
FIRE ZONE	NO
FLOOD ZONE	NO
SETBACK FRONT	10'-0"
SETBACK INT SIDE	5'-0"
SETBACK STREET SIDE	10'-0"
SETBACK REAR	25'-0"
GROSS LOT AREA	5,650 SF
NET LOT AREA	5,650 SF
MAX FLOOR AREA RATIO	0.6/0.5 = 2,995 SF
FLOOR AREA RATIO (GROSS)	ALLOWABLE 0.500 X 5,650 SF TOTAL = 2,825 SF
MAX DENSITY	2 DU
PROPOSED DENSITY	1 DU (NO CHANGE)
MAX BUILDING HEIGHT	25'-0"
PROPOSED BUILDING HEIGHT	17'-2" (NO CHANGE)
EXISTING OFF STREET PARKING	2
OCCUPANCY TYPE	R-3
SPRINKLERS	NO
CONSTRUCTION TYPE	VB
STORIES	2

SHEET INDEX

GENERAL	COVER SHEET
ARCHITECTURAL	
A1.1	EXISTING FLOOR PLAN
A1.2	EXISTING FLOOR PLAN
A1.3	EXISTING ROOF PLAN
A2.1	PROPOSED FLOOR PLANS
A2.2	PROPOSED FLOOR PLAN
A2.3	PROPOSED ROOF PLAN
A3.1	EXISTING & PROPOSED BUILDING ELEVATIONS
A3.2	EXISTING & PROPOSED BUILDING ELEVATIONS
A3.3	EXISTING & PROPOSED BUILDING ELEVATIONS
A3.4	EXISTING & PROPOSED BUILDING ELEVATIONS

PROJECT DIRECTORY

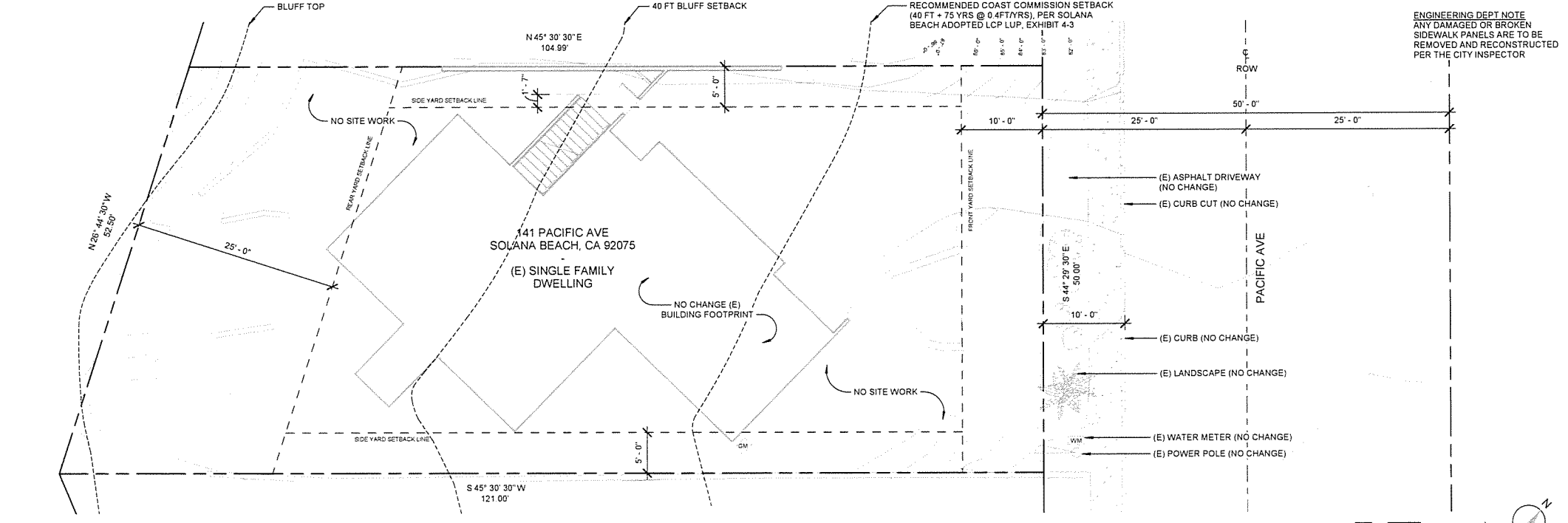
OWNER MARIBEL & TRAVIS BRADBERRY 141 PACIFIC AVE SOLANA BEACH, CA 92075	ENERGY INSU-FORM, INC 43585 MONTEREY AVE, SUITE 7 PALM DESERT, CA 92260 CONTACT: JOAN HACKER PHONE (760) 345-1352 EMAIL: JENERGY36@YAHOO.COM
DRAFTSPERSON ALEC PETROS STUDIO PO BOX 861 CARDIFF BY THE SEA, CA 92007 CONTACT: ALEC PETROS PHONE (760) 415-4019 EMAIL: ALEC@ALECPETROS.COM	

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BRADBERRY RESIDENCE
141 PACIFIC AVE
SOLANA BEACH, CA 92075

APPLICABLE CODES

- 2019 CALIFORNIA BUILDING CODE (CBC)
- 2019 CALIFORNIA RESIDENTIAL CODE (CRC)
- 2019 CALIFORNIA PLUMBING CODE (CPC)
- 2019 CALIFORNIA MECHANICAL CODE (CMC)
- 2019 CALIFORNIA ELECTRICAL CODE (CEC)
- 2019 CALIFORNIA ENERGY CODE
- 2019 CALIFORNIA FIRE CODE



1 EXISTING & PROPOSED SITE PLAN
SCALE 1/8" = 1'-0"

MARK	DATE	DESCRIPTION
DBDRY	03 28 2023	

COVER SHEET

As indicated

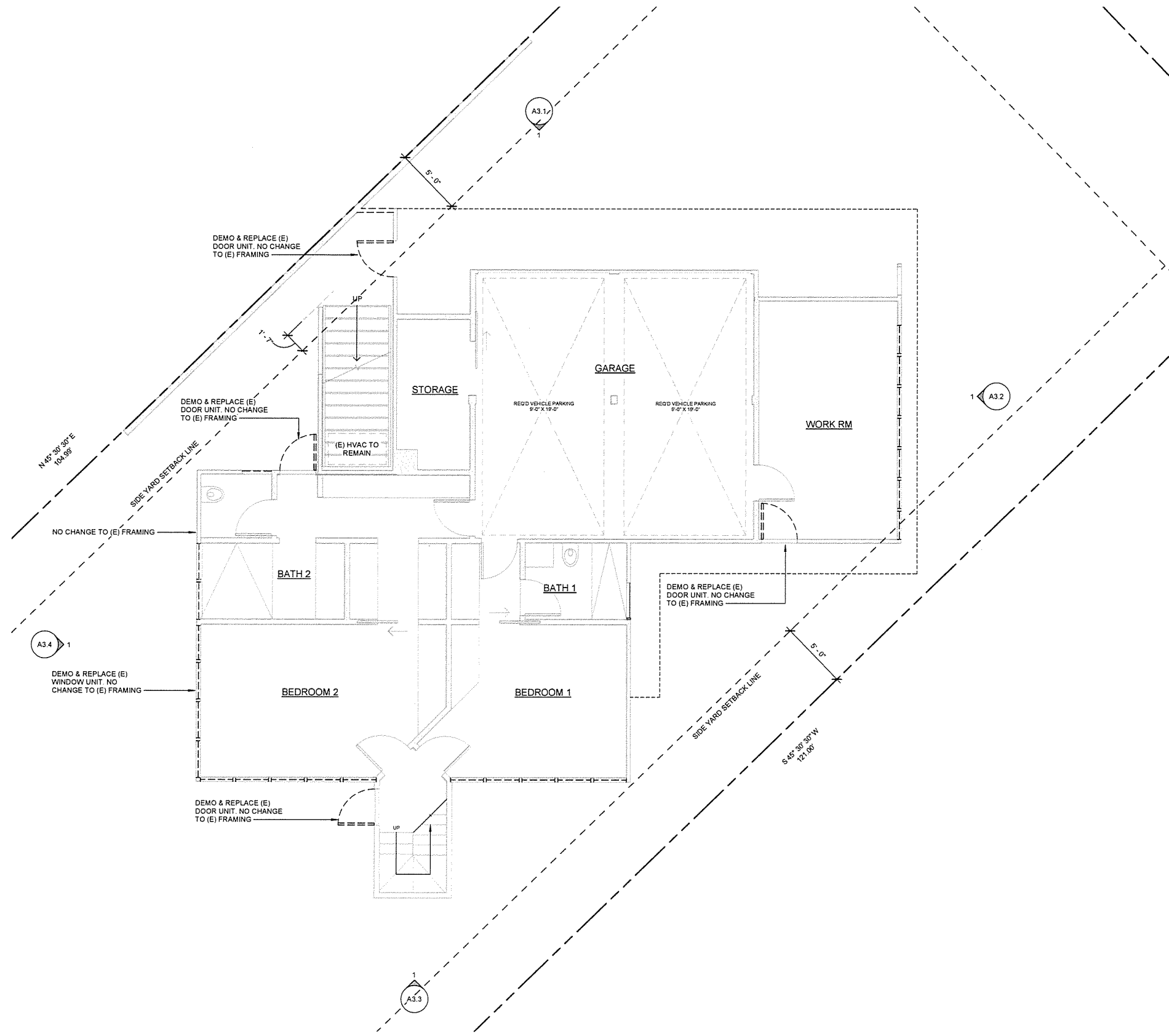
A0.0

PLAN LEGEND

- EXISTING WALL, 2x4 FRAMING, TO BE DEMOLISHED
- EXISTING WALL, 2x4 FRAMING, TO REMAIN

GENERAL NOTES

1. ALL DIMENSIONS ARE TO FACE OF STUD, UNLESS OTHERWISE NOTED.
2. ALL GUARDRAILS AND HANDRAILS SHALL MEET MINIMUM REQUIREMENTS OF THE CBC.
3. HANDRAIL SHALL HAVE 1-1/4" - 2" GRIPABLE CROSS SECTION. NO SHARP CORNERS. HANDRAIL SHALL EXTEND FROM TOP TO BOTTOM RISERS AND TERMINATE AT NEWEL POSTS OR RETURN TO WALLS PER CBC.
4. HANDRAILS SHALL BE PROVIDED ON AT LEAST ONE SIDE OF EACH STAIRWAY WITH FOUR OR MORE RISERS.
5. HANDRAILS AND EXTENSIONS SHALL BE 34" TO 38" ABOVE NOSING OF TREADS AND BE CONTINUOUS.
6. THE HANDGRIP PORTION OF ALL HANDRAILS SHALL BE NOT LESS THAN 1-1/2 INCHES NOR MORE THAN 2 INCHES IN CROSS-SECTIONAL DIMENSION. SEE SECTION R311.7.8.3 FOR ALTERNATIVES.
7. HANDRAILS PROJECTING FROM WALLS SHALL HAVE AT LEAST 1-1/2 INCHES BETWEEN THE WALL AND THE HANDRAIL.
8. ENDS OF HANDRAILS SHALL BE RETURNED OR SHALL HAVE ROUNDED TERMINATIONS OR BENDS.
9. GUARDRAILS SHALL BE INSTALLED ALONG OPEN-SIDED WALKING SURFACES THAT ARE LOCATED MORE THAN 30" ABOVE THE FLOOR OR GRADE BELOW.
10. GUARDRAILS SHALL HAVE A HEIGHT OF 42" (MAY BE 34" ALONG THE SIDES OF STAIRS).
11. GUARDRAIL OPENINGS BETWEEN RAILINGS SHALL BE LESS THAN 4". THE TRIANGULAR OPENINGS FORMED BY THE RISER, TREAD AND BOTTOM ELEMENT OF A GUARDRAIL AT A STAIR SHALL BE LESS THAN 6".
12. GUARDRAIL SHALL HAVE CAPABILITY TO RESIST A CONCENTRATED LOAD OF 200 POUNDS IN ANY DIRECTION ALONG THE TOP RAIL.
13. ALL STAIRS SHALL HAVE A MAXIMUM RISER NO MORE THAN 7-3/4" AND A MINIMUM TREAD DEPTH OF 10".
14. THE GREATEST RISER HEIGHT WITHIN ANY FLIGHT OF STAIRS SHALL NOT EXCEED THE SMALLEST BY MORE THAN 3/8 INCH. THE GREATEST TREAD DEPTH WITHIN ANY FLIGHT OF STAIRS SHALL NOT EXCEED THE SMALLEST BY MORE THAN 3/8 INCH.
15. ALL GYPSUM BOARD SHALL BE 5/8" THICK, UNLESS OTHERWISE NOTED.
16. FOR ELECTRICAL FIXTURE AND OUTLET LOCATIONS, SEE MEP SERIES.
17. CONTRACTOR TO VERIFY PROPERTY LINE PRIOR TO FOUNDATION FORMWORK.



1 EXISTING FIRST FLOOR PLAN
SCALE 1/4" = 1'-0"

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BRADBERRY RESIDENCE
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SOLANA BEACH, CA 92075

MARK	DATE	DESCRIPTION

DEVELOPMENT REVIEW PERMIT
BDBRY
03.28.2023

EXISTING FLOOR PLAN

1/4" = 1'-0"

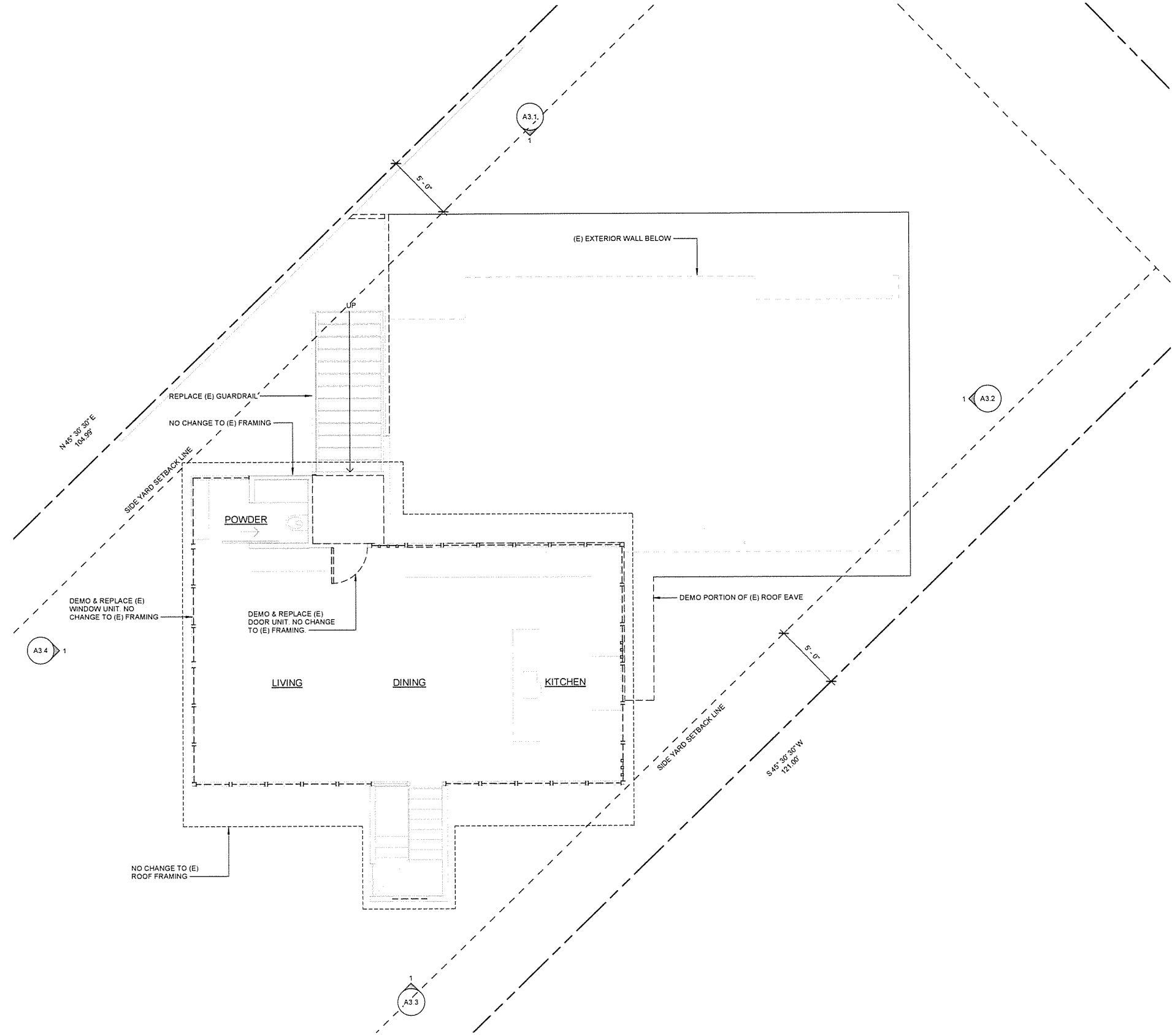
A1.1

PLAN LEGEND

- EXISTING WALL, 2x4 FRAMING, TO BE DEMOLISHED
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1 EXISTING SECOND FLOOR PLAN
SCALE 1/4" = 1'-0"

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MARK	DATE	DESCRIPTION

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BDBRY
03 28 2023

EXISTING FLOOR PLAN

1/4" = 1'-0"

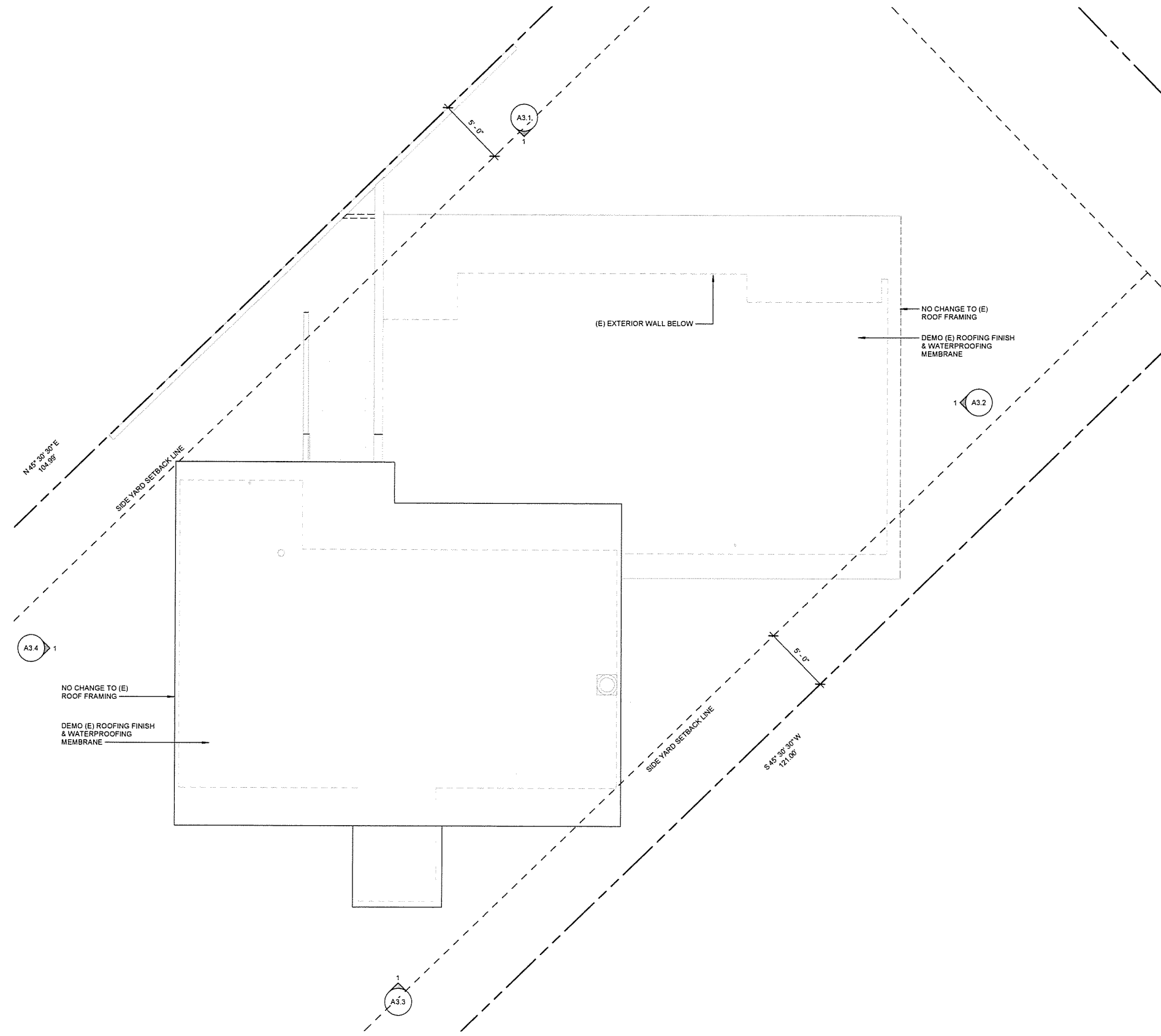
A1.2

PLAN LEGEND

- EXISTING WALL, 2x4 FRAMING, TO BE DEMOLISHED
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1 EXISTING ROOF FLOOR PLAN
SCALE 1/4" = 1'-0"

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DATE: 03/28/2023

BRADBERRY RESIDENCE

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SOLANA BEACH, CA 92075

MARK	DATE	DESCRIPTION

DEVELOPMENT REVIEW PERMIT

BDBRY
03.28.2023

EXISTING ROOF PLAN

1/4" = 1'-0"

A1.3

PLAN LEGEND

- EXISTING WALL TO REMAIN, 2x4 FRAMING, U.O.N.
- HR HANDRAIL TO CODE
- GR GUARDRAIL TO CODE

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16. FOR ELECTRICAL FIXTURE AND OUTLET LOCATIONS, SEE MEP SERIES
17. CONTRACTOR TO VERIFY PROPERTY LINE PRIOR TO FOUNDATION FORMWORK

FIRE CONDITIONS OF APPROVAL

1. ADDRESS NUMBERS, STREET NUMBERS, APPROVED NUMBERS AND/OR ADDRESSES SHALL BE PLACED ON ALL NEW AND EXISTING BUILDINGS AND AT APPROPRIATE ADDITIONAL LOCATIONS AS TO BE PLAINLY VISIBLE AND LEGIBLE FROM THE STREET OR ROADWAY FRONTING THE PROPERTY FROM EITHER DIRECTION OF APPROACH. SAID NUMBERS SHALL CONTRAST WITH THEIR BACKGROUND AND SHALL MEET THE FOLLOWING MINIMUM STANDARDS AS TO SIZE: 4" HIGH WITH A 1/2" INCH STROKE WIDTH FOR RESIDENTIAL BUILDINGS, 8" HIGH WITH A 1/2" STROKE FOR COMMERCIAL AND MULTI-FAMILY RESIDENTIAL BUILDINGS, 12" HIGH WITH A 1" STROKE FOR INDUSTRIAL BUILDINGS. ADDITIONAL NUMBERS SHALL BE REQUIRED WHERE DEEMED NECESSARY BY THE FIRE MARSHAL, SUCH AS REAR ACCESS DOORS, BUILDING CORNERS, AND ENTRANCES TO COMMERCIAL CENTERS PER THE 2022 CALIFORNIA FIRE CODE CHAPTER 5 SECTION 505.1
2. CLASS "A" ROOF: ALL STRUCTURES SHALL BE PROVIDED WITH A CLASS "A" ROOF COVERING TO THE SATISFACTION OF THE SOLANA BEACH FIRE DEPARTMENT AND PER THE 2022 CALIFORNIA BUILDING CODE CHAPTER 15 SECTION 1505

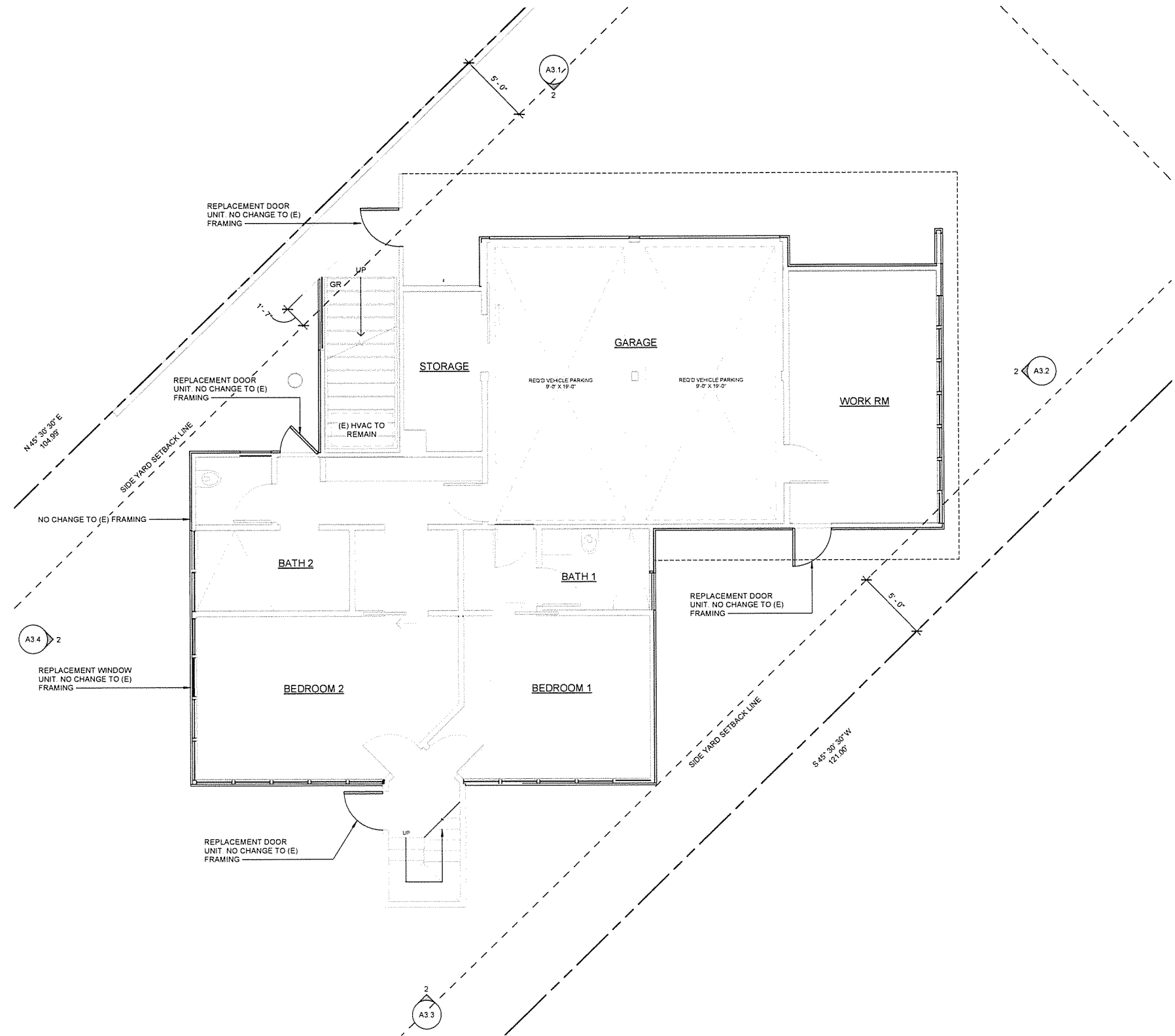
LIGHTING NOTES

1. REPLACE ALL EXTERIOR LIGHT FIXTURES. EXISTING SWITCHES TO REMAIN

GENERAL TITLE 24 LIGHTING NOTES

1. ALL INSTALLED LUMINAIRES SHALL BE HIGH-EFFICACY IN ACCORDANCE WITH TABLE 150.0-A
2. THE LUMINAIRES REQUIRED TO HAVE LIGHT SOURCES COMPLIANT WITH REFERENCE JOINT APPENDIX JA8 SHALL BE CONTROLLED BY DIMMERS OR VACANCY SENSORS
3. KITCHEN: AT LEAST 50% OF INSTALLED LIGHTING LUMINAIRE WATTAGE WILL BE OF HIGH EFFICACY AND WILL BE SWITCHED SEPARATELY FROM NON HIGH EFFICACY LIGHTING
4. IN BATHROOM, GARAGE, LAUNDRY ROOMS, AND UTILITY ROOMS, AT LEAST ONE LUMINAIRE IN EACH OF THESE SPACES SHALL BE CONTROLLED BY A VACANCY SENSOR
5. OTHER ROOMS - BEDROOMS, HALLWAYS, STAIRS, DINING ROOMS AND CENTERLINESETS LARGER THAN 70 SQUARE FEET ALL LIGHTING WILL BE HIGH EFFICACY OR CONTROLLED BY A DIMMERS SWITCH OR A CERTIFIED OCCUPANT SENSOR WITH MANUAL-ON MOTION SENSOR WHICH WILL NOT HAVE AN "ALWAYS-ON" OPTION
6. RECESSED LUMINAIRES IN INSULATED CEILINGS: ALL LUMINAIRES INSTALLED IN INSULATED CEILINGS SHALL BE APPROVED FOR ZERO-CENTERLINEARRANCE INSULATION COVER AND BE CERTIFIED AS AIR TIGHT
7. OUTDOOR LIGHTING: ALL OUTDOOR LIGHTING SHALL BE HIGH EFFICACY OR CONTROLLED BY CERTIFIED MOTION SENSORS AND PHOTO SENSORS UNLESS IT IS LANDSCAPE LIGHTING AND NOT ATTACHED TO BUILDINGS, OR IS IN OR AROUND SWIMMING POOLS OR WATER FEATURES
8. AT LEAST ONE RECEPTERLINEE OUTLET INSTALLED WITHIN THE PERIMETER OF THE BALCONY, DECK OR PORCH, NO MORE THAN 6 1/2" ABOVE THE BALCONY, DECK OR PORCH SURFACE. VERIFY LOCATION AND OUTLET TYPE WITH ARCHITECT
9. OUTDOOR LIGHTINGS SHALL BE CONTROLLED BY PHOTOCCELL AND MOTION SENSOR

PROPOSED FIRST FLOOR PLAN
SCALE 1/4" = 1'-0"



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141 PACIFIC AVE
SOLANA BEACH, CA 92075

MARK	DATE	DESCRIPTION

DEVELOPMENT REVIEW PERMIT

BBBRY

03.28.2023

PROPOSED FLOOR PLANS

1/4" = 1'-0"

A2.1

PLAN LEGEND

- EXISTING WALL TO REMAIN, 2x4 FRAMING, U.O.N
- HR HANDRAIL TO CODE
- GR GUARDRAIL TO CODE

GENERAL NOTES

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FIRE CONDITIONS OF APPROVAL

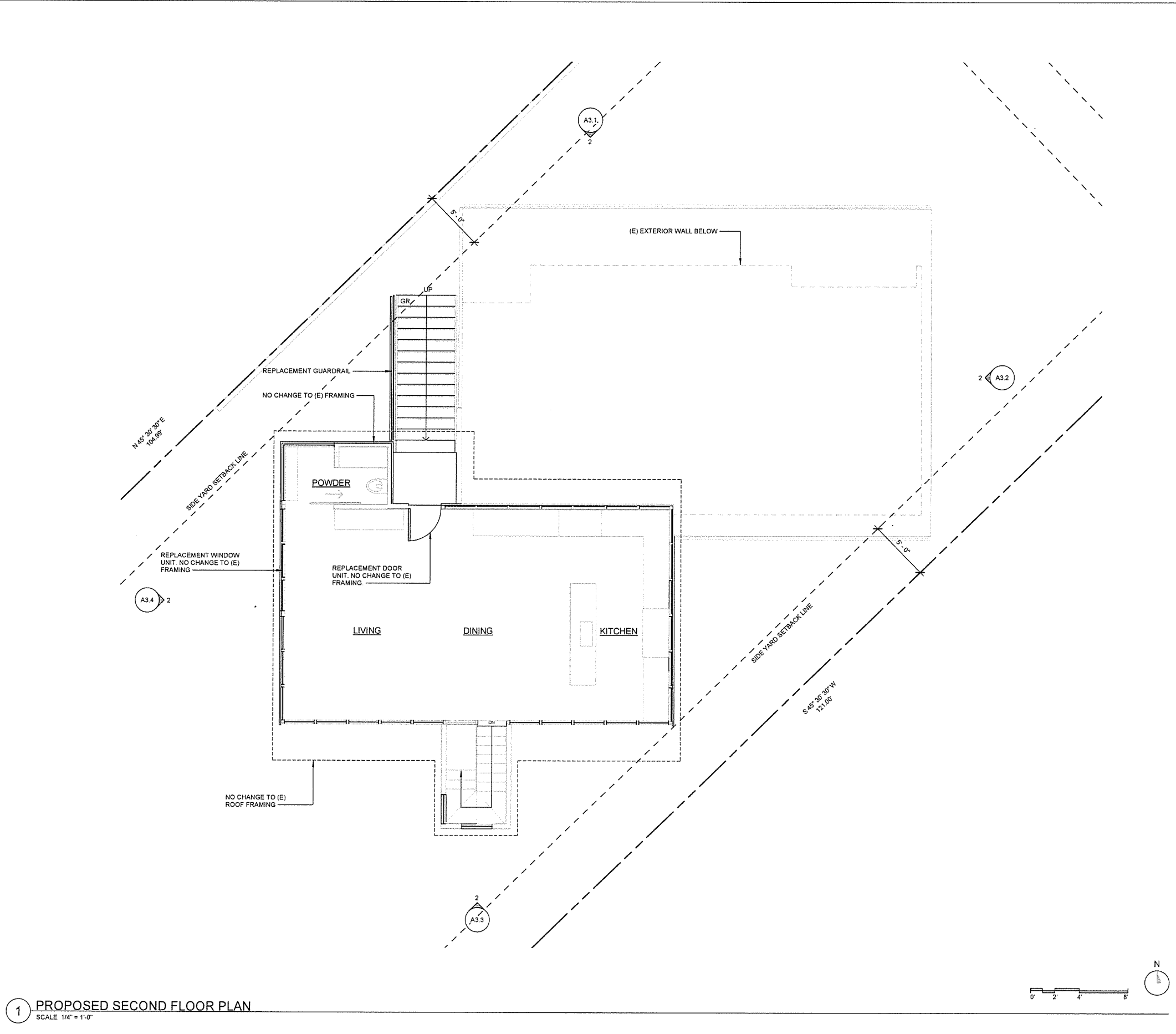
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2. CLASS "A" ROOF: ALL STRUCTURES SHALL BE PROVIDED WITH A CLASS "A" ROOF COVERING TO THE SATISFACTION OF THE SOLANA BEACH FIRE DEPARTMENT AND PER THE 2022 CALIFORNIA BUILDING CODE CHAPTER 15 SECTION 1505.

LIGHTING NOTES

1. REPLACE ALL EXTERIOR LIGHT FIXTURES. EXISTING SWITCHES TO REMAIN.

GENERAL TITLE 24 LIGHTING NOTES

1. ALL INSTALLED LUMINAIRES SHALL BE HIGH-EFFICACY IN ACCORDANCE WITH TABLE 150.0-A.
2. THE LUMINAIRES REQUIRED TO HAVE LIGHT SOURCES COMPLIANT WITH REFERENCE JOINT APPENDIX JAB SHALL BE CONTROLLED BY DIMMERS OR VACANCY SENSORS.
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7. OUTDOOR LIGHTING: ALL OUTDOOR LIGHTING SHALL BE HIGH EFFICACY OR CONTROLLED BY CERTIFIED MOTION SENSORS AND PHOTO SENSORS UNLESS IT IS LANDSCAPE LIGHTING AND NOT ATTACHED TO BUILDINGS, OR IS IN OR AROUND SWIMMING POOLS OR WATER FEATURES.
8. AT LEAST ONE RECEPTACLE OUTLET INSTALLED WITHIN THE PERIMETER OF THE BALCONY, DECK OR PORCH, NO MORE THAN 6 1/2' ABOVE THE BALCONY, DECK OR PORCH SURFACE. VERIFY LOCATION AND OUTLET TYPE WITH ARCHITECT.
9. OUTDOOR LIGHTINGS SHALL BE CONTROLLED BY PHOTOCCELL AND MOTION SENSOR.



1 PROPOSED SECOND FLOOR PLAN
SCALE 1/4" = 1'-0"

ALEC PETROS STUDIO

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DATE: 03/28/2023

BRADBERRY RESIDENCE
141 PACIFIC AVE
SOLANA BEACH, CA 92075

MARK	DATE	DESCRIPTION

DEVELOPMENT REVIEW PERMIT

BD8RY
03.28.2023

PROPOSED FLOOR PLAN

1/4" = 1'-0"

A2.2

PLAN LEGEND

- EXISTING WALL TO REMAIN, 2x4 FRAMING, U O N
- HANDRAIL TO CODE
- GUARDRAIL TO CODE

GENERAL NOTES

1. ALL DIMENSIONS ARE TO FACE OF STUD, UNLESS OTHERWISE NOTED
2. ALL GUARDRAILS AND HANDRAILS SHALL MEET MINIMUM REQUIREMENTS OF THE CBC
3. HANDRAIL SHALL HAVE 1-1/4" - 2" GRIPABLE CROSS SECTION. NO SHARP CORNERS. HANDRAIL SHALL EXTEND FROM TOP TO BOTTOM RISERS AND TERMINATE AT NEWEL POSTS OR RETURN TO WALLS PER CBC
4. HANDRAILS SHALL BE PROVIDED ON AT LEAST ONE SIDE OF EACH STAIRWAY WITH FOUR OR MORE RISERS
5. HANDRAILS AND EXTENSIONS SHALL BE 34" TO 38" ABOVE NOSING OF TREADS AND BE CONTINUOUS
6. THE HANDGRIP PORTION OF ALL HANDRAILS SHALL BE NOT LESS THAN 1-1/2 INCHES NOR MORE THAN 2 INCHES IN CROSS-SECTIONAL DIMENSION. SEE SECTION R311.7.8.3 FOR ALTERNATIVES
7. HANDRAILS PROJECTING FROM WALLS SHALL HAVE AT LEAST 1-1/2 INCHES BETWEEN THE WALL AND THE HANDRAIL
8. ENDS OF HANDRAILS SHALL BE RETURNED OR SHALL HAVE ROUNDED TERMINATIONS OR BENDS
9. GUARDRAILS SHALL BE INSTALLED ALONG OPEN-SIDED WALKING SURFACES THAT ARE LOCATED MORE THAN 30" ABOVE THE FLOOR OR GRADE BELOW
10. GUARDRAILS SHALL HAVE A HEIGHT OF 42" (MAY BE 34" ALONG THE SIDES OF STAIRS)
11. GUARDRAIL OPENINGS BETWEEN RAILINGS SHALL BE LESS THAN 4". THE TRIANGULAR OPENINGS FORMED BY THE RISER, TREAD AND BOTTOM ELEMENT OF A GUARDRAIL AT A STAIR SHALL BE LESS THAN 6"
12. GUARDRAIL SHALL HAVE CAPABILITY TO RESIST A CONCENTRATED LOAD OF 200 POUNDS IN ANY DIRECTION ALONG THE TOP RAIL
13. ALL STAIRS SHALL HAVE A MAXIMUM RISER NO MORE THAN 7-3/4" AND A MINIMUM TREAD DEPTH OF 10"
14. THE GREATEST RISER HEIGHT WITHIN ANY FLIGHT OF STAIRS SHALL NOT EXCEED THE SMALLEST BY MORE THAN 3/8 INCH. THE GREATEST TREAD DEPTH WITHIN ANY FLIGHT OF STAIRS SHALL NOT EXCEED THE SMALLEST BY MORE THAN 3/8 INCH.
15. ALL GYPSUM BOARD SHALL BE 5/8" THICK, UNLESS OTHERWISE NOTED
16. FOR ELECTRICAL FIXTURE AND OUTLET LOCATIONS, SEE MEP SERIES
17. CONTRACTOR TO VERIFY PROPERTY LINE PRIOR TO FOUNDATION FORMWORK

FIRE CONDITIONS OF APPROVAL

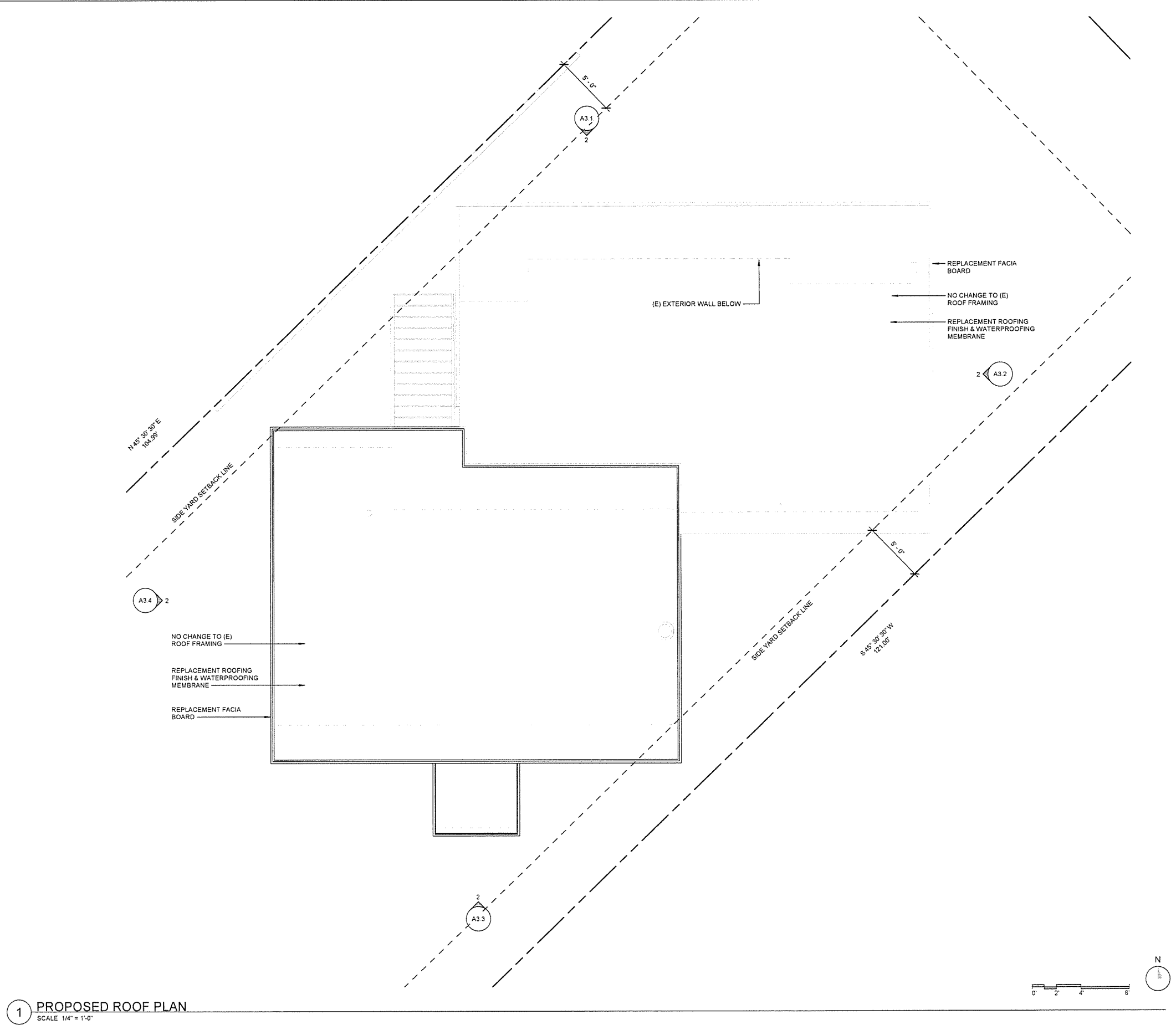
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1 PROPOSED ROOF PLAN
SCALE 1/4" = 1'-0"

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BRADBERRY RESIDENCE

141 PACIFIC AVE
SOLANA BEACH, CA 92075

MARK	DATE	DESCRIPTION

DEVELOPMENT REVIEW PERMIT
BDBRY
03.28.2023

PROPOSED ROOF PLAN

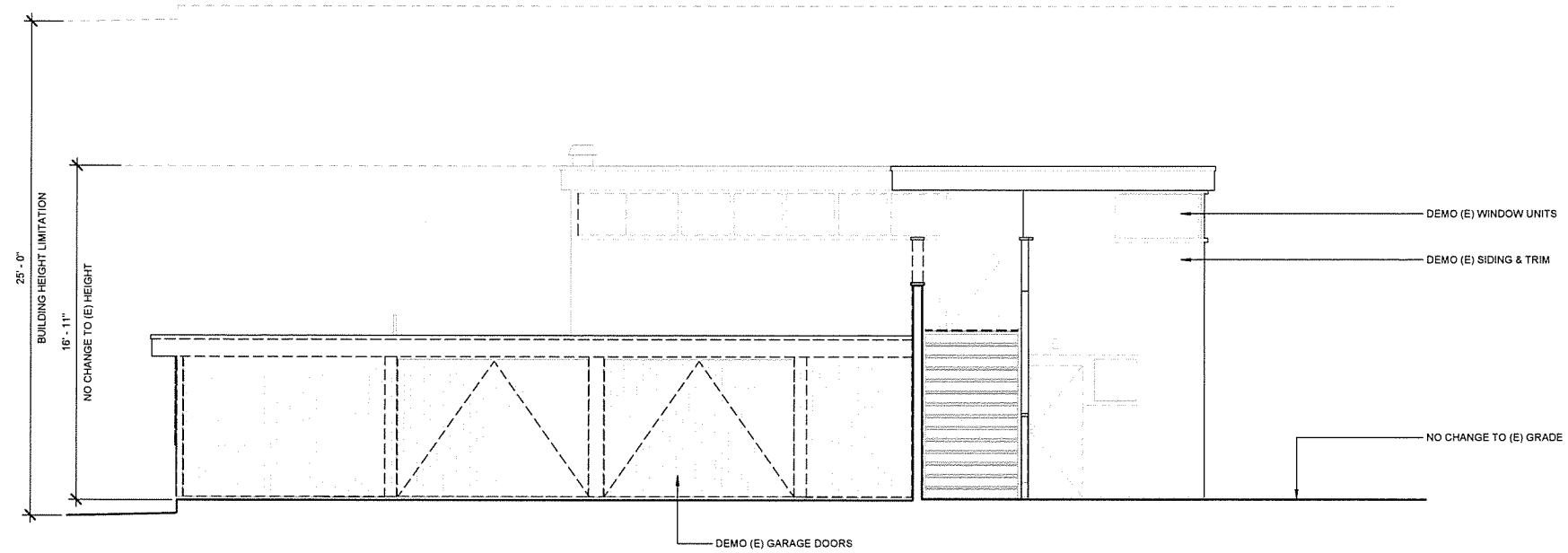
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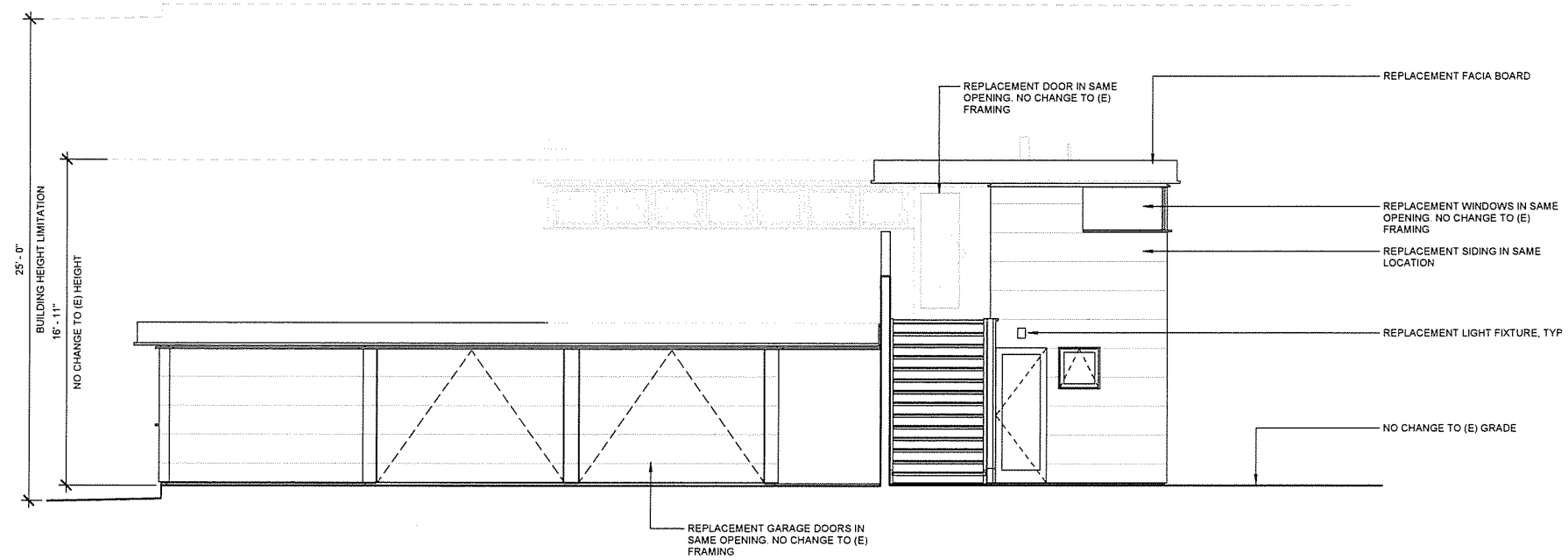
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1 EXISTING NORTH ELEVATION
SCALE 1/4" = 1'-0"



2 PROPOSED NORTH ELEVATION
SCALE 1/4" = 1'-0"

BRADBERRY RESIDENCE

141 PACIFIC AVE
SOLANA BEACH, CA 92075

MARK	DATE	DESCRIPTION

DEVELOPMENT REVIEW PERMIT

BDBRY	03.28.2023
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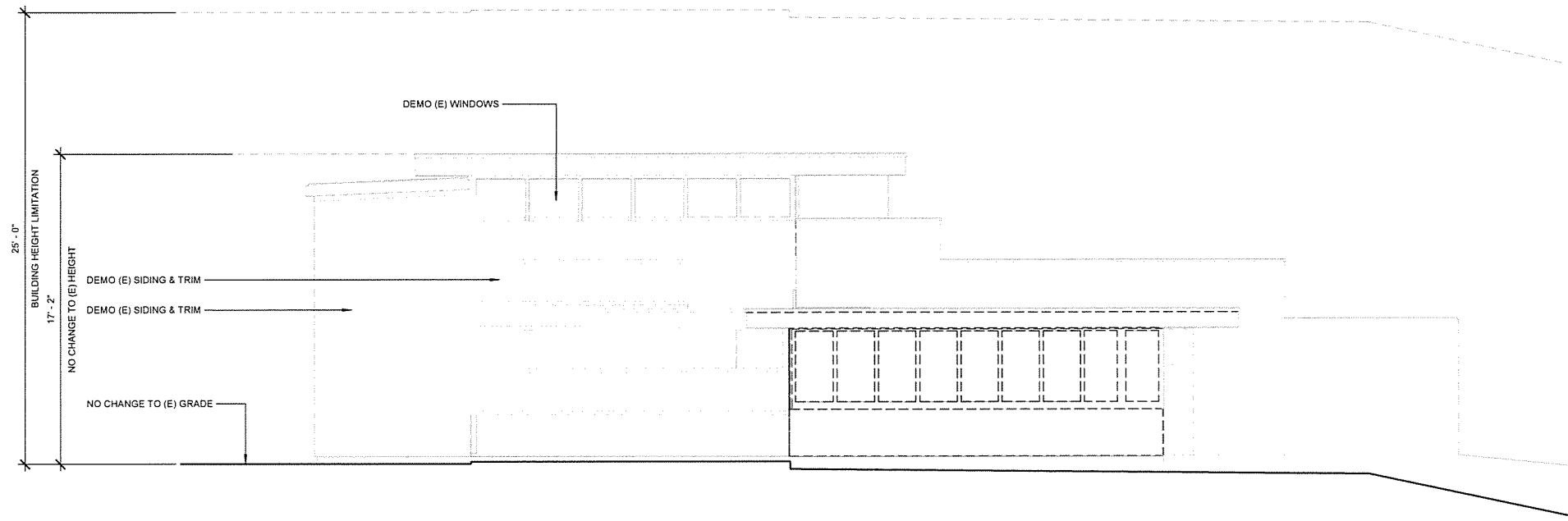
EXISTING & PROPOSED BUILDING ELEVATIONS

1/4" = 1'-0"

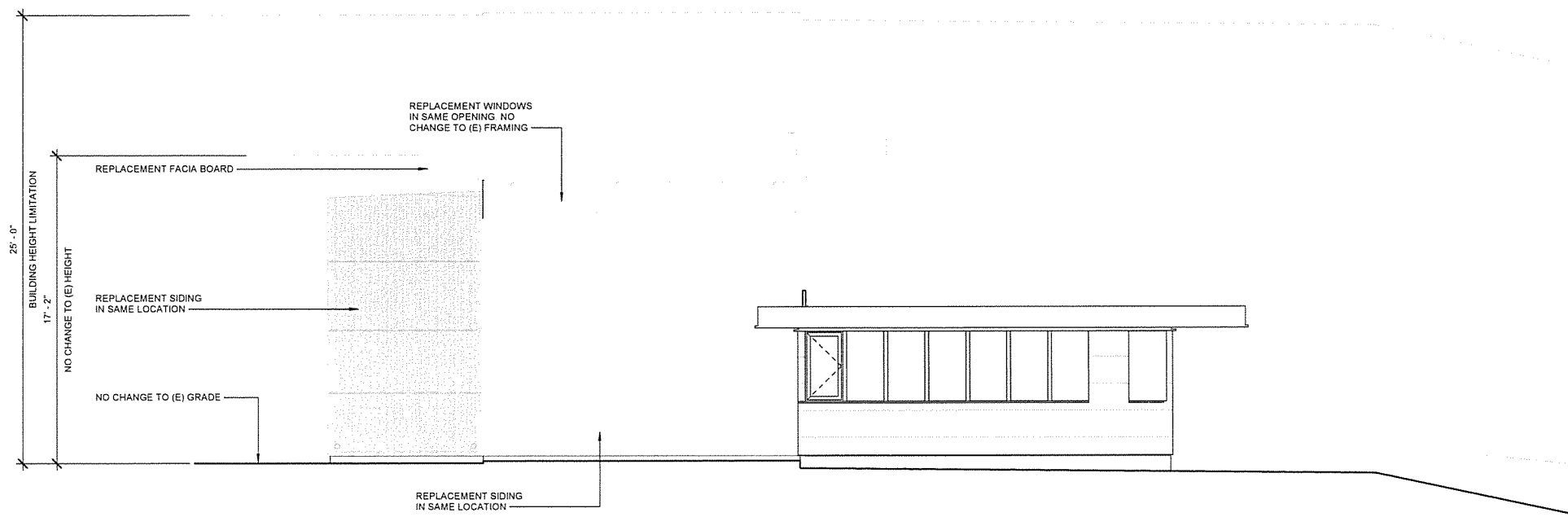
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1 EXISTING EAST ELEVATION
SCALE 1/4" = 1'-0"



2 PROPOSED EAST ELEVATION
SCALE 1/4" = 1'-0"

BRADBERRY RESIDENCE
141 PACIFIC AVE
SOLANA BEACH, CA 92075

MARK	DATE	DESCRIPTION

DEVELOPMENT REVIEW PERMIT	
BDBRY	
	03 28 2023

EXISTING & PROPOSED BUILDING ELEVATIONS

1/4" = 1'-0"

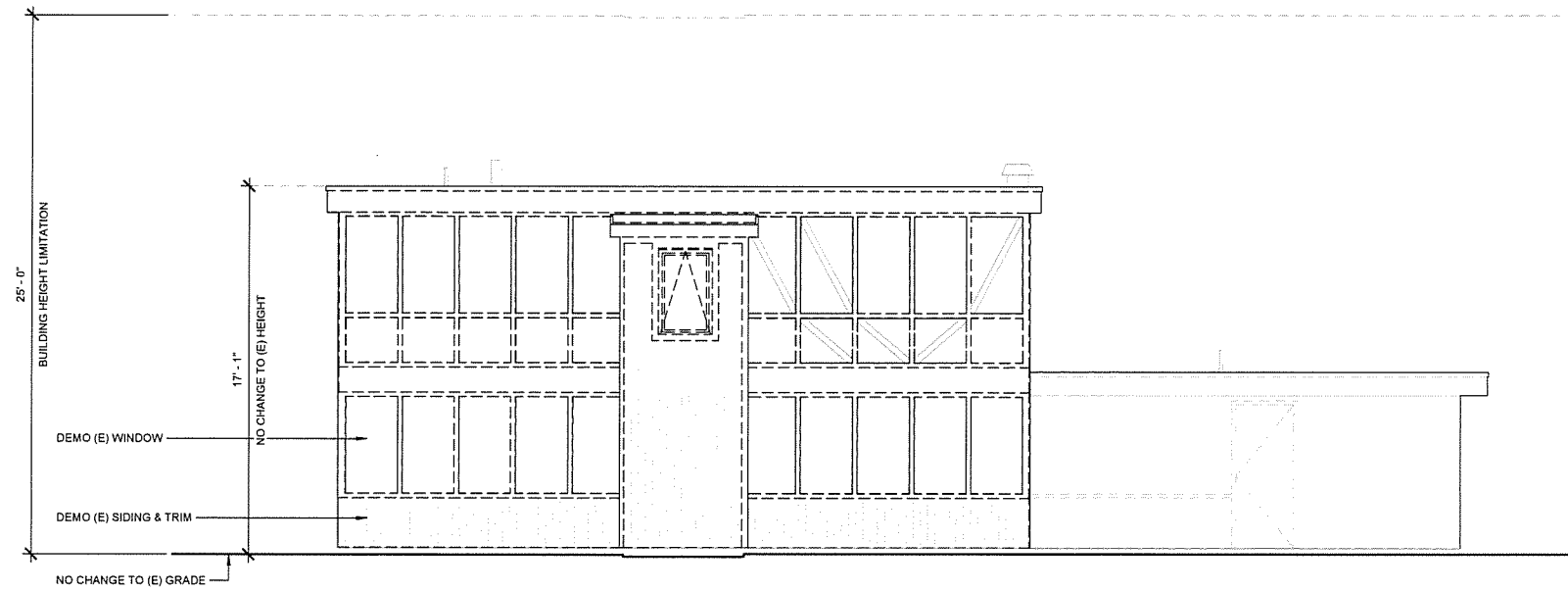
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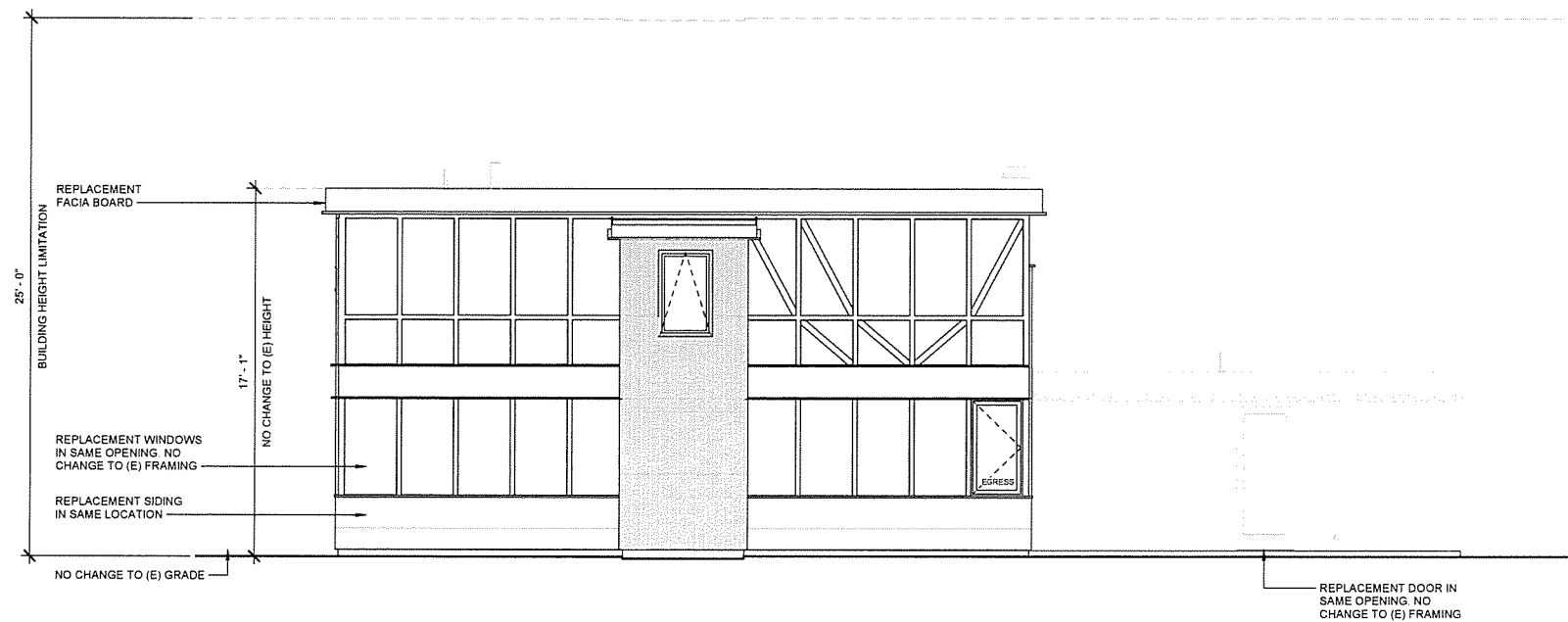


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DATE: 03/28/2023



1 EXISTING SOUTH ELEVATION
SCALE 1/4" = 1'-0"



2 PROPOSED SOUTH ELEVATION
SCALE 1/4" = 1'-0"

BRADBERRY RESIDENCE

141 PACIFIC AVE
SOLANA BEACH, CA 92075

MARK DATE DESCRIPTION

DEVELOPMENT REVIEW PERMIT

BDBRY	03.28.2023	
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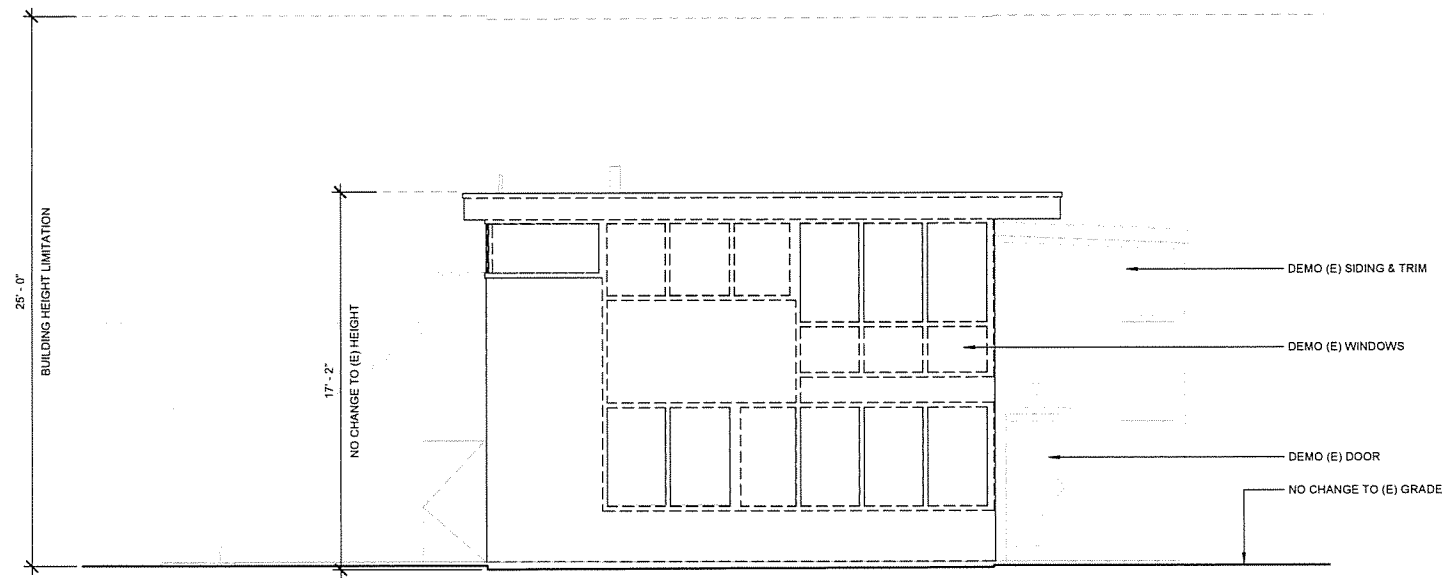
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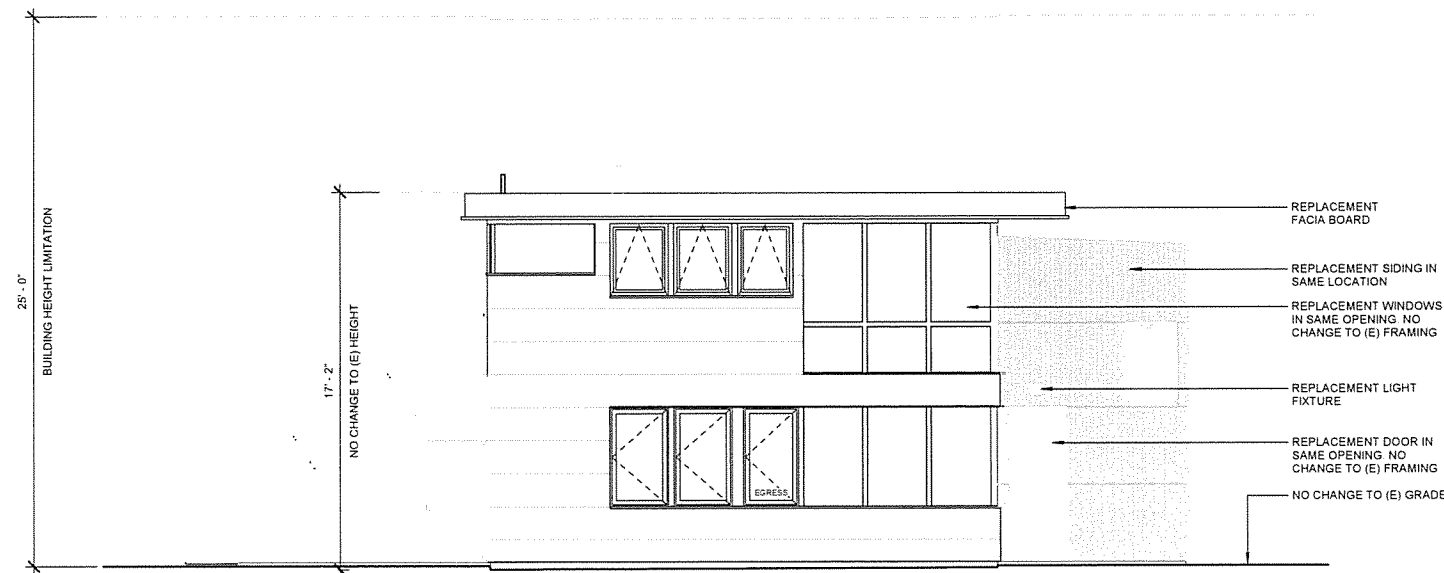
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1 EXISTING WEST ELEVATION
SCALE 1/4" = 1'-0"



2 PROPOSED WEST ELEVATION
SCALE 1/4" = 1'-0"

BRADBERRY RESIDENCE

141 PACIFIC AVE
SOLANA BEACH, CA 92075

MARK	DATE	DESCRIPTION

DEVELOPMENT REVIEW PERMIT

BDBRY

03 28 2023

EXISTING & PROPOSED BUILDING ELEVATIONS

1/4" = 1'-0"

A3.4



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Gregory Wade, City Manager
MEETING DATE: June 14, 2023 (continued hearing from 5/24/2023)
ORIGINATING DEPT: Community Development Department
SUBJECT: **Public Hearing: Request for Development Review Permit and Structure Development Permit for a Replacement Two-Story Single-Family Residence with a Basement and Attached Two-Car Garage and Associated Site Improvements at 228 North Helix Avenue (Case #: DRP22-013, SDP22-011; Applicant: Ryan Bowers; APN: 263-321-21-00; Resolution No. 2023-064)**

BACKGROUND:

The item was continued from the May 24, 2023, City Council Hearing to allow the Applicant to address view claims filed by the neighbors. The Applicant, Ryan Bowers, is requesting City Council approval of a Development Review Permit (DRP) and Structure Development Permit (SDP) to demolish a single-story, single-family residence and construct a replacement two-story, single-family residence with a basement and an attached garage and perform associated site improvements. The 4,491 square-foot lot is located at 228 North Helix Avenue and is within the Medium Residential (MR) Zone and the Scaled Residential Overlay Zone (SROZ).

The Applicant proposes to construct a 2,136 square-foot residence with a 1,593 square-foot fully subterranean basement and an attached 454 square-foot garage. The proposed development includes grading in the amount of 1,060 cubic yards (CY) aggregate. The tallest point of the proposed residence would be 25 feet above the proposed grade and the highest point of the structure would not exceed 86.11 feet above Mean Sea Level (MSL). The building height is currently proposed to be reduced as discussed in the Structure Development Permit section of this Staff Report. The project requires a DRP for three reasons: 1) a structure that exceeds 60 percent of the maximum allowable floor area; 2) a second floor that exceeds 35 percent of the first-floor area; and 3) aggregate grading in excess of 100 CY. The project requires an SDP because the proposed development exceeds 16 feet in height above existing grade.

CITY COUNCIL ACTION:

The issue before the Council is whether to approve, approve with conditions, or deny the Applicant’s request as contained in Resolution 2023-064 (Attachment 1).

DISCUSSION:

The subject property is located on the east side of North Helix Avenue, adjacent to the intersection of Hill Street and North Helix Avenue. The lot is irregularly shaped with 64 feet of frontage along North Helix Avenue, a southern property line of approximately 79 feet, a northern property line of approximately 80 feet and an eastern property line of 50 feet. The existing topography slopes downward from the street to the east. The elevation at the front property line is at approximately 65 feet above Mean Seal Level (MSL) and the rear property line is approximately 60 MSL, resulting in a change in elevation of approximately 5 feet. With the proposed project, the driveway location would be located at the northwestern portion of the lot. The project plans are provided in Attachment 2.

Table 1 (below) provides a comparison of the Solana Beach Municipal Code (SBMC) applicable zoning regulations with the Applicants proposed design.

Table 1			
LOT INFORMATION			
Property Address:	228 N Helix Ave	Zoning Designation:	MR (5-7 du/ac)
Lot Size (Net):	4,491 ft ²	# of Units Allowed:	1 Dwelling Unit, 1 ADU, 1 JADU
Max. Allowable Floor area:	2,246 ft ²	# of Units Requested:	1 Dwelling Unit
Proposed Floor area:	2,230 ft ²	Setbacks:	Required Proposed
Below Max. Floor area by:	16 ft ²	Front (W)	20 ft.* 20.00 ft.
Max. Allowable Height:	25 ft.	Interior Side (N)	5 ft. 5.00 ft.
Max. Proposed Height:	25.00 ft.	Interior Side (S)	5 ft. 5.00 ft.
Alternative Proposed Height:	23.39 ft.	Rear (E)	15 ft.** 22.18 ft.
Highest Point/Ridge:	86.11 MSL	*Per SBMC 17.20.030D where any lot has a depth of less than 100 feet or fronts on a public right-of-way 55 feet or greater in width, the minimum required front yard shall be reduced to 20 feet. **Per SBMC17.20.030D where any lot has a depth of less than 90 feet the minimum required rear yard shall be 15 feet.	
Alternative Highest Point:	84.50 MSL		
PROPOSED PROJECT INFORMATION			
Floor area Breakdown:		Requested Permits:	
First Floor	1,111 ft ²	DRP: A DRP is required for a structure that exceeds 60% of the maximum allowable floor area, for a second story that exceeds 35% of the first-floor area, and aggregate for grading in excess of 100 CY	
Second Floor	1,025 ft ²		
Fully Subterranean Basement	1,593 ft ²		
Covered and Enclosed Exterior Area	40 ft ²		
Garage	454 ft ²		
Subtotal	4,223 ft ²		
Basement Exemption	- 1,593 ft ²		

Off-Street Parking Exemption	- 400 ft ²	SDP: A SDP is required for a new structure that exceeds 16 feet in height from the existing grade.
Total Floor area	2,230 ft²	
Proposed Grading: 1,060 CY of Aggregate Grading (667 CY Cut; 245 CY of Fill; 8 CY Excavation for Footings; 140 CY Removal & Recompaction)		
Proposed Parking: 2-Car Garage Proposed Fences and Walls: Yes Proposed Accessory Dwelling Unit: No Proposed Accessory Structure: No		Existing Development: Single-Family Residence and shed

The following is a discussion of the findings for a DRP and SDP as each applies to the proposed project as well as references to recommended conditions of approval contained in Resolution 2023-064.

Development Review Permit Compliance (SBMC Section 17.68.40):

A DRP is required for a structure that exceeds 60% of the maximum allowable floor area. The total floor area proposed is 2,230 square feet and 2,246 is the maximum. Therefore, the proposal is 99% of the allowable floor area.

In addition to meeting zoning requirements, the project must also be found in compliance with development review criteria. The following is a list of the development review criteria topics:

1. Relationship with Adjacent Land Uses
2. Building and Structure Placement
3. Landscaping
4. Roads, Pedestrian Walkways, Parking, and Storage Areas
5. Grading
6. Lighting
7. Usable Open Space

The Council may approve, or conditionally approve, a DRP only if all of the findings listed below can be made. Resolution 2023-064 provides the full discussion of the findings.

1. The proposed development is consistent with the general plan and all applicable requirements of the zoning ordinance including special regulations, overlay zones, and specific plans.
2. The proposed development complies with the development review criteria.
3. All required permits and approvals issued by the city, including variances, conditional use permits, comprehensive sign plans, and coastal development permits have been obtained prior to or concurrently with the development review permit.

4. If the development project also requires a permit or approval to be issued by a state or federal agency, the city council may conditionally approve the development review permit upon the Applicant obtaining the required permit or approval from the other agency.

If the above findings cannot be made, the Council shall deny the DRP.

In addition to meeting zoning requirements, the project must also be found in compliance with the development review criteria. The following is a discussion of the applicable development review criteria as they relate to the proposed project.

Relationship with Adjacent Land Uses:

The property is located within the MR Zone. Properties to the north, south, east and west are also located within the MR Zone. The surrounding properties are developed with one and two-story, single-family residences, and multi-family buildings.

The project, as designed, is consistent with the permitted uses for the MR Zone as described in SBMC Sections 17.20.010 and 17.12.020. The property is designated Medium Density Residential in the General Plan and intended for single-family residences developed at a maximum density of five to seven (5-7) dwelling units per acre. The proposed development could be found to be consistent with the objectives of the General Plan as it encourages the development and maintenance of healthy residential neighborhoods, the stability of transitional neighborhoods, and the rehabilitation of deteriorated neighborhoods.

The property is not located within any of the City's Specific Plan areas; however, it is located within the boundaries of the Scaled Residential Overlay Zone (SROZ) and within the Coastal Zone. The project has been evaluated, and could be found to be in conformance with, the regulations of the SROZ, which are discussed further later in this report. As a condition of project approval, the Applicant would be required to obtain a Coastal Development Permit, Waiver or Exemption from the California Coastal Commission prior to the issuance of Building or Grading Permits.

Building and Structure Placement:

The site is currently developed with a one-story, single-family residence and a detached shed. The Applicant proposes to demolish the existing structures and build a new two-story residence with a basement and attached garage. The proposed residence, as designed, would be located within the buildable area.

The MR Zone requires a 25-foot front-yard setback, 25-foot rear-yard setback and 5-foot interior side-yard setbacks. Per SBMC 17.20.030D a lot less than 100 feet in depth has a reduced front yard setback of 20 feet, and when the lot depth is less than 90 feet, the rear yard setback is reduced to 15 feet. Therefore, the required setbacks for the subject

property are a 20-foot front yard setback, 15-foot rear yard setback and 5-foot side yard setbacks. The additions are proposed to be located within the buildable area. The proposed residence is set back 20 feet from the front property line, 22.17 feet from the rear property line, and 5 feet from both side property lines.

The 1,593 square-foot basement level will consist of a family room, two bedrooms, two bathrooms, powder room, laundry/craft room, and storage/mechanical room. The 1,111 square-foot first floor consists of a kitchen, pantry, dining room, living room, and the 1,025 square-foot second floor includes a primary suite, office/nursery and deck. The proposed garage is located towards the northwest side of the property and would establish vehicular and pedestrian access from North Helix Avenue.

According to the SROZ, the proposed subterranean basement is considered “Basement-No Exposed Sides” in which the basement living area can be exempt from the calculation of floor area if there are no exposed sides. A building side is considered exposed when the finished floor of the living area directly above the basement (at any point) is more than three feet above the adjacent natural or finished grade, whichever is lower. Currently, the plans show a basement with no exposure; therefore, the proposed basement living area of 1,593 square feet would be exempt from the calculation of floor area.

The SBMC parking regulations require two (2) off-street parking spaces, 9’ x 19’ clear, per single-family residence. The SBMC sections 17.48.040 and 17.20.030 indicate that when required parking spaces are provided within a garage, up to 200 square feet of floor area is exempted for each required space. As designed, the proposed residence would provide two (2) parking spaces in the proposed 454 square-foot garage; therefore, the project is afforded a 400 square-foot exemption.

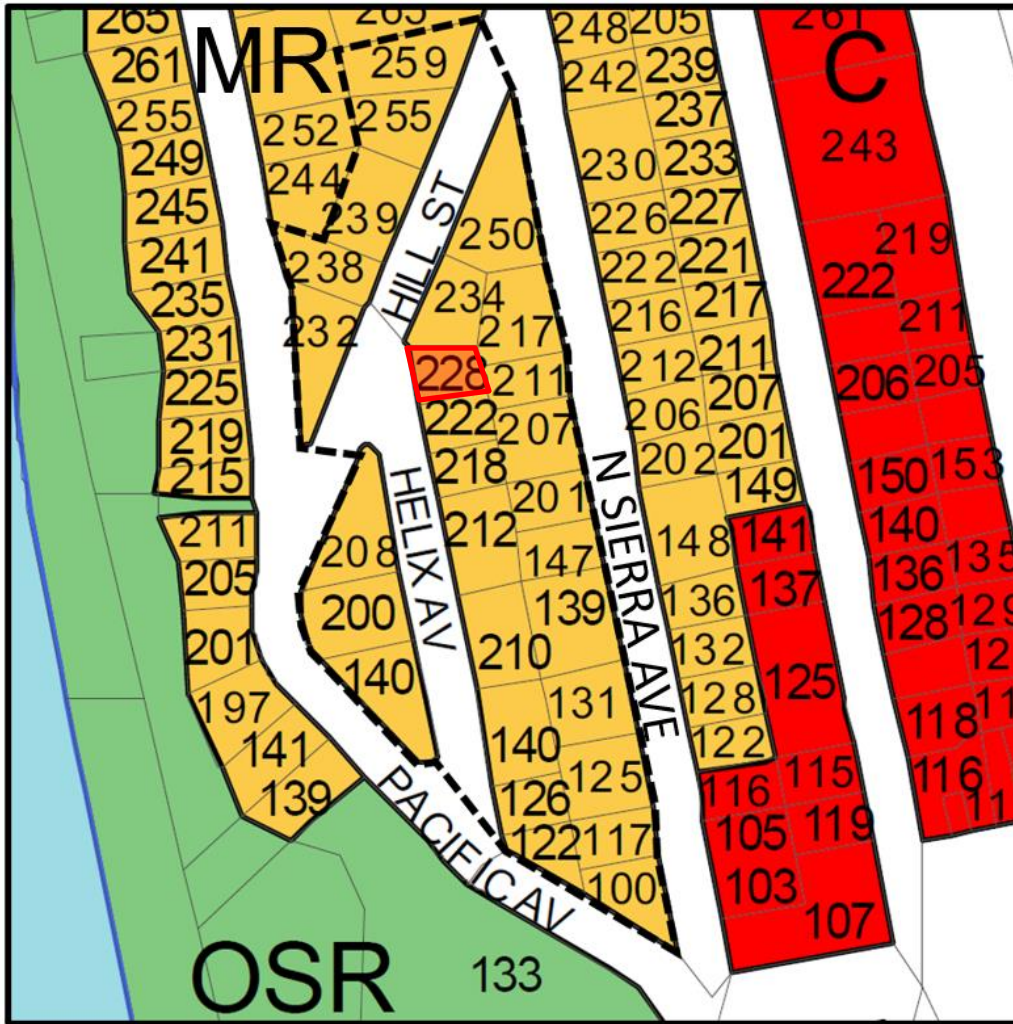
With the basement exemption (1,593 square feet) and the garage exemption (400 square feet), the total proposed floor area would be 2,230 square feet, which is 16 square feet below the maximum allowable floor area for the 4,491 square-foot lot located in the SROZ. The maximum floor area calculation for this project, pursuant to the SROZ regulations, is as follows:

$$\begin{array}{r} 0.50 \times 4,491 \text{ ft}^2 \\ \hline \text{Total Allowable Floor area:} \end{array} \qquad \begin{array}{r} 2,246 \text{ ft}^2 \\ 2,246 \text{ ft}^2 \end{array}$$

The proposed project, as designed, meets the minimum required setbacks and is below the maximum allowable floor area for the property.

Neighborhood Comparison:

Staff compared the proposed project to 27 other properties within the surrounding area. This area includes properties along both sides of North Helix Avenue and Hill Street, and the west side of South Sierra Avenue as shown on the following map:



The properties evaluated in this comparison are located in the MR Zone and the SROZ. The existing homes range in size from 320 square feet to 6,718 square feet, according to the County Assessor records. It should be noted that the County Assessor does not include the garage, covered porch area, unfinished basement, or accessory building area in the total square footage. Accordingly, the building area of the proposed project has been calculated for comparison purposes by deleting the area of the proposed garages, the covered porch, and ceiling height over 15 feet as follows:

Project Gross Building Area:	4,223 ft ²
Delete Basement:	- 1,593 ft ²
Delete Garage:	- 454 ft ²
<hr/> Project Area for Comparison to Assessor's Data:	<hr/> 2,230 ft ²

Table 2 is based upon the County Assessor's data and SanGIS data. It contains neighboring lot sizes, the square footage of existing development and the maximum allowable square footage for potential development on each lot.

Table 2

#	Property Address	Lot Size in ft ² (SanGis)	Existing ft ² (Assessor)	Proposed / Recently Approved ft ²	Max. Allowable ft ²	Zone
1	120 N HELIX AVE	3,322	2,355		1661	MR
2	122 N HELIX AVE	3,444	1,610		1722	MR
3	128-132 N HELIX AVE	6,933	4,665		3163	MR
4	140 N HELIX AVE	3,485	2,349		1743	MR
5	142 N HELIX AVE	3,501	2,306		1751	MR
6	210 N HELIX AVE	3,548	2,306		1774	MR
7	212 N HELIX AVE	3,568	2,349		1784	MR
8	218 N HELIX AVE	3,275	2,352		1638	MR
9	222 N HELIX AVE	3,526	1,342		1763	MR
10	228 N HELIX AVE	4,491	320	2,230	2246	MR
11	234-238 HILL ST	5,331	2,168		2666	MR
12	250 HILL ST	10,213	6,718		3737	MR
13	239 HILL ST	6,972	3,086		3170	MR
14	255 HILL ST	5,956	1,670		2978	MR
15	259 HILL ST	7,412	4,431		3247	MR
16	140 PACIFIC AVE	7,379	2,570		3241	MR
17	200 PACIFIC AVE	7,446	4,646		3253	MR
18	208 PACIFIC AVE	8,009	4,353		3352	MR
19	232 PACIFIC AVE	7,227	2,664		3215	MR
20	238 PACIFIC AVE	5,059	3,046		2530	MR
21	100 S SIERRA AVE	7,441	4,192		3252	MR
22	117 S SIERRA AVE	4,182	2,319		2091	MR
23	121 S SIERRA AVE	6,319	2,146		3056	MR
24	131 S SIERRA AVE	6,328	1,575		3057	MR
25	137-139 S SIERRA AVE	8,450	3,301		3429	MR
26	147 S SIERRA AVE	4,258	3,385		2129	MR
27	201 S SIERRA AVE	4,403	1,288		2202	MR
28	207 S SIERRA AVE	6,347	4,140		3061	MR
29	211 S SIERRA AVE	4,012	832		2006	MR
30	217-221 S SIERRA AVE	6,946	2,231		3166	MR

Fences, Walls and Retaining Walls:

Within the front yard setback area, the SBMC Section 17.20.040(O) allows fences and walls, or any combination thereof, to be no higher than 42 inches in height as measured from existing grade, except for an additional two feet of fence that is at least 80% open to light. Fences, walls and retaining walls located within the rear and interior side yards are allowed to be up to six feet in height with an additional 24 inches that is 50% open to light

and air. The proposed project includes a new six-foot tall retaining wall on the north side of the property adjacent to the north property line.

Landscape:

The project is subject to the current water efficient landscaping regulations of SBMC Chapter 17.56. A Landscape Documentation Package is required for new development projects with an aggregate landscape equal to or greater than 500 square feet requiring a building permit, plan check or development review. The Applicant provided a conceptual landscape plan that has been reviewed by the City's third-party landscape architect, who has recommended approval. The Applicant will be required to submit detailed construction landscape drawings that will be reviewed by the City's third-party landscape architect for conformance with the conceptual plan. In addition, the City's third-party landscape architect will perform inspections during the construction phase of the project. A separate condition has been added to require that native or drought-tolerant and non-invasive plant materials and water-conserving irrigation systems are required to be incorporated into the landscaping to the extent feasible.

Parking:

SBMC Section 17.52.040 and the Off-Street Parking Design Manual (OSPDM) require two (2) parking spaces for a single-family residence. The Applicant proposes to establish driveway access to the property from North Helix Avenue on the northwest portion of the lot. SBMC Section 17.08.030 indicates that required parking up to 200 square feet per parking space provided in a garage is exempt from the floor area calculation. The proposed 454 square-foot garage would provide two parking spaces. Two spaces are required; therefore, 400 square feet of garage area is exempt from the project's floor area calculation.

Grading:

The project includes 667 cubic yards of cut, 245 cubic yards of fill, 8 cubic yards of excavation for footings, and 140 cubic yards of removal and recompaction. The project includes grading in the amount 1,060 cubic yards aggregate.

Lighting:

A condition of project approval requires that all new exterior lighting fixtures comply with the City-Wide Lighting Regulations of the Zoning Ordinance (SBMC 17.60.060). All light fixtures shall be shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding area.

Usable Open Space:

The project consists of a new two-story single-family residence with a fully subterranean basement and an attached two-car garage on a developed residential lot; therefore, usable open space and recreational facilities are neither proposed nor required according to SBMC Section 17.20.040. As a condition of project approval, the Applicant will be required to pay the applicable Park Development Fee.

Structure Development Permit Compliance:

The proposed structure exceeds 16 feet in height above the pre-existing grade; therefore, the project must comply with all of the View Assessment requirements of SBMC Chapter 17.63 and the Applicant was required to complete the SDP process. The Applicant had story poles erected onsite and the Story Pole Height Certification was issued by a licensed land surveyor on September 1, 2022, which showed the highest story pole certified at 87.33 MSL and 25 feet above the proposed grade. Notices to apply for View Assessment were mailed to property owners and occupants within 300 feet of the project site, which established a deadline to file for View Assessment on December 12, 2022. The City received three (3) applications for View Assessment (Attachments 4-6) from the following property owners: Jill Martin, "Claimant 1" of 222 N. Helix Ave., located immediately south of the subject property; Naomi Clum, "Claimant 2" of 219 N. Sierra Ave., located northeast of the subject property; and Anthony Gatti "Claimant 3" of 218 N. Helix Ave., located south of the subject property.

The project was revised, and additional story poles were erected onsite, to illustrate the changes made to address the view claims. The Story Pole Height Certification was issued by a licensed land surveyor on January 20, 2023, which showed the highest story pole certified at 87.33 MSL and 25 feet above the proposed grade. Notices to apply for View Assessment were mailed to property owners and occupants within 300 feet of the project site, which established a deadline to file for View Assessment on March 16, 2023. The City received updated view claims from the three (3) original Claimants (Martin, Clum and Gatti) (Attachments 4-6).

The project was presented to the View Assessment Commission (VAC) on April 18, 2023. Draft minutes from the April 18, 2023, meeting are included in Attachment 7. Tables 3 through 5 below include the disclosures and findings from the April 18, 2023, meeting.

Claimant 1: Jill Martin, [REDACTED] N. Helix Ave. (Table 3)

Five out of the six participating VAC members found the primary viewing area to be in the living room and/or kitchen areas, one VAC member found the primary viewing area to be from the primary bedroom, and one VAC member was absent. One out of the six participating VAC members was able to make finding 3.

Table 3								
Jill Martin [REDACTED] N Helix Ave		Coad	Villasenor	Cohen	Moldenhauer	Stribling	Zajac	Najjar
Date Visited	Claimant		4/14	4/14	4/15	4/15	4/15	4/14
	Applicant		4/14	4/14	4/15	4/15	4/15	4/14
Primary Viewing Area			Living Room / Kitchen	Living Room / Kitchen	Living Room / Kitchen	Primary Bedroom	Living Room / Kitchen	Kitchen
#1. Communication Taken Place			Y	Y	Y	Y	Y	Y
#2. No Public View Impairment			Y	Y	Y	Y	Y	Y
#3. Designed to Minimize View Impairment			N	N	N	Y	N	N
#4. No Cumulative View Impairment			N	N	N	Y	N	N
#5. Neighborhood Compatibility			Y	N	N	N	Y	Y

Claimant 2: Naomi Clum, [REDACTED] N. Sierra Ave. (Table 4)

Five out of the six participating VAC members found the primary viewing area to be in the living room and/or kitchen areas, one VAC member found the primary viewing area to be from the primary bedroom, and one VAC member was absent. All six of the participating VAC members were able to make finding 3.

Table 4								
Naomi Clum [REDACTED] N Sierra		Coad	Villasenor	Cohen	Moldenhauer	Stribling	Zajac	Najjar
Date Visited	Claimant		4/14	4/17	4/15	4/15	4/15	4/14
	Applicant		4/14	4/17	4/15	4/15	4/15	4/14
Primary Viewing Area			Living Room / Dining Room	Kitchen / Sitting Area	Living Room / Dining Room	Primary Bedroom	Living Room / Dining Room	Kitchen
#1. Communication Taken Place			Y	Y	Y	Y	Y	Y
#2. No Public View Impairment			Y	Y	Y	Y	Y	Y
#3. Designed to Minimize View Impairment			Y	Y	Y	Y	Y	Y

#4. No Cumulative View Impairment		Y	N	Y	Y	N	Y
#5. Neighborhood Compatibility		Y	N	Y	N	Y	Y

Claimant 3: Anthony Gatti, [REDACTED] N. Helix Ave. (Table 5)

Five out of the six participating VAC members found the primary viewing area to be in the primary bedroom, one VAC member found the primary viewing area to be from the second-floor deck, and one VAC member was absent. One out of the six participating VAC members was able to make finding 3.

Table 5								
Anthony Gatti [REDACTED] N Helix Ave		Coad	Villasenor	Cohen	Moldenhauer	Stribling	Zajac	Najjar
Date Visited	Claimant		4/14	4/18	4/15	4/15	4/15	4/14
	Applicant		4/14	4/18	4/15	4/15	4/15	4/14
Primary Viewing Area			Primary Bedroom	Primary Bedroom	Primary Bedroom	Primary Bedroom	2 nd Level Deck	Primary Bedroom
#1. Communication Taken Place			Y	Y	Y	Y	Y	Y
#2. No Public View Impairment			Y	Y	Y	Y	Y	Y
#3. Designed to Minimize View Impairment			N	N	N	N	Y	N
#4. No Cumulative View Impairment			N	N	N	Y	N	N
#5. Neighborhood Compatibility			Y	N	N	N	Y	Y

Chairperson Cohen made a motion to recommend denial of the project to City Council, which was seconded by Commissioner Zajac. The motion passed 6/0/1 Ayes: Bishop, Cohen, Moldenhauer, Stribling, Zajac, Najjar. Noes: none. Absent: Coad. The Notice of Recommendation is included in Attachment 8.

Proposed Alternative Design

After the April 18, 2023, VAC Hearing, the Applicant removed the story poles that represented the original design. The project was scheduled for the May 24, 2023, Council Meeting, at which the Applicant requested a continuance from City Council to June 24,

2023. The Applicant has since prepared an alternative design to address neighbors' view concerns. New story poles consistent with the renderings in Attachment 11 were installed and certified on June 1, 2023. The current Story Pole Height Certification shows the highest story pole certified at 84.50 MSL and 23.39 feet above the proposed grade (Attachment 12). Previously, the highest story pole was certified at 86.11 MSL and 25 feet above the proposed grade (Attachment 3). This results in a height reduction of 1.61 feet at the highest point of the structure. The Applicant proposes to reduce the height at the second floor southwest hallway by three (3) feet four (4) inches, reduce the height of the stairwell five (5) feet six (6) inches and shift the southern wall of the primary bedroom one (1) foot to the north. The redesign does not expand the building envelope, nor does it increase the floor area. The revised plans and a letter addressed to Council from the Applicant are included in Attachments 13 and 14 respectively. The proposed changes are reflected below.



Below are illustrations comparing the previous design with the alternative design:



NORTH HELIX AVE - BEFORE (PREVIOUS DESIGN)



NORTH HELIX AVE - AFTER (PROPOSED DESIGN)

The City Council should consider the recommendation from VAC, the information provided by the Applicant and Claimants, and the View Assessment Ordinance (SBMC 17.63) including the definition of a “Viewing Area” and the five required findings, which are provided below:

SBMC Section 17.63.020(I): “Viewing area” shall be that area of the structure (excluding bathrooms, hallways, garages or closets) or lot (excluding the building setback areas) where the view assessment committee, or the city council on appeal, determines the best and most important view exists. The finished floor elevation of any viewing area must be at or above existing grade adjacent to the exterior wall of the part of the building nearest to that viewing area. The determination shall be made by balancing the nature of the view to be protected and the importance of the area of the structure or lot from where the view is taken.

SBMC Section 17.63.040(F): Findings. In making a decision on a matter for which view assessment has been requested, the view assessment committee shall be required to make the following findings:

- 1. The applicant for the structure development permit has made a reasonable attempt to resolve the view impairment issues with the person(s) requesting view assessment. Written evidence of a good faith voluntary offer to meet and discuss view issues, or of a good faith voluntary offer to submit the matter to mediation, is hereby deemed to be a reasonable attempt to resolve the view impairment issues.*
- 2. The proposed structure does not significantly impair a view from public property (parks, major thoroughfares, bike ways, walkways, equestrian trails) which has been identified in the city’s general plan, local coastal program, or city designated viewing areas.*
- 3. The structure is designed and situated in such a manner as to minimize impairment of views.*
- 4. There is no significant cumulative view impairment caused by granting the application. Cumulative view impairment shall be determined by: (a) Considering the amount of view impairment caused by the proposed structure; and (b) considering the amount of view impairment that would be caused by the construction on other parcels of structures similar to the proposed structure.*
- 5. The proposed structure is compatible with the immediate neighborhood character.*

A condition of approval has been added to the Draft Resolution of Approval (Attachment 1) to require that the Applicant submit a height certification prepared by a licensed land surveyor prior to the framing inspection certifying that the maximum height of the proposed addition will not exceed 25 feet above the proposed grade or 86.11 feet above MSL, which is the maximum proposed structure height reflected on the project plans, should the City Council make the necessary finding to approve the project.

In conclusion, the proposed project, as conditioned, could be found to be consistent with the Zoning regulations, and the General Plan. Staff has prepared draft findings for approval of the project in the attached Resolution 2023-064 for the Council's consideration based upon the information in the report. The applicable SBMC sections are provided in the italicized text and conditions from the Community Development, Engineering, and Fire Departments are incorporated in the Resolution of Approval. Additionally, as a condition of project approval, the Applicant would be required to obtain a Coastal Development Permit, Waiver or Exemption from the California Coastal Commission prior to the issuance of a Building Permit. The Council may direct Staff to modify the Resolution to reflect the findings and conditions it deems appropriate as a result of the Public Hearing process. If the Council determines the project is to be denied, Staff will prepare a Resolution of Denial for adoption at a subsequent Council meeting.

Property Frontage and Public Right-of-Way Improvements:

The existing right-of-way adjacent to this project is improved with concrete curb, gutter, and sidewalk. A few sidewalk panels are damaged. There is no vehicular driveway to the existing site. The site drainage pattern is generally from west to east.

If approved, this project will be authorized to construct one 17-foot-wide driveway to North Helix Avenue. The Applicant will be required to remove and reconstruct several damaged sidewalk panels and to relocate an existing fire hydrant to accommodate construction of the proposed driveway. The storm water run-off generated due to development will be detained in a detention basin and will be discharged at a reduced rate equal to the pre-existing conditions. The general direction and characteristics of the discharged run-off will be consistent with the pre-existing condition.

Public Hearing Notice:

Notice of the City Council Public Hearing for the project was published in the Union Tribune more than 10 days prior to the public hearing. The same public notice was mailed to property owners and occupants within 300 feet of the proposed project site on May 10, 2023. As of the date of preparation of this Staff Report, Staff has not received any official correspondence.

In conclusion, the proposed project, as conditioned, could be found to be consistent with the Zoning regulations and the General Plan. Staff has prepared draft findings for approval of the project in the attached Resolution 2023-064 for the Council's

consideration based upon the information in this report. Conditions from the Community Development, Engineering, and Fire Department are incorporated in the Resolution of Approval.

Should the Council determine that the findings can be made to approve the project; the SDP will be approved concurrently with the DRP. The Council may direct Staff to modify the Resolution to reflect the findings and conditions it deems appropriate as a result of the Public Hearing process. If the Council determines the project is to be denied, Staff will prepare a Resolution of Denial for adoption at a subsequent Council meeting.

CEQA COMPLIANCE STATEMENT:

The project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303 of the State CEQA Guidelines. Class 3 consists of construction and location of limited numbers of new, small facilities or structures. Examples of this exemption include one single-family residence or second dwelling unit in a residential zone. In urbanized areas, up to three-single-family residences may be constructed or converted under this exemption.

FISCAL IMPACT: N/A

WORK PLAN: N/A

OPTIONS:

- Approve Staff recommendation adopting the attached Resolution 2023-064.
- Approve Staff recommendation subject to additional specific conditions necessary for the City Council to make all required findings for the approval of a DRP and SDP.
- Deny the project if all required findings for the DRP cannot be made.

DEPARTMENT RECOMMENDATION:

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

1. Conduct the Public Hearing: Open the Public Hearing, Report Council Disclosures, Receive Public Testimony, and Close the Public Hearing.
2. Find the project exempt from the California Environmental Quality Act pursuant to Section 15303 of the State CEQA Guidelines; and
3. If the City Council makes the requisite findings and approves the project, adopt Resolution 2023-064 conditionally approving a DRP and SDP for a new two-story, single-family residence with a fully subterranean basement and an attached two-

car garage and perform associated site improvements at 228 North Helix Avenue, Solana Beach.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation.



Gregory Wade, City Manager

Attachments:

1. Resolution 2023-064
2. Project Plans
3. Story Pole Height Certification, May 8, 2023
4. Martin Application for View Assessment
5. Clum Application for View Assessment
6. Gatti Application for View Assessment
7. Draft Minutes from the April 18, 2023, VAC Meeting
8. NOR from April 18, 2023, VAC Meeting
9. Letter to Council from Applicant, May 12, 2023
10. Supplemental Material from Application
11. Revised Project Renderings
12. Story pole Height Certification, June 1, 2023
13. Revised Project Plans
14. Letter to Council from Applicant, June 6, 2023

RESOLUTION 2023-064

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, CONDITIONALLY APPROVING A DEVELOPMENT REVIEW PERMIT AND STRUCTURE DEVELOPMENT PERMIT FOR A REPLACEMENT TWO-STORY SINGLE-FAMILY RESIDENCE WITH A BASEMENT AND ATTACHED TWO-CAR GARAGE AND ASSOCIATED SITE IMPROVEMENTS AT 228 NORTH HELIX AVENUE

APPLICANTS: Ryan Bowers
APPLICATION: DRP22-013/SDP22-011

WHEREAS, Ryan Bowers (hereinafter referred to as “Applicant”) has submitted an application for a Development Review Permit (DRP) and Structure Development Permit (SDP) pursuant to Title 17 (Zoning) of the Solana Beach Municipal Code (SBMC); and

WHEREAS, the View Assessment Committee recommended denial of the project on April 18, 2023, based on applications for View Assessment from 222 North Helix Avenue, 219 North Sierra Avenue, and 218 North Helix Avenue; and

WHEREAS, the Public Hearing was conducted pursuant to the provisions of Solana Beach Municipal Code Section 17.72.030; and

WHEREAS, at the Public Hearing on June 14, 2023, the City Council received and considered evidence concerning the proposed application; and

WHEREAS, the City Council determined the primary viewing area(s) to be _____; and

WHEREAS, the City Council of the City of Solana Beach found the project requested in the application exempt from the California Environmental Quality Act pursuant to Section 15303 of the State CEQA Guidelines; and

WHEREAS, this decision is based upon the evidence presented at the Public Hearing, and any information the City Council gathered by viewing the site and the area as disclosed at the hearing.

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

- I. That the foregoing recitations are true and correct.
- II. That the request for a DRP and SDP to construct a 2,136 square-foot residence with a 1,593 square-foot fully subterranean basement and an attached 454 square-foot garage at 228 North Helix Avenue, is conditionally approved based upon the following Findings and subject to the following Conditions:

III. FINDINGS

A. In accordance with Section 17.68.040 (Development Review Permit) of the City of Solana Beach Municipal Code, the City Council finds the following:

- I. *The proposed project is consistent with the General Plan and all applicable requirements of SBMC Title 17 (Zoning Ordinance), including special regulations, overlay zones and specific plans.*

General Plan Consistency: The project, as conditioned, is consistent with the City's General Plan designation of Medium Density Residential, which allows for a maximum of five to seven (5-7) dwelling units per acre. The development is also consistent with the objectives of the General Plan as it encourages the development and maintenance of healthy residential neighborhoods, the stability of transitional neighborhoods, and the rehabilitation of deteriorated neighborhoods.

Zoning Ordinance Consistency: The project is consistent with all applicable requirements of the Zoning Ordinance (Title 17) (SBMC 17.20.030 and 17.48.040), which delineates maximum allowable Floor Area Ratio (FAR), Permitted Uses and Structures (SBMC Section 17.20.020) which provides for uses of the property for a single-family residence. Further, the project adheres to all property development regulations established for the Medium Residential (MR) Zone and cited by SBMC Section 17.020.030.

The project is consistent with the provisions for minimum yard dimensions (i.e., setbacks) and the maximum allowable Floor area (FAR), maximum building height, and parking requirements.

- II. *The proposed development complies with the following development review criteria set forth in Solana Beach Municipal Code Section 17.68.040.F:*

- a. *Relationship with Adjacent Land Uses: The development shall be designed in a manner compatible with and where feasible, complimentary to existing and potential development in the immediate vicinity of the project site. Site planning on the perimeter of the development shall give consideration to the protection of surrounding areas from potential adverse effects, as well as protection of the property from adverse surrounding influences.*

The property is located within the Medium Residential (MR) Zone. Properties to the north, south, east and west are also located within the MR Zone. The surrounding properties are developed with one and two-story, single-family residences.

The project, as designed, is consistent with the permitted uses for the MR Zone as described in SBMC Sections 17.20.010 and 17.12.020. The property is designated Medium Density Residential in the General Plan and intended for single-family residences developed at a maximum density of five to seven (5-7) dwelling units per acre. The proposed development could be found to be consistent with the objectives of the General Plan as it encourages the development and maintenance of healthy residential neighborhoods, the stability of transitional neighborhoods, and the rehabilitation of deteriorated neighborhoods.

The property is not located within any of the City's Specific Plan areas; however, it is located within the boundaries of the Scaled Residential Overlay Zone (SROZ) and within the Coastal Zone. The project has been evaluated, and could be found to be in conformance with, the regulations of the SROZ, which are discussed further later in this report. As a condition of project approval, the Applicant would be required to obtain a Coastal Development Permit, Waiver or Exemption from the California Coastal Commission prior to the issuance of Building or Grading Permits.

- b. Building and Structure Placement: Buildings and structures shall be sited and designed in a manner which visually and functionally enhances their intended use.*

The site is currently developed with a one-story, single-family residence and a detached shed. The Applicant proposes to demolish the existing structures and build a new two-story residence with a basement and attached garage. The proposed residence, as designed, would be located within the buildable area.

The MR Zone requires a 25-foot front-yard setback, 25-foot rear-yard setback and 5-foot interior side-yard setbacks. Per SBMC 17.20.030D, a lot less than 100 feet in depth has a reduced front yard setback of 20 feet, and when the lot depth is less than 90 feet, the rear yard setback is reduced to 15 feet. Therefore, the required setbacks for the subject property are a 20-foot front yard setback, 15-foot rear yard setback and 5-foot side yard setbacks. The additions are proposed to be located within the buildable area. The proposed residence is set back 20 feet from the front property line, 22.17 feet from the rear property line, and 5 feet from both side property lines.

The 1,593 square-foot basement level will consist of a family room, two bedrooms, two bathrooms, powder room, laundry/craft room, and storage/mechanical room. The 1,111 square-foot first floor consists of a kitchen, pantry, dining room, living room, and the 1,025 square-foot second floor includes a primary suite, office/nursery and deck. The proposed garage is located towards the northwest side of the property and would establish vehicular and pedestrian access from North Helix Avenue.

According to the SROZ, the proposed subterranean basement is considered “Basement- No Exposed Sides” in which the basement living area can be exempt from the calculation of floor area if there are no exposed sides. A building side is considered exposed when the finished floor of the living area directly above the basement (at any point) is more than three feet above the adjacent natural or finished grade, whichever is lower. Currently, the plans show a basement with no exposure; therefore, the proposed basement living area of 1,593 square feet would be exempt from the calculation of floor area.

The SBMC parking regulations require two (2) off-street parking spaces, 9' x 19' clear, per single-family residence. The SBMC sections 17.48.040 and 17.20.030 indicate that when required parking spaces are provided within a garage, up to 200 square feet of floor area is exempted for each required space. As designed, the proposed residence would provide two (2) parking spaces in the proposed 454 square-foot garage; therefore, the project is afforded a 400 square-foot exemption.

With the basement exemption (1,593 square feet) and the garage exemption (400 square feet), the total proposed floor area would be 2,230 square feet, which is 16 square feet below the maximum allowable floor area for the 4,491 square-foot lot located in the SROZ. The maximum floor area calculation for this project, pursuant to the SROZ regulations, is as follows:

$$\frac{0.50 \times 4,491 \text{ ft}^2}{\text{Total Allowable Floor area:}} \quad \frac{2,246 \text{ ft}^2}{2,246 \text{ ft}^2}$$

The proposed project, as designed, meets the minimum required setbacks and is below the maximum allowable floor area for the property.

- c. *Landscaping: The removal of significant native vegetation shall be minimized. Replacement vegetation and landscaping shall be compatible with the vegetation of the surrounding area. Trees*

and other large plantings shall not obstruct significant views when installed or at maturity.

The project is subject to the current water efficient landscaping regulations of SBMC Chapter 17.56. A Landscape Documentation Package is required for new development projects with an aggregate landscape equal to or greater than 500 square feet requiring a building permit, plan check or development review. The Applicant provided a conceptual landscape plan that has been reviewed by the City's third-party landscape architect, who has recommended approval. The Applicant will be required to submit detailed construction landscape drawings that will be reviewed by the City's third-party landscape architect for conformance with the conceptual plan. In addition, the City's third-party landscape architect will perform inspections during the construction phase of the project. A separate condition has been added to require that native or drought-tolerant and non-invasive plant materials and water-conserving irrigation systems are required to be incorporated into the landscaping to the extent feasible.

- d. Roads, Pedestrian Walkways, Parking and Storage Areas: Any development involving more than one building or structure shall provide common access roads and pedestrian walkways. Parking and outside storage areas, where permitted, shall be screened from view to the extent feasible, by existing topography, by the placement of buildings and structures, or by landscaping and plantings.*

SBMC Section 17.52.040 and the Off-Street Parking Design Manual (OSPDM) require two (2) parking spaces for a single-family residence. The Applicant proposes to establish driveway access to the property from North Helix Avenue on the northwest portion of the lot. SBMC Section 17.08.030 indicates that required parking up to 200 square feet per parking space provided in a garage is exempt from the floor area calculation. The proposed 454 square-foot garage would provide two parking spaces. Two spaces are required; therefore, 400 square feet of garage area is exempt from the project's floor area calculation.

- e. Grading: To the extent feasible, natural topography and scenic features of the site shall be retained and incorporated into the proposed development. Any grading or earth-moving operations in connection with the proposed development shall be planned and executed so as to blend with the existing terrain both on and adjacent to the site. Existing exposed or disturbed slopes shall*

be landscaped with native or naturalized non-native vegetation and existing erosion problems shall be corrected.

The project includes 667 cubic yards of cut, 245 cubic yards of fill, 8 cubic yards of excavation for footings, and 140 cubic yards of removal and recompaction. The project includes grading in the amount 1,060 cubic yards aggregate.

- f. Lighting: Light fixtures for walkways, parking areas, driveways, and other facilities shall be provided in sufficient number and at proper locations to assure safe and convenient nighttime use. All light fixtures shall be appropriately shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding areas per SBMC 17.60.060 (Exterior Lighting Regulations).*

All new exterior lighting fixtures will comply with the City-Wide Lighting Regulations of the Zoning Ordinance (SBMC 17.60.060). All light fixtures shall be shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding area.

- g. Usable Open Space: Recreational facilities proposed within required usable open space shall be located and designed to maintain essential open space values.*

The project consists of additions to an existing two-story, single-family residence with a lowered garage on a developed residential lot; therefore, usable open space and recreational facilities are neither proposed nor required according to SBMC Section 17.20.040. The Applicants are required to pay the applicable Park Development Fee.

- III. All required permits and approvals including variances, conditional use permits, comprehensive sign plans, and coastal development permits have been obtained prior to or concurrently with the development review permit.*

All required permits, including a Structure Development Permit, are being processed concurrently with the Development Review Permit.

- IV. If the development project also requires a permit or approval to be issued by a state or federal agency, the city council may conditionally approve the development review permit upon the Applicant obtaining the required permit or approval from the other agency.*

The Applicant is required to obtain approval from the California Coastal Commission prior to issuance of Building Permits.

B. In accordance with Section 17.63.040 (Structure Development Permit) of the Solana Beach Municipal Code, the City Council finds the following:

I. *The Applicant for the Structure Development Permit has made a reasonable attempt to resolve the view impairment issues with the person(s) requesting view assessment. Written evidence of a good faith voluntary offer to meet and discuss view issues, or of a good faith voluntary offer to submit the matter to mediation, is hereby deemed to be a reasonable attempt to resolve the view impairment issues.*

To be completed based on Council findings.

II. *The proposed structure does not significantly impair a view from public property (parks, major thoroughfares, bike ways, walkways, equestrian trails) which has been identified in the city's general plan, local coastal program, or city designated viewing areas.*

To be completed based on Council findings.

III. *The structure is designed and situated in such a manner as to minimize impairment of views.*

To be completed based on Council findings.

IV. *There is no significant cumulative view impairment caused by granting the application. Cumulative view impairment shall be determined by: (a) Considering the amount of view impairment caused by the proposed structure; and (b) considering the amount of view impairment that would be caused by the construction on other parcels of structures similar to the proposed structure.*

To be completed based on Council findings.

V. *The proposed structure is compatible with the immediate neighborhood character.*

To be completed based on Council findings.

IV. CONDITIONS

Prior to use or development of the property in reliance on this permit, the Applicant shall provide for and adhere to the following conditions:

A. Community Development Department Conditions:

- I. The Applicant shall pay required Fire Mitigation, Park Development, Public Use Facilities, and Public Facilities Impact Fees.
- II. Building Permit plans must be in substantial conformance with the architectural plans presented to the City Council on June 14, 2023 and located in the project file with a submittal date of May 8, 2023.
- III. Prior to requesting a framing inspection, the Applicant shall submit a height certificate prepared by a licensed land surveyor prior to the framing inspection certifying that the tallest point of the proposed residence will not exceed ____*To be completed based on Council Findings*____ feet above the proposed grade on the west elevation and the highest point of the structure will not exceed ____*To be completed based on Council Findings*____ feet above the Mean Sea Level (MSL) in conformance with the plans as approved by the City Council on June 14, 2023.
- IV. Any proposed onsite fences, walls and retaining walls and any proposed railing located on top, or any combination thereof, shall comply with applicable regulations of SBMC Section 17.20.040 and 17.60.070 (Fences and Walls).
- V. The Applicant shall obtain required California Coastal Commission (CCC) approval of a Coastal Development Permit, Waiver or Exemption as determined necessary by the CCC, prior to the issuance of Building and Grading Permits.
- VI. All new exterior lighting fixtures shall be in conformance with the City-wide lighting regulations of the Zoning Ordinance (SBMC 17.60.060). All light fixtures shall be appropriately shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding area.
- VII. Construction vehicles shall be parked on the subject property at all times feasible. If construction activity prohibits parking on the subject property, the Applicant shall ensure construction vehicles are parked in such a way to allow sufficient vehicular access on the street and minimize impact to the surrounding neighbors.
- VIII. Pursuant to SBMC 17.68.040 subsection K, the signed final development plan shall be the official site layout for the property and shall be attached to any application for a building permit for the subject property. Any subsequent revisions or changes to the final development plan as approved by the Council will require an amendment to the approved DRP.

B. Fire Department Conditions:

- I. GATES: All gates or other structures or devices, which could obstruct fire access roadways or otherwise hinder emergency operations, are prohibited unless they meet standards approved by the Fire Department. An approved emergency key-operated switch and/or an approved emergency traffic control-activating strobe light sensor shall be installed per the Solana Beach Municipal Code Title 15 Building and Construction Chapter 15.32 Fire Code Section 15.32.200 Section 503.6. All Knox Box products shall be purchased through Solana Beach Fire website at www.knoxbox.com/2566
- II. POSTING OR STRIPING ROADWAYS “NO PARKING FIRE LANE”: Fire Department access roadways, when required, shall be properly identified as per Solana Beach Fire Department standards. The means by which fire lanes are designated shall be maintained in a clean and legible condition at all times and be replaced or repaired when necessary to provide adequate visibility per the Solana Beach Municipal Code Title 15 Building and Construction Chapter 15.32 Fire Code Section 15.32.170 Section 503 Section 503.3 and 503.4.3. Fire lane shall be maintained and extended with proposed relocation of fire hydrant.
- III. OBSTRUCTION OF ROADWAYS DURING CONSTRUCTION: All roadways shall be a minimum of 20 feet in width during construction and maintained free and clear, including the parking of vehicles per the 2019 California Fire Code Chapter 5 Section 503.4 and 503.2.1.
- IV. FIRE HYDRANTS AND FIRE FLOWS: The applicant shall provide fire hydrants of a type, number, and location satisfactory to the Solana Beach Fire Department. A letter from the water agency serving the area shall be provided that states the required fire flow is available. Fire hydrants shall be of a bronze type. Multi-family residential or industrial fire hydrants shall have two (2) 4” inch and two (2) 2 ½” inch NST outlets. Residential fire hydrants shall have one (1) 4” inch NST outlet, and one (1) 2 ½” inch NST outlets per the Solana Beach Municipal Code Title 15 Building and Construction Chapter 15.32 Fire Code Section 15.32.210 Section 507 Section 507.5.1 to 507.5.1.02. Proposed fire hydrant shall be of the new residential type.
- V. ADDRESS NUMBERS: STREET NUMBERS: Approved numbers and/or addresses shall be placed on all new and existing buildings and at appropriate additional locations as to be plainly visible and legible from the street or roadway fronting the property from either direction of approach. Said numbers shall contrast with their background, and shall meet the following minimum standards as to size: 4” high with a

½” inch stroke width for residential buildings, 8” high with a ½” stroke for commercial and multi-family residential buildings, 12” high with a 1” stroke for industrial buildings. Additional numbers shall be required where deemed necessary by the Fire Marshal, such as rear access doors, building corners, and entrances to commercial centers per the 2019 California Fire Code Chapter 5 Section 505.1.

- VI. AUTOMATIC FIRE SPRINKLER SYSTEM-ONE- AND TWO-FAMILY DWELLINGS: Structures shall be protected by an automatic fire sprinkler system designed and installed. Plans for the automatic fire sprinkler system shall be submitted as Deferred Submittal and approved by the Solana Beach Fire Department prior to installation per the Solana Beach Municipal Code Title 15 Building and Construction Chapter 15.32 Fire Code Section 15.32.230 Section 903.2.
- VII. CLASS “A” ROOF: All structures shall be provided with a Class “A” Roof covering to the satisfaction of the Solana Beach Fire Department and per the 2019 California Building Code Chapter 15 Section 1505.
- VIII. SOLAR PHOTOVOLTAIC INSTALLATIONS (Solar Panels): Solar Photovoltaic systems shall be installed per Solana Beach Fire Department requirements and per the 2019 California Fire Code Chapter 12 Section 1204.
- IX. Basement:
- All basements shall be designed and equipped with emergency exit systems consisting of operable windows, window wells or exit door that's leads directly outside via staircase and exit door or exit door at grade.
 - Window wells/Light wells that intrude into side yard or backyard setbacks of five feet or less, shall require a hinged grating covering the window well/lightwell opening. The grating shall be capable of supporting a weight of 250lb person; yet must be able to be opened by someone of minimal strength with no special knowledge, effort or use of key or tool. Any modification of previously approved plans related to this condition shall be subject to re-submittal and review by City staff (Fire, Building, Planning)

C. Engineering Department Conditions:

General:

- I. The Applicant is required to obtain an Encroachment Permit in accordance with SBMC Section 11.20 for the below frontage

improvements being done in the public right-of-way. The frontage improvements shall be done to the satisfaction of the City Engineer prior to the occupancy of the proposed project:

- a. Construction of the SDRSD G-14D driveway.
 - b. Construction of any damaged sidewalk panels or curb & gutter as directed by the City Inspector.
 - c. Relocation of the fire hydrant.
 - d. Placement of landscaping and walkway steps.
- II. The Applicant shall record the Encroachment Maintenance Removal Agreement (EMRA) with the County of San Diego prior to the release of the Grading Bond and Security Deposit/Final Inspection of the Building Permit. The EMRA shall be recorded against this property for all private improvements in the Public Right-Of-Way including but not limited to:
- a. Walkway steps
 - b. Landscaping
- III. It is recommended that the drainage discharge be extended to the public right-of-way on N. Sierra Ave. Please work with the adjacent property owner to explore the feasibility of this recommendation.
- IV. All construction demolition materials shall be recycled according to the City's Construction and Demolition recycling program and an approved Waste Management Plan shall be submitted.
- V. Construction fencing shall be located on the subject property unless the Applicant has obtained an Encroachment Permit in accordance with chapter 11.20 of the SBMC which allows otherwise.

Grading:

- I. The Applicant shall obtain a Grading Permit in accordance with Chapter 15.40 of the Solana Beach Municipal Code. Conditions prior to the issuance of a grading permit shall include, but not be limited to, the following:
 - a. The Applicant shall obtain a grading plan prepared by a Registered Civil Engineer and approved by the City Engineer. On-site grading design and construction shall be in accordance with Chapter 15.40 of the Solana Beach Municipal Code.

- b. The Applicant shall obtain a Soils Report prepared by a Registered Soils Engineer and approved by the City Engineer. All necessary measures shall be taken and implemented to assure slope stability, erosion control and soil integrity. The grading plan shall incorporate all recommendations contained in the soils report.
- c. The Applicant shall provide a Drainage Report prepared by a Registered Civil Engineer. This report shall address the design for detention basin and corresponding outflow system to ensure the rate of runoff for the proposed development is at or below that of pre-existing condition. All recommendations of this report shall be incorporated into the Preliminary Grading Plan. A detention basin easement(s) shall be recorded for maintenance of the detention basins by the property owner(s) in perpetuity, prior to the release of the Grading Bond and Security Deposit.
- d. The Applicant shall show all retaining walls and drainage structures. Retaining walls shown on the grading plan shall conform to the San Diego Regional Standards or be designed by a licensed civil engineer. Engineering calculations for all designed walls with a surcharge and nonstandard walls shall be submitted at grading plan check. Retaining walls may not exceed the allowable height within the property line setback as determined by the City of Solana Beach Municipal Code. Contact the Community Development department for further information.
- e. The Applicant is responsible to protect the adjacent properties during construction. If any grading, construction activity, access or potential construction-related impacts are anticipated beyond the property lines, as determined by the City Engineer, the Applicant shall obtain a letter of permission from the adjoining property owners. All required letters of permission shall be submitted to the City Engineer prior to the issuance of the grading permit.
- f. The Applicant shall pay a grading plan check fee in accordance with the current Engineering Fee Schedule at initial grading plan submittal. Inspection fees shall be paid prior to issuance of the grading permit.
- g. The Applicant shall obtain and submit grading security in a form prescribed by the City Engineer.

- h. The Applicant shall obtain haul permit for import / export of soil. The Applicant shall transport all excavated material to a legal disposal site.
- i. The Applicant shall submit certification from the Engineer of Record and the Soils Engineer that all public or private drainage facilities and finished grades are functioning and are installed in accordance with the approved plans. This shall be accomplished by the Engineer of Record incorporating as-built conditions on the Mylar grading plans and obtaining signatures of the Engineer of Record and the Soils Engineer certifying the as-built conditions.
- j. An Erosion Prevention and Sediment Control Plan shall be prepared by the Applicant. Best management practices shall be developed and implemented to manage storm water and non-storm water discharges from the site at all times during excavation and grading activities. Erosion prevention shall be emphasized as the most important measure for keeping sediment on site during excavation and grading activities. Sediment controls shall be used as a supplement to erosion prevention for keeping sediment on site.
- k. The Applicant shall show all proposed on-site private drainage facilities intended to discharge water run-off. Elements of this design shall include a hydrologic and hydraulic analysis verifying the adequacy of the facilities and identify any easements or structures required to properly convey the drainage. The construction of drainage structures shall comply with the standards set forth by the San Diego Regional Standard Drawings.
- l. Post Construction Best Management Practices meeting City and RWQCB Order No. R9-2013-001 requirements shall be implemented in the drainage design.
- m. No increased cross lot drainage shall be allowed.
- n. Prior to obtaining a building permit, the Applicant shall submit a building pad certification statement from a soils engineer and an engineer or land surveyor licensed in Land Surveying per SBMC 15.40.230E. If a demo permit is required for removing existing structures before grading, the Applicant shall obtain the demo permit separately in order to certify the grading prior to issuance of the Building Permit.

V. ENFORCEMENT

Pursuant to SBMC 17.72.120(B) failure to satisfy any and all of the above-mentioned conditions of approval is subject to the imposition of penalties as set forth in SBMC Chapters 1.1.6 and 1.18 in addition to any applicable revocation proceedings.

VI. EXPIRATION

The Development Review Permit and Structure Development Permit for the project will expire 24 months from the date of this Resolution, unless the Applicant has obtained building permits and has commenced construction prior to that date, and diligently pursued construction to completion. An extension of the application may be granted by the City Council according to SBMC 17.72.110.

VII. INDEMNIFICATION AGREEMENT

The Applicant shall defend, indemnify, and hold harmless the City, its agents, officers, and employees from any and all claims, actions, proceedings, damages, judgments, or costs, including attorney's fees, against the City or its agents, officers, or employees, relating to the issuance of this permit including, but not limited to, any action to attack, set aside, void, challenge, or annul this development approval and any environmental document or decision. The City will promptly notify the Applicant of any claim, action, or proceeding. The City may elect to conduct its own defense, participate in its own defense, or obtain independent legal counsel in defense of any claim related to this indemnification. In the event of such election, the Applicant shall pay all of the costs related thereto, including without limitation reasonable attorney's fees and costs. In the event of a disagreement between the City and Applicant regarding litigation issues, the City shall have the authority to control the litigation and make litigation related decisions, including, but not limited to, settlement or other disposition of the matter. However, the Applicant shall not be required to pay or perform any settlement unless such settlement is approved by the Applicant.

NOTICE TO APPLICANT: Pursuant to Government Code Section 66020, you are hereby notified that the 90-day period to protest the imposition of the fees, dedications, reservations or other exactions described in this resolution commences on the effective date of this resolution. To protest the imposition of any fee, dedications, reservations or other exactions described in this resolution you must comply with the provisions of Government Code Section 66020. Generally the resolution is effective upon expiration of the tenth day following the date of adoption of this resolution, unless the resolution is appealed or called for review as provided in the Solana Beach Zoning Ordinance.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Solana Beach, California, held on the 14th day of June, 2023, by the following vote:

AYES: Councilmembers –

NOES: Councilmembers –

ABSENT: Councilmembers –

ABSTAIN: Councilmembers –

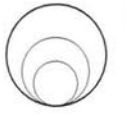
LESA HEEBNER, MAYOR

APPROVED AS TO FORM:

ATTEST:

JOHANNA N. CANLAS, City Attorney

ANGELA IVEY, City Clerk



eos
architecture inc.

7542 FAY AVENUE
LA JOLLA CA 92037
PH: 858.459.0575
EMAIL: eos@eosarc.com

JENNIFER BOLYN
Architect

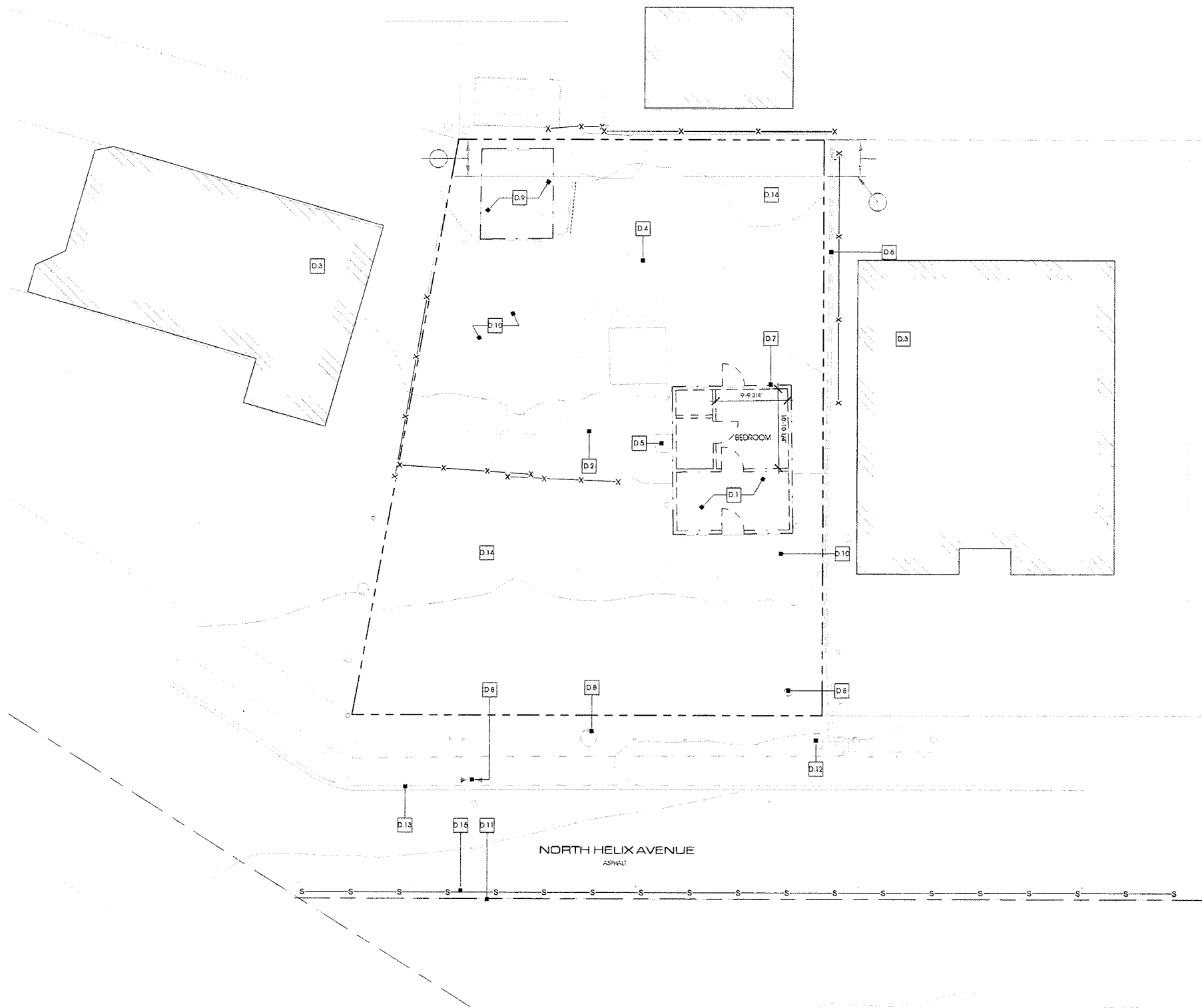
NORTH HELIX RESIDENCE

228 N HELIX AVENUE
SOLANA BEACH, CA 92075

No other drawings, and arrangements, shall be used in connection with these drawings and the project, unless specifically stated otherwise. The architect shall not be responsible for any errors or omissions in the drawings, and shall not be held liable for any damages or losses resulting from the use of these drawings. The architect shall not be held liable for any damages or losses resulting from the use of these drawings. The architect shall not be held liable for any damages or losses resulting from the use of these drawings.

NORTH HELIX RESIDENCE
228 N HELIX AVENUE
SOLANA BEACH, CA 92075

ABBREVIATIONS:			PROJECT INDEX	PROJECT DIRECTORY	PROJECT INFORMATION																																																													
A.B. ANCHOR BOLT A.C. AIR CONDITIONER A.D. AREA DRAIN ADJ. ADJUSTABLE A.F.F. ABOVE FINISH FLOOR ALUM. ALUMINUM APPL. APPLICABLE APPROX. APPROXIMATE @ AT BD BOARD BLDG. BUILDING BLK. BLOCK BLKG. BLOCKING B.P. BUILDING PAPER BTWN. BETWEEN B.U. BUILT UP CAB. CABINET CAT. CATALOG CBC CALIFORNIA BUILDING CODE C.I. CAST IRON C.J. CONTROL JOINT C.L. CENTER LINE CLG. CEILING CLR. CLEAR CMU CONCRETE MASONRY UNIT COL. COLUMN COMP. COMPACTED CONC. CONCRETE CONT. CONTINUOUS d PENNY DBL. DOUBLE D.F. DOUGLAS FIR D.H. DRINKING HUNG D.H. DOUBLE HUNG DIA. DIAMETER DN. DOWN DS. DOWNSPOUT DRAWG. DRAWING EA. EACH E.I.F.S. EXTERIOR INSULATION & FINISH SYSTEM E.J. EXPANSION JOINT ELEV. ELEVATION EQ. EQUAL E.W. EACH WAY EXIST (E) EXISTING EXP. EXPANSION EXT. EXTERIOR F.D. FLOOR DRAIN F.E. FIRE EXTINGUISHER F.G. FIBERGLASS F.H. FINISH GRADE F.H. FIRE HYDRANT FIN. FINISH FLR. FLOOR F.O.S. FACE OF STUD FT. FOOT/FEET FIG. FOOTING F.D. FLOOR DRAIN F.E. FIRE EXTINGUISHER F.G. FIBERGLASS F.H. FINISH GRADE F.H. FIRE HYDRANT FIN. FINISH FLR. FLOOR F.O.S. FACE OF STUD FT. FOOT/FEET FIG. FOOTING GA. GAUGE GD. GRADE G.I. GALVANIZED IRON GL. GLASS G.L.B. GLUE LAM. BEAM GYP. BD. GYPSUM BOARD HC. HANDICAPPED HD. HEAD HDR. HEADER LHM. LATHING	HGT. HT. H.M. HOLLOW METAL HORZ. HORIZONTAL HR. HOUR INSUL. INSULATION INT. INTERIOR JB. JOINT JM. JOINT LAM. LAMINATE LAV. LAVATORY LT. LIGHT LWT. LIGHT WEIGHT MAX. MAXIMUM MFG. MANUFACTURER MIN. MINUTE M.L. METAL LATH MNTD. MOUNTED N. NEW N.A. NOT APPLICABLE N.I.C. NOT IN CONTRACT NO. - # NUMBER N.T.S. NOT TO SCALE O.C. ON CENTER O.V. OVER OZ. OUNCE FL. FLATE P.L. PROPERTY LINE PLAS. PLASTIC PLY. PLYWOOD P.O.C. POINT OF CONNECTION PR. PAVEMENT PROP. PROPERTY PS. POUNDS PER SQUARE INCH P.T. PRESSURE TREATED RDWD. REDWOOD RENF. REINFORCED REQD. REQUIRED RM. ROOM R.W.L. RAIN WATER LEADER R.W.S. RECESSED WATER SERVICE SC. SOLID CORE SD. STORM DRAIN SECT. SECTION S.F. SQUARE FOOTAGE SHT. SHEET SM. SMILAR SL. SILL S.M. SHEET METAL S.P. SINGLE PLY SPEC. SPECIFICATION SQ. SQUARE S.S. SANITARY SEWER LINE STAND. SEAM STD. STANDARD STL. STEEL SUSP. SUSPENDED SW. SWITCH T & B TOP & BOTTOM T & G TONGUE & GROOVE T.C. TOP OF CURB TEMP. TEMPORARY T.P. TOP OF PAVING T.S. TUBE STEEL TYP. TYPICAL U.B.C. UNIFORM BUILDING CODE U.O.N. UNLESS OTHERWISE NOTED V.B. VAPOR BARRIER VERT. VERTICAL V.F. VERIFY IN FIELD V.T.R. VENT THROUGH ROOF W. WITH W/O. WITHOUT WANS. WAINSCOT WC. WOOD WH. WATER HEATER W.I. WROUGHT IRON W.W.F. WOVEN WIRE FABRIC	HEIGHT HOLLOW METAL HORIZONTAL HOUR INSULATION INTERIOR JOINT JOINT LAMINATE LAVATORY LIGHT LIGHT WEIGHT MAXIMUM MANUFACTURER MINUTE METAL LATH MOUNTED NEW NOT APPLICABLE NOT IN CONTRACT NUMBER NOT TO SCALE ON CENTER OVER OUNCE FLATE PROPERTY LINE PLASTIC PLYWOOD POINT OF CONNECTION PAVEMENT PROPERTY POUNDS PER SQUARE INCH PRESSURE TREATED REDWOOD REINFORCED REQUIRED ROOM RAIN WATER LEADER RECESSED WATER SERVICE SOLID CORE STORM DRAIN SECTION SQUARE FOOTAGE SHEET SMILAR SILL SHEET METAL SINGLE PLY SPECIFICATION SQUARE SANITARY SEWER LINE STANDARD STEEL SUSPENDED SWITCH TOP & BOTTOM TONGUE & GROOVE TOP OF CURB TEMPORARY TOP OF PAVING TUBE STEEL TYPICAL UNIFORM BUILDING CODE UNLESS OTHERWISE NOTED VAPOR BARRIER VERTICAL VERIFY IN FIELD VENT THROUGH ROOF WITH WITHOUT WAINSCOT WOOD WATER HEATER WROUGHT IRON WOVEN WIRE FABRIC	ARCHITECTURAL CS1.0 COVER SHEET D1 DEMOLITION PLAN SP1 SITE PLAN A1.0 BASEMENT FLOOR PLAN A1.1 FIRST FLOOR PLAN A1.2 SECOND FLOOR PLAN A2.0 F.A.R. DIAGRAM A3.0 ROOF PLAN A4.0 BUILDING EXTERIOR ELEVATIONS A4.1 BUILDING EXTERIOR ELEVATIONS A5.0 BUILDING SECTIONS A5.1 BUILDING SECTIONS A6.0 STORY POLES PLAN A6.1 STORY POLES ELEVATIONS A6.2 STORY POLES ELEVATIONS CIVIL C0 PRELIMINARY GRADING PLAN C1 BMP SITE PLAN EXHIBIT C2 DETENTION VAULT LANDSCAPE L1 CONSTRUCTION PLAN L2 CONSTRUCTION DETAILS L3 CONSTRUCTION DETAILS L4 IRRIGATION PLAN L5 IRRIGATION PLAN L6 IRRIGATION DETAILS L7 PLANTING PLAN L8 LIGHTNING PLAN L9 LIGHTNING CUT SHEETS	OWNER RYAN BOWERS 228 HELIX AVENUE SOLANA BEACH, CA 92075 RBOWERS@REDGRASSVENTURES.COM (858) 395-7303 PHONE ARCHITECT EOS ARCHITECTURE INC. CONTACT: JENNIFER BOLYN 7542 FAY AVE. LA JOLLA, CA 92037 (858) 459-0575 PHONE SURVEY COFFEY ENGINEERING, INC. 9666 BUSINESSPARK AVE #210, SAN DIEGO, CA 92131 (858) 831-0111 PHONE LANDSCAPE ARCHITECT CARSON DOUGLAS LANDSCAPE ARCHITECTURE CONTACT: MICHAEL DOUGLAS BRENNAN 4407 ORCHARD AVENUE SAN DIEGO, CA 92107 MICHAEL@CD-LA.COM (619) 995-1306 PHONE CIVIL PASCO LARET SUITER & ASSOCIATES CONTACT: JASON SANTOS 119 ABERDEEN DRIVE, ENCINITAS, CA 92007 JSANTOS@PLSAENGINEERING.COM (858) 259-8212 PHONE	SCOPE OF WORK: NEW SINGLE FAMILY RESIDENCE, TWO STORY OVER BASEMENT, ATTACHED TWO CAR GARAGE, ASSOCIATED NEW LANDSCAPE, HARDSCAPE, AND RETAINING WALLS LEGAL: LOT 16, BLOCK 21, SOLANA BEACH, MAP 1749, IN THE CITY OF SOLANA BEACH, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, FILED IN THE OFFICE OF THE COUNTY RECORDER MAY5, 1923. APN#: 263-321-21-00 EXISTING/PROPOSED USE: RESIDENTIAL ZONE: MR OVERLAY ZONE: SCALED RESIDENTIAL OVERLAY ZONE (SROZ) SPRINKLERED: YES, PER CFC SECTION 903.2.1.1 INSTALLED PER NFPA 13D. PROPOSED GRADING: PER CIVIL DRAWINGS GROSS LOT SIZE: 4,491 SF MAX FLOOR AREA RATIO: FIRST 6,000 SF - 50% 50% X 4,491 = 2,245.5 SF PROPOSED FAR: 2,230 SF HEIGHT LIMIT: 25'-0"	BUILDING AREA PRINCIPAL RESIDENCE BASEMENT LIVABLE 1,593 SF FIRST FLOOR LIVABLE 1,111 SF SECOND FLOOR LIVABLE 1,025 SF COVERED AND ENCLOSED EXTERIOR AREA 40 SF GARAGE 454 SF SUBTOTAL 4,223 SF BASEMENT EXEMPTION -1,593 SF GARAGE EXEMPTION -400 SF TOTAL PROPOSED FLOOR AREA 2,230 SF TOTAL ALLOWABLE AREA 2,245.5 SF PROPOSED FAR BELOW ALLOWABLE 15.5 SF TOTAL PROPOSED DECK AREA 171 SF REVISIONS 01-26-2022 CLIENT PRESENT. 02-22-2022 CLIENT PRESENT. 03-31-2022 PLANNING SET 05-04-2022 1ST SUBMITTAL 06-30-2022 2ND SUBMITTAL 08-25-2022 3RD SUBMITTAL 10-19-2022 3RD SUBMITTAL 01-18-2023 4TH SUBMITTAL PHASE PLANNING SET DATE 18-01-2023 JOB NO. 21-19 COVER SHEET CS1.0																																																												
			SYMBOL LEGEND	GOVERNING CODE	VICINITY MAP																																																													
				<p>2022 CA BUILDING STANDARD CODE 2022 CA RESIDENTIAL CODE 2022 CA GREEN BUILDING CODE 2022 CA ELECTRICAL CODE 2022 CA MECHANICAL CODE 2022 CA PLUMBING CODE</p>																																																														
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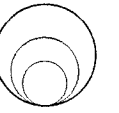
DEMOLITION PLAN

1/8" = 1'-0"



KEYNOTES

- D.1 (E) RESIDENCE TO BE DEMOLISHED. REMOVE FOOTINGS ENTIRELY
- D.2 (E) PATHWAY TO BE REMOVED
- D.3 ADJACENT RESIDENCE, NAP
- D.4 (E) SITE STAIR TO BE REMOVED
- D.5 (E) WATER HEATER TO BE REMOVED
- D.6 (E) RETAINING WALL TO REMAIN
- D.7 OUTLINE OF (E) RESIDENCE STRUCTURE TO BE REMODELED. SEE CIVIL FOR GRADING INFORMATION
- D.8 (E) FIRE HYDRANT TO BE RELOCATED
- D.9 (E) SHED TO BE REMOVED
- D.10 (E) CONCRETE PAD TO BE REMOVED
- D.11 CENTER LINE OF STREET
- D.12 (E) WATER METER
- D.13 (E) CURB TO BE REMOVED AND REPLACED
- D.14 LANDSCAPE TO BE REMOVED
- D.15 SEWER MAIN



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NORTH HELIX RESIDENCE
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PHASE

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DATE

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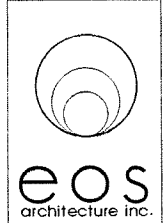
21-19

DEMOLITION PLAN

D1

NOTE: NO FENCE OR WALL SHALL BE HIGHER THAN 42" FROM EXISTING GRADE IN FRONT SETBACK

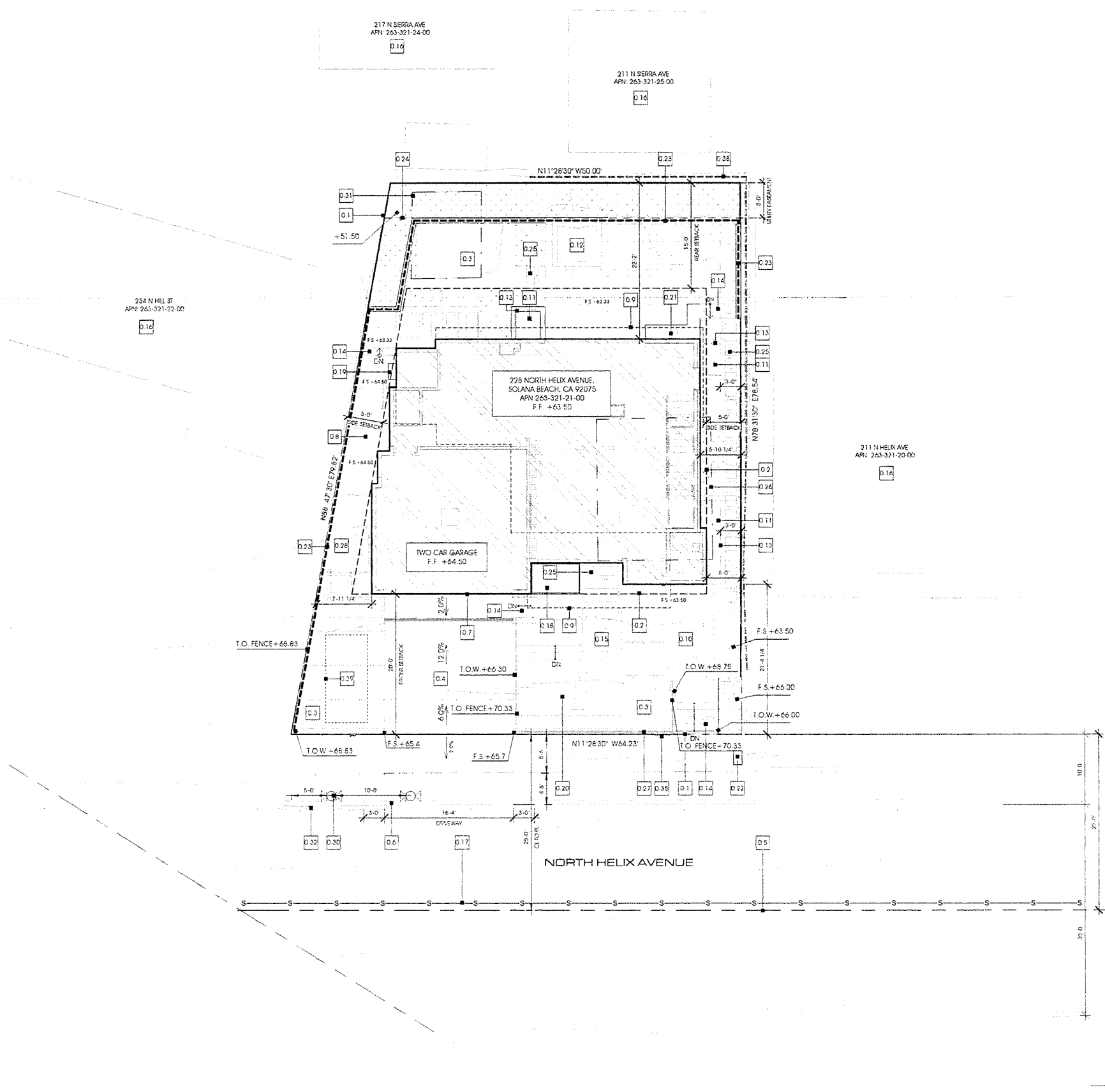
- ### KEYNOTES
- 0.1 PROPERTY LINE, TYP.
 - 0.2 SETBACK LINE, TYP.
 - 0.3 LANDSCAPE PER LANDSCAPE PLANS
 - 0.4 DRIVEWAY
 - 0.5 CENTER LINE OF STREET
 - 0.6 CITY CURB STANDARD
 - 0.7 LINE OF PROPOSED FIRST FLOOR
 - 0.8 GRADE PER LANDSCAPE
 - 0.9 LINE OF ROOF/OVERHANG
 - 0.10 HARDSCAPE PER CIVIL AND LANDSCAPE
 - 0.11 LIGHTWELL WITH EMERGENCY EGRESS LIFT GATE. SEE NOTES.
 - 0.12 PROPOSED SPA
 - 0.13 42" WROUGHT IRON GUARDRAIL WITH EPOXY FINISH
 - 0.14 SITE SIGN
 - 0.15 WATER FEATURE PER LANDSCAPE
 - 0.16 ADJACENT RESIDENCE, MAP
 - 0.17 EXISTING SEWER PER CITY OF SOLANA BEACH DWG NO CG-3087
 - 0.18 PLANTER PER LANDSCAPE PLAN
 - 0.19 PROPOSED A/C CONDENSER LOCATION
 - 0.20 SEM-PRIVATE COURTYARD PER LANDSCAPE
 - 0.21 BARBECUE AREA
 - 0.22 EXISTING WATER METER. UPGRADE AS REQUIRED
 - 0.23 PROPOSED NEW RETAINING WALL PER CIVIL PLANS
 - 0.24 5'-0" UTILITY EASEMENT PER CIVIL
 - 0.25 CONCRETE STEPPERS PER LANDSCAPE
 - 0.26 LINE OF EXISTING BUILDING
 - 0.27 FENCE & GATE PER LANDSCAPE PLANS NOT TO EXCEED 6'-0" HEIGHT IN SIDE SETBACKS 42" IN FRONT SETBACK. WITH AN ADDITIONAL 24" ALLOWABLE ABOVE IF AT LEAST 50% OPEN TO LIGHT & AIR
 - 0.28 TRASH AND RECYCLING LOCATION
 - 0.29 STORMWATER DETENTION TANK, 285 CF, PER CIVIL
 - 0.30 FIRE HYDRANT, LOCATION PER CIVIL, RESIDENTIAL TYPE PER SBMC 15.32
 - 0.31 LINE OF EXISTING ACCESSORY STRUCTURE TO BE REMOVED
 - 0.32 FIRE LANE "NO PARKING" IN ACCORDANCE WITH SBMC 15.32.170
 - 0.35 ADDRESS NUMBER SIGNAGE
 - 0.38 EXISTING RETAINING WALL PER CIVIL PLANS



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All work shall be in accordance with the applicable codes and standards of the City of Solana Beach, California. The applicant shall be responsible for obtaining all necessary permits and approvals from the City of Solana Beach. The applicant shall be responsible for obtaining all necessary permits and approvals from the City of Solana Beach. The applicant shall be responsible for obtaining all necessary permits and approvals from the City of Solana Beach.



NOTES

1. GATES: ALL GATES OR OTHER STRUCTURES OR DEVICES, WHICH COULD OBSTRUCT FIRE ACCESS ROADWAYS OR OTHERWISE HINDER EMERGENCY OPERATIONS, ARE PROHIBITED UNLESS THEY MEET STANDARDS APPROVED BY THE FIRE DEPARTMENT. AN APPROVED EMERGENCY KEY-OPERATED SWITCH AND/OR AN APPROVED EMERGENCY TRAFFIC CONTROL-ACTIVATING STROBE LIGHT SENSOR SHALL BE INSTALLED FOR THE SOLANA BEACH MUNICIPAL CODE TITLE 15 BUILDING AND CONSTRUCTION CHAPTER 15.32 FIRE CODE SECTION 15.32.200 SECTION 503.6.
2. PARKING OR STOPPING ROADWAYS "NO PARKING FIRE LANE": FIRE DEPARTMENT ACCESS ROADWAYS, WHEN REQUIRED, SHALL BE PROPERLY IDENTIFIED AS PER SOLANA BEACH FIRE DEPARTMENT STANDARDS. THE MEANS BY WHICH FIRE LANES ARE DESIGNATED SHALL BE MAINTAINED IN A CLEAN AND LEGIBLE CONDITION AT ALL TIMES AND BE REPLACED OR REPAIRED WHEN NECESSARY TO PROVIDE ADEQUATE VISIBILITY FOR THE SOLANA BEACH MUNICIPAL CODE TITLE 15 BUILDING AND CONSTRUCTION CHAPTER 15.32 FIRE CODE SECTION 15.32.170 SECTION 503.3 AND 503.4.3. FIRE LANE SHALL BE MAINTAINED AND EXTENDED WITH PROPOSED RELOCATION OF FIRE HYDRANT.
3. OBSTRUCTION OF ROADWAYS DURING CONSTRUCTION: ALL ROADWAYS SHALL BE A MINIMUM OF 20 FEET IN WIDTH DURING CONSTRUCTION AND MAINTAINED FREE AND CLEAR, INCLUDING THE PARKING OF VEHICLES FOR THE 2019 CALIFORNIA FIRE CODE CHAPTER 5 SECT. 503.4 AND 503.2.1.
4. FIRE HYDRANTS AND FIRE FLOWS: THE APPLICANT SHALL PROVIDE FIRE HYDRANTS OF A TYPE, NUMBER, AND LOCATION SATISFACTORY TO THE SOLANA BEACH FIRE DEPARTMENT. A LETTER FROM THE WATER AGENCY SERVING THE AREA SHALL BE PROVIDED THAT STATES THE REQUIRED FIRE FLOW IS AVAILABLE. FIRE HYDRANTS SHALL BE OF A BRONZE TYPE. MULTI-FAMILY RESIDENTIAL OR INDUSTRIAL FIRE HYDRANTS SHALL HAVE TWO (2) 4" INCH AND TWO (2) 2 1/2" INCH NPT OUTLETS. RESIDENTIAL FIRE HYDRANTS SHALL HAVE ONE (1) 4" INCH NPT OUTLET AND ONE (1) 2 1/2" INCH NPT OUTLETS FOR THE SOLANA BEACH MUNICIPAL CODE TITLE 15 BUILDING AND CONSTRUCTION CHAPTER 15.32 FIRE CODE SECTION 15.32.210 SECTION 507.5.1 TO 507.5.1.02. PROPOSED FIRE HYDRANT SHALL BE OF THE NEW RESIDENTIAL TYPE.
5. ADDRESS NUMBERS: STREET NUMBERS, APPROVED NUMBERS AND/OR ADDRESSES SHALL BE PLACED ON ALL NEW AND EXISTING BUILDINGS AND AT APPROPRIATE ADDITIONAL LOCATIONS AS TO BE PLAINLY VISIBLE AND LEGIBLE FROM THE STREET OR ROADWAY FRONTING THE PROPERTY FROM EITHER DIRECTION OF APPROACH. SAID NUMBERS SHALL CONTRAST WITH THEIR BACKGROUND, AND SHALL MEET THE FOLLOWING MINIMUM STANDARDS AS TO SIZE: 4" HIGH WITH A 1/2" INCH STROKE WIDTH FOR RESIDENTIAL BUILDINGS. ADDITIONAL NUMBERS SHALL BE REQUIRED WHERE DEEMED NECESSARY BY THE FIRE MARSHAL.
6. AUTOMATIC FIRE SPRINKLER SYSTEMS: ONE- AND TWO-FAMILY DWELLINGS: STRUCTURES SHALL BE PROTECTED BY AN AUTOMATIC FIRE SPRINKLER SYSTEM DESIGNED AND INSTALLED. PLANS FOR THE AUTOMATIC FIRE SPRINKLER SYSTEM SHALL BE SUBMITTED AS DEFERRED SUBMITTAL AND APPROVED BY THE SOLANA BEACH FIRE DEPARTMENT PRIOR TO INSTALLATION PER THE SOLANA BEACH MUNICIPAL CODE TITLE 15 BUILDING AND CONSTRUCTION CHAPTER 15.32 FIRE CODE SECTION 15.32.230 SECTION 903.2.
7. CLASS "A" ROOF: ALL STRUCTURES SHALL BE PROVIDED WITH A CLASS "A" ROOF COVERING TO THE SATISFACTION OF THE SOLANA BEACH FIRE DEPARTMENT AND PER THE 2019 CALIFORNIA BUILDING CODE CHAPTER 15 SECTION 1605.
8. SOLAR PHOTOVOLTAIC INSTALLATIONS (SOLAR PANELS): SOLAR PHOTOVOLTAIC SYSTEMS SHALL BE INSTALLED PER SOLANA BEACH FIRE DEPARTMENT REQUIREMENTS AND PER THE 2019 CALIFORNIA FIRE CODE CHAPTER 12 SECTION 1204.
9. ALL BASEMENTS SHALL BE DESIGNED AND EQUIPPED WITH EMERGENCY EXIT SYSTEMS CONSISTING OF OPERABLE WINDOWS, WINDOW WELLS OR EXIT DOOR THAT LEADS DIRECTLY OUTSIDE VIA STAIRCASE AND EXIT DOOR OR EXIT DOOR AT GRADE.
10. WINDOWWELLS/LIGHT WELLS THAT INTRUDE INTO SIDE YARD OR BACKYARD SETBACKS OF FIVE FEET OR LESS, SHALL REQUIRE A HINGED GRATING COVERING THE WINDOWWELLS/LIGHTWELL OPENING. THE GRATING SHALL BE CAPABLE OF SUPPORTING A WEIGHT OF 250LB PERSON, YET MUST BE ABLE TO BE OPENED BY SOMEONE OF MINIMAL STRENGTH WITH NO SPECIAL KNOWLEDGE, EFFORT OR USE OF KEY OR TOOL. ANY MODIFICATION OF PREVIOUSLY APPROVED PLANS RELATED TO THIS CONDITION SHALL BE SUBJECT TO RE-SUBMITTAL AND REVIEW BY CITY STAFF (FIRE, BUILDING, PLANNING).

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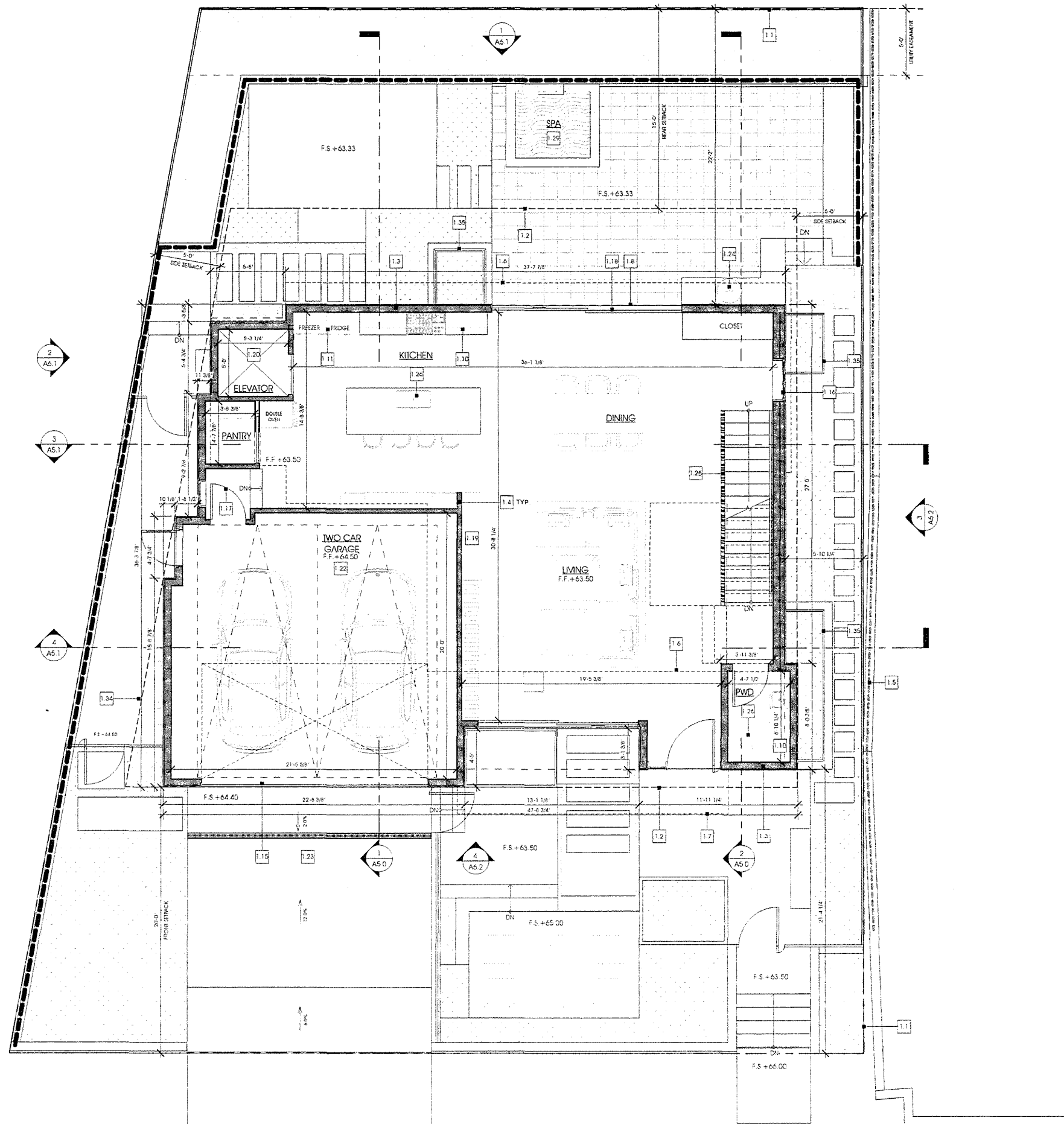
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SITE PLAN

SP1



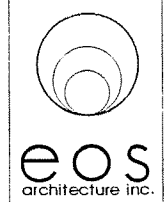


FIRST FLOOR PLAN
1/4" = 1'-0"

KEYNOTES

- 1.1 PROPERTY LINE TYP.
- 1.2 SETBACK LINE TYP.
- 1.3 EXTERIOR WALL: EXTERIOR FINISH PER EXTERIOR ELEVATIONS INSIDE 5/8" GWS
- 1.4 INTERIOR WALL: 2" WOOD STUD FRAMING W/ 5/8" GWS THROUGHOUT
- 1.5 RETAINING WALLS PER CIVIL
- 1.6 LINE OF LEVEL ABOVE
- 1.7 LINE OF ROOF OVERHANG ABOVE
- 1.8 LINE OF LOWER LEVEL BELOW
- 1.10 BUILT-IN CABINERY
- 1.11 APPLIANCE PER OWNER
- 1.15 GARAGE DOOR
- 1.16 WINDOW TYP.
- 1.17 DOOR TYP.
- 1.18 SLIDING DOOR SYSTEM
- 1.19 GAS FIREPLACE
- 1.20 ELEVATOR
- 1.22 PARKING SPACES TO BE 19' X 9' CLEAR
- 1.23 DRIVEWAY
- 1.24 BBQ
- 1.25 VERTICAL TITELUS
- 1.26 PLUMBING FIXTURE TYP.
- 1.29 SPA
- 1.34 TRASH AND RECYCLING LOCATION
- 1.35 42" WROUGHT IRON GUARDRAIL WITH EPOXY FINISH

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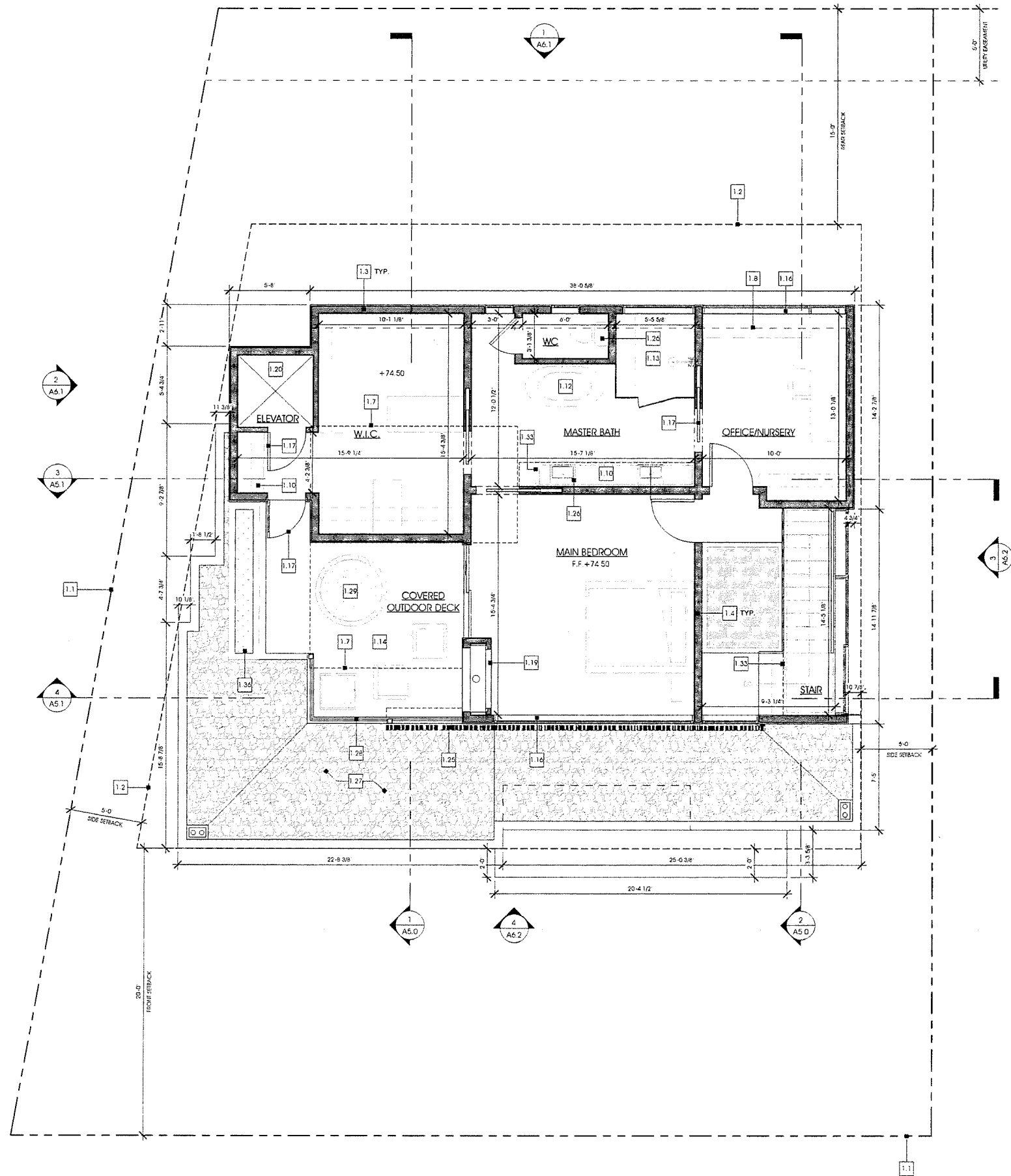
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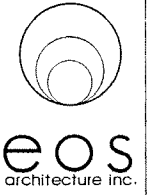
FIRST FLOOR PLAN



SECOND FLOOR PLAN
1/4" = 1'-0"

KEYNOTES

- 1.1 PROPERTY LINE, TYP.
- 1.2 SETBACK LINE, TYP.
- 1.3 EXTERIOR WALL, EXTERIOR FINISH PER EXTERIOR ELEVATIONS INSIDE 5/8" GWB
- 1.4 INTERIOR WALL, 2x WOOD STUD FRAMING W/ 5/8" GWB THROUGHOUT
- 1.7 LINE OF ROOF/OVERHANG ABOVE
- 1.8 LINE OF LOWER LEVEL BELOW
- 1.10 BUILT-IN CABINETS
- 1.12 TUB
- 1.13 WALK-IN SHOWER
- 1.14 TEE DECK
- 1.16 WINDOW, TYP.
- 1.17 DOOR, TYP.
- 1.19 GAS FIREPLACE
- 1.20 ELEVATOR
- 1.25 VERTICAL TRELLIS
- 1.26 PLUMBING FIXTURE, TYP.
- 1.27 GRAVEL ON FLAT ROOF FOR AESTHETICS
- 1.28 42" HEIGHT GUARDRAIL
- 1.29 SPA
- 1.33 LINE OF SLOUGH ABOVE, PER ROOF PLAN
- 1.36 PLANTER PER LANDSCAPE PLAN



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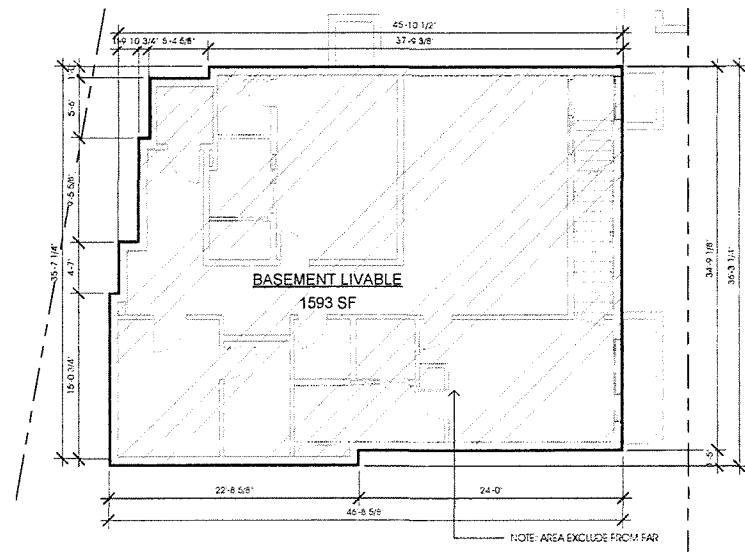
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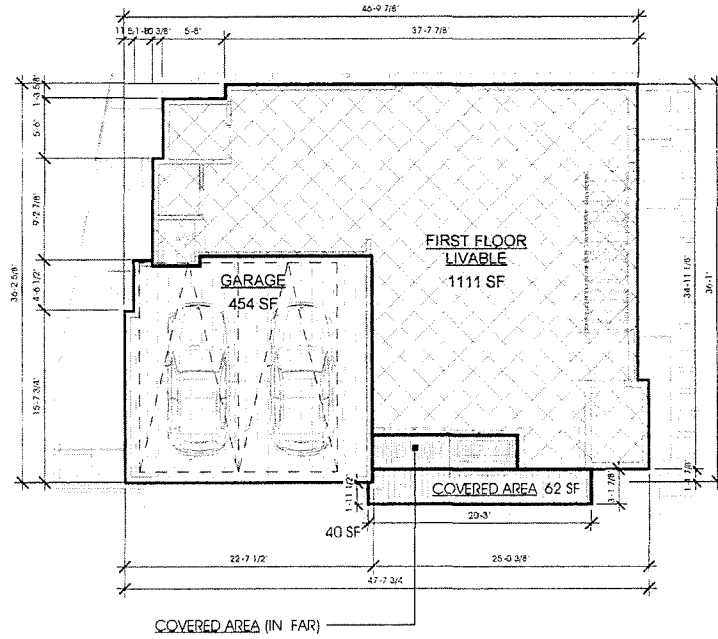
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SECOND FLOOR PLAN



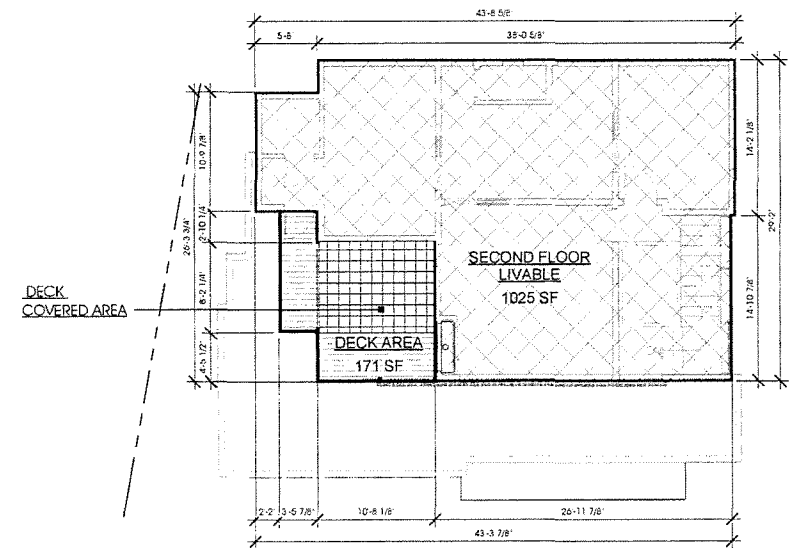
BASEMENT FAR DIAGRAM

1/8" = 1'-0"



FIRST FLOOR FAR DIAGRAM

1/8" = 1'-0"



SECOND FLOOR FAR DIAGRAM

1/8" = 1'-0"



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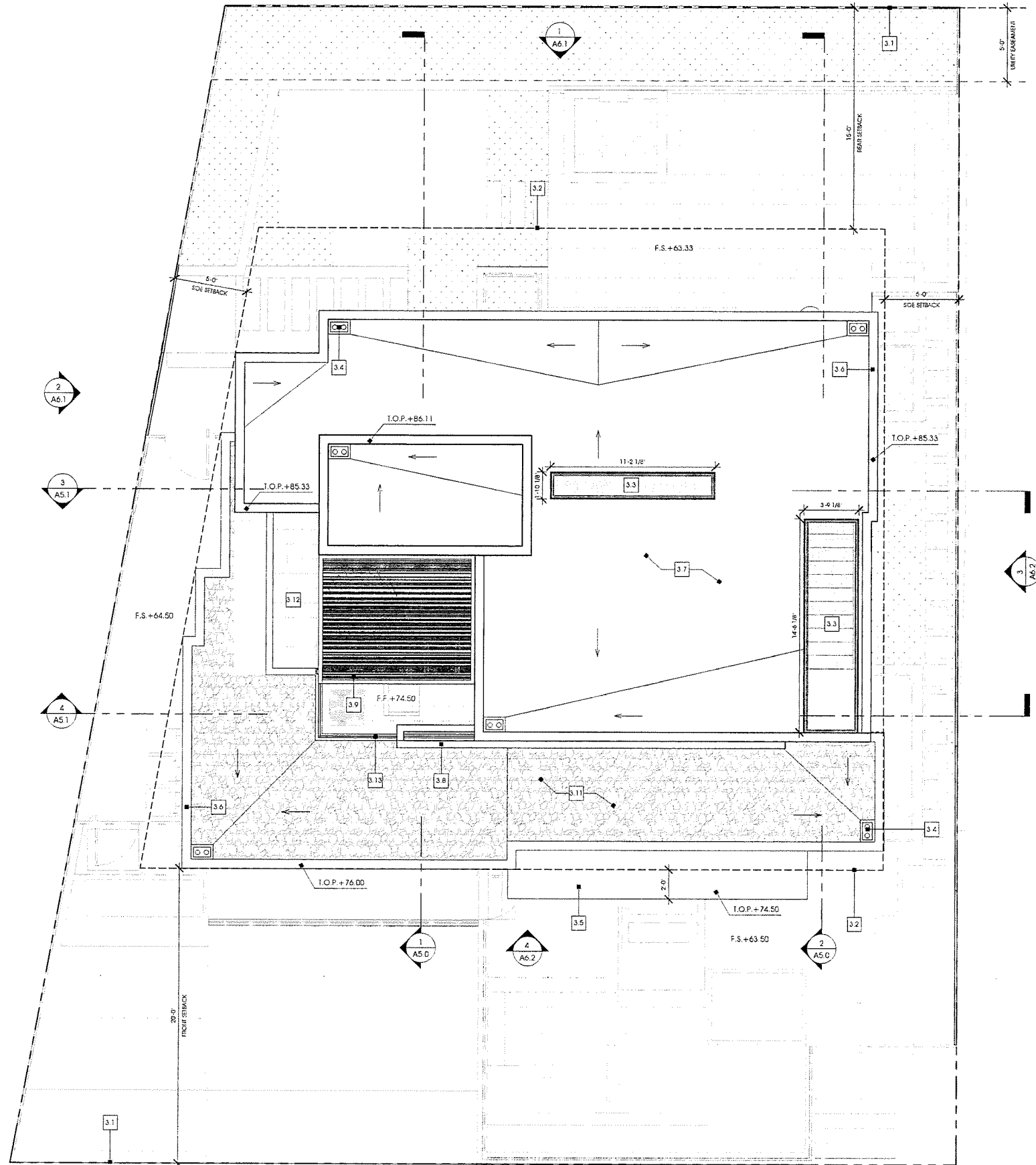
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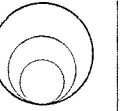
F.A.R. DIAGRAM

PROJECT FLOOR AREA		LEGEND	
PRINCIPAL RESIDENCE			BASEMENT LIVABLE
BASEMENT LIVABLE	1,593 SF		FIRST FLOOR LIVABLE
FIRST FLOOR LIVABLE	1,111 SF		GARAGE AREA
SECOND FLOOR LIVABLE	1,025 SF		COVERED OUTDOOR AREA (INCLUDED IN FAR WHERE INDICATED)
COVERED AND ENCLOSED EXTERIOR AREA	40 SF		COVERED OUTDOOR AREA (EXCLUDED IN FAR)
GARAGE	454 SF		DECK AREA - COVERED
SUBTOTAL	4,223 SF		
BASEMENT EXEMPTION	-1,593 SF		
GARAGE EXEMPTION	-400 SF		
TOTAL PROPOSED FLOOR AREA	2,230 SF		
TOTAL ALLOWABLE AREA	2,245.5 SF		
PROPOSED FAR BELOW ALLOWABLE	15.5 SF		
TOTAL PROPOSED DECK AREA	171 SF		



KEYNOTES

- 3.1 PROPERTY LINE, TYP
- 3.2 SETBACK LINE, TYP
- 3.3 SKYLIGHT
- 3.4 ROOF DRAIN
- 3.5 OVERHANG
- 3.6 PARAPET, TYP
- 3.7 E.U.R. ROOFING
- 3.8 VERTICAL TRELLIS PROJECTION
- 3.9 TRELLIS
- 3.11 E.U.R. ROOF WITH GRAVEL
- 3.12 DECK BELOW
- 3.13 GUARDRAIL BELOW



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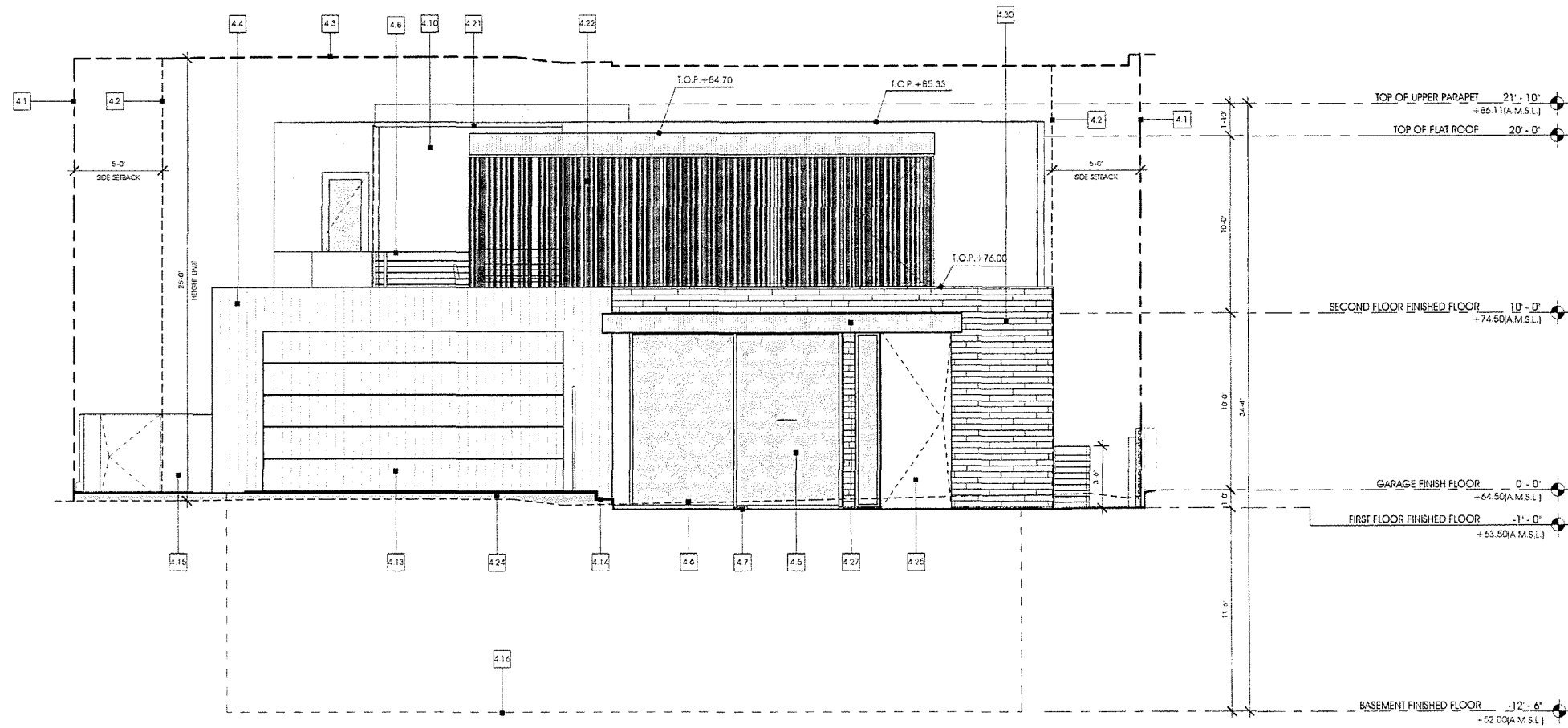
REVISIONS
01-26-2022 CLIENT PRESENT.
02-22-2022 CLIENT PRESENT.
03-31-2022 PLANNING SET
05-04-2022 1ST SUBMITTAL
06-30-2022 2ND SUBMITTAL
08-25-2022 3RD SUBMITTAL
10-19-2022 3RD SUBMITTAL
01-18-2023 4TH SUBMITTAL

PHASE
PLANNING SET
DATE
18-01-2023
JOB NO.
21-19

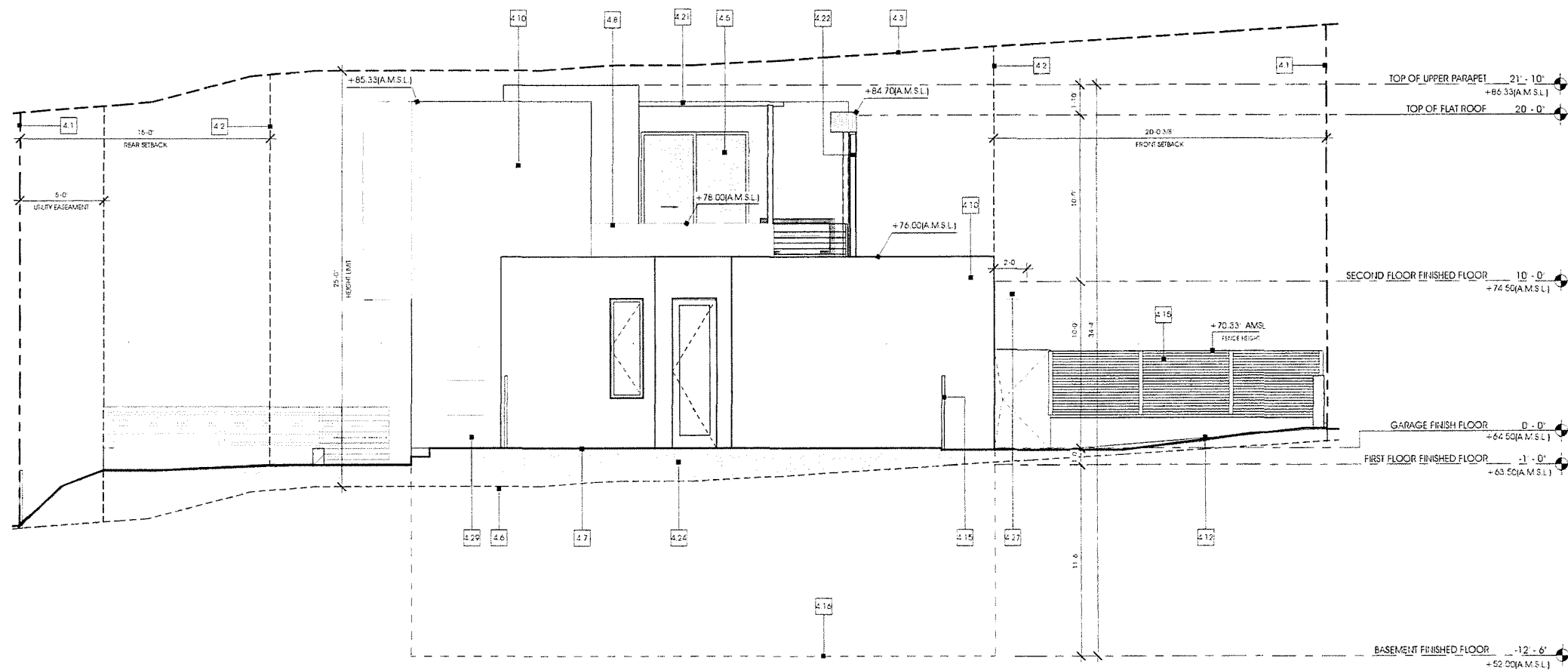
ROOF PLAN

ROOF PLAN
1/4" = 1'-0"





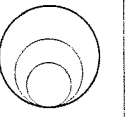
1 WEST ELEVATION
1/4" = 1'-0"



2 NORTH ELEVATION
1/4" = 1'-0"

KEYNOTES

- 4.1 PROPERTY LINE TYP
- 4.2 SEBACK LINE TYP
- 4.3 25'-0" HEIGHT LIMIT FROM LOWER OF EXISTING OR PROPOSED GRADE
- 4.4 WOOD SPONG
- 4.5 WINDOW/DOOR TYP
- 4.6 LINE OF EXISTING GRADE AT BUILDING LINE
- 4.7 LINE OF PROPOSED GRADE AT BUILDING LINE
- 4.8 42" QUARTZAL
- 4.10 STUCCO FINISH
- 4.12 DRIVEWAY
- 4.13 GARAGE DOOR
- 4.14 SRE STAIRS
- 4.15 FENCE
- 4.16 LINE OF BASEMENT BELOW
- 4.21 HORIZONTAL TRELLIS
- 4.22 VERTICAL TRELLIS
- 4.24 FILL TYP
- 4.25 ENTRY DOOR
- 4.27 OVERHANG
- 4.29 PROPOSED A/C CONDENSER LOCATION
- 4.30 STONE



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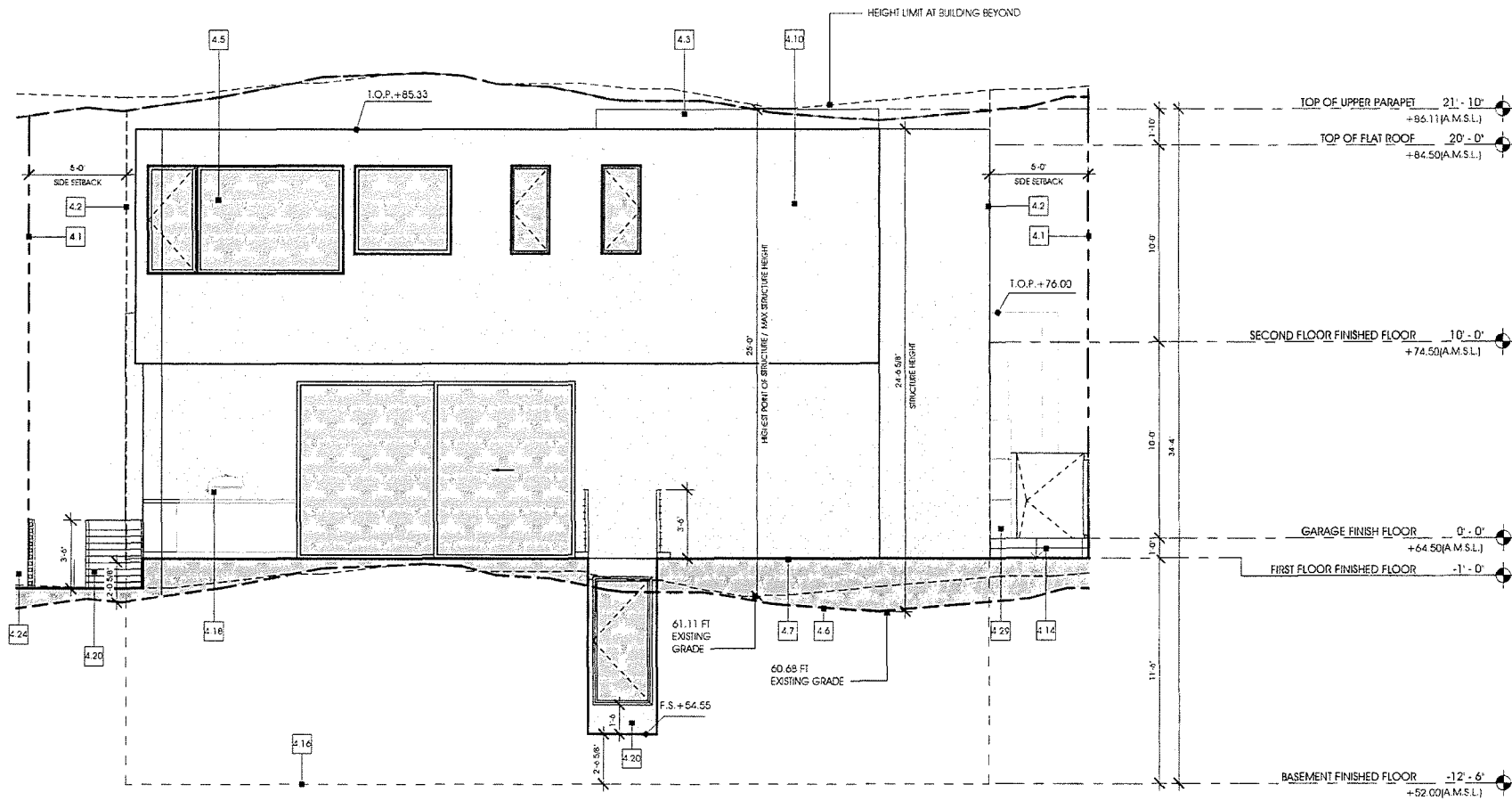
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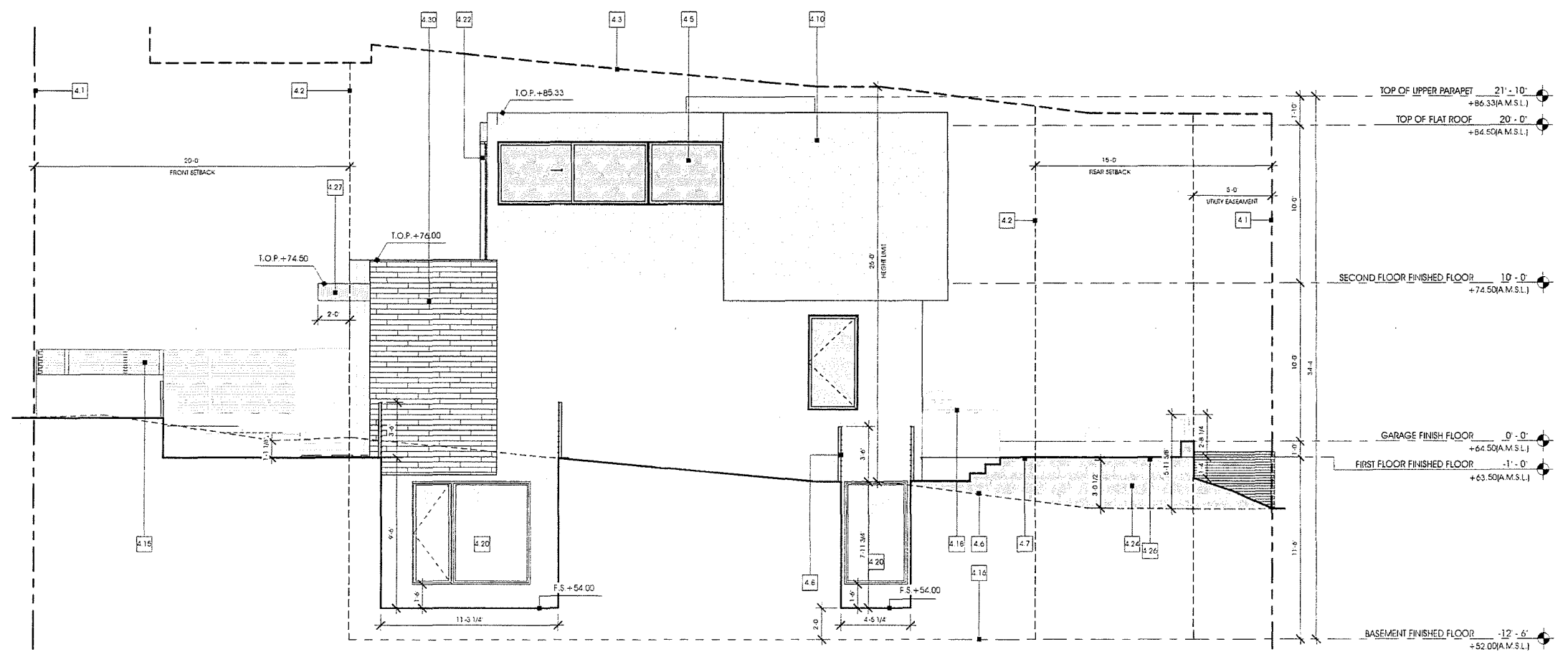
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BUILDING EXTERIOR
ELEVATIONS

A4.0



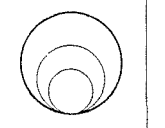
3 EAST ELEVATION
1/4" = 1'-0"



4 SOUTH ELEVATION
1/4" = 1'-0"

KEYNOTES

- 4.1 PROPERTY LINE, TYP
- 4.2 SETBACK LINE, TYP
- 4.3 25'-0" HEIGHT LIMIT FROM LOWER OF EXISTING OR PROPOSED GRADE
- 4.5 WINDOW/DOOR TYP
- 4.6 LINE OF EXISTING GRADE AT BUILDING LINE
- 4.7 LINE OF PROPOSED GRADE AT BUILDING LINE
- 4.8 42" GUARDRAIL
- 4.10 STUCCO FINISH
- 4.14 SITE STAIRS
- 4.15 FENCE
- 4.16 LINE OF BASEMENT BELOW
- 4.16 BBO
- 4.20 LIGHTWELL, EQUIPPED WITH AN APPROVED PERMANENTLY AFFIXED LADDER, WITH A WIDTH NOT LESS THAN 12", AND SHALL PROJECT NOT LESS THAN 3" FROM THE WALL AND SPACED NOT MORE THAN 18" ON CENTER VERTICALLY FOR THE FULL HEIGHT OF THE WALL. HINGED GRATING COVERING THE WINDOW WELL/LIGHTWELL OPENING. THE GRATING SHALL BE CAPABLE OF SUPPORTING A WEIGHT OF 250LB PERSON, YET MUST BE ABLE TO BE OPENED BY SOLUTIONS OF MINIMAL STRENGTH WITH NO SPECIAL KNOWLEDGE, EFFORT OR USE OF KEY OR TOOL. ANY MODIFICATION OF PREVIOUSLY APPROVED PLANS RELATED TO THIS CONDITION SHALL BE SUBJECT TO RE-SUBMITTAL AND REVIEW BY CITY STAFF.
- 4.22 VERTICAL TRELLIS
- 4.24 RILL TYP
- 4.26 SPA
- 4.27 OVERHANG
- 4.29 PROPOSED A/C CONDENSER LOCATION
- 4.30 STONE



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BUILDING EXTERIOR ELEVATIONS

KEYNOTES

- 5.1 PROPERTY LINE, TYP.
- 5.2 SEBACK LINE, TYP.
- 5.3 25'-0" HEIGHT LIMIT FROM LOWER OF EXISTING OR PROPOSED GRADE
- 5.4 LINE OF EXISTING GRADE AT BUILDING LINE
- 5.5 LINE OF PROPOSED GRADE AT BUILDING LINE



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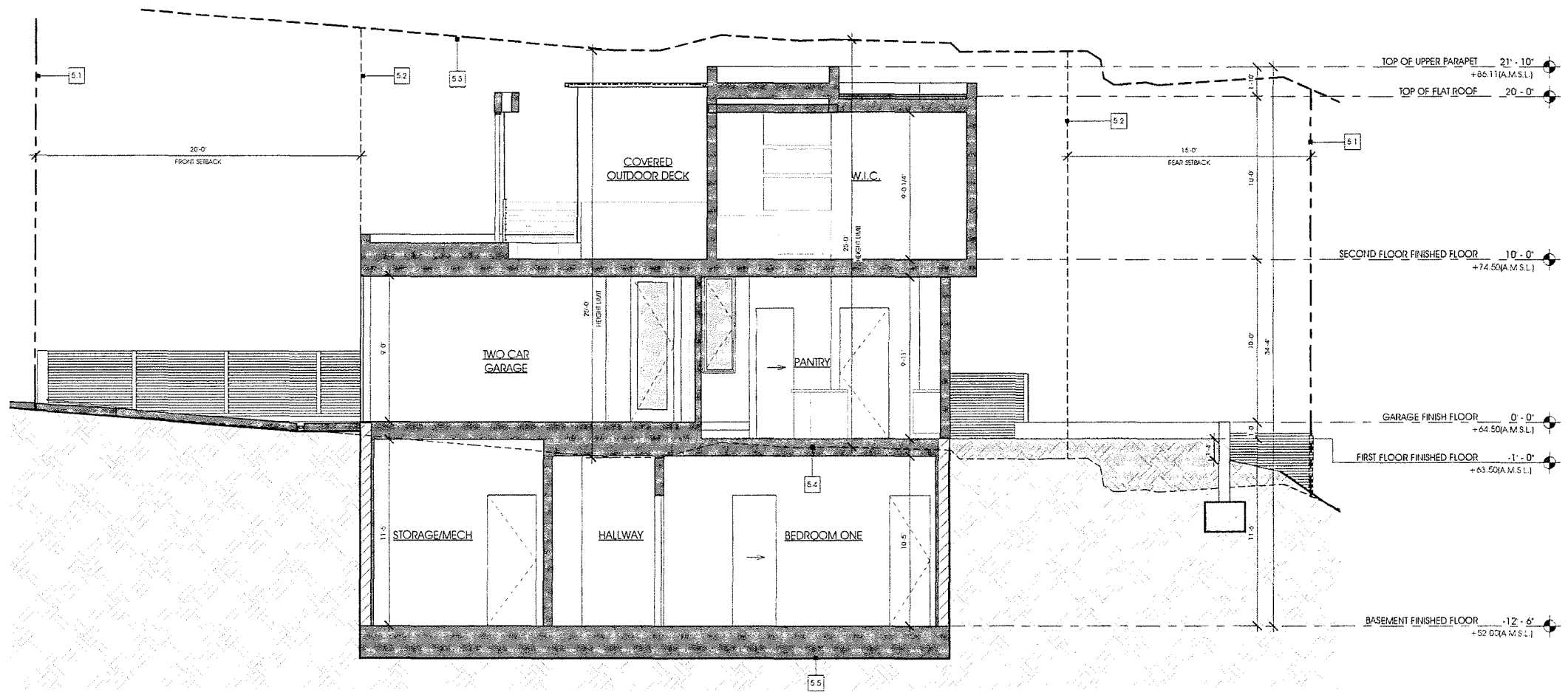
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01-16-2023 4TH SUBMITTAL

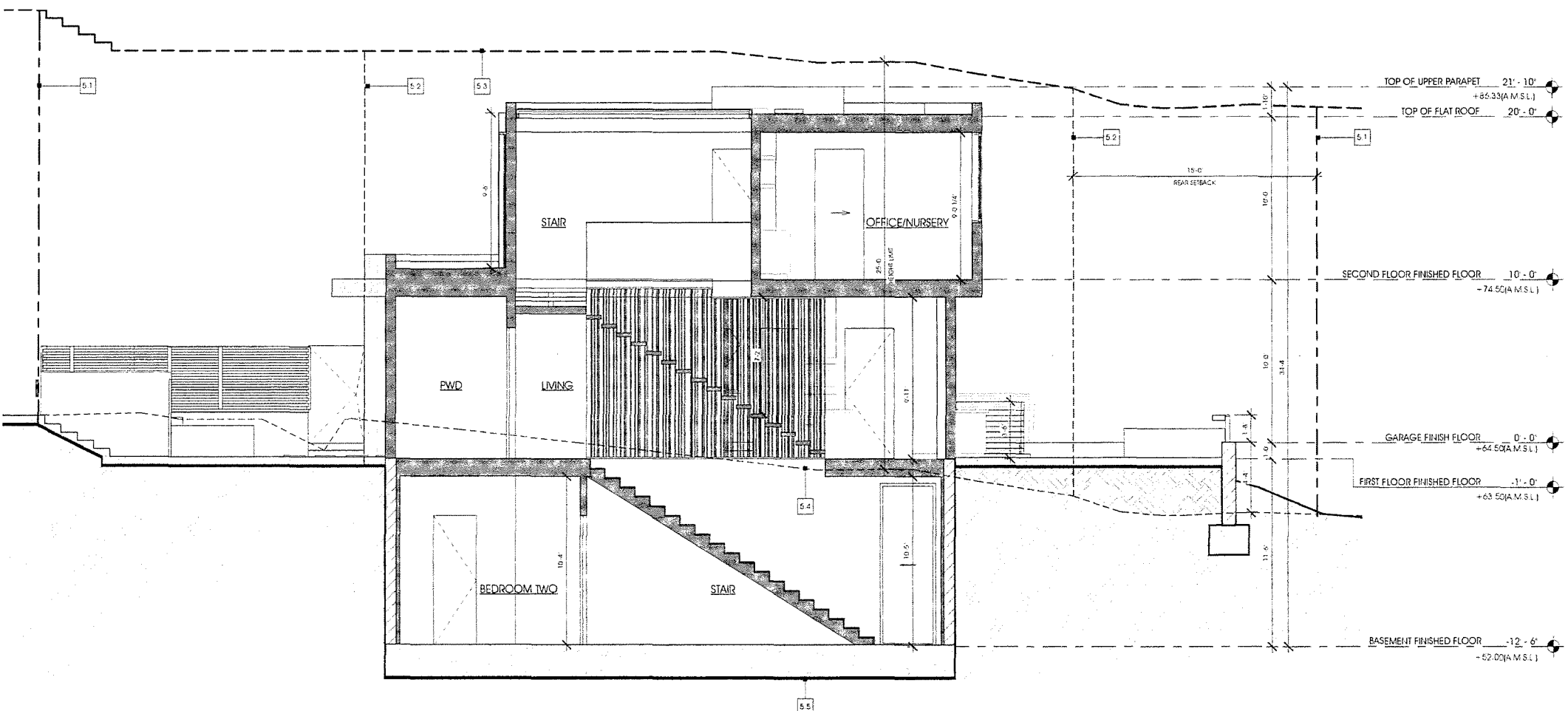
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BUILDING SECTIONS

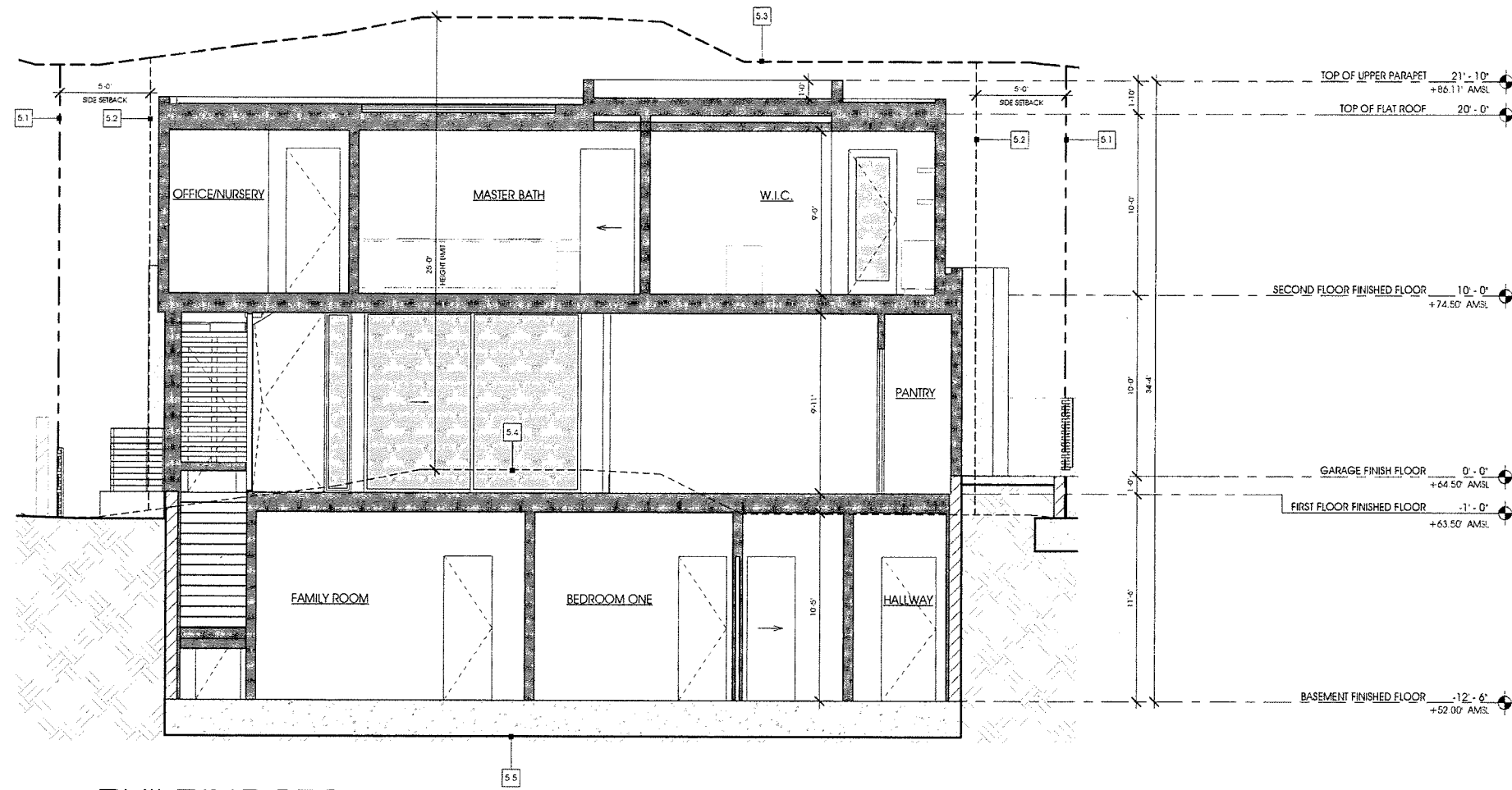
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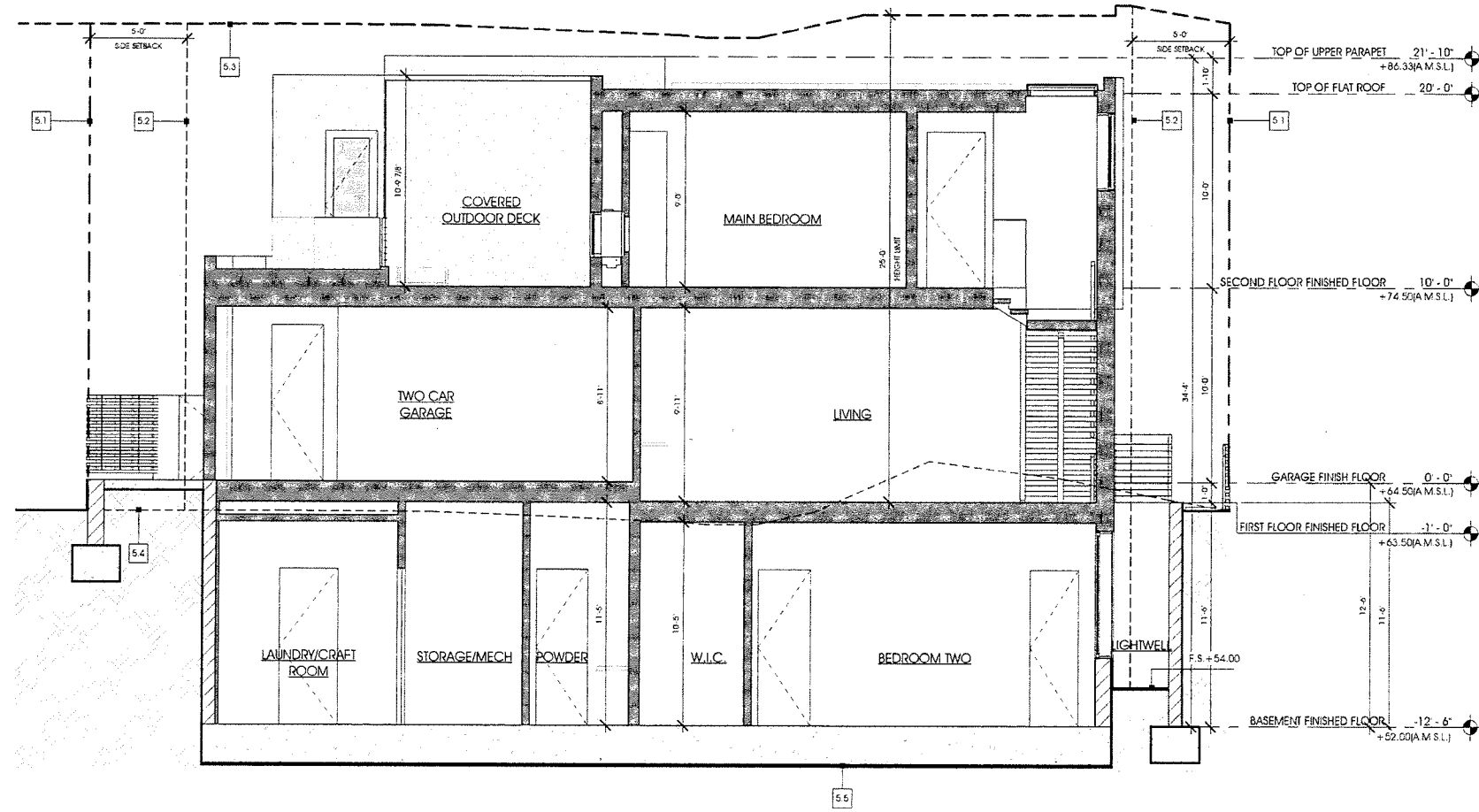
1 BUILDING SECTION
1/4" = 1'-0"



2 BUILDING SECTION



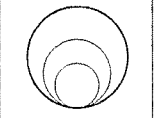
3 BUILDING SECTION
1/4" = 1'-0"



4 BUILDING SECTION
1/4" = 1'-0"

KEYNOTES

- 5.1 PROPERTY LINE TYP
- 5.2 SETBACK LINE TYP
- 5.3 25'-0" HEIGHT LIMIT FROM LOWER OF EXISTING OR PROPOSED GRADE
- 5.4 LINE OF EXISTING GRADE AT BUILDING LINE
- 5.5 LINE OF PROPOSED GRADE AT BUILDING LINE



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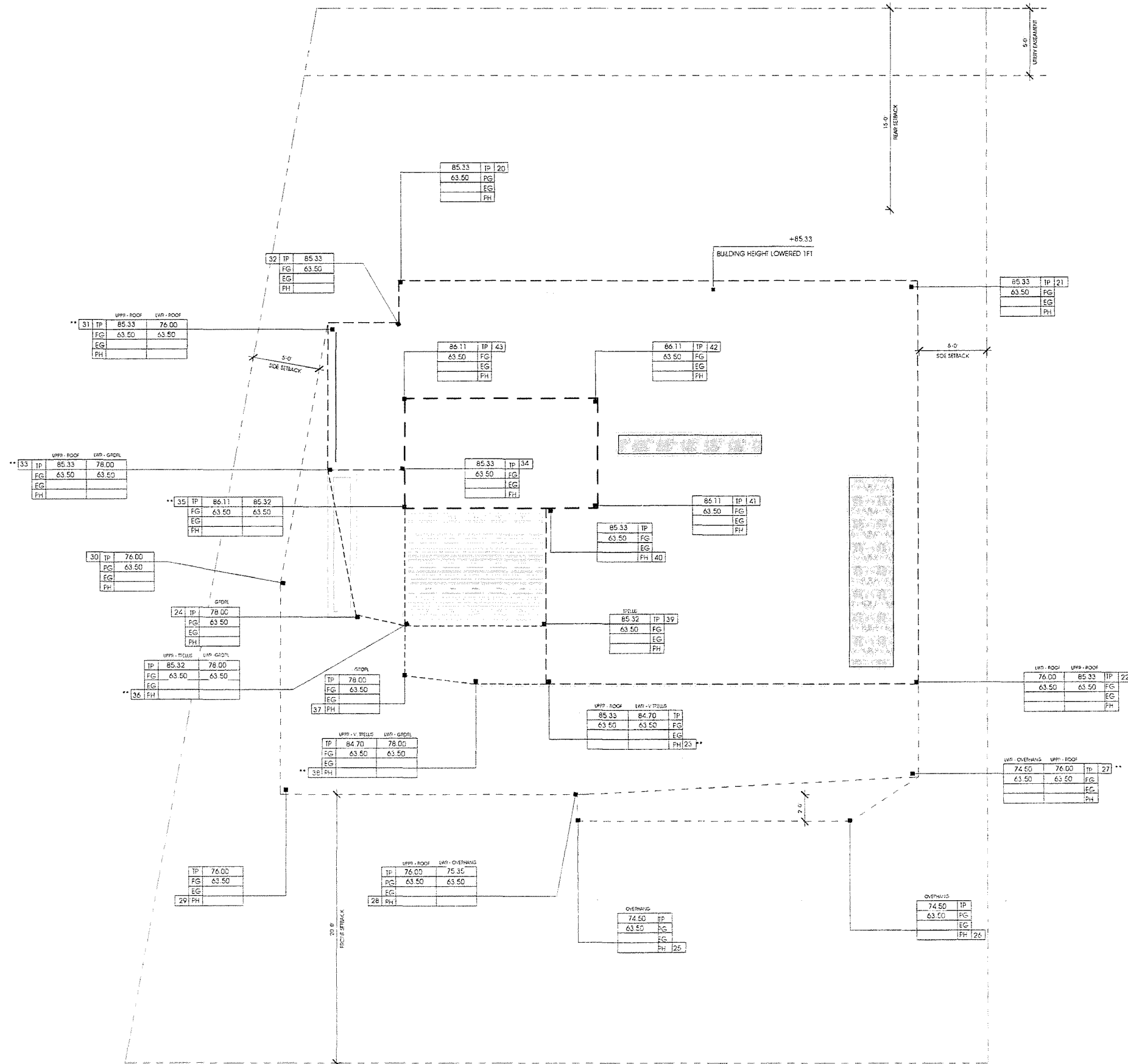
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BUILDING SECTIONS



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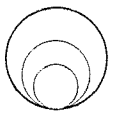
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STORY POLES PLAN
1/4" = 1'-0"



STORY POLES PLAN



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BOLYN
ARCHITECT

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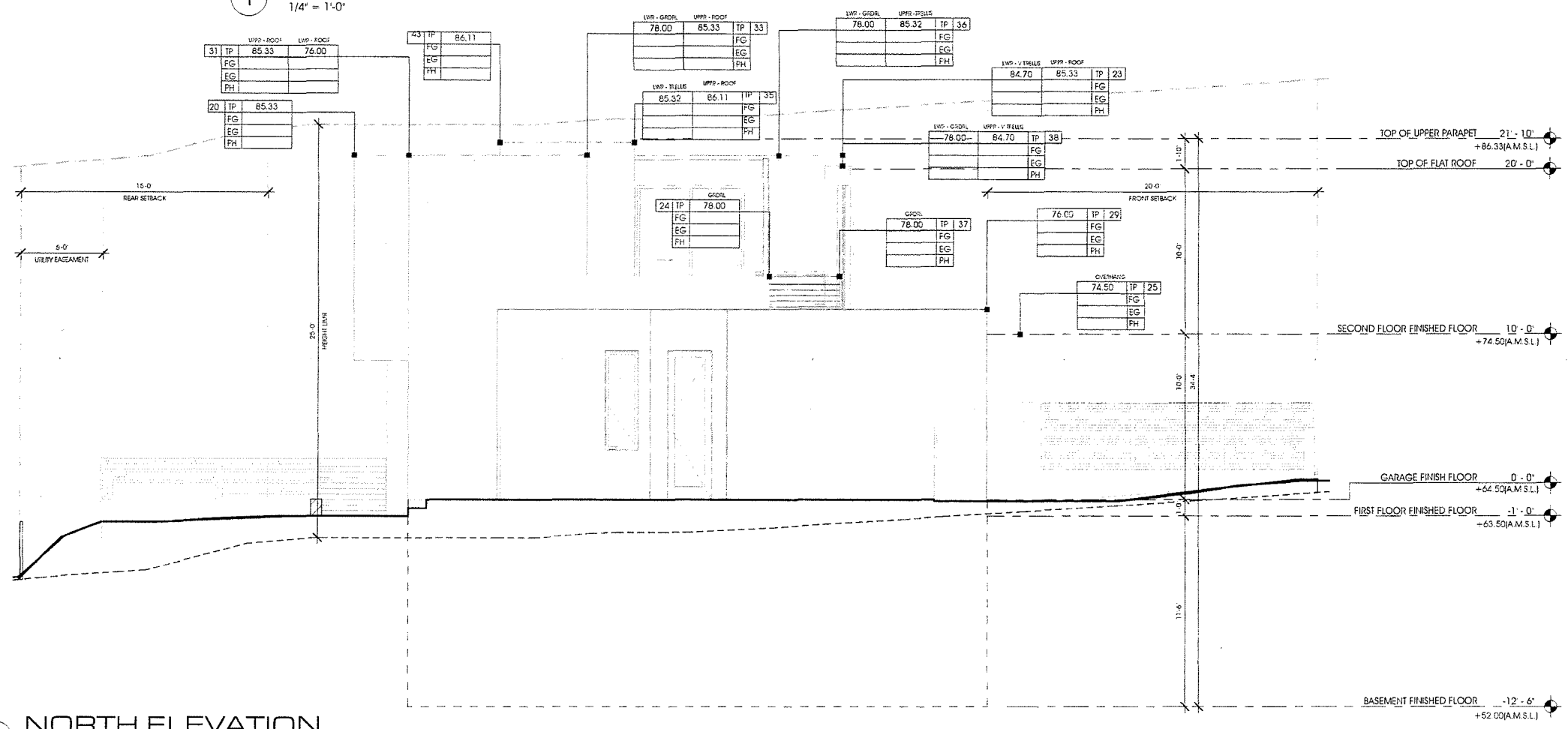
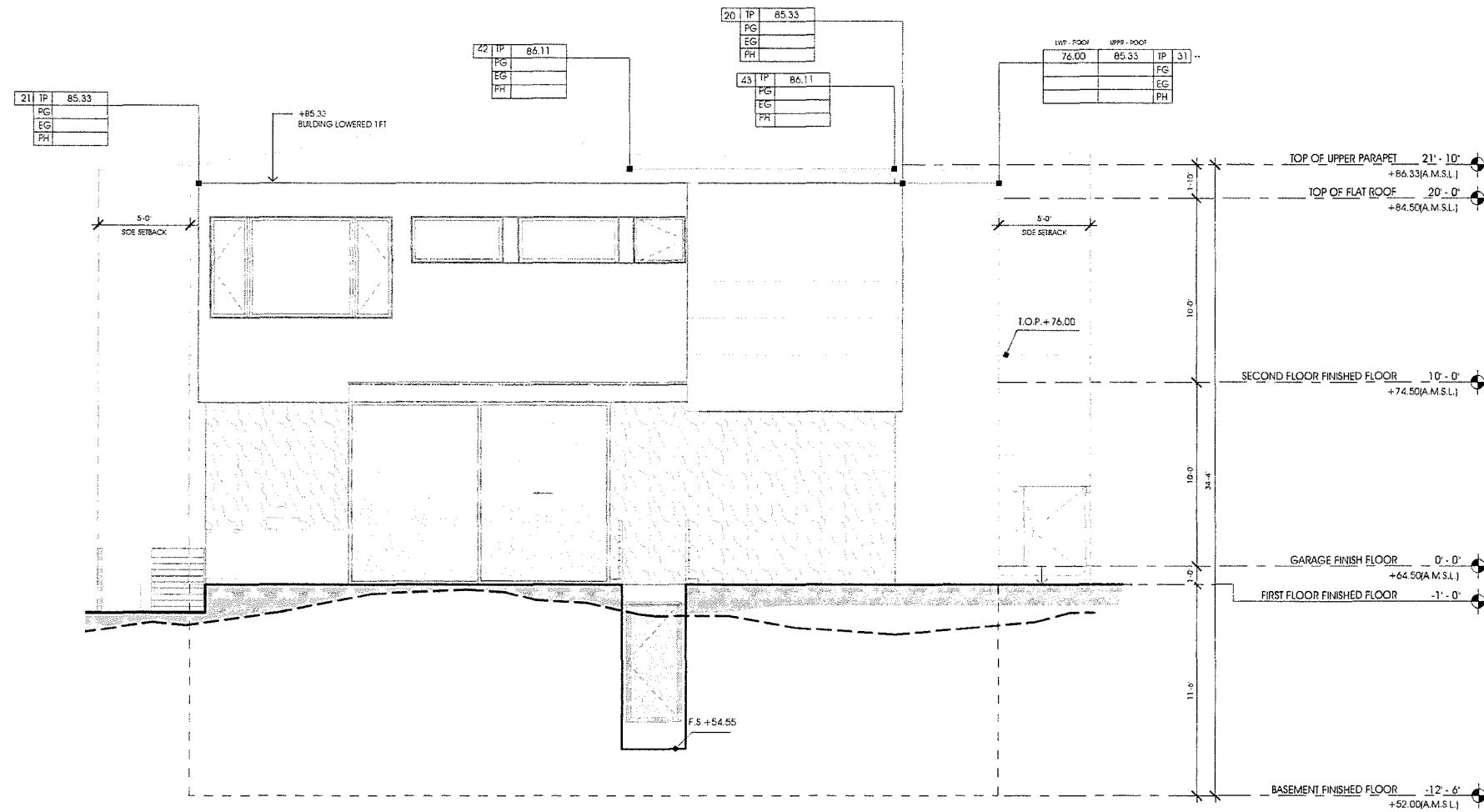
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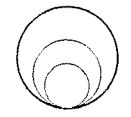
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STORY POLES ELEVATIONS

A6.1



2 NORTH ELEVATION
1/4" = 1'-0"



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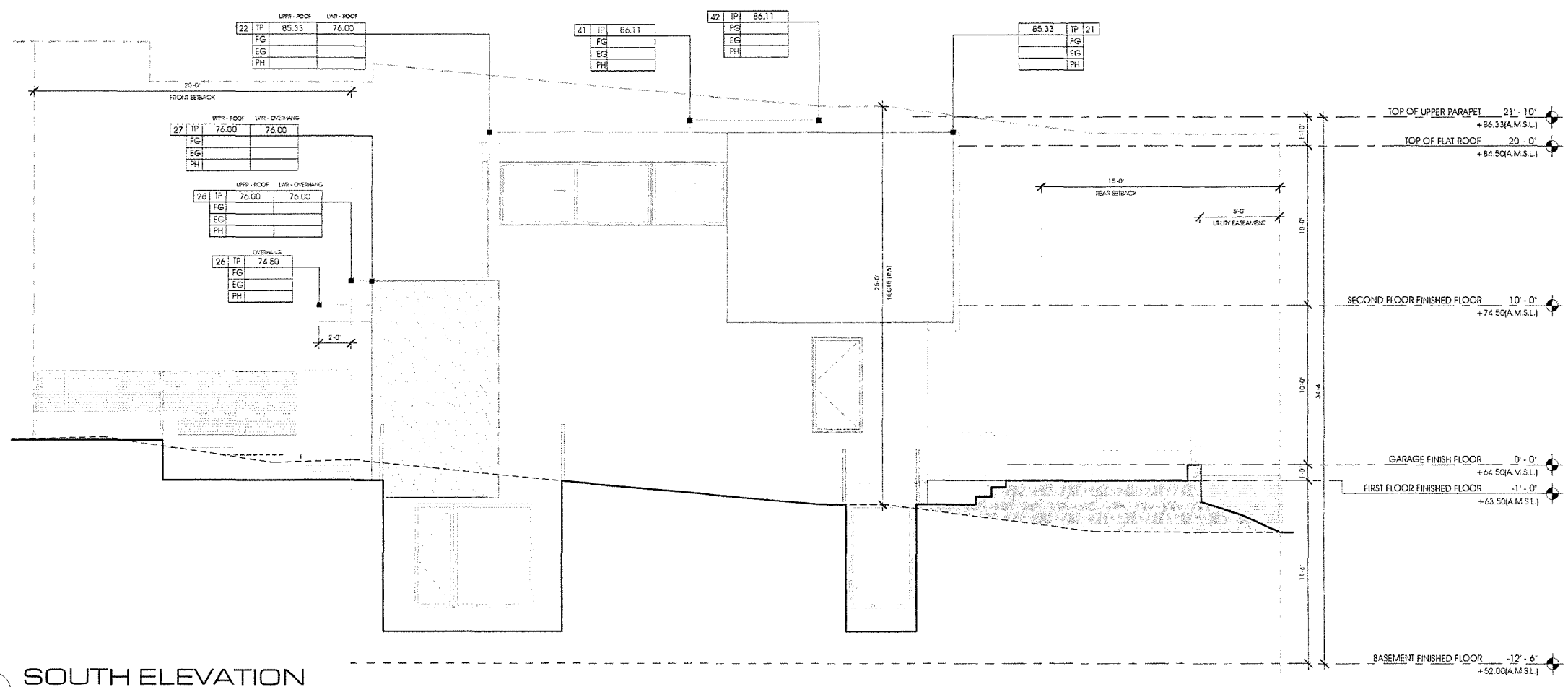
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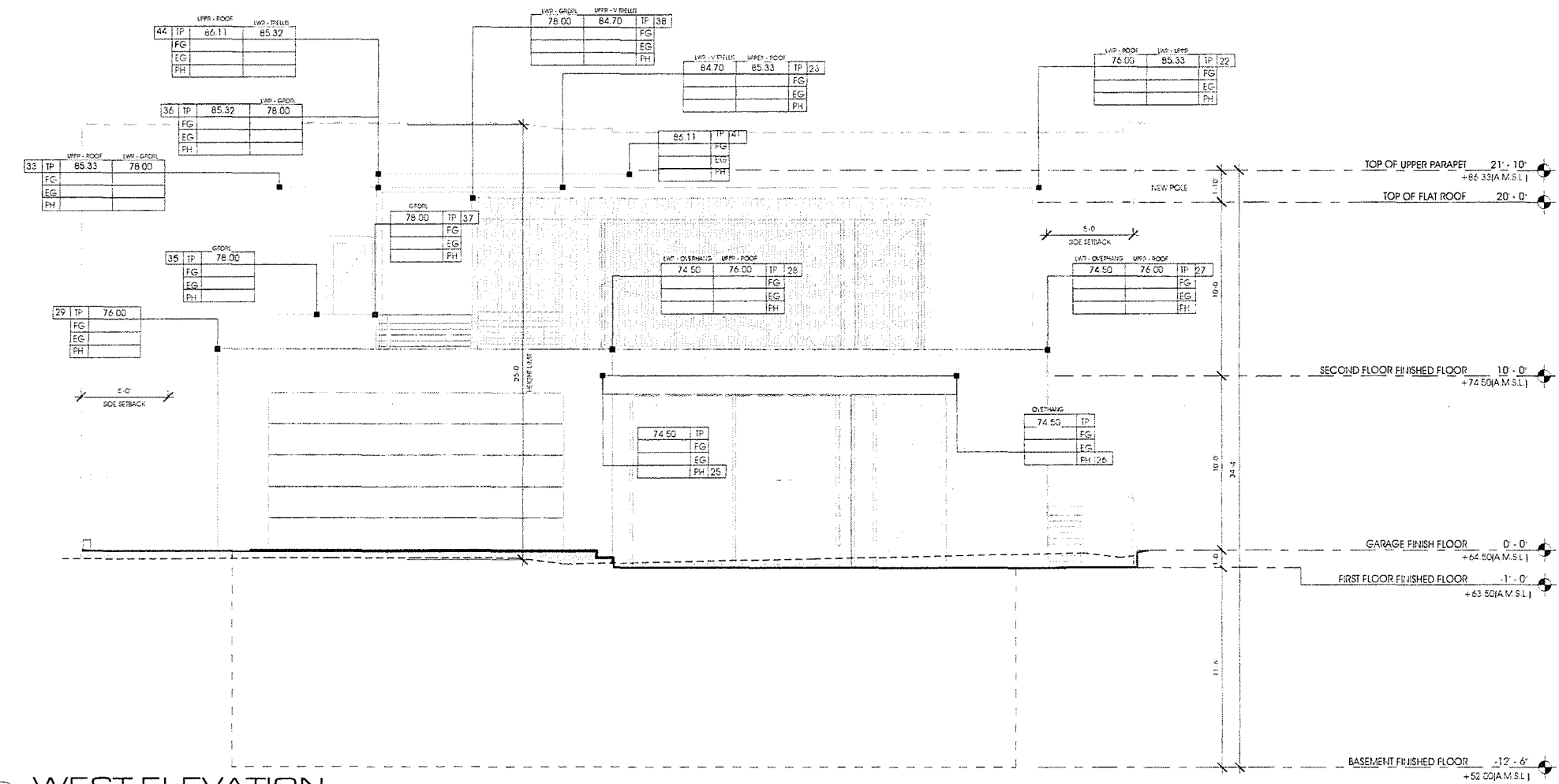
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STORY POLES ELEVATIONS

A6.2



3 SOUTH ELEVATION
1/4" = 1'-0"



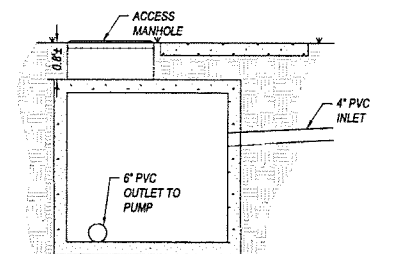
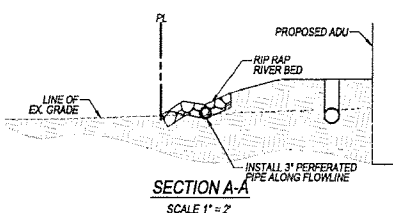
4 WEST ELEVATION
1/4" = 1'-0"

PRELIMINARY GRADING PLAN

228 N HELIX AVENUE

GENERAL NOTES

- APPROVAL OF THIS GRADING PLAN DOES NOT CONSTITUTE APPROVAL OF VERTICAL OR HORIZONTAL ALIGNMENT OF ANY PRIVATE ROAD SHOWN HEREIN FOR PUBLIC ROAD PURPOSES.
- FINAL APPROVAL OF THESE GRADING PLANS IS SUBJECT TO FINAL APPROVAL OF THE ASSOCIATED IMPROVEMENT PLANS WHERE APPLICABLE. FINAL CURB GRADE ELEVATIONS MAY REQUIRE CHANGES IN THESE PLANS.
- IMPORT MATERIALS SHALL BE LEGALLY OBTAINED.
- A SEPARATE PERMIT FROM THE CITY ENGINEER WILL BE REQUIRED FOR ANY WORK IN THE PUBLIC RIGHT-OF-WAY.
- ALL SLOPES OVER THREE (3) FEET IN HEIGHT SHALL BE LANDSCAPED AND IRRIGATED.
- THE CONTRACTOR SHALL VERIFY THE EXISTENCE AND LOCATION OF ALL UTILITIES BEFORE COMMENCING WORK. NOTICE OF PROPOSED WORK SHALL BE GIVEN TO THE FOLLOWING AGENCIES: UNDERGROUND S.A. - (800) 422-4133, OR CALL 811.
- THE SOILS REPORTS SHALL BE PROVIDED AS REQUIRED BY THE CITY OF SOLANA BEACH PRIOR TO ISSUANCE OF GRADING PERMIT.
- APPROVAL OF THESE PLANS BY THE CITY ENGINEER DOES NOT AUTHORIZE ANY WORK OR GRADING TO BE PERFORMED UNTIL THE PROPERTY OWNER'S PERMISSION HAS BEEN OBTAINED AND A VALID GRADING PERMIT HAS BEEN ISSUED.
- THE CITY ENGINEER'S APPROVAL OF THESE PLANS DOES NOT CONSTITUTE THE BUILDING OFFICIAL'S APPROVAL OF ANY FOUNDATION FOR STRUCTURES TO BE PLACED ON THE AREA COVERED BY THESE PLANS. NO WAIVER OF THE GRADING ORDINANCE REQUIREMENTS CONCERNING MINIMUM COVER OVER EXPANSIVE SOILS IS MADE OR IMPLIED.
- ALL OPERATIONS CONDUCTED ON THE PREMISES, INCLUDING THE WARMING UP, REPAIR, ARRIVAL DEPARTURE OR RUNNING OF TRUCKS, EARTHMOVING EQUIPMENT, CONSTRUCTION EQUIPMENT AND ANY OTHER ASSOCIATED GRADING EQUIPMENT SHALL BE LIMITED TO THE PERIOD BETWEEN 7:00 A.M. AND 5:00 P.M. EACH DAY, MONDAY THROUGH FRIDAY, AND NO EARTH-MOVING OR GRADING OPERATIONS SHALL BE CONDUCTED ON THE PREMISES ON SATURDAYS, SUNDAYS OR HOLIDAYS WITHOUT THE WRITTEN PERMISSION OF THE CITY ENGINEER.
- ALL MAJOR SLOPES SHALL BE ROUNDED INTO EXISTING TERRAIN TO PRODUCE A CONTOURED TRANSITION FROM CUT OR FILL SURFACES TO NATURAL GROUND AND ABUTTING CUT OR FILL SURFACES.
- NOTWITHSTANDING THE MINIMUM STANDARDS SET FORTH IN THE GRADING ORDINANCE, AND NOTWITHSTANDING THE APPROVAL OF THESE GRADING PLANS, THE PERMITTEE IS RESPONSIBLE FOR THE PREVENTION OF DAMAGE TO THE ADJACENT PROPERTY. NO PERSON SHALL EXCAVATE ON LAND SO CLOSE TO THE PROPERTY LINE AS TO ENDANGER ANY ADJOINING PUBLIC STREET, SIDEWALK, ALLEY, FUNCTION OF ANY SEWAGE DISPOSAL SYSTEM, OR ANY OTHER PUBLIC OR PRIVATE PROPERTY WITHOUT SUPPORTING AND PROTECTING SUCH PROPERTY FROM SETTLING, CRACKING, EROSION, SILTING SCOUR OR OTHER DAMAGE WHICH MIGHT RESULT FROM THE GRADING DESCRIBED ON THIS PLAN. THE CITY WILL HOLD THE PERMITTEE RESPONSIBLE FOR CORRECTION ON NON-DEDICATED IMPROVEMENTS WHICH DAMAGE ADJACENT PROPERTY.
- SLOPE RATIOS: CUT 2:1 FILL 2:1
CUT: 0 CY FILL: 233 CY IMPORT: 233 CY
(NOTE: A SEPARATE VALID PERMIT MUST EXIST FOR OFFSITE IMPORT OR EXPORT AREAS.)
*THE QUANTITIES ESTIMATED ABOVE ARE FOR PERMIT PURPOSES ONLY AND SHOULD NOT BE USED FOR CONSTRUCTION BIDS. CONTRACTORS ARE RESPONSIBLE FOR THEIR OWN EARTHWORK QUANTITIES
- SPECIAL CONDITIONS: IF ANY ARCHAEOLOGICAL RESOURCES ARE DISCOVERED ON THE SITE OF THIS GRADING DURING GRADING OPERATIONS, SUCH OPERATIONS WILL CEASE IMMEDIATELY, AND THE PERMITTEE WILL NOTIFY THE CITY ENGINEER OF THE DISCOVERY. GRADING OPERATIONS WILL NOT COMMENCE UNTIL THE PERMITTEE HAS RECEIVED WRITTEN AUTHORITY FROM THE CITY ENGINEER TO DO SO.
- ALL GRADING SHOWN ON THIS PLAN SHALL BE COMPLETED AS A SINGULAR UNIT WITH NO PROVISION FOR PARTIAL RELEASES. SHOULD IT BE ANTICIPATED THAT A PORTION OF THIS PROJECT BE COMPLETED SEPARATELY, A SEPARATE PLAN AND PERMIT APPLICATION SHALL BE SUBMITTED FOR APPROVAL.
- THE CONTRACTOR SHALL NOTIFY THE CITY OF SOLANA BEACH 858.720.2470 24 HOURS BEFORE GRADING OPERATIONS BEGIN.
- FINISHED GRADING AND PLANTING SHALL BE ACCOMPLISHED ON ALL SLOPES PRIOR TO OCTOBER 1, OR IMMEDIATELY UPON COMPLETION OF ANY SLOPES GRADED BETWEEN OCTOBER 1 AND APRIL 1. PRIOR TO ANY PLANTING, ALL LANDSCAPING SHALL BE APPROVED BY THE PLANNING DEPARTMENT AT THE DEVELOPMENT REVIEW STAGE, OR BY SEPARATE LANDSCAPE PLAN.
- ALL OFF-SITE HAUL ROUTES SHALL BE SUBMITTED BY THE CONTRACTOR TO THE CITY ENGINEER FOR APPROVAL 72 HOURS PRIOR TO THE BEGINNING OF WORK.
- UPON FINAL COMPLETION OF THE WORK UNDER THE GRADING PERMIT, BUT PRIOR TO FINAL GRADING APPROVAL AND/OR FINAL RELEASE OF SECURITY, PRIOR TO FINAL GRADING APPROVAL AND/OR FINAL RELEASE OF SECURITY, AN AS-GRADED CERTIFICATE SHALL BE PROVIDED STATING: "THE GRADING UNDER PERMIT NO. SBGR... HAS BEEN PERFORMED IN SUBSTANTIAL CONFORMANCE WITH THE APPROVED GRADING PLAN OR AS SHOWN ON THE ATTACHED AS-GRADED PLAN". THIS STATEMENT SHALL BE FOLLOWED BY THE DATE AND SIGNATURE OF THE CIVIL ENGINEER WHO CERTIFIES SUCH A GRADING OPERATION.
- THE CONTRACTOR SHALL DESIGN, CONSTRUCT, AND MAINTAIN ALL SAFETY DEVICES INCLUDING SHORING, AND SHALL BE RESPONSIBLE FOR CONFORMING TO ALL LOCAL, STATE, AND FEDERAL SAFETY AND HEALTH STANDARDS, LAWS AND REGULATIONS.



DETENTION VAULT DETAIL
NOT TO SCALE

NOTES: DETENTION VAULT DESIGNED TO PROVIDE 250 CF OF STORAGE. SEE PLAN FOR ELEVATIONS.

EROSION CONTROL NOTES - CONTINUED

- THE TOPS OF ALL SLOPES TALLER THAN 5' SHALL BE DIKED OR TRENCHED TO PREVENT WATER FLOWING OVER CRESTS OF SLOPES.
- CATCH BASINS, DESILTING BASINS, AND STORM DRAIN SYSTEMS SHALL BE INSTALLED TO THE SATISFACTION OF THE CITY ENGINEER.
- SAND BAG CHECK DAMS, SILT FENCES, FIBER ROLLS OR OTHER APPROVED BMP'S SHALL BE PLACED IN UNPAVED AREAS WITH GRADIENTS IN EXCESS OF 2%, AS WELL AS AT OR NEAR EVERY POINT WHERE CONCENTRATED FLOW LEAVE THE SITE.
- SAND BAGS SHALL BE PLACED ON THE UPSTREAM SIDE OF ALL DRAINAGE INLETS TO MINIMIZE SILT BUILDUP IN THE INLETS AND PIPES.
- THE CONTRACTOR SHALL REPAIR ANY ERODED SLOPES AS DIRECTED BY THE OFFICE OF THE CITY ENGINEER.
- THE CONTRACTOR SHALL SWEEP ROADWAYS AND ENTRANCES TO AND FROM THE SITE ON A REGULAR BASIS TO KEEP THEM FREE OF SOIL ACCUMULATION AND AT ALL OTHER TIMES DIRECTED BY THE CITY ENGINEER.
- THE CONTRACTOR SHALL WATER SITE ON A CONTINUOUS BASIS TO MINIMIZE AIR BORNE DUST CREATED FROM GRADING AND HAULING OPERATIONS OR EXCESSIVE WIND CONDITIONS, AND AT ALL TIMES DIRECTED BY THE CITY ENGINEER.
- IN THE EVENT SILT DOES ENTER THE EXISTING PUBLIC STORM DRAIN SYSTEM, REMOVAL OF THE SILT FROM THE THE SYSTEM WILL BE DONE AT THE DEVELOPER'S EXPENSE.

EARTHWORK

ITEM	UNIT	QUANTITY
SITE GRADING (OUTSIDE STRUCTURE)	CUT	0 CY
	FILL	233 CY
SITE GRADING (BELOW STRUCTURE)	CUT	667 CY
	FILL	12 CY
EXCAVATE FOR FOOTINGS		8 CY
REMOVAL + RECOMPACT		140 CY
TOTAL GRADING - CUT FILL OUTSIDE		1,060 CY

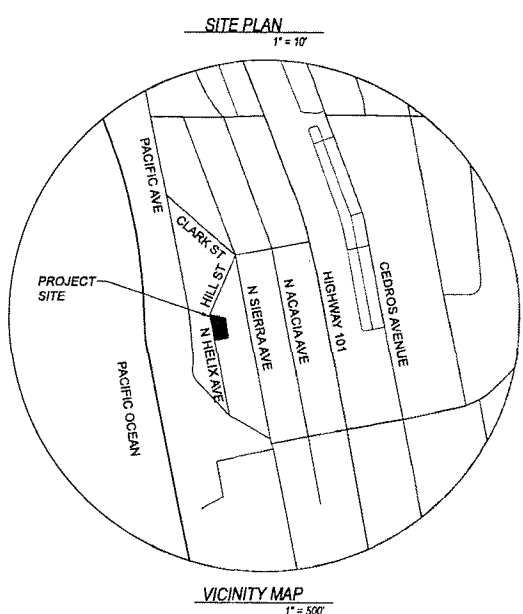
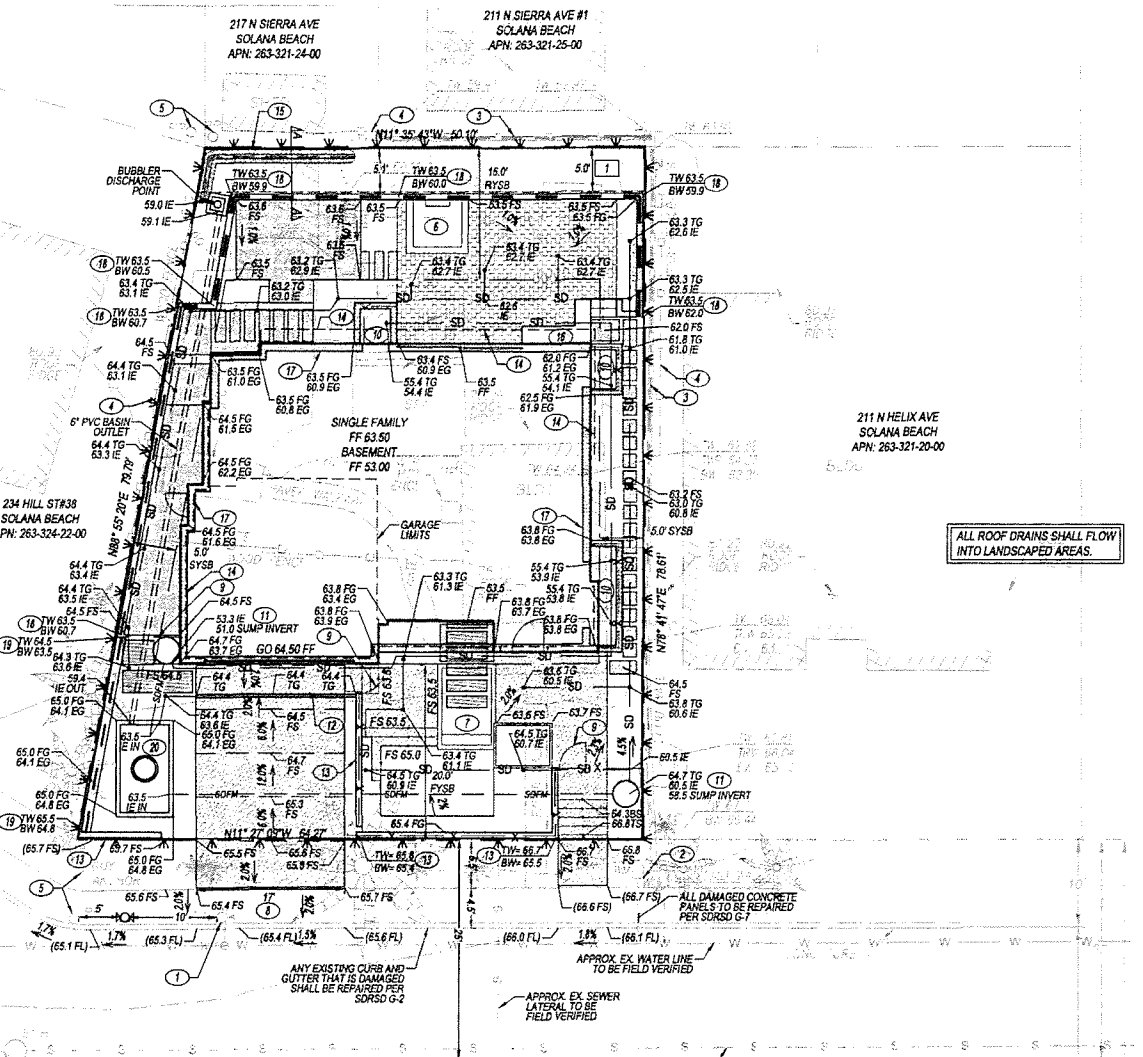
MAX CUT 1 FT
MAX FILL 4.5 FT

EROSION CONTROL NOTES

- STORM WATER AND NON-STORM WATER DISCHARGE CONTROL: BEST MANAGEMENT PRACTICES SHALL BE DEVELOPED AND IMPLEMENTED TO MANAGE STORM WATER AND NON-STORM WATER DISCHARGES FROM THE SITE AT ALL TIMES DURING EXCAVATION AND GRADING ACTIVITIES.
- EROSION AND SEDIMENT CONTROL: EROSION PREVENTION SHALL BE EMPHASIZED AS THE MOST IMPORTANT MEASURE FOR KEEPING SEDIMENT ON SITE DURING EXCAVATION AND GRADING ACTIVITIES. SEDIMENT CONTROLS SHALL BE USED AS A SUPPLEMENT TO EROSION PREVENTION FOR KEEPING SEDIMENT ON SITE.
- EROSION CONTROL ON SLOPES SHALL BE MITIGATED BY INSTALLING LANDSCAPING AS PER APPROVED LANDSCAPE PLANS AS REQUIRED BY THE DEVELOPMENT REVIEW CONDITIONS, OR BY TEMPORARY EROSION CONTROL CONFORMING TO THE FOLLOWING:

LBS/ACRE	% PURITY/ACRE	SEED SPECIES
20	70% PLUS	ATRIPLEX GLAUCA
50		PLANTAGO INSULARIS
6		ENCELIS FARINOSA
6	SCARIFIED	LOTUS SCOPARIUS
7	50% PLUS	EXCHSCHOLZIA CALIF.
91		

NON-IRRIGATED HYDROSEED MIX WITH A FIBER MATRIX APPLIED AT 4,000 LB/ACRE.



EASEMENTS

- AN EASEMENT FOR EITHER OR BOTH POLE LINES, UNDERGROUND CONDUITS TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS AND PUBLIC UTILITIES AND INCIDENTAL PURPOSES IN THE DOCUMENT RECORDED APRIL 01, 1924 IN BOOK 1006 OF DEEDS, PAGE 24.
- AN EASEMENT FOR WATER MAINS, TOGETHER WITH ALL RIGHTS OF INGRESS TO AND EGRESS FROM SAID WATER MAINS FOR PURPOSES OF INSPECTING, REPAIRING AND RELAYING SAME AND INCIDENTAL PURPOSES IN THE DOCUMENT RECORDED OCTOBER 24, 1925 IN BOOK 1115 OF DEEDS, PAGE 402.

IMPERVIOUS/PERVIOUS AREAS

EXISTING CONDITION	PROPOSED CONDITION
IMPERVIOUS: 1,139 SF	IMPERVIOUS: 3,100 SF
PERVIOUS: 3,352 SF	PERVIOUS: 1,391 SF

ABBREVIATIONS

ABBREVIATION	DESCRIPTION
IE	TOP OF CURB
FF	TOP OF GRATE
FG	MATCH EXISTING ELEVATION
FS	FRONT YARD SETBACK
FL	REAR YARD SETBACK
EA	SIDE YARD SETBACK
EG	EXISTING GRADE
TC	TOP OF CURB
TG	TOP OF GRATE
(FG)	MATCH EXISTING ELEVATION
FYSB	FRONT YARD SETBACK
RYSB	REAR YARD SETBACK
SYSB	SIDE YARD SETBACK

DECLARATION OF RESPONSIBLE CHARGE

I, JASON A. SANTOS, HEREBY DECLARE THAT I AM THE ENGINEER OF WORK FOR THIS PROJECT. THAT I HAVE EXERCISED RESPONSIBLE CHARGE OVER THE DESIGN OF THE PROJECT AS DEFINED IN SECTION 6703 OF THE BUSINESS AND PROFESSIONS CODE, AND THE DESIGN IS CONSISTENT WITH CURRENT STANDARDS AND THE CITY OF SOLANA BEACH DRP NO. 20-007.

I UNDERSTAND THAT THE CHECK OF PROJECT DRAWINGS AND SPECIFICATIONS BY THE CITY OF SOLANA BEACH IS CONFINED TO A REVIEW ONLY AND DOES NOT RELIEVE ME OF RESPONSIBILITIES FOR PROJECT DESIGN.

BY: JASON A. SANTOS
RCE NO. 86418 EXP 3/31/2023
PASCO LARET SUITER & ASSOCIATES

WORK TO BE DONE

THE IMPROVEMENTS CONSIST OF THE FOLLOWING WORK TO BE DONE ACCORDING TO THESE PLANS AND THE LATEST EDITIONS OF:

- ### STANDARD SPECIFICATIONS
- STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION INCLUDING THE REGIONAL SUPPLEMENTAL AMENDMENTS.
 - CALIFORNIA DEPARTMENT OF TRANSPORTATION "MANUAL OF TRAFFIC CONTROLS FOR CONSTRUCTION AND MAINTENANCE WORK ZONES"
 - STATE OF CALIFORNIA, DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS

- ### STANDARD DRAWINGS
- SAN DIEGO REGIONAL STANDARD DRAWINGS
 - STATE OF CALIFORNIA, DEPARTMENT OF TRANSPORTATION STANDARD PLANS

PROPERTY INFORMATION

SITE ADDRESS:
228 NORTH HELIX AVENUE
SOLANA BEACH, CA 92075

OWNER / PERMITTEE: RYAN BOWERS
PERMITEE: RONALD GLATTS

ACCESSOR PARCEL NUMBERS:
263-321-21-00

TOPOGRAPHIC SURVEY

COMPANY: COFFEY ENGINEERING, INC
PHONE: 858-831-0111
ADDRESS: 9666 BUSINESS PARK AVENUE, SUITE 210, SAN DIEGO, CA 92131

LEGAL DESCRIPTION

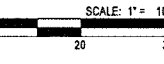
LOT 16, BLOCK 21, SOLANA BEACH, MAP 1749, IN THE CITY OF SOLANA BEACH, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, FILED IN THE OFFICE OF THE COUNTY RECORDER MAY 5, 1922.

LEGEND

ITEM DESCRIPTION	STD DWG	SYMBOL
PROPERTY LINE		---
CENTERLINE OF ROAD		---
SETBACKS		---
GRADING LIMITS		---
STORM DRAIN, 4\" PVC @ 1.0%		---
STORM DRAIN FORCE MAIN, PER PLUMBING CONSULTANT		---
RETAINING WALL, SEE NOTE (11)	SDRSD - C4	---
SEE NOTE (12)	SDRSD - C9	---
STRUCTURAL WALL, SEE NOTE (13)		---
LANDSCAPE FENCE		X - X - X
HARDSCAPE		---
DECOMPOSED GRANITE		---
RIP RAP, NO. 2 BACKING	SDRSD - D40	---
BASEMENT LIMITS		---

PRELIMINARY GRADING NOTES

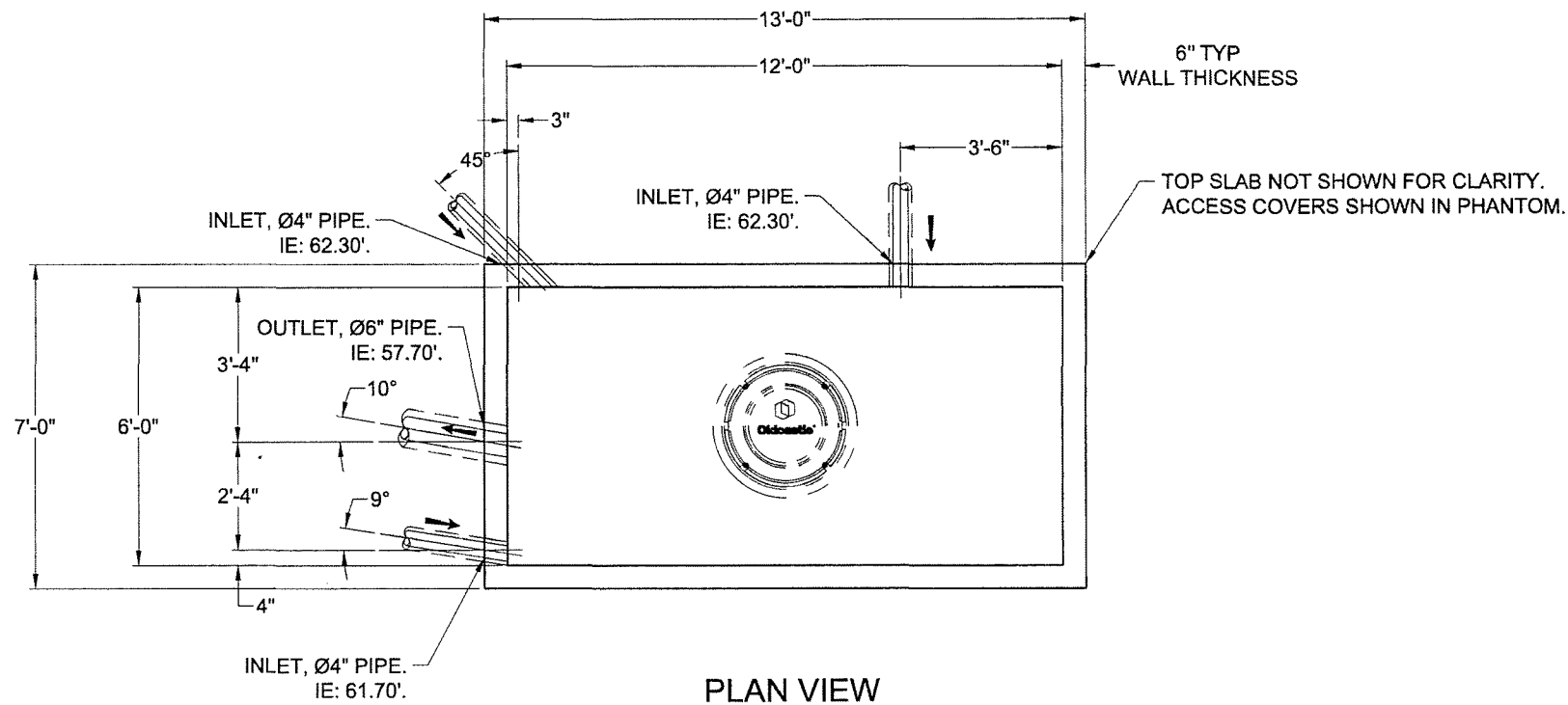
- EXISTING HYDRANT TO BE RELOCATED ±11
- EXISTING WATER METER TO PROTECT IN PLACE
- EXISTING RETAINING WALL TO REMAIN + NOT DISTURBED
- EXISTING UTILITY TO REMAIN AND NOT DISTURBED
- EXISTING UTILITY POLE + GUY WIRE TO REMAIN AND NOT DISTURB
- SPA BY OTHERS
- LANDSCAPE WATER FEATURE. SEE LANDSCAPE ARCHITECT PLANS
- PROPOSED DRIVEWAY ENTRY, SDRSD G-140, WIDTH 17'
- PROPOSED FENCE + GATE
- PROPOSED LIGHT WELLS
- STORM WATER SUMP PUMP BY PLUMBING CONSULTANT, PER PLAN
- 8\" ACO TRENCH DRAIN, OR EQUIVALENT
- PROPOSED ARCHITECTURAL / STRUCTURAL SITE WALL
- PROPOSED ROOF LIMITS
- PROPOSED DECORATIVE RIP RAP RIVERBED, SIZING PER SDRSD D-40
- PROPOSED BBQ SPACE PER LANDSCAPE ARCHITECT PLANS
- PROPOSED BASEMENT WALL LIMITS
- PROPOSED RETAINING WALL, SDRSD C-4, H=3.5' MAX
- PROPOSED RETAINING WALL SDRSD C-9, H=2' MAX
- PROPOSED STORMWATER DETENTION TANK
L X W X H
11' x 6.5' x 3.5' (250 CF, MINIMUM)
FG 65 (APPROX. ABOVE TANK)
IE 59.5 (APPROX. INTERNAL IE OF TANK)



PREPARED BY:
PASCO LARET SUITER & ASSOCIATES
San Diego | Encinitas | Orange County
Phone 858.259.8212 | www.plsaengineering.com

ENGINEER OF WORK	CITY APPROVED CHANGES	APPD	DATE	RECOMMENDED FOR APPROVAL	APPROVED FOR CONSTRUCTION	BENCH MARK	CITY OF SOLANA BEACH	ENGINEERING DEPARTMENT	DRAWING NO.
BY: JASON A. SANTOS RCE # 86418 EXP. 12/31/23				DATE: _____	DATE: _____	DESCRIPTION: BASED ON 3.5\" NGS DISK IN HEADWALL, EASE SIDE OF HIGHWAY 101, AS SHOWN ON ROS 18971 AS SOLB-1. ELEV.: 34.67 DATUM: NAVD88	PRELIMINARY GRADING PLAN FOR BOWERS RESIDENCE - 228 NORTH HELIX AVENUE		DRP22-013 SDP22-011 SHEET 1 OF 1

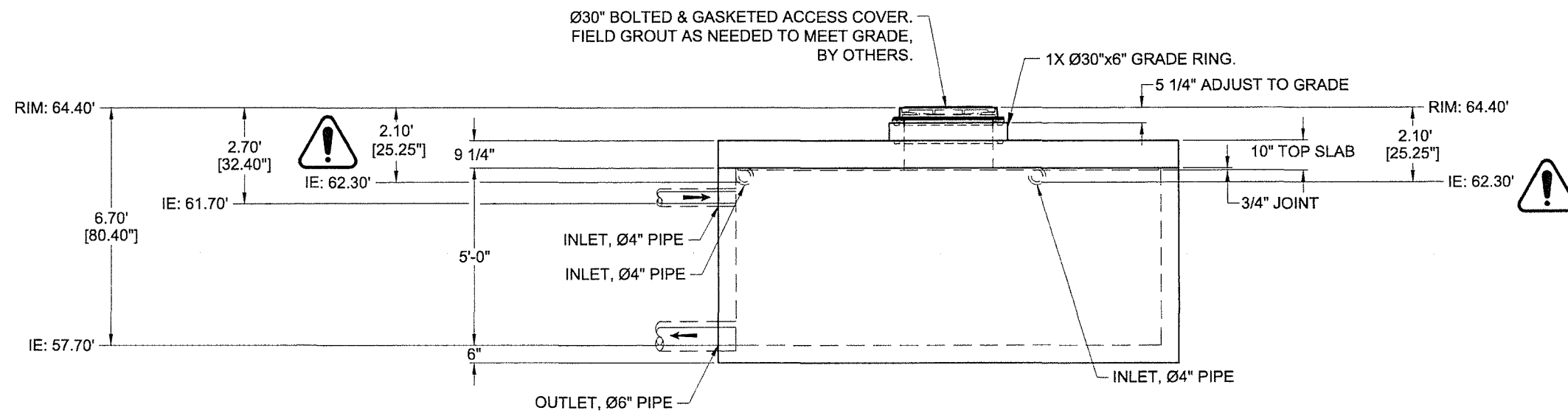
STORAGE VOLUME: 360 cf



PLAN VIEW



LOWERED INLET IE TO FIT PIPE WITHIN VAULT.



ELEVATION VIEW

NOTES:

1. DESIGN LOADINGS:
 - A. AASHTO HS-20-44 W/ IMPACT.
 - B. DESIGN FILL: 1' MAXIMUM.
 - C. ASSUMED WATER TABLE = BELOW INVERT.
 - D. DRY LATERAL EARTH PRESSURE (EFP) = 45 PCF.
 - E. LATERAL LIVE LOAD SURCHARGE = 80 PSF (APPLIED TO 8' BELOW GRADE).
 - F. NO LATERAL SURCHARGE FROM ADJACENT BUILDINGS, WALLS, PIERS, OR FOUNDATIONS.
2. CONCRETE 28 DAY COMPRESSIVE STRENGTH SHALL BE 5,000 PSI MINIMUM.
3. STEEL REINFORCEMENT: REBAR, ASTM A-615 OR A-706, GRADE 60.
4. CEMENT: ASTM C-150 SPECIFICATION.
5. REQUIRED NATIVE ALLOWABLE SOIL BEARING PRESSURE = 2,500 PSF.
6. REFERENCE STANDARD:
 - A. ASTM C 890
 - B. ASTM C 913
7. THIS STRUCTURE IS DESIGNED TO THE PARAMETERS NOTED HEREIN. PLEASE VERIFY THAT THESE PARAMETERS MEET PROJECT REQUIREMENTS (I.E. LIVE LOAD, FILL RANGE, WATER TABLE). IF DESIGN PARAMETERS ARE INCORRECT, REVIEWING ENGINEER/AUTHORITY SHALL NOTIFY OLDCASTLE INFRASTRUCTURE UPON REVIEW OF THIS SUBMITTAL.
8. OVERSIZED HOLES TO ACCOMMODATE SPECIFIC PIPE TYPE MUST BE CONCENTRIC TO PIPE ID. AFTER PIPES ARE INSTALLED, ALL ANNULAR SPACES SHALL BE FILLED WITH A MINIMUM OF 3000 PSI CONCRETE FOR FULL THICKNESS OF PRECAST WALLS. PIPES ARE TO BE FLUSH WITH THE INSIDE SURFACE OF THE CONCRETE STRUCTURE.
9. CONTRACTOR RESPONSIBLE TO VERIFY ALL SIZES, LOCATIONS AND ELEVATIONS OF OPENINGS.
10. CONTRACTOR RESPONSIBLE TO ENSURE ADEQUATE BEARING SURFACE IS PROVIDED (I.E. COMPACTED AND LEVEL PER PROJECT SPECIFICATIONS).
11. SECTION HEIGHTS, SLAB/WALL THICKNESSES AND KEYWAYS ARE SUBJECT TO CHANGE DUE TO AVAILABILITY AND PRODUCTION PLANT CAPABILITY.
12. MAXIMUM PICK WEIGHT: TBD.

- PRELIMINARY -
NOT FOR CONSTRUCTION

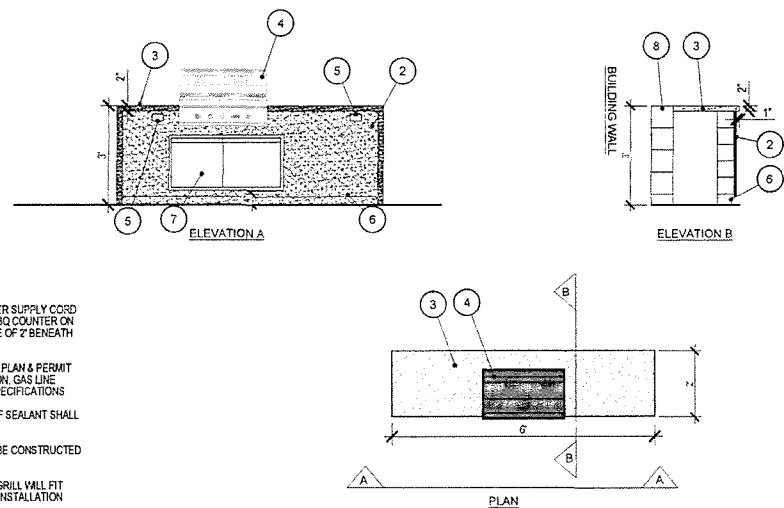


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Detention Vault					
6'x12'					
CUSTOMER					
Pasco Laret Suiter & Associates - Encinitas					
JOB NAME					
Helix-Bowers Residence - Solana Beach, CA					
DATE	MFG	DRAWN	ENGINEER	CHECKED	SALES ORDER
6/28/22	070-FO	PPS	CDH		
INTERNAL DRAWING ID				REVISION	SHEET
22-750988-6x12_				1	1 OF 1
Helix-Bowers Residence				REV DATE	
				8/24/22	

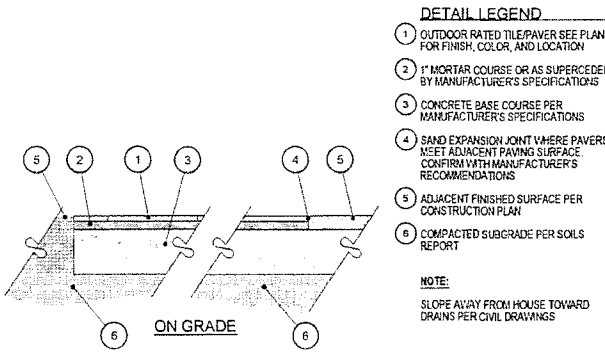
REV	DESCRIPTION	BY	DATE

22-750988-6x12_Helix-Bowers Residence.dwg, 2022-08-24 10:51 AM, Alan Suiter, Sheet 9 of 30

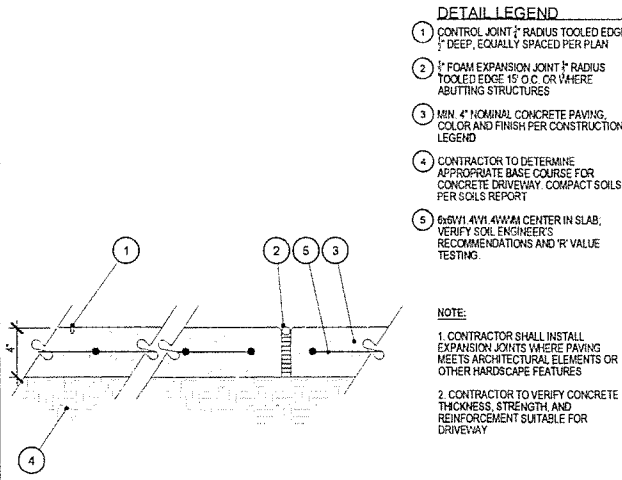


- NOTES:**
- ELECTRICAL CONNECTION FOR POWER SUPPLY CORD ON BBQ UNIT TO BE LOCATED INSIDE BBQ COUNTER ON REAR WALL WITH A MAXIMUM DISTANCE OF 2' BENEATH SOLID BOTTOM SUPPORT OF UNIT
 - CONTRACTOR TO SUPPLY PLUMBING PLAN & PERMIT FOR GAS LINE LAYOUT AND CONNECTION. GAS LINE SUPPLY PER BBQ MANUFACTURER'S SPECIFICATIONS
 - A MINIMUM OF TWO APPLICATIONS OF SEALANT SHALL BE APPLIED TO COUNTER TOP
 - COUNTER TOP & CMU WALLS SHALL BE CONSTRUCTED TO FIT EXACT SPECIFICATIONS OF BBQ
 - CONTRACTOR TO VERIFY THAT BBQ GRILL WILL FIT WITH PROPER CLEARANCES PRIOR TO INSTALLATION

- DETAIL LEGEND**
- 6x8x16 CMU BLOCK GROUT ALL CELLS SOLID
 - STUCCO FINISH TO MATCH ARCHITECTURE COLOR & TEXTURE
 - NECOUTH COUNTERTOP TO MATCH INDOOR KITCHEN COUNTERS. CONTRACTOR SHALL CONFIRM MATERIAL IS WATERPROOF - SEAL APPROPRIATELY TO AVOID STAINING
 - WOLF 36" BUILT-IN NATURAL GAS GRILL WITH 36" GRILL LINER. AVAILABLE FROM SUBZERO/WOLF.COM. VERIFY CUT OUT DIMENSIONS. NO FLAMMABLE CONSTRUCTION WITHIN GRILL COUNTER. INSTALL PER MANUFACTURER'S SPECS
 - PROVIDE (1) OUTDOOR RATED GFCI ELECTRICAL OUTLET FRONT SIDE OF COUNTER AS SHOWN
 - 3" TOE KICK ON GRILL SIDE AND SHORT END
 - WOLF 36" STAINLESS STEEL DOUBLE ACCESS DOORS. PROVIDE GAS & ELECTRICAL CONNECTIONS / SHUTOFF VALVE UNDER COUNTER PER MANUFACTURER'S SPECIFICATIONS
 - SITE WALL BEYOND. REFER TO PLANS



- DETAIL LEGEND**
- OUTDOOR RATED TILE/PAVER SEE PLAN FOR FINISH, COLOR, AND LOCATION
 - 1" MORTAR COURSE OR AS SUPERCEDED BY MANUFACTURER'S SPECIFICATIONS
 - CONCRETE BASE COURSE PER MANUFACTURER'S SPECIFICATIONS
 - SAND EXPANSION JOINT WHERE PAVERS MEET ADJACENT PAVING SURFACE. CONFIRM WITH MANUFACTURER'S RECOMMENDATIONS
 - ADJACENT FINISHED SURFACE PER CONSTRUCTION PLAN
 - COMPACTED SUBGRADE PER SOILS REPORT
- NOTE:**
SLOPE AWAY FROM HOUSE TOWARD DRAINS PER CIVIL DRAWINGS



- DETAIL LEGEND**
- CONTROL JOINT 1/2" RADIUS TOOLED EDGE 1" DEEP, EQUALLY SPACED PER PLAN
 - 1" FOAM EXPANSION JOINT 1/2" RADIUS TOOLED EDGE 15' O.C. OR WHERE ABUTTING STRUCTURES
 - MIN. 4" NOMINAL CONCRETE PAVING, COLOR AND FINISH PER CONSTRUCTION LEGEND
 - CONTRACTOR TO DETERMINE APPROPRIATE BASE COURSE FOR CONCRETE DRIVEWAY. COMPACT SOILS PER SOILS REPORT
 - 6x8x16 CMU 4x16 CENTER IN SLAB, VERIFY SOIL ENGINEER'S RECOMMENDATIONS AND R' VALUE TESTING
- NOTE:**
1. CONTRACTOR SHALL INSTALL EXPANSION JOINTS WHERE PAVING MEETS ARCHITECTURAL ELEMENTS OR OTHER HARDSCAPE FEATURES
2. CONTRACTOR TO VERIFY CONCRETE THICKNESS, STRENGTH AND REINFORCEMENT SUITABLE FOR DRIVEWAY

A) BBQ COUNTER

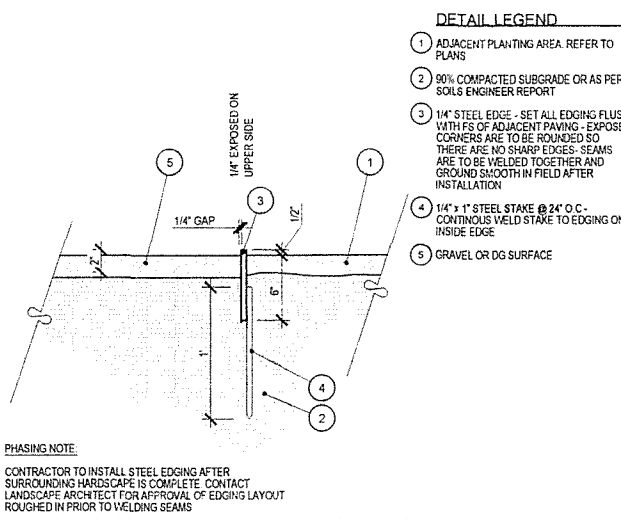
REVISED 1/17/2023 N.T.S.

B) OUTDOOR TILE/PAVER

REVISED 6/15/10 N.T.S.

C) CONCRETE DRIVEWAY

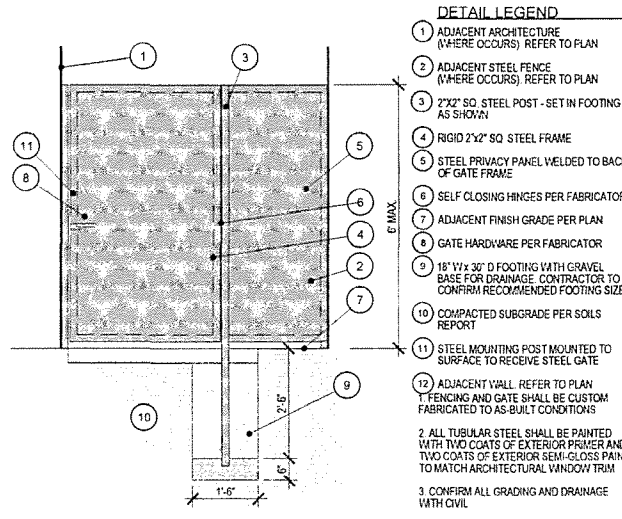
REVISED 1/17/2023 N.T.S.



- DETAIL LEGEND**
- ADJACENT PLANTING AREA. REFER TO PLANS
 - 90% COMPACTED SUBGRADE OR AS PER SOILS ENGINEER REPORT
 - 1/4" STEEL EDGE - SET ALL EDGINGS FLUSH WITH FS OF ADJACENT PAVING - EXPOSED CORNERS ARE TO BE ROUNDED SO THERE ARE NO SHARP EDGES - SEAMS ARE TO BE WELDED TOGETHER AND GROUND SMOOTH IN FIELD AFTER INSTALLATION
 - 1/4" x 1" STEEL STAKE @ 24" O.C. - CONTINUOUS WELD STAKE TO EDGING ON INSIDE EDGE
 - GRAVEL OR DG SURFACE

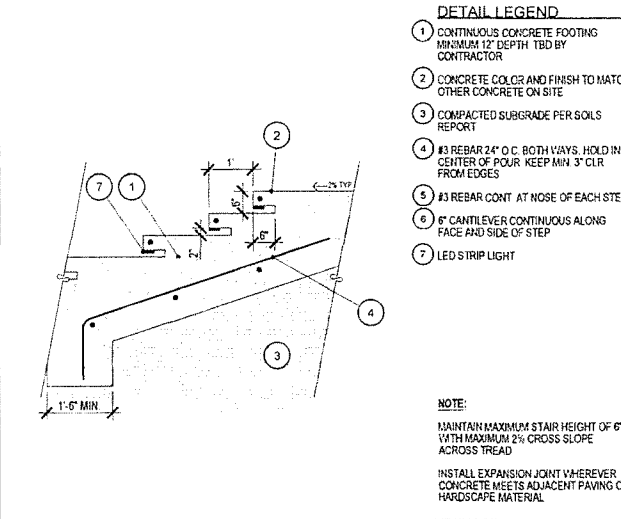
PHASING NOTE:
CONTRACTOR TO INSTALL STEEL EDGING AFTER SURROUNDING HARDSCAPE IS COMPLETE. CONTACT LANDSCAPE ARCHITECT FOR APPROVAL OF EDGING LAYOUT ROUGHED IN PRIOR TO WELDING SEAMS

REVISED 1/17/2023 N.T.S.



- DETAIL LEGEND**
- ADJACENT ARCHITECTURE (WHERE OCCURS) REFER TO PLAN
 - ADJACENT STEEL FENCE (WHERE OCCURS) REFER TO PLAN
 - 2x2" SQ. STEEL POST - SET IN FOOTING AS SHOWN
 - RIGID 2x2" SQ. STEEL FRAME
 - STEEL PRIVACY PANEL WELDED TO BACK OF GATE FRAME
 - SELF CLOSING HINGES PER FABRICATOR
 - ADJACENT FINISH GRADE PER PLAN
 - GATE HARDWARE PER FABRICATOR
 - 18" Vx 30" D FOOTING WITH GRAVEL BASE FOR DRAINAGE. CONTRACTOR TO CONFIRM RECOMMENDED FOOTING SIZE
 - COMPACTED SUBGRADE PER SOILS REPORT
 - STEEL MOUNTING POST MOUNTED TO SURFACE TO RECEIVE STEEL GATE
 - ADJACENT WALL. REFER TO PLAN. FENCING AND GATE SHALL BE CUSTOM FABRICATED TO AS-BUILT CONDITIONS
- NOTE:**
2. ALL TUBULAR STEEL SHALL BE PAINTED WITH TWO COATS OF EXTERIOR PRIMER AND TWO COATS OF EXTERIOR SEMI-GLOSS PAINT TO MATCH ARCHITECTURAL WINDOW TRIM
3. CONFIRM ALL GRADING AND DRAINAGE WITH CIVIL

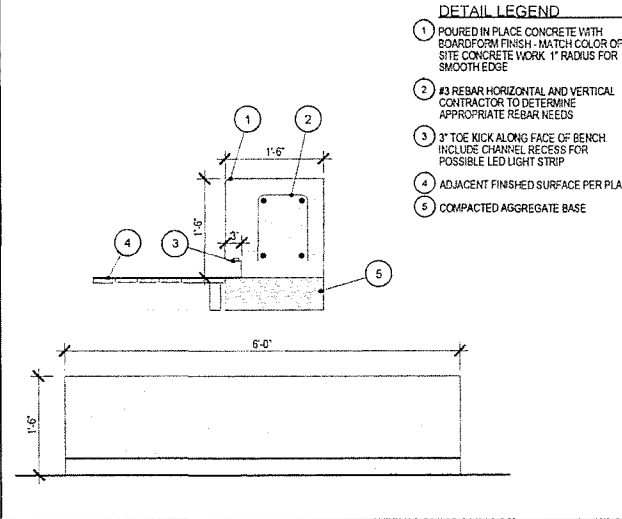
E) TRASH ENCLOSURE PEDESTRIAN GATE



- DETAIL LEGEND**
- CONTINUOUS CONCRETE FOOTING MINIMUM 12" DEPTH TBD BY CONTRACTOR
 - CONCRETE COLOR AND FINISH TO MATCH OTHER CONCRETE ON SITE
 - COMPACTED SUBGRADE PER SOILS REPORT
 - #3 REBAR 24" O.C. BOTH WAYS. HOLD IN CENTER OF POUR. KEEP MIN. 3" CLR FROM EDGES
 - #3 REBAR CONT. AT NOSE OF EACH STEP
 - 6" CANTILEVER CONTINUOUS ALONG FACE AND SIDE OF STEP
 - LED STRIP LIGHT
- NOTE:**
MAINTAIN MAXIMUM STAIR HEIGHT OF 6" WITH MAXIMUM 2% CROSS SLOPE ACROSS TREAD
INSTALL EXPANSION JOINT WHEREVER CONCRETE MEETS ADJACENT PAVING OR HARDSCAPE MATERIAL

F) CONCRETE STAIR

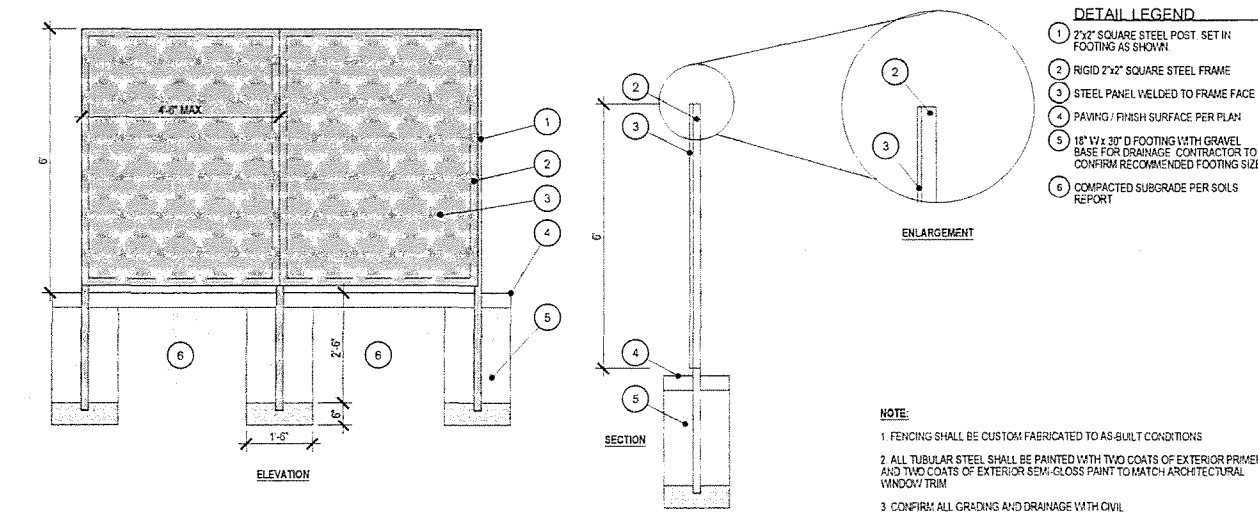
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- DETAIL LEGEND**
- POURED IN PLACE CONCRETE WITH BOARDFORM FINISH - MATCH COLOR OF SITE CONCRETE WORK. 1" RADIUS FOR SMOOTH EDGE
 - #3 REBAR HORIZONTAL AND VERTICAL. CONTRACTOR TO DETERMINE APPROPRIATE REBAR NEEDS
 - 3" TOE KICK ALONG FACE OF BENCH
 - ADJACENT FINISHED SURFACE PER PLAN
 - COMPACTED AGGREGATE BASE

G) CONCRETE BENCH

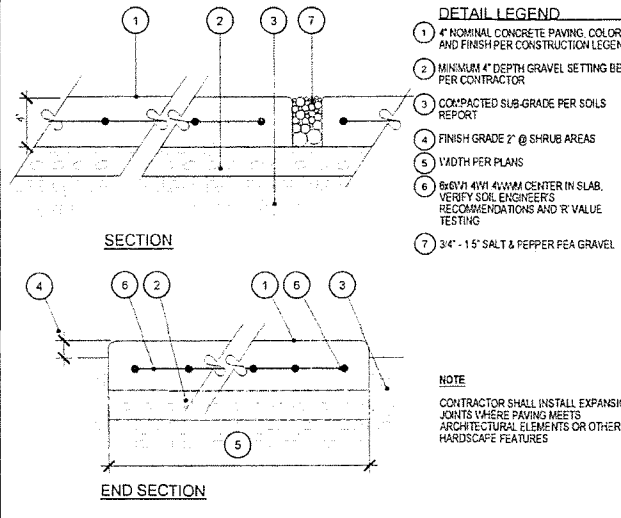
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- DETAIL LEGEND**
- 2x2" SQUARE STEEL POST SET IN FOOTING AS SHOWN
 - RIGID 2x2" SQUARE STEEL FRAME
 - STEEL PANEL WELDED TO FRAME FACE
 - PAVING / FINISH SURFACE PER PLAN
 - 18" Vx 30" D FOOTING WITH GRAVEL BASE FOR DRAINAGE. CONTRACTOR TO CONFIRM RECOMMENDED FOOTING SIZE
 - COMPACTED SUBGRADE PER SOILS REPORT
- NOTE:**
1. FENCING SHALL BE CUSTOM FABRICATED TO AS-BUILT CONDITIONS
2. ALL TUBULAR STEEL SHALL BE PAINTED WITH TWO COATS OF EXTERIOR PRIMER AND TWO COATS OF EXTERIOR SEMI-GLOSS PAINT TO MATCH ARCHITECTURAL WINDOW TRIM
3. CONFIRM ALL GRADING AND DRAINAGE WITH CIVIL

H) STEEL FENCE

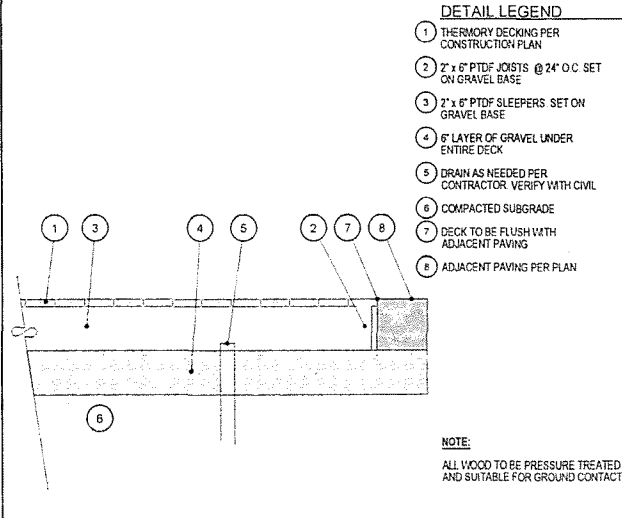
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- DETAIL LEGEND**
- 4" NOMINAL CONCRETE PAVING, COLOR AND FINISH PER CONSTRUCTION LEGEND
 - MINIMUM 4" DEPTH GRAVEL SETTING BED PER CONTRACTOR
 - COMPACTED SUBGRADE PER SOILS REPORT
 - FINISH GRADE 2" @ SHRUB AREAS
 - 1/4" THK PER PLANS
 - 6x8x16 CMU 4x16 CENTER IN SLAB, VERIFY SOIL ENGINEER'S RECOMMENDATIONS AND R' VALUE TESTING
 - 3/4" - 1.5" SALT & PEPPER FEA GRAVEL
- NOTE:**
CONTRACTOR SHALL INSTALL EXPANSION JOINTS WHERE PAVING MEETS ARCHITECTURAL ELEMENTS OR OTHER HARDSCAPE FEATURES

I) CONCRETE STEPPER

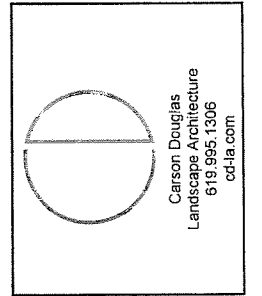
REVISED 1/17/2023 N.T.S.



- DETAIL LEGEND**
- THERMORY TREATED PER CONSTRUCTION PLAN
 - 2" x 6" PTDF JOISTS @ 24" O.C. SET ON GRAVEL BASE
 - 2" x 6" PTDF SLEEPERS SET ON GRAVEL BASE
 - 6" LAYER OF GRAVEL UNDER ENTIRE DECK
 - DRAIN AS NEEDED PER CONTRACTOR. VERIFY WITH CIVIL
 - COMPACTED SUBGRADE
 - DECK TO BE FLUSH WITH ADJACENT PAVING
 - ADJACENT PAVING PER PLAN
- NOTE:**
ALL WOOD TO BE PRESSURE TREATED AND SUITABLE FOR GROUND CONTACT

J) WOOD DECKING

REVISED 1/17/2023 N.T.S.



SHEET TITLE:
CONSTRUCTION DETAILS

PROJECT | CLIENT:
HELIX RESIDENCE
LANDSCAPE CONSTRUCTION PLAN
228 N HELIX AVENUE
SOLANA BEACH CA, 92075



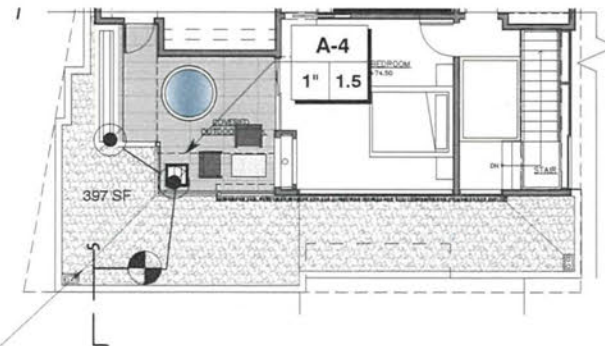
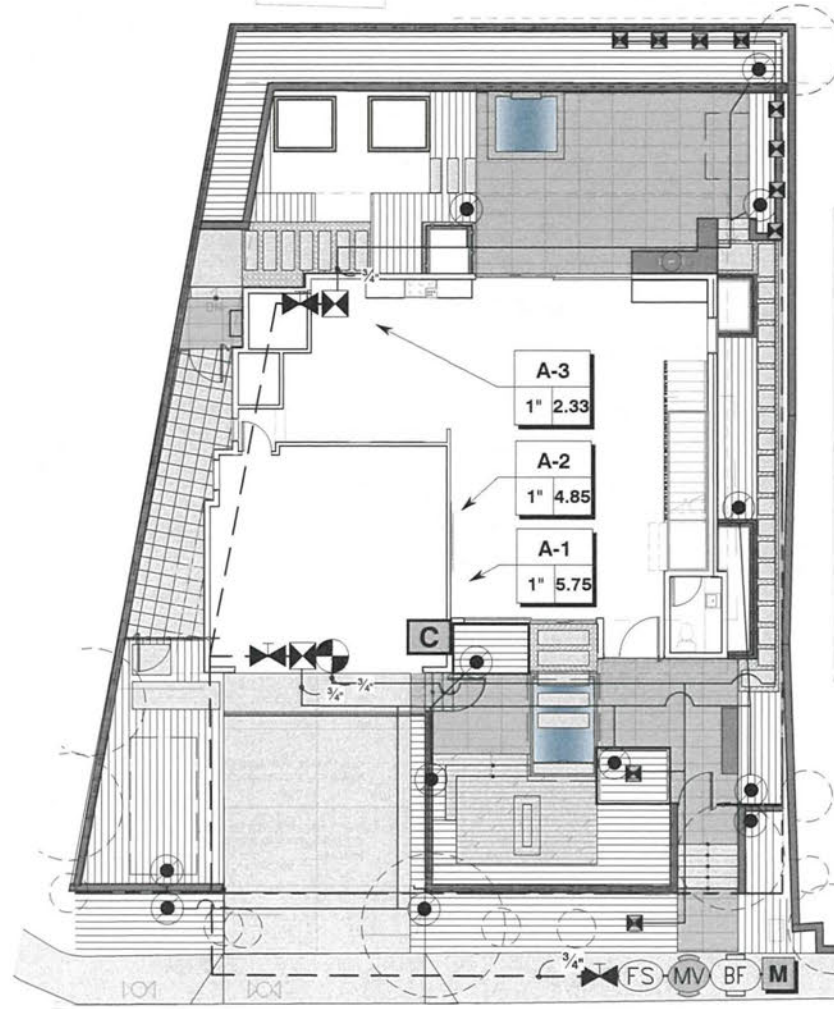
REVISIONS	DATE
Submittal 4	1/18/23

drawing prepared by - CDIA
sheet plot date - 1/18/22
carson douglas job number - 22-004
design start date - 2022

APPLICANTS STATEMENT OF COMPLIANCE

I AM FAMILIAR WITH THE REQUIREMENTS FOR LANDSCAPE AND IRRIGATION PLANS CONTAINED IN THE CITY'S WATER EFFICIENT LANDSCAPE REGULATIONS. I HAVE PREPARED THIS PLAN IN COMPLIANCE WITH THOSE REGULATIONS AND THE LANDSCAPE DESIGN MANUAL. I CERTIFY THAT THE PLAN IMPLEMENTS THOSE REGULATIONS TO PROVIDE EFFICIENT USE OF WATER.

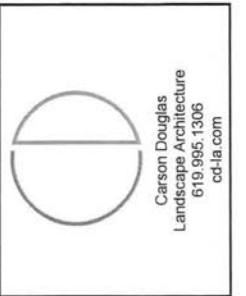
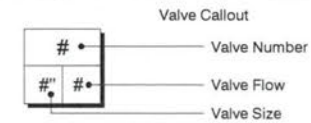
[Signature]
 APPLICANT SIGNATURE
 1.17.22
 DATE



CONTRACTOR TO PROVIDE CONNECTION FOR OPTIONAL GREEN ROOF.

IRRIGATION_SCHEDULE

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	PSI
	Hunter RZWS-SLEEVE-18-CV 18' long RZWS with Filter Fabric Sleeve, .25gpm or .50gpm bubbler options, Check Valve, 1/2" swing joint for connection to 1/2" pipe. TO BE USED FOR ESTABLISHMENT PERIOD ONLY.	30
	Hunter ICZ-101 Drip Control Zone Kit. 1" ICV Globe Valve with 1" HY100 filter system. Pressure Regulation: 25psi. Flow Range: 2 GPM to 20 GPM. 150 mesh stainless steel screen. Install in Jumbo Valve Box	
	Pipe Transition Point above grade Pipe transition point from PVC lateral to drip tubing with riser to above grade installation.	
	Area to Receive Dripline Hunter HDL-06-12-CV HDL-06-12-CV: Hunter Dripline w/ 0.6 GPH emitters at 12" O.C. Check valve, dark brown tubing with gray striping. Dripline laterals spaced at 16" apart, with emitters offset for triangular pattern. Install with Hunter PLD barbed or PLD-LOC fittings. For use on Slopes with Moderate/Clay Soils	
	Potential Green Roof Area - Dripline	
SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	
	Hunter PGV-101G 1" Plastic Electric Remote Control Valve, for Residential/Light Commercial Use. Female NPT Inlet/Outlet. Globe Configuration, With Flow Control.	
	Nibco T-113-K Class 125 bronze gate shut off valve with cross handle, same size as mainline pipe diameter at valve location. Size Range - 1/4" - 3"	
	Hunter ICV-G-FS 1" 1", 1-1/2", 2", and 3" Plastic Electric Master Valve, Globe Configuration, with NPT Threaded Inlet/Outlet, for Commercial/Municipal Use. With Filter Sentry.	
	Zurn 975XL 3/4" Reduced Pressure Backflow device	
	Controller Hunter HC-12 12 station controller with Wi-Fi connection	
	Hunter FLOW-CLIK Flow Sensor SOV with Interface Panel, Schedule 40 Sensor Body, 24 VAC, 2 amp, install Interface Panel as required. SIZE: 1" for max 2-17gpm. 1.5" for max 18-35gpm	
	Water Meter 3/4"	
	Irrigation Lateral Line: PVC Class 200 SDR 21	
	Irrigation Mainline: PVC Schedule 40	



SHEET TITLE:
IRRIGATION PLAN

PROJECT | CLIENT:
HELIX RESIDENCE
 LANDSCAPE CONSTRUCTION PLAN
 228 N HELIX AVENUE
 SOLANA BEACH CA, 92075

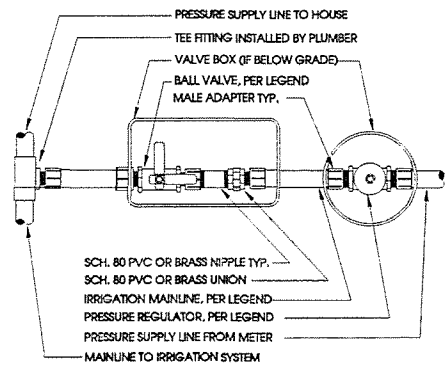


revisions

Submittal 4	1/18/23

drawing prepared by - CDLA
 sheet plot date - 1/18/22
 carson douglas job number - 22-004
 design start date - 2022

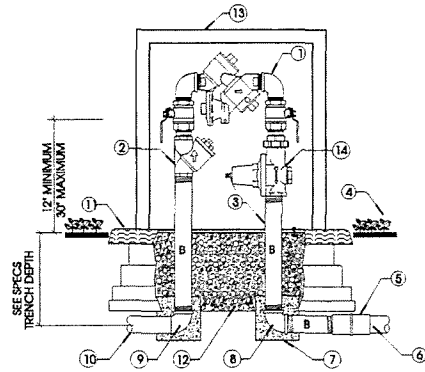




NOTE:
ALL THREADED CONNECTIONS TO HAVE TEFLON TAPE OR PASTE.

POINT OF CONNECTION (PRIVATE LOTS)

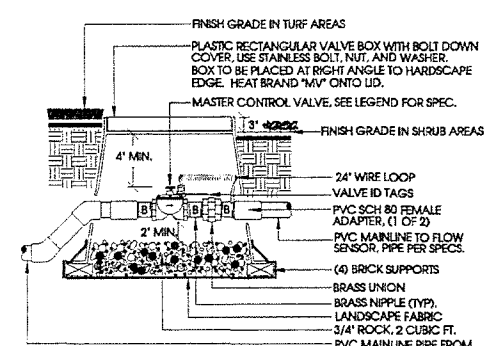
SCALE: N.T.S.



- LEGEND
1. REDUCED PRESSURE PRINCIPLE BACKFLOW PREVENTER, PER LEGEND
 2. WYE STRAINER
 3. BRASS NIPPLES (LENGTH AS REQ.)
 4. FINISH GRADE
 5. SCH. 80 PVC FEMALE ADAPTER
 6. PVC PRESSURE SUPPLY LINE, SEE SPECIFICATIONS
 7. 12"x12"x12" CONCRETE THRUST BLOCKS
 8. BRASS 1/2" ELL, LINE SIZE
 9. COPPER 5/8" ELL, LINE SIZE
 10. TYPE 'K' COPPER TUBING FROM WATER METER
 11. V.I.T. STRONGBOX GP-308F QUICK PAD, IF ENCLOSURE IS SPECIFIED, SET 2" ABOVE GRADE
 12. FILL BASE OF QUICKPAD WITH 3/4" ROCK TO TOP OF BASE OF UNIT
 13. STAINLESS STEEL ENCLOSURE (IF SPECIFIED)
 14. PRESSURE REGULATOR

BACKFLOW DEVICE

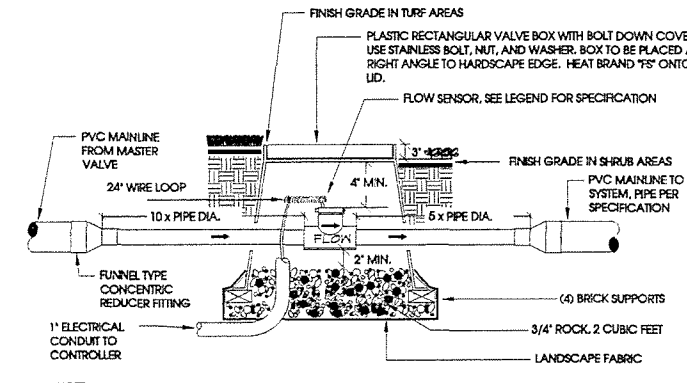
SCALE: N.T.S.



NOTE:
USE 45 DEGREE ELLS TO ACHIEVE MAINLINE DEPTH FROM SUPPLY SIDE OF THE MASTER VALVE ASSEMBLY.
ALL THREADED CONNECTIONS TO HAVE TEFLON TAPE OR PASTE.

MASTER VALVE

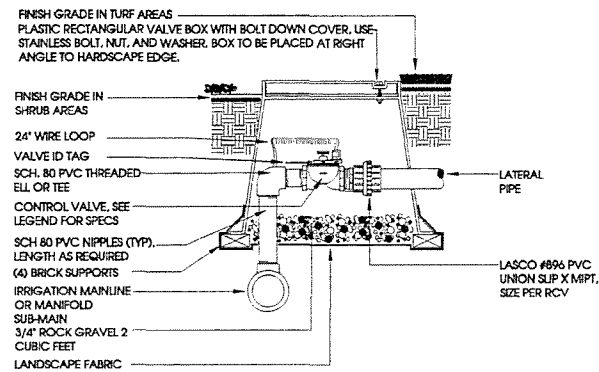
SCALE: N.T.S.



NOTE:
NO FITTINGS 10x PIPE O.D. UPSTREAM OF SENSOR, NO FITTINGS 5x PIPE O.D. DOWNSTREAM OF SENSOR. INSTALL FLOW SENSOR PER THE MANUFACTURER'S RECOMMENDATIONS, ROUTE WIRES THROUGH CONDUIT TO IRRIGATION CONTROLLER.
USE 45 DEGREE ELLS TO ACHIEVE MAINLINE DEPTH ON THE DOWNSTREAM SIDE OF THE FLOW SENSOR.

FLOW SENSOR

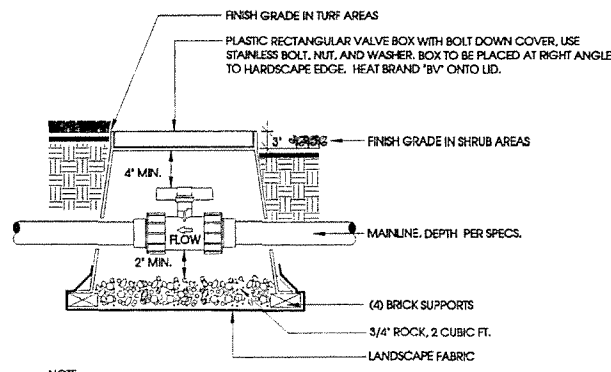
SCALE: N.T.S.



NOTE:
ALL THREADED CONNECTIONS TO HAVE TEFLON TAPE OR PASTE.
IF MAINLINE OR MANIFOLD SUB-MAIN IS AT VALVE DEPTH, TEE INTO VALVE WITH SCH. 80 NIPPLE, LENGTH AS REQUIRED.

REMOTE CONTROL VALVE

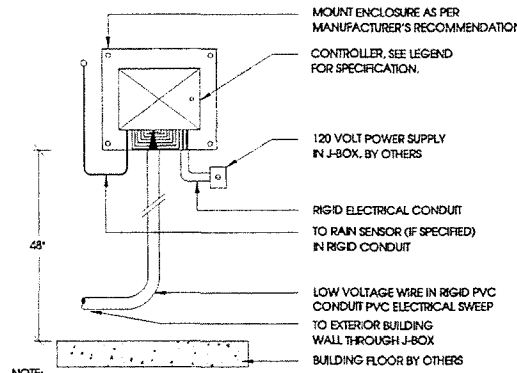
SCALE: N.T.S.



NOTE:
BOX TO BE INSTALLED TO ALLOW FOR PROPER OPERATION OF BALL VALVE HANDLE. INSTALL AT RIGHT ANGLE TO HARDSCAPE EDGE.
INSTALL VALVE BOX EXTENSIONS AS REQUIRED TO ACHIEVE PROPER VALVE INSTALLATION AT MAINLINE DEPTH.
ALL THREADED CONNECTIONS SHALL HAVE TEFLON TAPE OR PASTE.

BALL VALVE

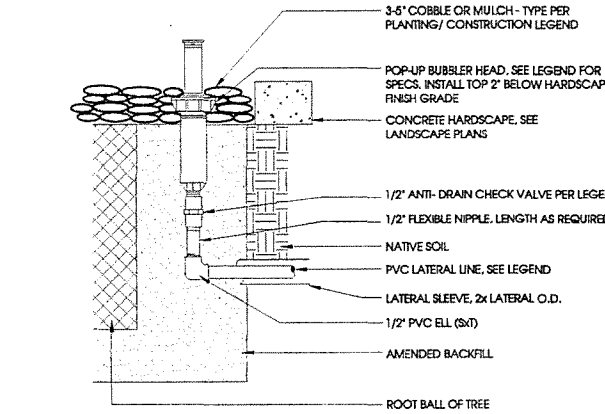
SCALE: N.T.S.



NOTE:
INSTALL ENCLOSURE AS INDICATED PER PLAN & MANUFACTURER'S RECOMMENDATION.
ROUTE WIRES AND SLEEVE THROUGH WALL TO RECTANGULAR PULL BOX AND TRANSITION TO DIRECT BURY WIRE.

WALL MOUNT CONTROLLER

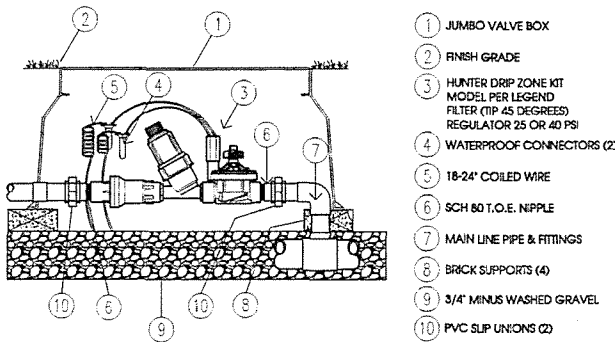
SCALE: N.T.S.



NOTE:
ALL THREADED CONNECTIONS TO HAVE TEFLON TAPE OR PASTE.

BUBBLER IN LANDSCAPE POCKET

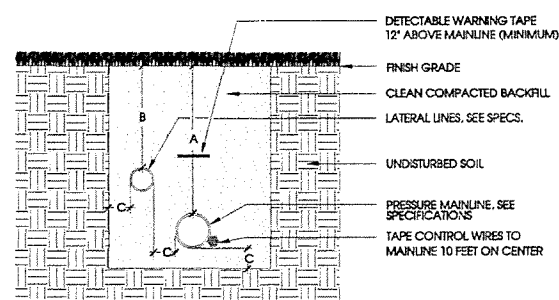
SCALE: N.T.S.



- 1 JUMBO VALVE BOX
- 2 FINISH GRADE
- 3 HUNTER DRIP ZONE KIT MODEL PER LEGEND FILTER (TIP 45 DEGREES) REGULATOR 25 OR 40 PSI
- 4 WATERPROOF CONNECTORS (2)
- 5 18-24' COILED WIRE
- 6 SCH 80 T.O.E. NIPPLE
- 7 MAIN LINE PIPE & FITTINGS
- 8 BRICK SUPPORTS (4)
- 9 3/4" MINUS WASHED GRAVEL
- 10 PVC SLIP UNIONS (2)

DRIP CONTROL ZONE KIT

SCALE: N.T.S.

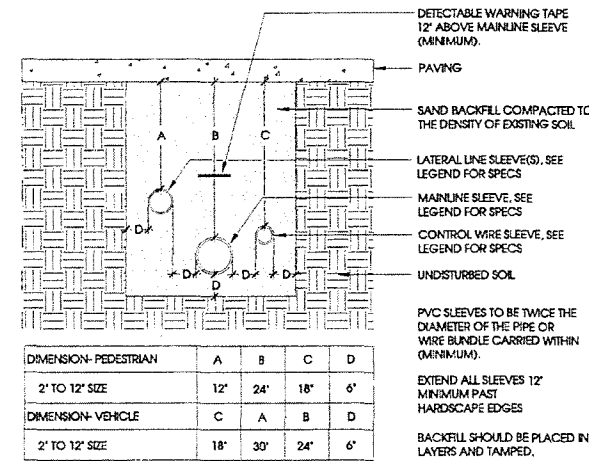


DIMENSION	A	B	C
1/2" TO 2-1/2" IN SIZE	18"	12"	6"
3" IN SIZE	24"	12"	6"
4" AND LARGER	30"	12"	6"

BACKFILL SHOULD BE PLACED IN 6" LAYERS AND TAMPED

PIPE INSTALLATION, POTABLE

SCALE: N.T.S.

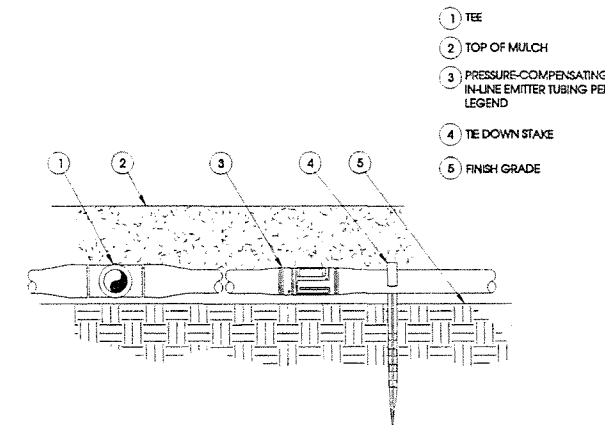


DIMENSION - PEDESTRIAN	A	B	C	D
2" TO 12" SIZE	12"	24"	18"	6"
DIMENSION - VEHICLE	A	B	C	D
2" TO 12" SIZE	18"	30"	24"	6"

BACKFILL SHOULD BE PLACED IN 6" LAYERS AND TAMPED.

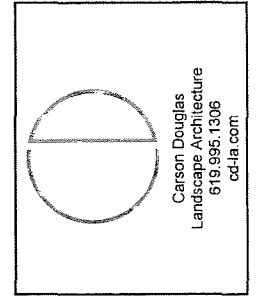
SLEEVE INSTALLATION, POTABLE

SCALE: N.T.S.



LANDSCAPE DRIPLINE

SCALE: N.T.S.



SHEET TITLE:
IRRIGATION DETAILS

PROJECT CLIENT:
HELIX RESIDENCE
LANDSCAPE CONSTRUCTION PLAN
228 N HELIX AVENUE
SOLANA BEACH CA, 92075



revisions

Submital 4	1/18/23

drawing prepared by - CDLA
sheet plot date - 1/18/22
carson douglas job number - 22-004
design start date - 2022



CITY OF SOLANA BEACH

635 SOUTH HIGHWAY 101 • SOLANA BEACH • CALIFORNIA 92075 • (858) 720-2400 • FAX (858) 755-1782

RECEIVED
MAY 11 2023
Community Development Dept
CITY OF SOLANA BEACH

STORY POLE HEIGHT CERTIFICATION

Date: MAY 8, 2023

Assessor's Parcel No.: 263-321-21

Site Address: 228 N. HELIX AVE.

Owner's Name: BOWER

This is to certify that on MAY 8, 2023 the story poles located on the above referenced site were surveyed by the undersigned, and found to be in conformance with the attached story pole plot plan. In addition, the following measurements were found:

Highest point of the story poles:	<u>86.11'</u>	(M.S.L.)*
Pre-existing grade:	<u>61.11'</u>	(M.S.L.)*
Finished grade elevation:	<u>63.50'</u>	(M.S.L.)*
Finished floor elevation:	<u>—</u>	(M.S.L.)*

TOTAL MAXIMUM HEIGHT: 25.00

PLEASE NOTE: The story poles must show and include the total height must include roofing materials. At framing inspection, a Height Certification will be required which must be in exact conformance with the maximum height shown on Story Pole Height Certification.

For additional information, please contact me at 760-224-7653 (phone number)

Christopher B. Collins
Licensed Land Surveyor



Seal of Registration:

*Mean Sea Level (MSL) — all measurements must utilize an established benchmark that will not change over the course of the project. TOP OF WALL & COR OF WALL. BTWN SITE WTR. MTR'S "TW" (PER TOPO) ELEV. = 67.77'

C-STORY POLES, INC.

Chris Collins PLS 8591
 POB 230972 Encinitas, CA 92023
 (760) 224-7653 chris@cstorypoles.com

Bowers Residence
 228 North Helix Avenue
 W.O. CSP 22-1661R
 CC, SM, RM

5/9/2023
 Page 1 of 1

* "T" T-post, "B" Bucket, "R" Roof, "FS" Finished Surface

SP#	BASE ELEV	PLAN ELEV	C/F LENGTH	DESCRIPTION *
20	60.68	85.33	F - 24.65	B
21	61.47	85.33	F - 23.86	T
22	72.80	85.33	F - 12.53	R
	72.80	76.00	F - 3.20	
23	63.10	85.33	F - 22.23	T
	63.10	84.70	F - 21.60	
24	62.86	78.00	F - 15.14	T
25	64.09	74.50	F - 10.41	T
26	71.09	74.50	F - 3.41	R
27	71.56	76.00	F - 4.44	R
	71.56	74.50	F - 2.94	
28	63.65	76.00	F - 12.35	T
	63.65	74.50	F - 10.85	
29	63.68	76.00	F - 12.32	T
30	62.57	76.00	F - 13.43	T
31	60.83	85.33	F - 24.50	B
	60.83	76.00	F - 15.17	
32	60.79	85.33	F - 24.54	B
33	61.81	85.33	F - 23.52	B
	61.81	78.00	F - 16.19	
34	61.72	85.33	F - 23.61	B
35	62.08	86.11	F - 24.03	T
	62.08	85.33	F - 23.25	
36	63.05	85.33	F - 22.28	T
	63.05	78.00	F - 14.95	
37	63.23	78.00	F - 14.77	T
38	63.49	84.70	F - 21.21	T
	63.49	78.00	F - 14.51	
39	63.01	85.33	F - 22.32	T
40	62.33	85.33	F - 23.00	T

41	62.38	86.11	F - 23.73	T
42	64.61	86.11	F - 21.50	WOOD DECK
43	61.11	86.11	F - 25.00	B

DEC 12 2022

APPLICATION FOR VIEW ASSESSMENT
(Structure Development Permit)

Community Development Dept.
City of Solana Beach

Project No.: DRP22-013 / SDP22-011 ; APN 243-321-21-00

1. Address of property for which the structure development permit has been requested:
228 N. Helix Ave., SB, CA

2. Provide the following information for the individual filing this Application for Assessment:
Name: Jill Martin
Address: [REDACTED] N. Helix Ave. SB, CA
Phone Number: [REDACTED]
Email: [REDACTED]

3. Description of the viewing area as defined in Solana Beach Zoning Ordinance, Section 17.63.020(I) and extent of impairment:
see appended

4. Identify the portion of the proposed structure which is the most objectionable and suggestions to minimize the view impairment:
see appended

5. Description of the Claimants attempt(s) to resolve this issue with the owner/representative of the property for which a Structure Development Permit has been requested:
see appended

[Signature]
Signature of Applicant for Assessment

12-11-2022
Date Submitted

STAFF USE ONLY:

Application for Assessment fee paid?

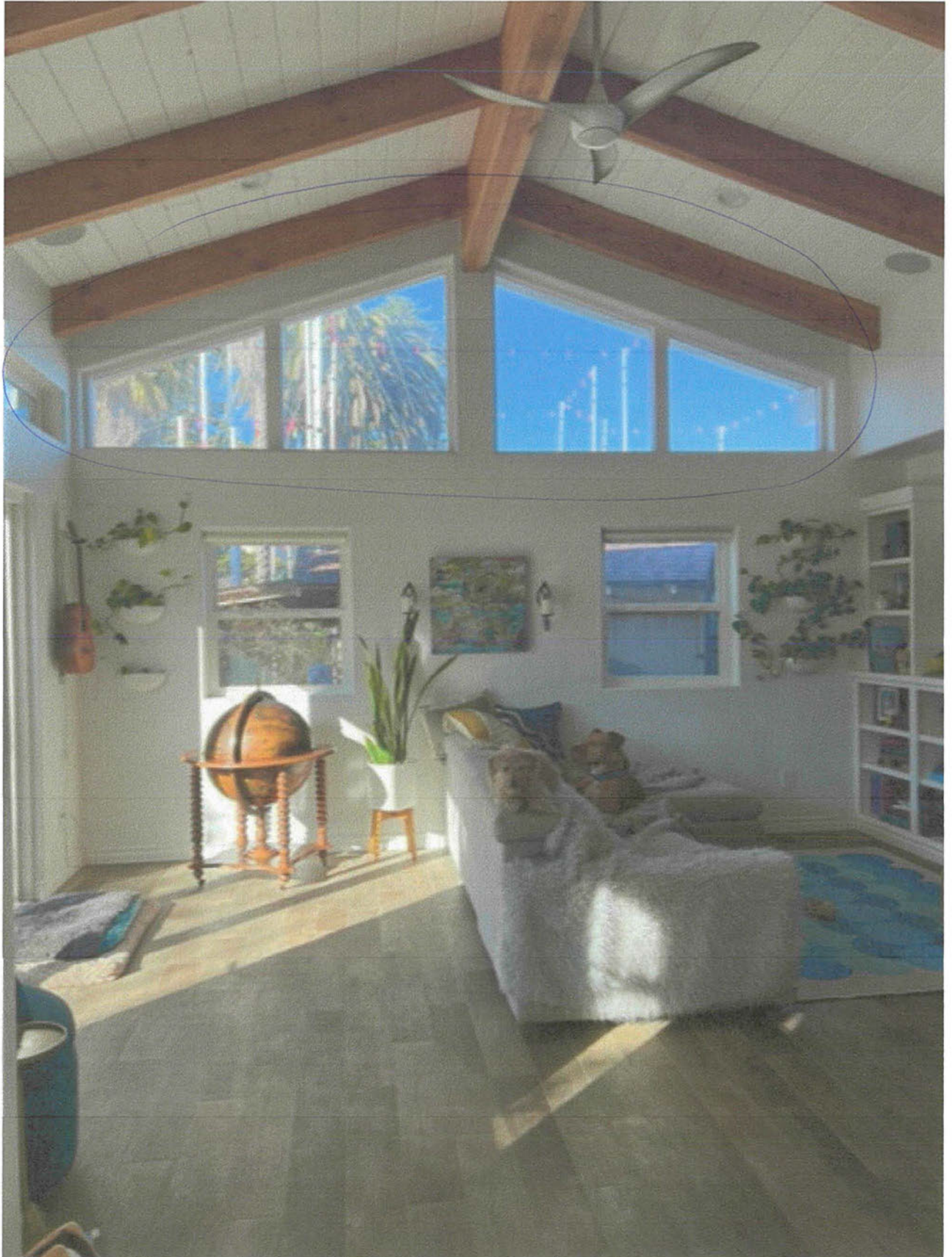
[Signature]

Details per VAC Application Form [Appended herewith]

Project File: DRP22-013/ SDP22-011

APN: 263-321-21-00

- 1) Project Address:
228 N Helix Ave, Solana Beach, CA 92075
- 2) VAC Applicant, Address & Contact info:
Jill (& Jeremy) Martin [REDACTED] N Helix Ave, Solana Beach, CA 92075; [REDACTED] 3;
[REDACTED]
- 3) Viewing Area with Obstructed View:
Our single-story house has a primary viewing area within the living room and kitchen (open concept-style) from which a panorama of blue skies and palm trees, resembling a painted mural, is viewed looking out from our north-facing clerestory windows. At multiple timepoints throughout each year, we enjoy watching the returning families of nesting snowy egrets and yellow-crowned night herons from atop the very palm trees which are captured within this panoramic view. The next-door proposed structure at 228 N Helix would fully (100%) obstruct our view and replace the aesthetically pleasing sky and palm trees with an exterior wall of the structure. The loss of this view would also negatively impact the amount of natural light we experience day-to-day. I have attached multiple photos of the obstructed view from our north-facing clerestory windows and images of our 222 N Helix architectural plan (per our single-story remodel in 2018) which shows the floor plan of the primary viewing area and a north elevation showing our clerestory windows.
- 4) Proposed Offending Structure:
The portion of the proposed structure which is particularly objectionable is the 2nd story, at least the front-most portion thereof, positioned in direct alignment with our north-facing clerestory windows. This view obstruction can possibly be remedied by eliminating, minimizing, and/or offsetting the 2nd story in a manner which shifts the alignment of the 2nd story exterior wall away from our north-facing clerestory windows.
- 5) Description of Meetings with Owner/Representative of Project:
I met with the architect representing the buyers (prospective owners) on two occasions to discuss my objections to their proposed structure in so far as it pertained to our obstructed view as described above. [Note: The buyers are not yet owners. The buyers are in a long escrow and my understanding is that they have not yet closed escrow.] Our first meeting on Oct 20th, 2022, resulted in the architect/buyers adding several story poles for our discussion purposes. At our second meeting on Dec 5th, 2022, I was able to show the architect from inside our viewing area why the added discussion poles would not provide a resolution and would still result in a nearly 100% obstruction by the exterior wall of their proposed structure. While no resolution was reached at the conclusion of our 2nd meeting, the architect mentioned she would discuss some possible 2nd story design revisions with the buyers. I have not heard from the architect since our Dec 5th meeting.



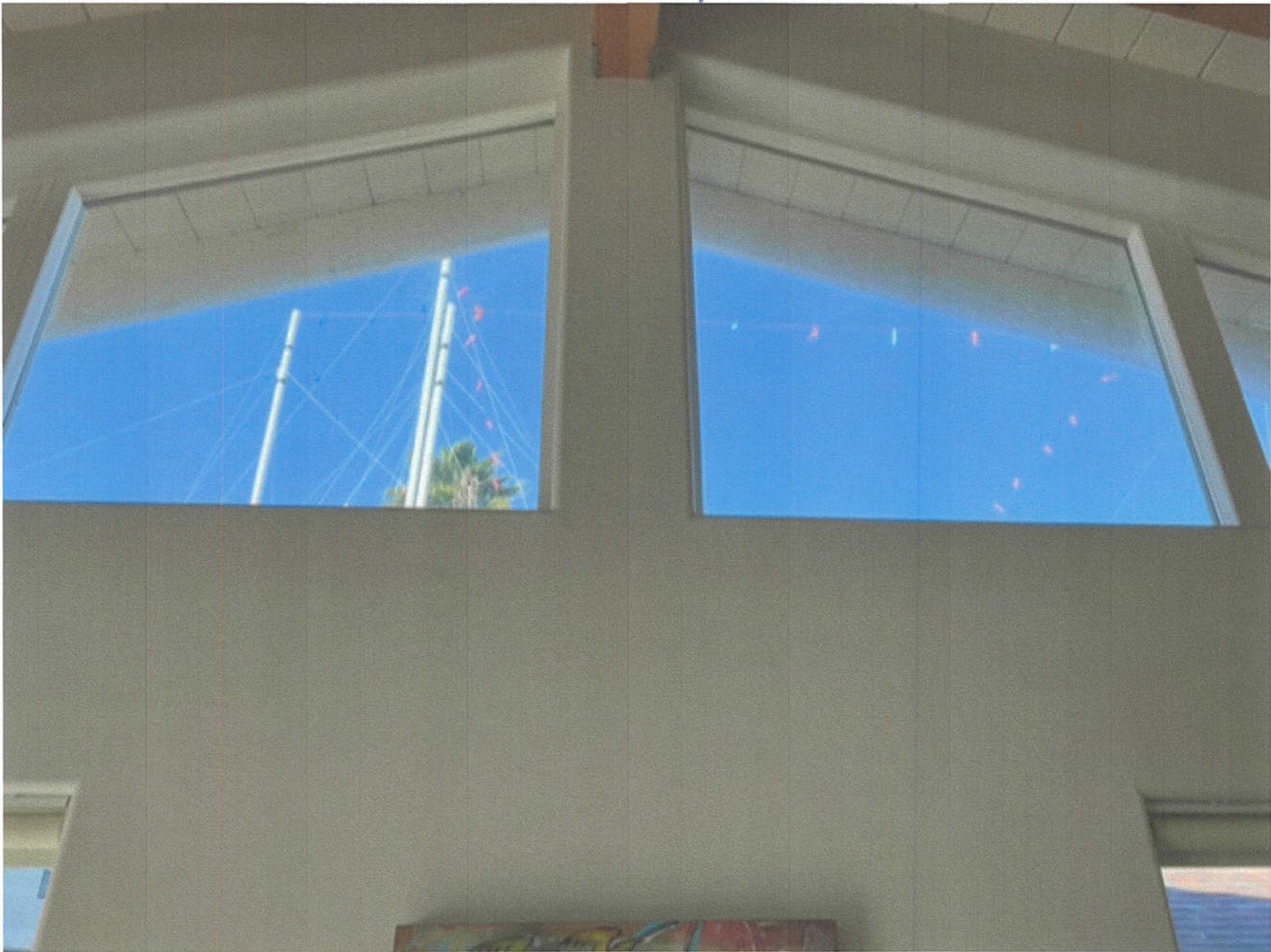
shown
in next
photo

these
windows

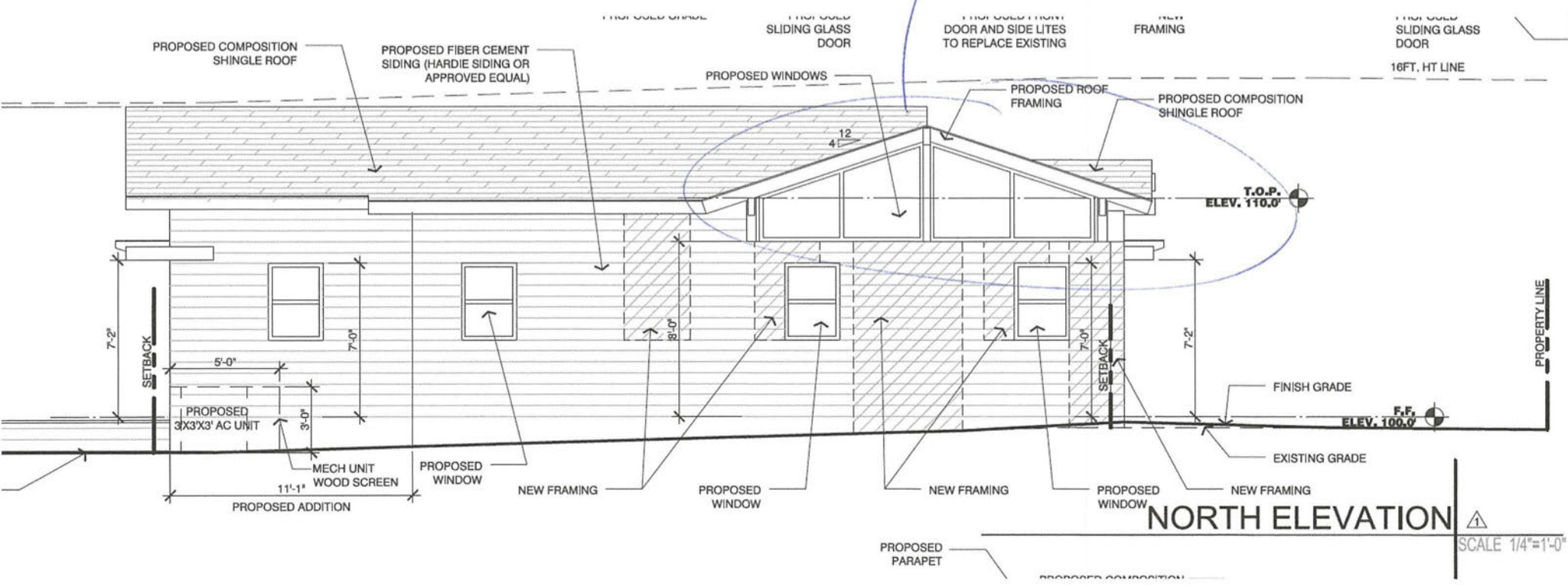
Keep in mind there is another flag higher
out of view which will result in a view through
these windows of only an exterior wall

This view looks up the wall
through clerestory windows showing
the proposed exterior wall will fully

abstract
our
view



these windows are fully constructed by proposed structure



NORTH ELEVATION

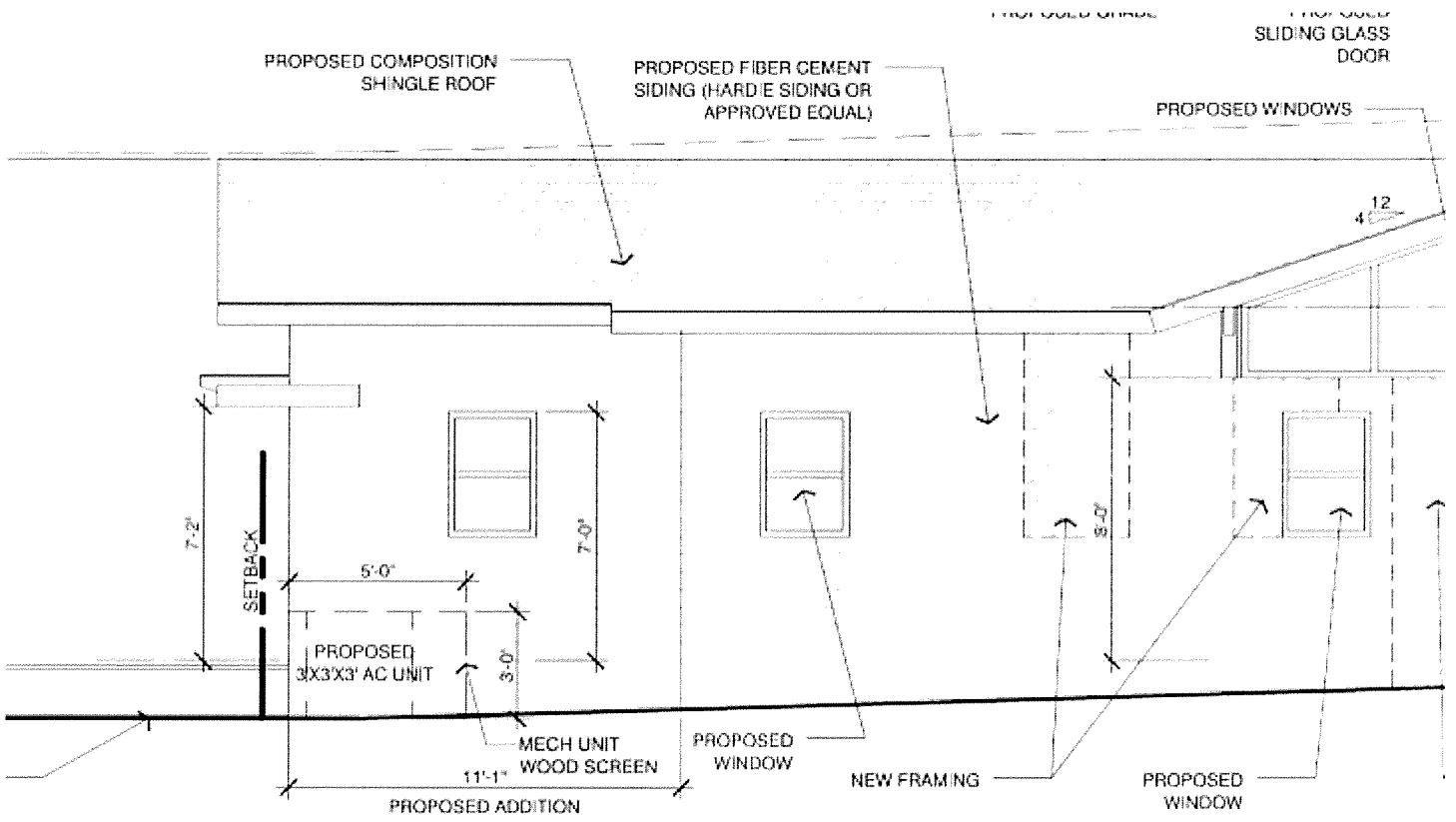
SCALE 1/4"=1'-0"

Tiffany Wade

From: Jill Martin [REDACTED]
Sent: Sunday, December 11, 2022 10:43 AM
To: Corey Andrews
Cc: Jill D. Martin
Subject: VAC application submission re: 228 N Helix Project (APN: 263-321-21-00)
Attachments: Jill Martin_VAC application form.pdf; Jill Martin_VAC application.pdf

Hi Corey,
Many thanks for your time on the phone last Thursday regarding the VAC application submission process... Your feedback was very helpful! I will follow up this emailed submission with an in-person submission package which will include the application fee.
Best regards,
Jill

VAC Applicant: Jill Martin
[REDACTED] N Helix Ave.
Solana Beach, CA 92075
[REDACTED]
[REDACTED]



P





Tiffany Wade

From: Jill Martin [REDACTED]
Sent: Wednesday, February 1, 2023 3:31 PM
To: Corey Andrews
Subject: Re: VAC application submission re: 228 N Helix Project (APN: 263-321-21-00)

Hi Corey,

I wanted to supplement my file with the attached photos, if possible. The contractor who remodeled our house had done a photo shoot awhile ago and when I was looking through these photos the other day, I realized that their photographer captured the view through our north-facing clerestory windows in a manner consistent with my description of the view in my VAC application.

Many thanks,
Jill Martin



On Dec 11, 2022, at 10:42 AM, Jill Martin [REDACTED] wrote:

Hi Corey,

Many thanks for your time on the phone last Thursday regarding the VAC application submission process... Your feedback was very helpful! I will follow up this emailed submission with an in-person submission package which will include the application fee.

Best regards,

Jill

VAC Applicant: Jill Martin

██████ N Helix Ave.

Solana Beach, CA 92075

████████████████████

████████████████████

<Jill Martin_VAC application form.pdf>

<Jill Martin_VAC application.pdf>

<Jill Martin_Primary View Area.png>

<Jill Martin_North facing clerestory windows.png>

<JillMartin_obstructed view.jpeg>

<JillMartin_obstructed view2.jpeg>

**APPLICATION FOR VIEW ASSESSMENT
(Structure Development Permit)**

Project No.: APN: 263-321-21-00


1. Address of property for which the structure development permit has been requested:
228 N. Helix Ave.

2. Provide the following information for the individual filing this Application for Assessment:
Name: Jill Martin
Address: 228 N. Helix Ave.
Phone Number: [REDACTED]
Email: [REDACTED]

3. Description of the viewing area as defined in Solana Beach Zoning Ordinance, Section 17.63.020(I) and extent of impairment:
appended herewith

4. Identify the portion of the proposed structure which is the most objectionable and suggestions to minimize the view impairment:
appended herewith

5. Description of the Claimants attempt(s) to resolve this issue with the owner/representative of the property for which a Structure Development Permit has been requested:
appended herewith


Signature of Applicant for Assessment

3-15-2023
Date Submitted

STAFF USE ONLY:

Application for Assessment fee paid? _____

4) Proposed Offending Structure:

The portion of the proposed structure which is particularly objectionable is the overall height of the proposed structure and the front-most southwest portion of the 2nd floor, positioned in direct alignment with our north-facing clerestory windows. This view obstruction can possibly be remedied by eliminating, minimizing, and/or offsetting the 2nd story in a manner which shifts the alignment of the 2nd story exterior wall away (in a northeast direction) from our north-facing clerestory windows.

5) Description of Meetings with Owner/Representative of Project:

The architect, on behalf of the investors/ developers, has claimed in recent email correspondence with neighbors that the proposed changes, which prompted the city's second notification letter dated February 14, 2023, were in response to "ongoing coordination with neighbors." Indeed, the city's second notification letter states "[t]he Applicant has since revised the project to address neighborhood concerns." These statements are not true in our instance, nor do I know of any neighbor for whom these statements would be true. My last meeting with the architect on December 14th of 2022 ended unprofessionally on her part. I have not heard a word from her since. One of the investors/ developers* subsequently met with me on February 8th, 2023. At this meeting, the investor/ developer apologized to me for the architect's behavior, and I described to him why the proposed changes would not resolve my view issues. However, no further discussion with the investors/ developers has since transpired. So, it will be no surprise that we take issue with their characterization of the dynamic between us as "ongoing coordination" and "addressing neighborhood concerns."

*The investors /developers are not the actual owners yet. My understanding is that they are in a contractual long escrow and will not close until and if they get this SDP/DRP.

DEC 12 2022

APPLICATION FOR VIEW ASSESSMENT
(Structure Development Permit)

Community Development Dept.
Solana Beach

Project No.: DP R22-013/SDP22-011:APN:263-321-4-60

1. Address of property for which the structure development permit has been requested:
228 N. Helix Ave.
Solana Beach CA. 92075

2. Provide the following information for the individual filing this Application for Assessment:
Name: Vigomi Clum
Address: 11 Sierra Ave.
Phone Number: [REDACTED]
Email: [REDACTED]

3. Description of the viewing area as defined in Solana Beach Zoning Ordinance, Section 17.63.020(I) and extent of impairment:
see
appended

4. Identify the portion of the proposed structure which is the most objectionable and suggestions to minimize the view impairment:
see
appended

5. Description of the Claimants attempt(s) to resolve this issue with the owner representative of the property for which a Structure Development Permit has been requested:
see
appended

[Signature]
Signature of Applicant for Assessment

12.12.22
Date Submitted

STAFF USE ONLY:
Application for Assessment fee paid?

[Signature]

Details per VAC Application Form
(Appended Herewith)

**APPLICATION FOR VIEW ASSESSMENT
(Structure Development Permit)**

Project No. DPR22-013/SDP22-011:APN:263-321-21-00

1) Project Address:

228 North Helix Ave. Solana Beach, Ca 92075

2) VAC Applicant, Address & Contact Info:

Naomi Clum

█ North Sierra Ave, Solana Beach, CA 92075

█

█

3) Descriptoin of the viewing area as defined in Solana beach Zoning Ordinance,

Section 17.63.020(I) and extent of impairment: From my dining area the western view is blocked by the second story of the house. It also blocks that natural light coming in during the afternoon starting around 3 pm. The proposed second story and 12 inches above the normal building height would block the sunlight coming into my bedroom, kitchen and dining area. What is now a view of a tree line and blue skies along with the sun setting behind the bluff would be greatly impaired. I have sat and watched this over several days. Additionally it appears as if the second story would also have windows that would give the second story a direct view into all of the above stated areas.

4) Proposed Offending Structure/Suggestions for Remedy: The proposed second story at the North end of the property is the most offensive portion. It is above the normal acceptable height and is the area that blocks the view and light. This objectionable obstruction and height could be kept with the Solana Beach height limits and moved to the south eastern portion of the property, or the second story could be eliminated.

5) Description of Meetings with Owner/Representative of Project: I have been unable to personally meet due to my working hours.









Amended View Assessment Application & Application Form [Appended herewith]

**APPLICATION FOR VIEW ASSESSMENT
(Structure Development Permit)**

Project No. DPR22-013/SDP22-011:APN:263-321-21-00

1) Project Address:

228 North Helix Ave. Solana Beach, Ca 92075

2) VAC Applicant, Address & Contact Info:

Naomi Clum

████ North Sierra Ave, Solana Beach, CA 92075

████████████████

██

3) Description of the viewing area as defined in Solana beach Zoning Ordinance,

Section 17.63.020(I) and extent of impairment: From my dining area the western view is blocked by the second story of the house. It also blocks that natural light coming in during the afternoon starting around 3 pm. The proposed second story and height above the normal building height would block the sunlight coming into my bedroom, kitchen and dining area. What is now a view of a tree line and blue skies along with the sun setting behind the bluff would be greatly impaired. The new story poles show that they have made the house even larger which blocks even more view since the width was greatly increased. This much bigger version will block out even more light, and the shade of this hugely oversized structure would block the light from some of my plants that I have been growing for 17 years, which is how long I have resided at this location. The proposed windows will look into my backyard, dining area, kitchen, bedroom and bathroom, thus taking away almost all of the privacy. Lights on the outside of the house will also have the great potential to shine directly and indirectly into 5 of 7 windows which accounts for more than half of my living space.

4) Proposed Offending Structure/Suggestions for Remedy: This objectionable obstruction and height and size should be kept within the Solana Beach building limits and not block views according to the guidelines. Lights should not be shining directly into my windows or placed for merinal light pollution. This plan is for investors to make a huge profit at the expense of the residents that have lived here for so long. They have no concern about how it affects the neighbors around the proposed structure.

5) Description of Meetings with Owner/Representative of Project: I have been unable to personally meet due to my working hours. The communication has been severely lacking and has not addressed my concerns. In fact I have not been contacted at all about the story poles. I They have done the complete opposite of addressing concerns. Old poles have been left making it difficult to tell what the footprint really is. It's almost antagonistic in nature how the investors have falsely claimed that they have addressed our concerns. Why would Solana

beach let this be approved? Regulations and ordinances are put in place because that fits the community best. The house is not wanted due to the negative effects described above. It is outrageously over the building height and size! This should not be allowed at this location!

Naomi Camelia Clum











DEC 12 2022

Community Development Dept.
City of Solana Beach

APPLICATION FOR VIEW ASSESSMENT
(Structure Development Permit)

DRP 22-013

Project No.: _____

See Attachment

1. Address of property for which the structure development permit has been requested:

2. Provide the following information for the individual filing this Application for Assessment:
Name: _____
Address: _____
Phone Number: _____
Email: _____
3. Description of the viewing area as defined in Solana Beach Zoning Ordinance, Section 17.63.020(I) and extent of impairment: _____

4. Identify the portion of the proposed structure which is the most objectionable and suggestions to minimize the view impairment: _____

5. Description of the Claimants attempt(s) to resolve this issue with the owner/representative of the property for which a Structure Development Permit has been requested: _____

Anthony C. Adams

Signature of Applicant for Assessment

12-12-22

Date Submitted

STAFF USE ONLY:

Application for Assessment fee paid?

JR

6-2019

APPLICATION FOR VIEW ASSESSMENT (Structure Development Permit)

Project No.: DRP22-013/SDP22-011

APN: 263-321-21-00

1. Address of property for which the structure development permit has been requested:

228 N Helix Ave, Solana Beach, CA 92075

2. Provide the following information for the individual filing this Application for Assessment:

Anthony Gatti

[REDACTED] N Helix Ave, Solana Beach, CA. 92075
[REDACTED]
[REDACTED]

3. Description of the viewing area as defined in Solana Beach Zoning Ordinance, Section 17.63.020(I) and extent of impairment:

Our two (2) story home was constructed in 2008 and purchased by our family in May 2021. Our home sits lower on the street due to the natural slope of the land and was specifically designed for the primary view to be the second floor landing at the top of the staircase connecting the first floor to the second floor, along with the master bedroom windows facing north directly in the primary view path of the proposed development.

One of the main architectural features of our house that was empathized in the marketing of our house were the large windows and the unobstructed primary view to the north. The two (2) and only exterior walls at the top of the second floor landing are designed to include six(6) feet of windows to provide natural light to flow through the house and to capture a picturesque primary view of the existing palm trees, hills of Solana Beach and natural nesting of birds in the trees.

The proposed structure would obstruct our existing primary view.

4. Identify the portion of the proposed structure which is the most objectionable and suggestions to minimize the view impairment:

The second (2nd) story height of the proposed structure and its set-back on the south side of the structure is the most objectionable.

If the proposed structure eliminated or minimized its 2nd story and/or shifted the layout of the proposed 2nd floor from the south side of the property line to the north side of the property line, this would preserve some of the existing primary view corridor at our house.

5. Description of the Claimants attempt(s) to resolve this issue with the owner/ representative of the property for which a Structure Development Permit has been requested:

We have had very minimal outreach/communication from the potential owners. It is our understanding a partnership of individuals have entered into a long escrow of over 1-year with a business plan to develop a spec home to be sold as an investment.

The partnership/owners have designated their architect as the main contact for communication. The owners/architect held one neighborhood outside meeting. At this meeting, we invited the architect into our home to view, first hand, our primary view from our 2nd floor landing. We stated our position that our primary view would be significantly compromised by the proposed structure.

We have responded in a timely fashion to the architect's emails. In our opinion, there have been very minimal proposed changes from the owners/architect. Their main theme of communication has been to dismiss our concerns that our 2nd floor landing is our primary view.



Signature of Applicant for Assessment

Date Submitted 12-12-22

STAFF USE ONLY:

Application for Assessment fee paid? _____

6-2019

AMENDED (3/16/23) APPLICATION FOR VIEW ASSESSMENT (Structure Development Permit)

Project No.: DRP22-013/SDP22-011
APN: 263-321-21-00

1. Address of property for which the structure development permit has been requested:

228 N Helix Ave, Solana Beach, CA 92075

2. Provide the following information for the individual filing this Application for Assessment:

Anthony Gatti
[REDACTED] N Helix Ave, Solana Beach, CA. 92075
[REDACTED]
[REDACTED]

3. Description of the viewing area as defined in Solana Beach Zoning Ordinance, Section 17.63.020(I) and extent of impairment:

Our two (2) story home was constructed in 2008 and purchased by our family in May 2021. Our home sits lower on the street due to the natural slope of the land and was specifically designed for the primary view to be the second floor landing at the top of the staircase connecting the first floor to the second floor, along with the master bedroom windows facing north directly in the primary view path of the proposed development.

One of the main architectural features of our house that was emphasized in the marketing of our house were the large windows and the unobstructed primary view to the north. The two (2) and only exterior walls at the top of the second floor landing are designed to include six(6) feet of windows to provide natural light to flow through the house and to capture a picturesque primary view of the existing palm trees, hills of Solana Beach and natural nesting of birds in the trees.

The proposed structure would obstruct our existing primary view.

Unfortunately, the amended story poles did not provide a solution for blocking our view and light into our home. I have included photos that show how the proposed structure completely blocks our view and natural light.



CITY OF SOLANA BEACH
View Assessment Commission Action Minutes
Tuesday, April 18, 2023 - 6:00 P.M. Regular Mtg.
City Hall/Council Chambers
635 South Highway 101, Solana Beach, CA 92075

Minutes contain a summary of the discussions and actions taken by the View Assessment Commission during a meeting 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.

1. CALL TO ORDER and ROLL CALL

Chairperson Cohen called the View Assessment Commission Meeting to order at 6:01 PM on Tuesday, April 18, 2023, in the Council Chambers at 635 South Highway 101, Solana Beach.

Present: VAC Members: Matthew Cohen, Robert Moldenhauer, Linda Najjar, Frank Stribling, Rich Villasenor, and Robert Zajac

Staff Members: Joseph Lim, Community Development Director; Tiffany Wade, Associate Planner; John Delmer, Assistant Planner; and Tim Campen, Deputy City Attorney.

Absent: Pat Coad

2. ORAL COMMUNICATIONS (Speaker time limit: 3 minutes)

There were no speakers.

3. APPROVAL OF AGENDA

Chairperson Cohen called for a motion to approve the agenda. Motion made by Commissioner Zajac, seconded by Commissioner Moldenhauer, which passed 6/0/1 (Absent: Coad)

4. APPROVAL OF MINUTES

A. February 21, 2023

Chairperson Cohen called for a motion to approve the February 21, 2023, Minutes. Motion made by Commissioner Moldenhauer to approve the minutes, seconded by Commissioner Najjar, which passed 6/0/1 (Absent: Coad)

5. Staff Comments / Discussion (10 minutes total)

There were no Staff Comments.

Note: Speaker time limits:

- **Applicant, including representatives:** total of 15 minutes
- **Claimant, including representatives:** total of 15 minutes
- **Public speakers:** 3 minutes each
(may be reduced based on number of speakers, not to exceed 20 minutes total)
- **Applicant, response to any new info:** total of 5 minutes

Chairperson Cohen read the Chairperson preamble.

6. DRP22-013/SDP22-011 Bowers Residence – 228 N Helix Ave., Solana Beach

Applicant Information:

Name: Ryan Bowers
Phone: (858) 395-7303
Email: rbowers@redgrassventures.com

Architect:

Name: Jennifer Bolyn, EOS Architecture
Phone: (858) 459-0575
Email: jen@eosarc.com

Claimant Information:

Name: Jill Martin
Address: [REDACTED] N. Helix Ave.
Phone: [REDACTED]
Email: [REDACTED]

Name: Naomi Clum
Address: [REDACTED] N. Sierra Ave.
Phone: [REDACTED]
Email: [REDACTED]

Name: Anthony Gatti
Address: [REDACTED] N. Helix Ave.
Phone: [REDACTED]
Email: [REDACTED]

Project Description:

The Applicant is requesting the approval of a Development Review Permit (DRP) and Structure Development Permit (SDP) for a new two-story single-family residence with a basement and attached two-car garage. The 4,491 square-foot lot is located within the Medium Residential (MR) Zone and the Scaled Residential Overlay Zone (SROZ). The following is a breakdown of the new proposed floor area:

Proposed Basement	1,593 SF
Proposed First Floor	1,111 SF
Proposed Second Floor	1,025 SF
Covered and Enclosed Exterior Area	40 SF
Proposed Garage	454 SF
<hr/> Subtotal	<hr/> 4,223 SF
Basement Exemption	- 1,593 SF
Required Parking Exemption	- 400 SF
Total Floor Area Proposed	2,230 SF

Maximum Allowable Floor Area (SROZ) 2,246 SF

The project would include grading in the amount of 1,060 CY aggregate. **The tallest point of new construction is proposed at 24.55 feet above the proposed grade with a pole height of 85.33 MSL, the highest point of new construction has a pole height of 86.33 MSL.** The project requires a DRP for three reasons: 1) a structure that exceeds 60% of the maximum allowable floor area; 2) a new second story that exceeds 35% of the first-floor area, and; 3) aggregate grading that exceeds 100 CY.

Chairperson Cohen opened the public hearing, and the Commissioners stated their disclosures (as shown on table below) regarding dates they visited the properties.

Chairperson Cohen asked staff for clarification on the story poles currently on site, Staff clarified that the proposal currently under review is represented by the story poles with orange and green flags. The story poles with the pink and blue flags represent a previous design.

Tiffany Wade, Associate Planner, gave a PowerPoint presentation describing the project. A copy of the PowerPoint will be included in the project file.

Ryan Bowers, Applicant, and Jennifer Bolyn, Architect, gave a PowerPoint presentation describing the intent of the proposed design. A copy of the PowerPoint presentation will be included in the project file.

Jill Martin (█████ N Helix Ave.), Claimant, presented a PowerPoint presentation describing her concerns of view obstruction resulting from the proposed project. A copy of the PowerPoint presentation will be included in the file.

Naomi Clum (█████ N Sierra Ave.), Claimant, presented a PowerPoint presentation describing her concerns of view obstruction resulting from the proposed project. A copy of the PowerPoint presentation will be included in the file.

Anthony Gatti (█████ N Helix Ave), Claimant, presented a PowerPoint presentation describing his concerns of view obstruction resulting from the proposed project. A copy of the PowerPoint presentation will be included in the file.

Chair Cohen noted that the VAC members received a written public comment from the property owners of 211 N Sierra.

Kale Major (█████ N Sierra), provided a public comment on agenda item #6 and stated that he believes the proposed project is incompatible with the surrounding neighborhood.

Ms. Bolyn responded to the items that were brought up by the Claimants and public speaker.

The Commissioners had questions for Ms. Bolyn, she addressed all questions.

VAC Meeting Minutes
Tuesday, April 18, 2023
Page 4 of 5

Chairperson Cohen closed the public hearing, and the commissioners made their findings as shown in the tables below.

Jill Martin [REDACTED] N Helix Ave		Coad	Villasenor	Cohen	Moldenhauer	Stribling	Zajac	Najjar
Date Visited	Claimant		4/14	4/14	4/15	4/15	4/15	4/14
	Applicant		4/14	4/14	4/15	4/15	4/15	4/14
Primary Viewing Area			Living Room / Kitchen	Living Room / Kitchen	Living Room / Kitchen	Primary Bedroom	Living Room / Kitchen	Kitchen
#1. Communication Taken Place			Y	Y	Y	Y	Y	Y
#2. No Public View Impairment			Y	Y	Y	Y	Y	Y
#3. Designed to Minimize View Impairment			N	N	N	Y	N	N
#4. No Cumulative View Impairment			N	N	N	Y	N	N
#5. Neighborhood Compatibility			Y	N	N	N	Y	Y

Naomi Clum [REDACTED] N Sierra		Coad	Villasenor	Cohen	Moldenhauer	Stribling	Zajac	Najjar
Date Visited	Claimant		4/14	4/17	4/15	4/15	4/15	4/14
	Applicant		4/14	4/17	4/15	4/15	4/15	4/14
Primary Viewing Area			Living Room / Dining Room	Kitchen / Sitting Area	Living Room / Dining Room	Primary Bedroom	Living Room / Dining Room	Kitchen
#1. Communication Taken Place			Y	Y	Y	Y	Y	Y
#2. No Public View Impairment			Y	Y	Y	Y	Y	Y
#3. Designed to Minimize View Impairment			Y	Y	Y	Y	Y	Y
#4. No Cumulative View Impairment			Y	N	Y	Y	N	Y
#5. Neighborhood Compatibility			Y	N	Y	N	Y	Y

Anthony Gatti N Helix Ave		Coad	Villasenor	Cohen	Moldenhauer	Stribling	Zajac	Najjar
Date Visited	Claimant		4/14	4/18	4/15	4/15	4/15	4/14
	Applicant		4/14	4/18	4/15	4/15	4/15	4/14
Primary Viewing Area			Primary Bedroom	Primary Bedroom	Primary Bedroom	Primary Bedroom	2 nd Level Deck	Primary Bedroom
#1. Communication Taken Place			Y	Y	Y	Y	Y	Y
#2. No Public View Impairment			Y	Y	Y	Y	Y	Y
#3. Designed to Minimize View Impairment			N	N	N	N	Y	N
#4. No Cumulative View Impairment			N	N	N	Y	N	N
#5. Neighborhood Compatibility			Y	N	N	N	Y	Y

Chairperson Cohen opened the public hearing and made a motion to recommend denial of the project to the City Council, seconded by Zajac, which passed 6/0/1. (Absent: Coad)

7. VAC Member Comments / Discussion (10 minutes total)

Chairperson Cohen welcomed Deputy City Attorney Tim Campen to the View Assessment Commission.

8. ADJOURNMENT

Chairperson Cohen adjourned the meeting at 8:27 PM.

Minutes as approved by V.A.C. on _____.

Respectfully submitted,

 John Delmer, Assistant Planner

 Joseph Lim, Community Development Director



CITY OF SOLANA BEACHwww.cityofsolanabeach.org635 SOUTH HIGHWAY 101 • SOLANA BEACH, CA 92075 • (858) 720-2400 • Fax (858) 720-2455

CITY OF SOLANA BEACH**View Assessment Commission Notice of Recommendation****Tuesday, April 18, 2023 - 6:00 P.M. Regular Mtg.**

PROJECT CASE NO: DRP22-013/SDP22-011 Bowers Residence

PROJECT LOCATION: 228 N Helix Ave, Solana Beach

APPLICANT NAME: Ryan Bowers

APPLICANT CONTACT: Jennifer Bolyn, EOS Architecture

PRESENT VAC MEMBERS: Matt Cohen, Robert Moldenhauer, Frank Stribling, Linda Najjar, Rich Villasenor and Robert Zajac

STAFF MEMBERS: Joseph Lim, Community Development Director; Tim Campen, Assistant City Attorney; Tiffany Wade, Assistant Planner; John Delmer, Junior Planner

ABSENT: Pat Coad

ASSESSMENT FILED BY:

1. Name: Jill Martin
Address: [REDACTED] N. Helix Ave.
2. Name: Naomi Clum
Address: [REDACTED] N. Sierra Ave.
3. Name: Anthony Gatti
Address: [REDACTED] N. Helix Ave.

PROJECT DESCRIPTION:

The Applicant is requesting the approval of a Development Review Permit (DRP) and Structure Development Permit (SDP) for a new two-story single-family residence with a basement and attached two-car garage. The 4,491 square-foot lot is located within the Medium Residential (MR) Zone and the Scaled Residential Overlay Zone (SROZ). The following is a breakdown of the new proposed floor area:

Proposed Basement	1,593 SF
Proposed First Floor	1,111 SF
Proposed Second Floor	1,025 SF
Covered and Enclosed Exterior Area	40 SF
Proposed Garage	454 SF
<u>Subtotal</u>	<u>4,223 SF</u>
Basement Exemption	- 1,593 SF
Required Parking Exemption	- 400 SF
Total Floor Area Proposed	2,230 SF
Maximum Allowable Floor Area (SROZ)	2,246 SF

The project would include grading in the amount of 1,060 CY aggregate. **The tallest point of new construction is proposed at 24.55 feet above the proposed grade with a pole height of 85.33 MSL, the highest point of new construction has a pole height of 86.33 MSL.** The project requires a DRP for three reasons: 1) a structure that exceeds 60% of the maximum allowable floor area; 2) a new second story that exceeds 35% of the first-floor area, and; 3) aggregate grading that exceeds 100 CY.

VAC RECOMMENDATION:

The project was heard at the regularly scheduled, April 18, 2023, VAC meeting. After the Commissioners presented their findings Chair Cohen motioned to recommend denial of the project, seconded by Commissioner Zajac. Motion passed 6/0/1 (Absent: Coad)

FINDINGS:

1. The Applicant for the Structure Development Permit has made a reasonable attempt to resolve the view impairment issues with the Claimants requesting view assessment. Written evidence of a good faith voluntary effort to meet and discuss view issues, or of a good faith voluntary offer to submit the matter to mediation, is hereby deemed to be a reasonable attempt to resolve view impairment issues.

Claimant 1: Jill Martin, [REDACTED] N Helix Ave.

Yes – Written accounts and oral testimony at the public meeting showed that there had been communication between the Applicant and the Claimant.

Claimant 2: Naomi Clum, [REDACTED] N Sierra Ave.

Yes – Written accounts and oral testimony at the public meeting showed that there had been communication between the Applicant and the Claimant.

Claimant 3: Anthony Gatti, [REDACTED] N Helix Ave.

Yes – Written accounts and oral testimony at the public meeting showed that there had been communication between the Applicant and the Claimant.

2. The proposed structure does not significantly impair any view from public property (parks, major thoroughfares, bikeways, walkways, equestrian trails), which has been identified in the City's General Plan or City designated viewing areas.

Claimant 1: Jill Martin, [REDACTED] N Helix Ave.

Yes – The subject property is not located within designated public viewing areas; therefore, the proposed structure does not significantly impair views from public property.

Claimant 2: Naomi Clum, [REDACTED] N Sierra Ave.

Yes – The subject property is not located within designated public viewing areas; therefore, the proposed structure does not significantly impair views from public property.

Claimant 3: Anthony Gatti, [REDACTED] N Helix Ave.

Yes – The subject property is not located within designated public viewing areas; therefore, the proposed structure does not significantly impair views from public property.

3. The proposed structure is designed and situated in such a manner as to minimize impairment of views.

Claimant 1: Jill Martin, [REDACTED] N Helix Ave.

No – The majority (5 of 6) of the present VAC members found that the proposed residence was not designed or situated to minimize impairment of views.

Claimant 2: Naomi Clum, [REDACTED] N Sierra Ave.

Yes – The present VAC members unanimously found that the proposed residence was designed or situated to minimize impairment of views.

Claimant 3: Anthony Gatti, [REDACTED] N Helix Ave.

No – The majority (5 of 6) of the present VAC members found that the proposed residence was not designed or situated to minimize impairment of views.

4. There is no significant cumulative view impairment caused by granting the application as proposed.

Claimant 1: Jill Martin, [REDACTED] N Helix Ave.

No – The majority (5 of 6) of the present VAC members found that there would be significant cumulative view impairment caused by granting the application if adjacent lots were allowed to construct a development of a similar size and height.

Claimant 2: Naomi Clum, [REDACTED] N Sierra Ave.

Yes – The majority (4 of 6) of the present VAC members found that there would not be significant cumulative view impairment caused by granting the application if adjacent lots were allowed to construct a development of a similar size and height.

Claimant 3: Anthony Gatti, [REDACTED] N Helix Ave.

No – The majority (5 of 6) of the present VAC members found that there would be significant cumulative view impairment caused by granting the application if adjacent lots were allowed to construct a development of a similar size and height.

5. The proposed structure is compatible with the immediate neighborhood character.

Claimant 1: Jill Martin, [REDACTED] N Helix Ave.

Divided – The present VAC members were split (3 to 3) when voting on the compatibility of the proposed development with the immediate neighborhood character.

Claimant 2: Naomi Clum, [REDACTED] N Sierra Ave.

Yes – The majority (4 of 6) of the present VAC members found that the proposed development is compatible with the immediate neighborhood character. The development would be compatible with the existing neighboring structures in terms of design, bulk, scale, height and size.

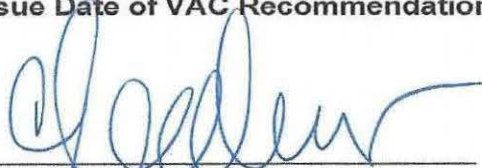
Claimant 3: Anthony Gatti, [REDACTED] N Helix Ave.

Divided – The present VAC members were split (3 to 3) when voting on the compatibility of the proposed development with the immediate neighborhood character.

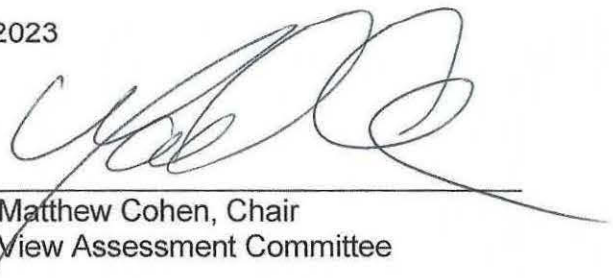
VAC Vote:

Chair Cohen motioned to recommend denial of the project, seconded by Commissioner Zajac. Motion passed 6/0/1 (Absent: Coad)

Issue Date of VAC Recommendation: April 18, 2023



Corey Andrews, Principal Planner
Staff Liaison, View Assessment Committee



Matthew Cohen, Chair
View Assessment Committee



7542 Fay Ave
La Jolla, CA 92037
(858) 459-0575 PHONE
www.eosarc.com

May 12, 2023

**Attn: City Council Members
C/O Ms. Tiffany Wade
Associate Planner, Community Development Department
City of Solana Beach, 635 South Highway 101**

**RE: North Helix Residence
228 North Helix Avenue
Solana Beach, CA
DRP22-013, SDP22-011**

Dear Members of City Council,

Thank you for the opportunity to present this project to the City Council during the May 24th meeting. I am writing to provide background and context that will help you evaluate our design and give more guidance for us to follow. Also included with this letter is a copy of the information we provided to VAC for the project's evaluation.

We presented our project to the VAC on April 18th at which time the commission members denied our project. A few unusual circumstances surrounding this project, described below, likely led to the denial. Our intention is to integrate the guidance of the City Council and to create a home design that is well received by the neighborhood.

Project history and circumstances:

1. Mr. Bowers and I presented the first version of the home design and footprint to our neighbors at a community open house. We then erected the project story poles.
2. After receiving neighbor feedback, we designed a second version of the home. The redesign reduced the overall building height by two feet and increased the setback of the second floor by eight feet to open 50% of the clerestory window view of the immediate neighbor to the south, the Martins.
3. To demonstrate the redesign modifications, we erected a second set of story poles, a good faith effort on our part to accommodate the neighbors' suggestions.
4. We left the two sets of poles in place to show a "before and after" of what design compromises were being proposed.

Unfortunately, the two sets of story poles made the project's redesign envelope challenging to see, and the Bower's residence appeared significantly larger than proposed. It was abundantly clear, from the first statement of the Chairperson, that there was a substantial amount of confusion surrounding the story poles, as submitted. The Chairperson's initial statement, prior to any presentation, was to the effect of, "Is anyone

else thoroughly confused...I have no idea what it is we are looking at?" As such, we hope to have the opportunity at the upcoming City Council meeting to clarify our project, and our intention to integrate the reasonable guidance of the City Council and neighbors and to ultimately create a home design that is well received by the neighborhood.

To remedy the confusion and in preparation for the City Council meeting, we have removed the first set of story poles. The currently erected story poles outline the version two plan before you.

Due to unusual site characteristics, it was unclear to us how to apply the view assessment toolkit, and we were looking for guidance from the VAC, as follows:

1. We were unsure if a clerestory window (Ms. Martin's view claim window) would be considered a view window since it is a clerestory window.
2. We were unsure if Mr. Gatti's primary view would be considered to the North (facing our project) since views to the hillside to the East exist and are quite pleasant and more expansive.
3. The quality of the views claimed was also not clear to us since it is a foreshortened view to a two-story apartment building, palm trees and pine trees. We were looking to VAC for guidance on this as well.

I want to reiterate that despite the difficulty in assessing the view related items above we redesigned the project to best accommodate the neighbor's concerns and remain open to further guidance.

During the City Council, we hope to achieve the following:

1. Clearly communicate the second version plan and story poles.
2. Clearly demonstrate the Bowers Residence plan elevations in relation to the neighboring elevations.
3. Obtain any direct suggestions from the City Council regarding modifications we should consider to achieve approval.

We are open and willing to hear suggestions about what we may do to achieve a successful project outcome. We do not anticipate project approval at this hearing; rather we hope to have specific feedback from the City Council regarding design modifications the City Council feels will accomplish a compromise solution amongst neighbors.

We have worked through the process to review the design in conjunction with the neighbors' concerns, evidenced in the project redesign. As we have done with all our home designs in Solana Beach, we have taken the neighbors' concerns seriously and worked to design a home that is both welcomed by the neighborhood and reflects the needs of my clients. My client is invested in building a beautiful home for this site.

Thank you for your consideration and warmest regards.

Jennifer Bolyn

Principal Architect



Attn: View Assessment Council Members
c/o Ms. Tiffany Wade
Associate Planner, Community Development Department
City of Solana Beach
635 South Highway 101

RE: DRP22-013/ SDP22-011
North Helix Residence
228 North Helix Avenue
Solana Beach, CA

April 10, 2023

Dear Members of the View Assessment Committee,

The following letter describes the proposed design for the North Helix Residence located at 228 North Helix Avenue and documents the neighborhood outreach and coordination process. The overall intent for this project is to create an aesthetically beautiful home for the Bowers, including landscaping, which is not only in keeping with but is a sensitive enhancement to the neighborhood. The design process has painstakingly engaged neighborhood feedback to ensure compliance with the criteria for a design review and site development permit.

NEIGHBOR OUTREACH

This application has involved extensive coordination with the adjacent neighbors, as follows:

1) At the beginning of the project, in April of 2022, we met on site with the neighbors to discuss design concepts and listen to any concerns regarding the project development. We sent invitations to all neighbors (owners and occupants) within the 300-foot mailing radius. The plans presented at this meeting were very close to the original proposed design submitted to the city.

2) At the meeting, the neighbor at [REDACTED] North Helix (immediately to the South), Jill Martin, had indicated that she anticipated a second-story home would be built and did not voice an objection. The neighbor farther South, Anthony Gatti (at 218 North Helix), allowed me into his home to show the view of the site from his stairwell. He indicated that the view of the palm trees and over the top of the two-story apartment building to the North was important to him. His home is two stories and is similar in scale to our proposed project. **(See Exhibit A)**

3) Once we set the final story poles per city standards, the neighbor directly to the South (Jill Martin) indicated that she did have an issue with the proposed two-story project as she now understood it would block the view to the sky and palm trees from her clerestory windows in her living room. She specifically mentioned the nesting egrets in the palm trees to be an essential characteristic of her view. We want to note that a clerestory window is not a typical view claim window, and it lacks several characteristics to claim as a primary view (according to the View Assessment Toolkit), as follows:

- a) No view to a horizon line, which according to the VAC toolkit is the most sensitive part of the view.
- b) The proposed view claim window does not possess a foreground, middle, or background. It is a slot view to the sky and treetops in windows that would be blocked by any proposed development of the adjacent home (single or two stories).

4) Although the design concerns that Jill Martin voiced may differ from what a common understanding of what a view window is, attempts were made to address them. We met with her on three separate occasions, and provided

several additional rounds of story poles to establish a building envelope that would provide a clear view from the western half of the clerestory windows. We reduced the depth of the second floor building envelope, moving it eight feet to the East so the first half of her clerestory windows would maintain a clear view of the palm trees (and nesting egrets). The new story pole plan reflects this. **(See Exhibit B)**

5) We have also included a photo from Mrs. Martin's clerestory windows indicating where the building envelope was removed since the story poles are confusing. **(See Exhibit C)**

6) Once the story poles from the initial design were set, we realized that the home design would integrate better with the neighborhood if the building height was lowered. We have reduced the height of the proposed front façade by two feet and the rear by one foot. The height is the same scale, relative to the street, as Mr. Gatti's two-story home and other two-story homes on the block. **(See Exhibit A)** This height reduction will also improve the light and sky view angles from the surrounding neighbors.

7) The view picture provided by Mr. Gatti shows the old poles and we have provided a photo outlining the new envelope for clarity. Per the VAC toolkit, a stairwell is not a primary viewing area. However, our redesign shows a significant reduction in view impact from Mr. Gatti's stairwell. **(See Exhibit D)**

8) The view claim from the neighbor to the East – Ms. Clum at [REDACTED] Sierra Avenue is a side-angle view out of the dining room window and is partially blocked by power poles. She is a long-term renter, and we did not have the opportunity to speak, however I did speak several times with the owner of the property, Connie Major. I clarified that the proposed home does not extend to the rear setback, which is less imposing than the allowable building envelope. The required rear setback is fifteen feet, where the proposed setback is enhanced to 22'-2" on the first floor and 20'-3" on the second floor. The rear setback is also enhanced compared to the adjacent properties along the street. **(See Exhibit E)**

9) Ms. Major also voiced concern about what the architecture would look like, we have provided renderings to show that care has been taken in the Eastern façade design, while maintaining the building as far West as possible. (See Exhibits F, G and H)

10) Regarding neighborhood character, there are many two-story buildings in the area, please **(See Exhibit A)** of similar height relative to the street.

Other design considerations:

1) Windows have been sensitively placed for privacy concerns.

2) The home's finished floor is located two and a half feet below the street, very close to the existing grade, and the proposed ceiling heights are a reasonable ten feet for the first floor and nine feet for the second floor. The home is nineteen feet from the street which is similar to or below that of the neighbors.

3) In response to concerns about neighborhood character and the impact the home would have on the neighborhood we have carefully analyzed the architectural detailing and materials selection. We have provided and updated front rendering to show that the home has been carefully detailed, uses soft high-quality materials that will enhance the community character. **(See Exhibit I)**

In consideration of these modifications and additional project information provided, we ask that you approve the project as redesigned, reflected on the plans dated January 18, 2023 and the new materials shown in Renderings H and I. Mr. Bowers cares greatly for architectural quality and seeks to build a home that will have lasting character for the neighborhood.

Warmest regards,

Jennifer Bolyn
Principal Architect

EXHIBITS

234 N HILL ST
APN: 263-321-22-00



SUBJECT PROPERTY

228 N HELIX AVE
APN: 263-321-21-00



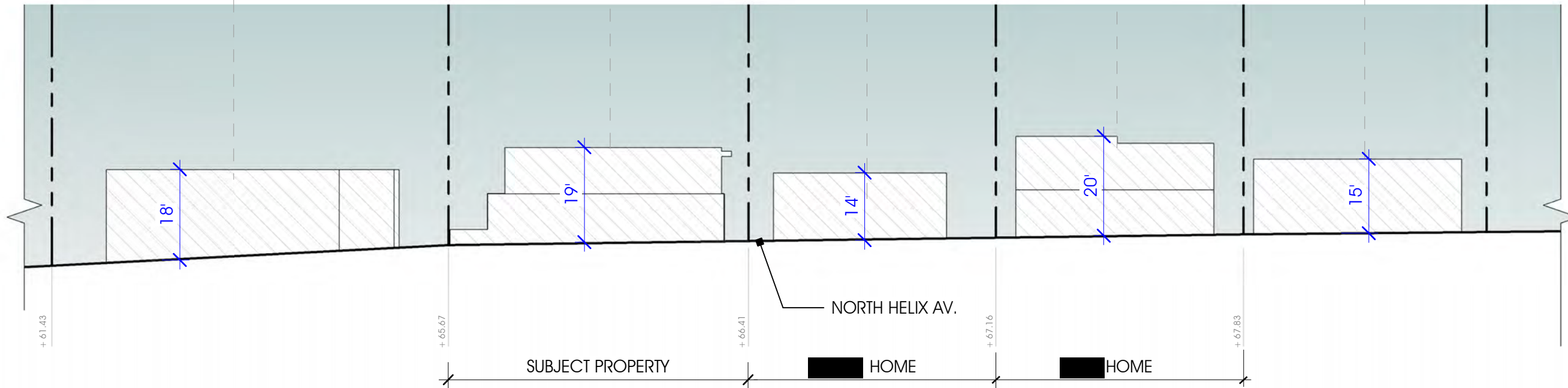
222 N HELIX AVE
APN: 263-321-20-00



218 N HELIX AVE
APN: 263-321-19-00



212 N HELIX AVE
APN: 263-321-29-00



NORTH HELIX AVE - ELEVATION

210 N HILL ST
APN: 263-321-30-00



142 N HELIX AVE
APN: 263-321-31-00



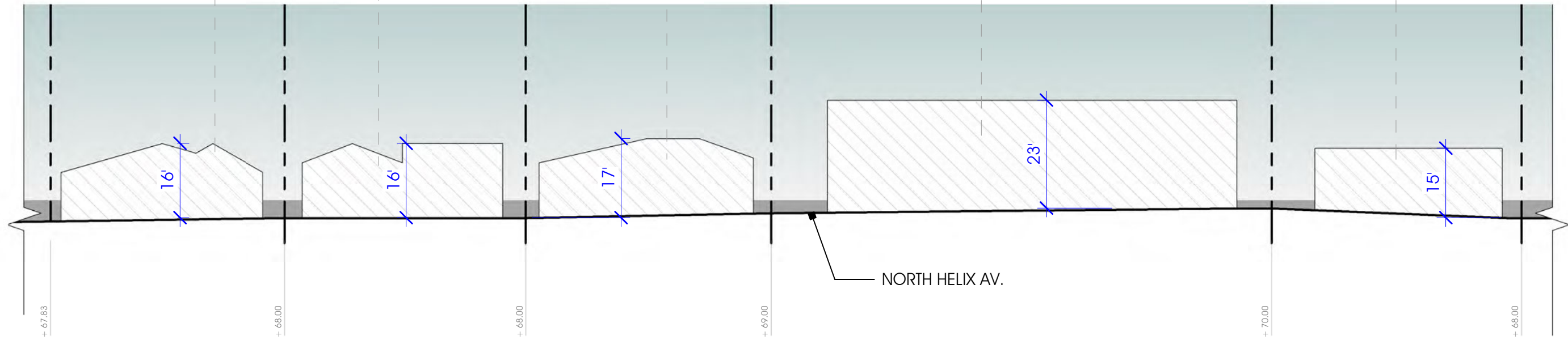
140 N HELIX AVE
APN: 263-321-32-00



128 N HELIX AVE
APN: 263-321-27-00



122 N HELIX AVE
APN: 263-321-14-00



NORTH HELIX AVE - ELEVATION

238 HILL ST
APN: 263-311-09-00



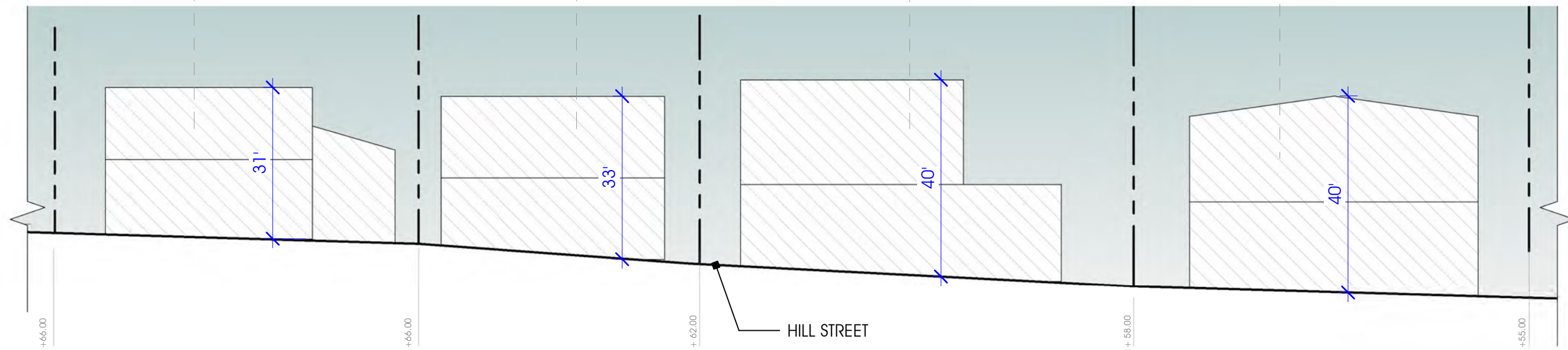
239 HILL ST
APN: 263-311-08-00



255 HILL ST
APN: 263-311-07-00



259 HILL ST
APN: 263-311-06-00



HILL STREET - ELEVATION

STORY POLE PLAN

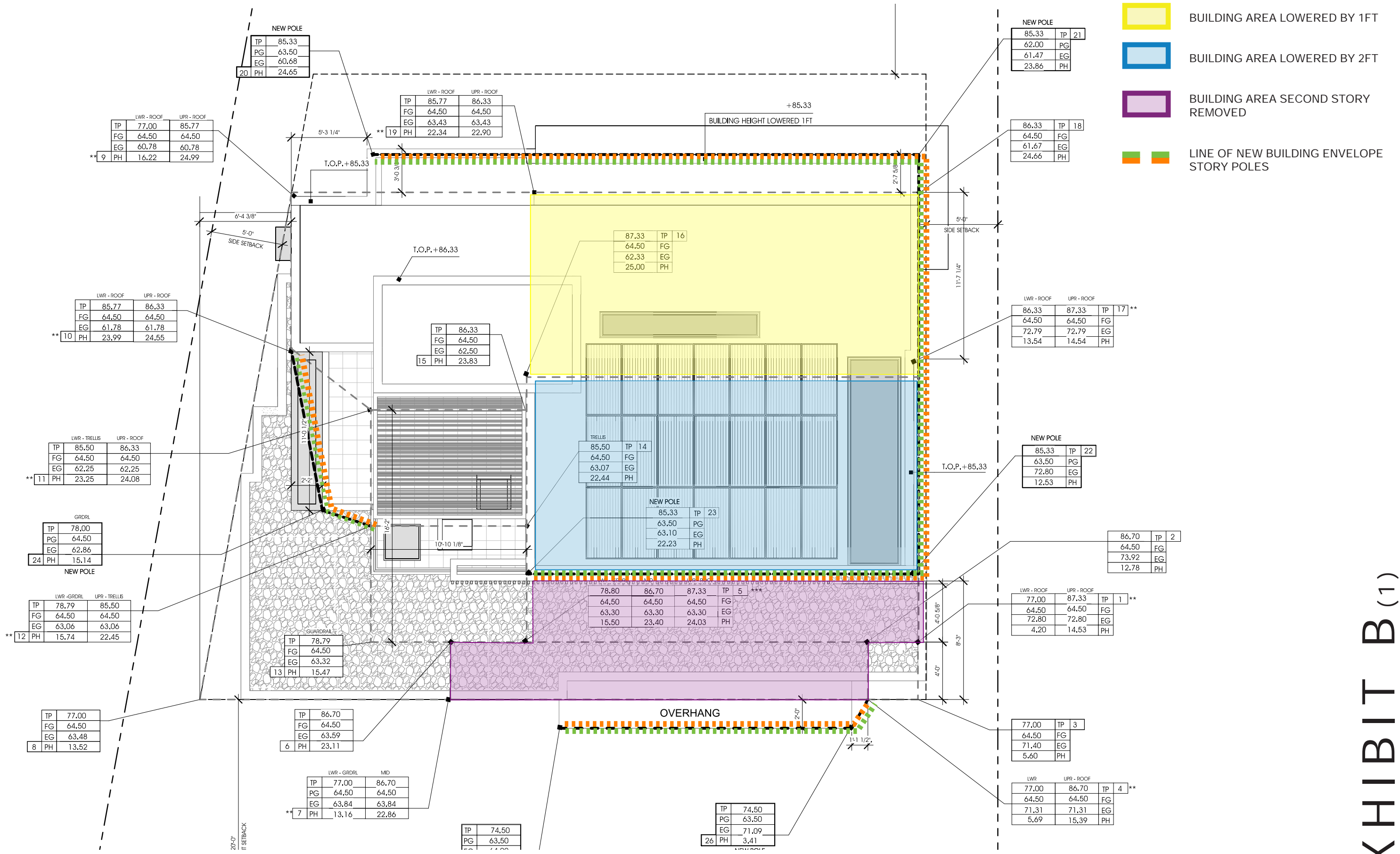
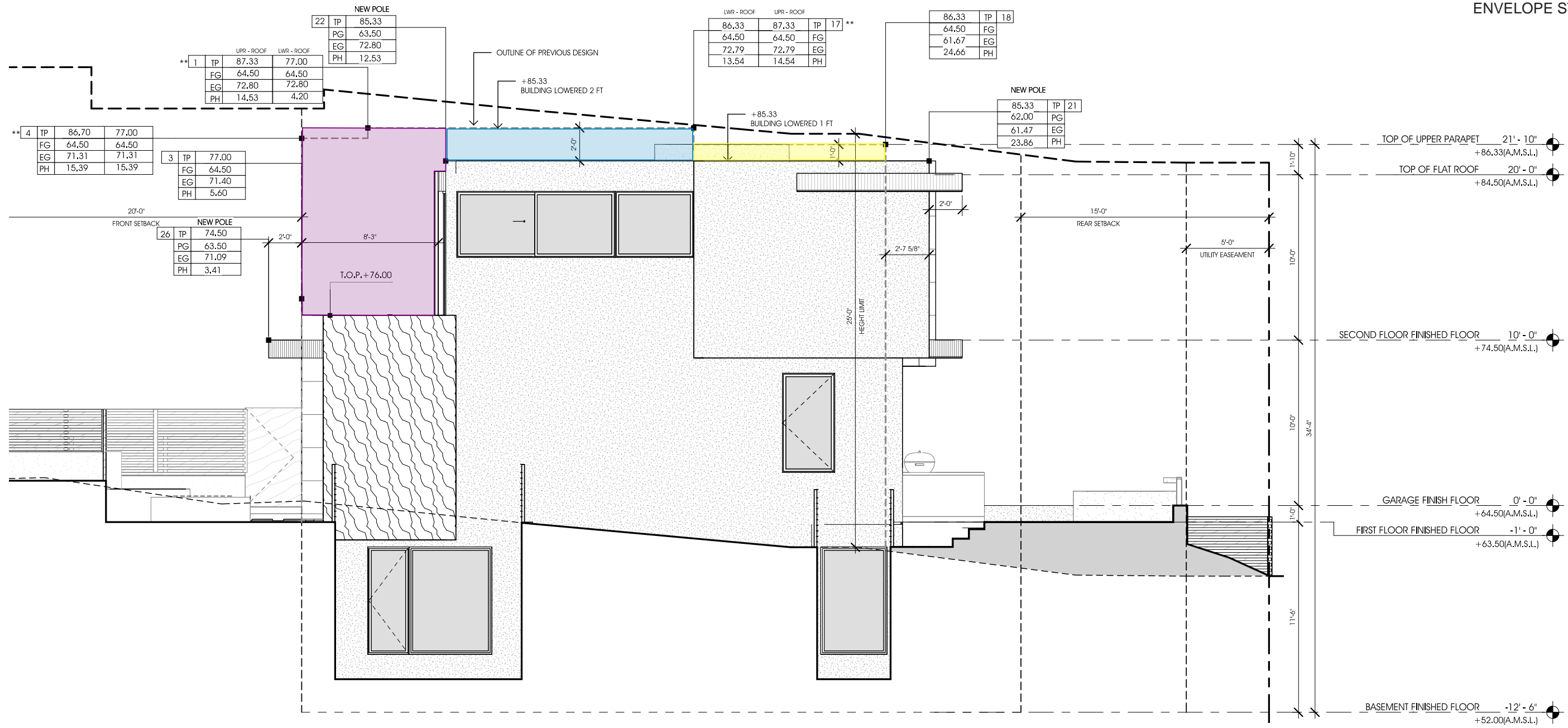


EXHIBIT B(1)

- BUILDING AREA LOWERED BY 1FT
- BUILDING AREA LOWERED BY 2FT
- BUILDING AREA SECOND STORY REMOVED
- LINE OF NEW BUILDING ENVELOPE STORY POLES





STORY POLE ELEVATION



LINE OF NEW BUILDING
ENVELOPE STORY POLES

MARTIN VIEW CLAIM
WINDOW

STORY POLE PHOTO VIEW
TAKEN FROM NORTH SIDE OF PROJECT LOOKING SOUTH

-  BUILDING AREA REMOVED
-  LINE OF NEW BUILDING ENVELOPE STORY POLES



MARTIN VIEW CLAIM WINDOW

NEIGHBOR CLAIMS -  N HELIX AVE

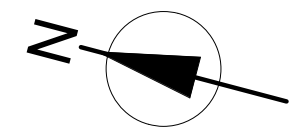
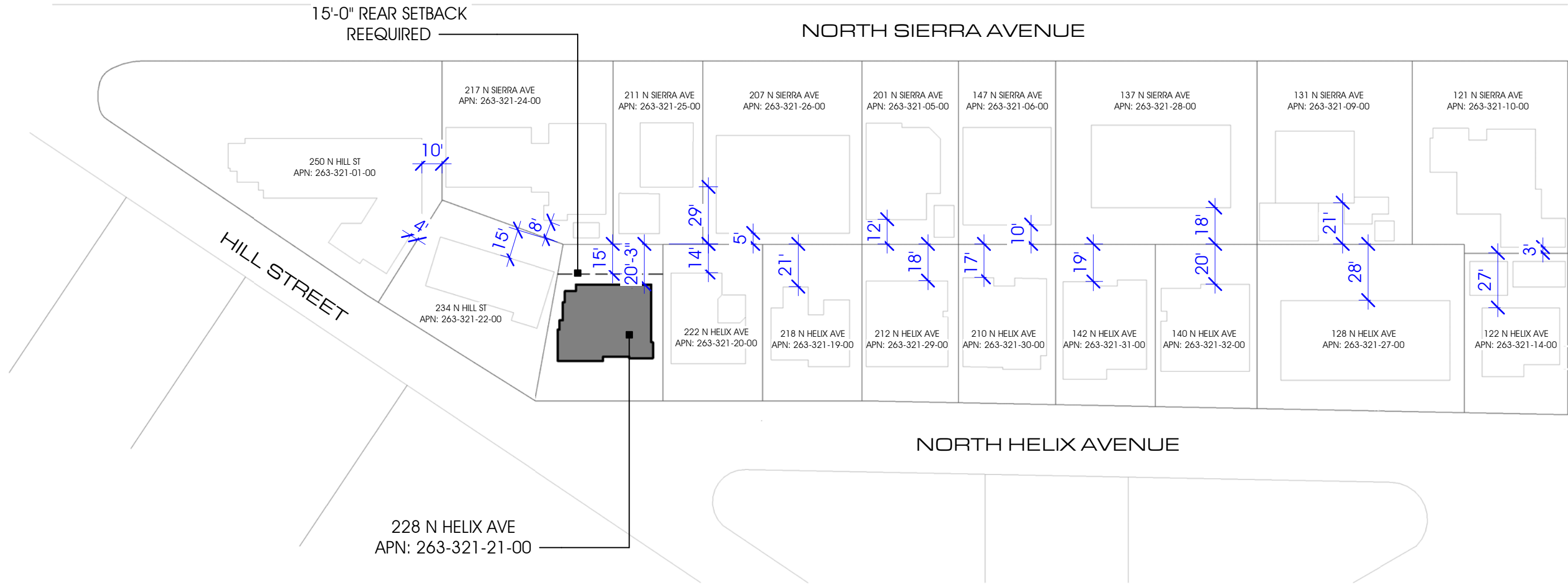


BUILDING AREA REMOVED



LINE OF NEW BUILDING
ENVELOPE STORY POLES

GATTI VIEW CLAIM WINDOW



REAR SETBACK DIAGRAM



VIEW FROM 219 SIERRA AVE



VIEW FROM 219 SIERRA AVE WITH PROJECT OVERLAY



REAR RENDERING



FRONT RENDERING



NORTH HELIX AVE - BEFORE (PREVIOUS DESIGN)



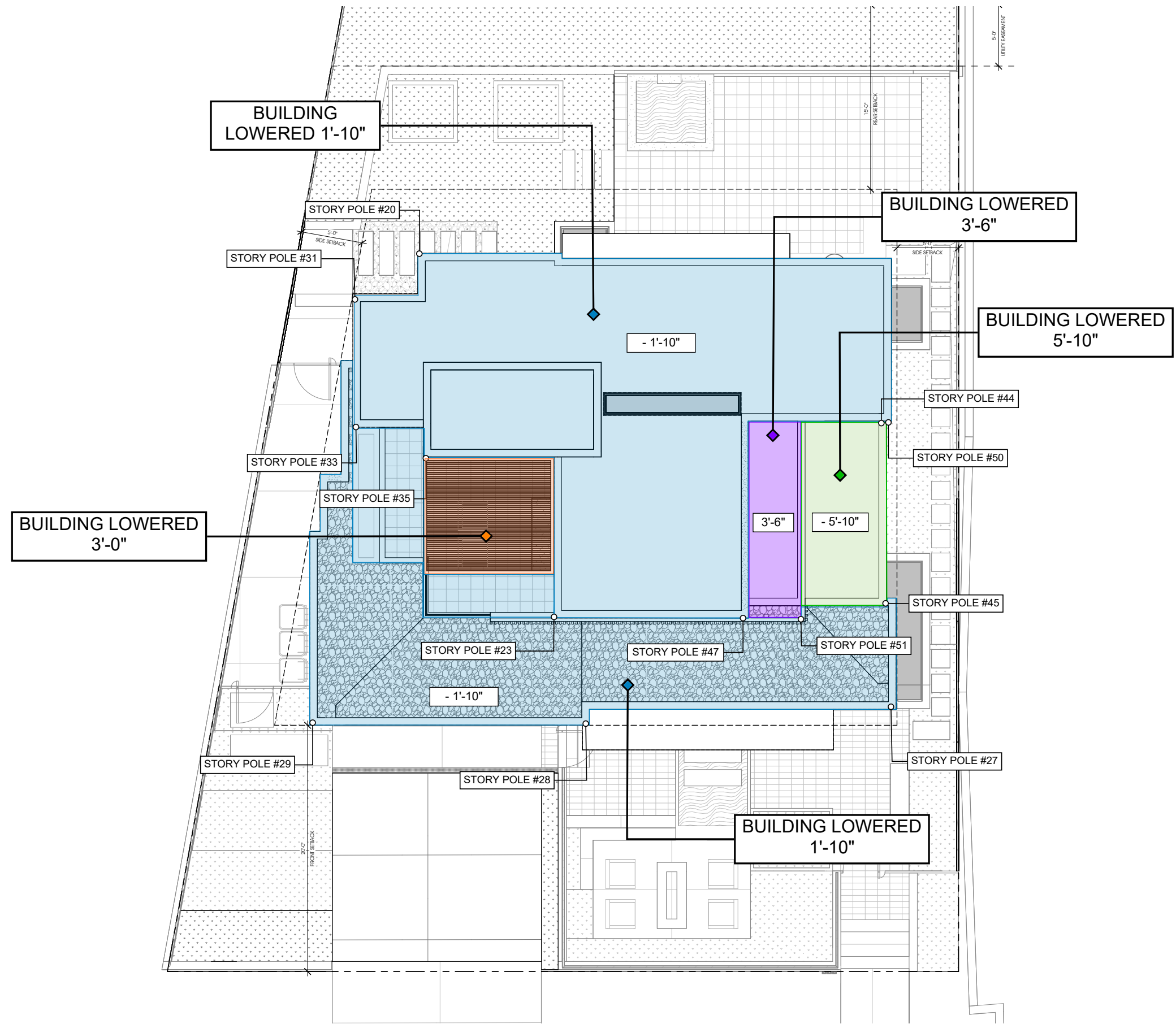
NORTH HELIX AVE - AFTER (PROPOSED DESIGN)



NORTH HELIX AVE - BEFORE (PREVIOUS DESIGN)



NORTH HELIX AVE - AFTER (PROPOSED DESIGN)



NORTH HELIX AVE - PROPOSED DESIGN ENVELOPE REDUCTION - ROOF PLAN



NORTH HELIX AVE - PROPOSED DESIGN ENVELOPE REDUCTION - STORY POLES

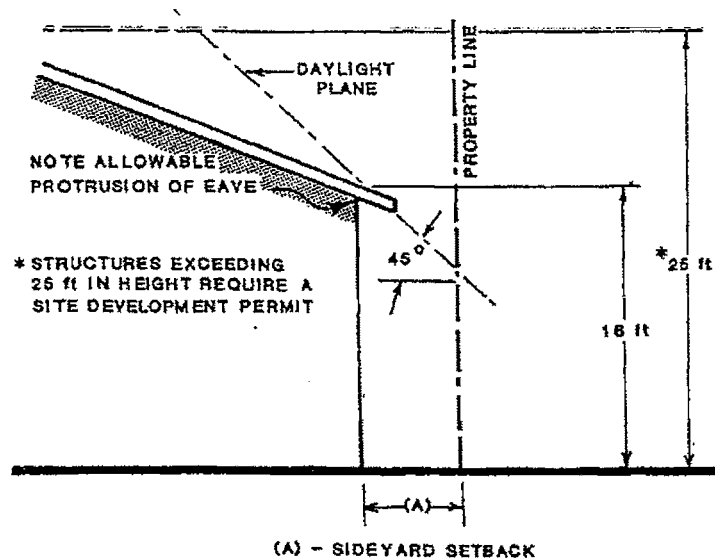


NORTH HELIX AVE - PROPOSED DESIGN ENVELOPE REDUCTION - STORY POLES

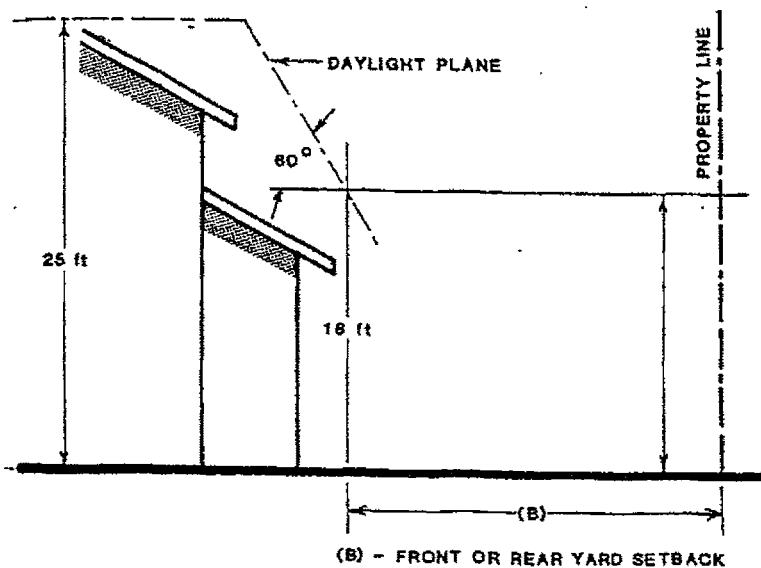
1. Daylight Planes

Daylight Planes are essentially building envelopes that begin at a certain point above the setback lines and extend into the property at a specified angle. They are so named because they help to reduce potential bulk and allow additional light and air to pass through to neighboring properties. By reducing bulk, they have the potential to help maintain views.

Daylight Planes are most useful on small or medium sized lots (having less than 80 feet of frontage), where buildings are more likely to abut the setback line. Where utilized as a mitigation measure to preserve views, the following daylight plane and building envelope is recommended:



(A) - SIDEYARD SETBACK
SIDEYARD DAYLIGHT PLANE



(B) - FRONT OR REAR YARD SETBACK
FRONT AND REAR DAYLIGHT PLANE

RECEIVED

JUN 05 2023

Community Development Dept
CITY OF SOLANA BEACH



CITY OF SOLANA BEACH

635 SOUTH HIGHWAY 101 • SOLANA BEACH • CALIFORNIA 92075 • (858) 720-2400 • FAX (858) 755-1782

STORY POLE HEIGHT CERTIFICATION

Date: JUNE 1, 2023

Assessor's Parcel No.: 263-321-21

Site Address: 228 N HELIX AVE

Owner's Name: BOWER

This is to certify that on JUNE 1, 2023 the story poles located on the above referenced site were surveyed by the undersigned, and found to be in conformance with the attached story pole plot plan. In addition, the following measurements were found:

Highest point of the story poles: 84.50' (M.S.L.)* SP#43

Pre-existing grade: 61.11' (M.S.L.)*

Finished grade elevation: 63.50' (M.S.L.)*

Finished floor elevation: — (M.S.L.)*

TOTAL MAXIMUM HEIGHT: 23.39

PLEASE NOTE: The story poles must show and include the total height must include roofing materials. At framing inspection, a Height Certification will be required which must be in exact conformance with the maximum height shown on Story Pole Height Certification

For additional information, please contact me at 760-224-7653 (phone number)

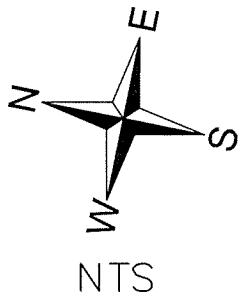

Licensed Land Surveyor



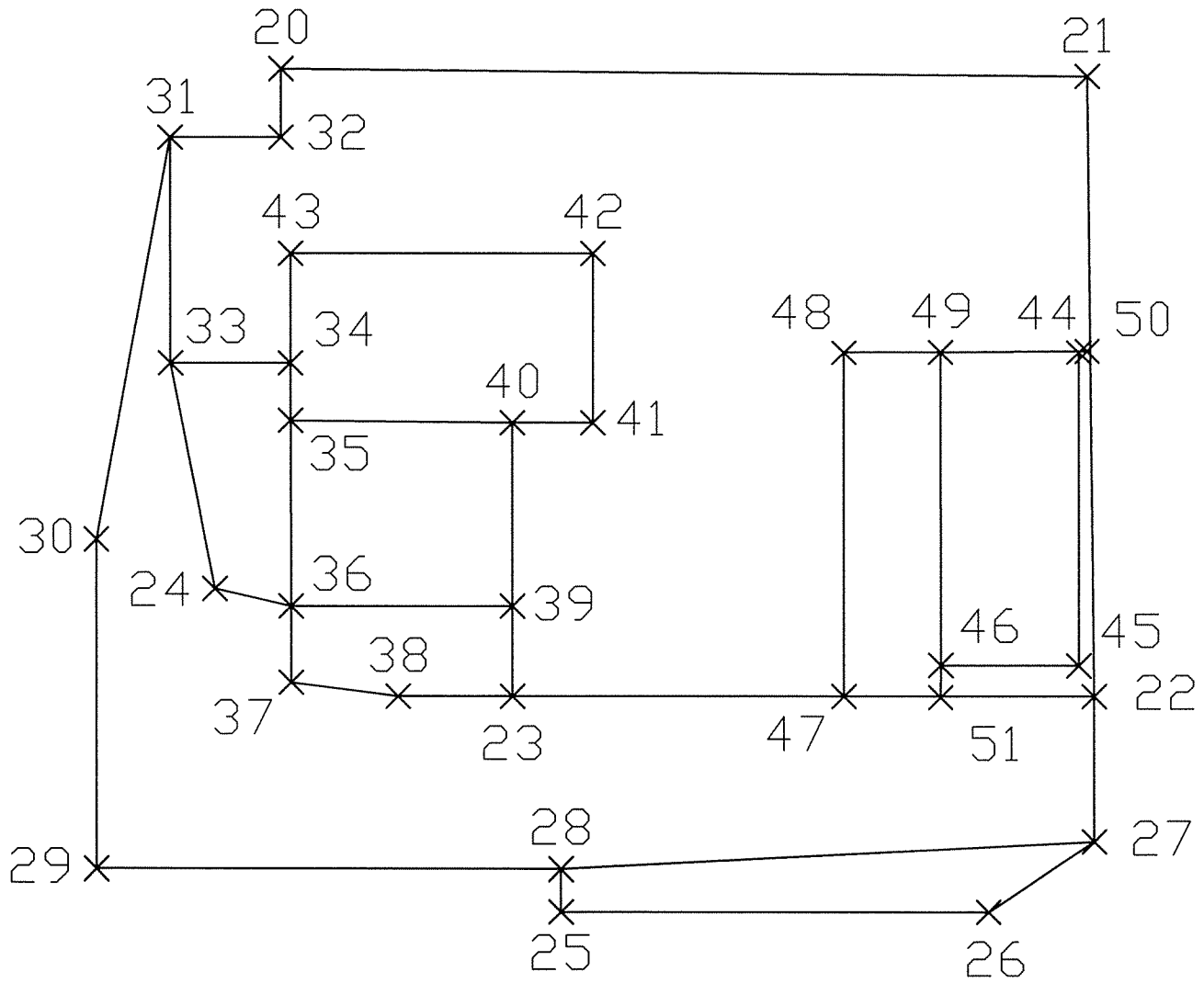
Seal of Registration:

*Mean Sea Level (MSL) — all measurements must utilize an established benchmark that will not change over the course of the project. TOP OF WALL @ COR OF WALL BTWN SITE

WTR MTR'S "TW" (PER TOPO) ELEV. = 67.77'



BOWERS RESIDENCE
228 N. HELIX AVE
CSP 22-1661R1



C-STORY POLES, INC.

Chris Collins PLS 8591
 POB 230972 Encinitas, CA 92023
 (760) 224-7653 chris@cstorypoles.com

Bowers Residence
 228 North Helix Avenue
 W.O. CSP 22-1661RR
 CC, SM, RM

6/1/2023
 Page 1 of 1

* "T" T-post, "B" Bucket, "R" Roof, "FS" Finished Surface

SP#	BASE ELEV	PLAN ELEV	C/F LENGTH	DESCRIPTION *
20	60.68	83.50	F - 22.82	B
21	61.47	83.50	F - 22.03	T
22	72.80	74.17	F - 1.37	R
23	63.10	83.50	F - 20.40	UPR T
	63.10	81.81	F - 18.71	LWR
24	62.86	76.17	F - 13.31	T
25	64.09	72.67	F - 8.58	T
26	71.09	72.67	F - 1.58	R
27	71.56	74.17	F - 2.61	UPR R
	71.56	72.67	F - 1.11	LWR
28	63.65	74.17	F - 10.52	UPR T
	63.65	72.67	F - 9.02	LWR
29	63.68	74.17	F - 10.49	T
30	62.57	74.17	F - 11.60	T
31	60.83	83.50	F - 22.67	UPR B
	60.83	74.17	F - 13.34	LWR
32	60.79	83.50	F - 22.71	B
33	61.81	83.50	F - 21.69	UPR B
	61.81	76.17	F - 14.36	LWR
34	61.72	83.50	F - 21.78	B
35	62.08	84.50	F - 22.42	UPR T
	62.08	82.33	F - 20.25	LWR
36	63.05	82.33	F - 19.28	UPR T
	63.05	76.17	F - 13.12	LWR
37	63.23	76.17	F - 12.94	T
38	63.49	81.81	F - 18.32	UPR T
	63.49	76.17	F - 12.68	LWR
39	63.01	82.33	F - 19.32	T
40	62.33	83.50	F - 21.17	T
41	62.38	84.50	F - 22.12	T

42	64.61	84.50	F - 19.89	WOOD DECK
43	61.11	84.50	F - 23.39	B
44	72.52	79.50	F - 6.98	R
45	72.60	79.50	F - 6.90	R
46	74.84	79.50	F - 4.66	R
47	73.41	83.50	F - 10.09	UPR R
	73.41	81.81	F - 8.40	LWR
48	73.49	83.50	F - 10.01	R
49	74.79	81.81	F - 7.02	R
50	72.38	83.50	F - 11.12	R
51	74.84	81.81	F - 6.97	R

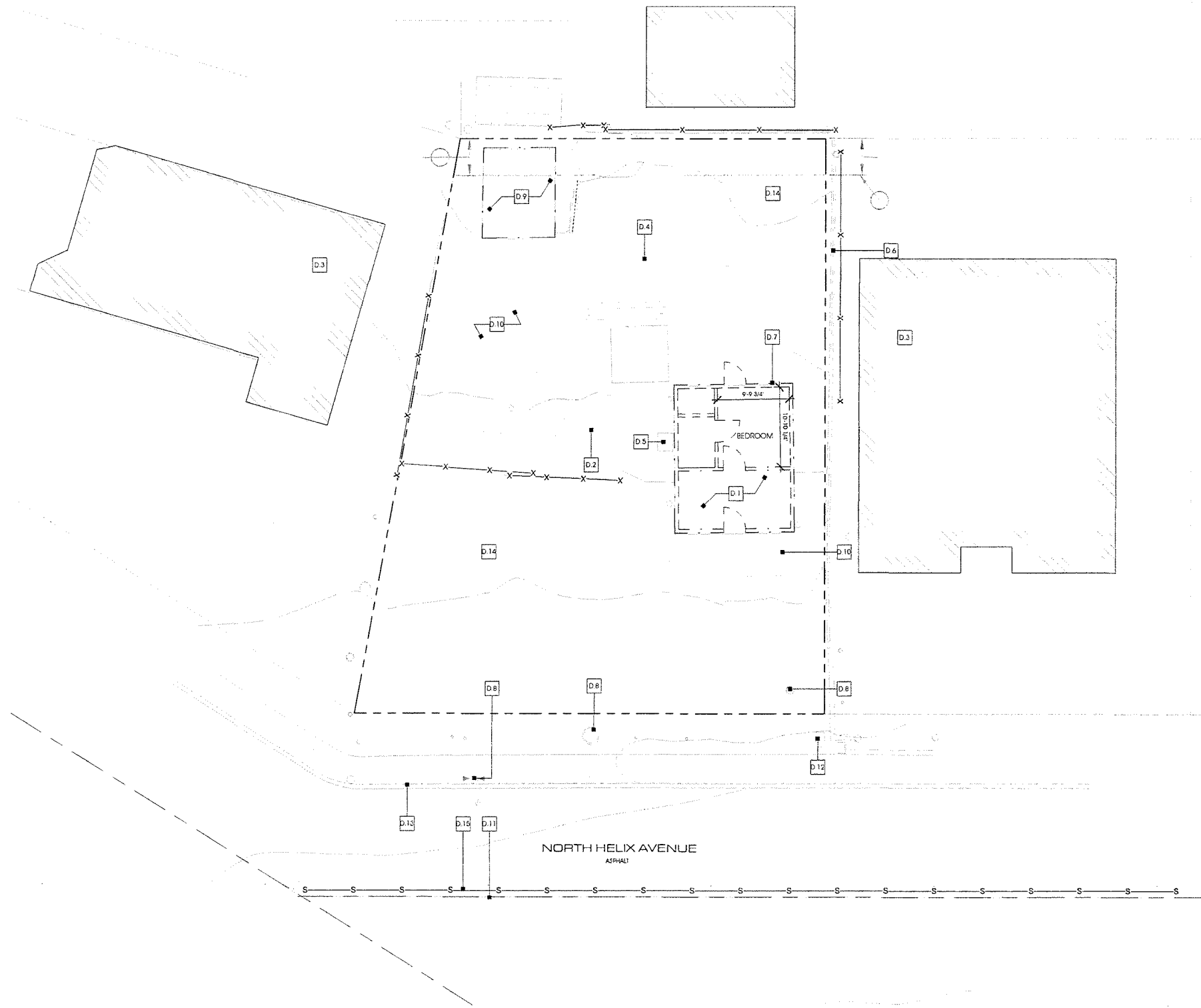
NORTH HELIX RESIDENCE

228 N HELIX AVENUE
SOLANA BEACH, CA 92075

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NORTH HELIX RESIDENCE
228 N HELIX AVENUE
SOLANA BEACH, CA 92075

ABBREVIATIONS:	PROJECT INDEX	PROJECT DIRECTORY	PROJECT INFORMATION																																														
<p>A.B. ANCHOR BOLT A.C. AIR CONDITIONER ACST ACOUSTIC A.D. AREA DRAIN ADJ ADJUSTABLE A.F.F. ABOVE FINISH FLOOR ALUM ALUMINUM APPL APPLICABLE APPROX APPROXIMATE @ BOARD BLDG BUILDING BLK BLOCK BLKG BLOCKING B.P. BUILDING PAPER BTWN BETWEEN B.U. BUILT UP CAB CABINET CAT CATALOG CBC CALIFORNIA BUILDING CODE C.I. CAST IRON C.J. CONTROL JOINT C.L. CENTER LINE CLG CEILING CLR CLEAR CMU CONCRETE MASONRY UNIT COL COLUMN COMP COMPACTED CONC CONCRETE CONT CONTINUOUS d PENNY DBL DOUBLE D.F. DOUGLAS FIR D.H. DRINKING FOUNTAIN DL DOUBLE HUNG DIA DIAMETER DN DOWN DS DOWNSPOUT DWG DRAWING EA EACH E.I.F.S. EXTERIOR INSULATION & FINISH SYSTEM E.J. EXPANSION JOINT ELEV ELEVATION EQ EQUAL E.W. EACH WAY EXIST (E) EXISTING EXP EXPANSION EXT EXTERIOR F.D. FLOOR DRAIN F.E. FIRE EXTINGUISHER F.G. FIBERGLASS F.H. FINISH GRADE FIN FINISH FLR FLOOR F.O.S. FACE OF STUD FT FOOT/FEET FTG FOOTING F.D. FLOOR DRAIN F.E. FIRE EXTINGUISHER F.G. FIBERGLASS F.H. FINISH GRADE FIN FINISH FLR FLOOR F.O.S. FACE OF STUD FT FOOT/FEET FTG FOOTING GA GAUGE GD GRADE G.I. GALVANIZED IRON GL GLASS G.L.B. GLE LAM. BEAM GYP BD GYPSUM BOARD HC HANDICAPPED HD HEAD HDR HEADER</p>	<p>HGT-HT HEIGHT H.M. HOLLOW METAL HORIZ HORIZONTAL HR HOUR INSUL INSULATION INT INTERIOR JB JAMB JT JOINT LAM LAMINATE LAV LAVATORY LT LIGHT LWT LIGHT WEIGHT MAX MAXIMUM MFG MANUFACTURER MIN MINIMUM MINUTE MINUTE M.L. METAL LATH MTD MOUNTED NI NEW N/A NOT APPLICABLE N.I.C. NOT IN CONTRACT NO. - # NUMBER N.T.S. NOT TO SCALE O.C. ON CENTER OV OVER OZ OUNCE PL PLATE PROPERTY LINE PROPERTY LINE PLAS PLASTIC PLY PLYWOOD P.O.C. POINT OF CONNECTION PR PAIR PROP PROPERTY PSI POUNDS PER SQUARE INCH P.T. PRESSURE TREATED RDWD REDWOOD RENF REINFORCED REQD REQUIRED RM ROOM R.W.L RAIN WATER LEADER R.W.S. RECESSED WATER SERVICE SC SOLID CORE SD STORM DRAIN SECT SECTION S.F. SQUARE FOOTAGE SH SHEET SM SIMILAR SL SHEET METAL S.M. SINGLE PLY S.P. SPECIFICATION SQ SQUARE S.S. SANITARY SEWER LINE STD STANDARD SEAM STL STEEL SUSP SUSPENDED SW SWITCH T & B TOP & BOTTOM T & G TONGUE & GROOVE T.C. TOP OF CURB TEMP TEMPORARY T.P. TOP OF PAVING T.S. TUBE STEEL TYP TYPICAL U.S.C. UNIFORM BUILDING CODE U.O.N. UNLESS OTHERWISE NOTED V.B. VAPOR BARRIER VERT VERTICAL V.I.F. VERIFY IN FIELD V.T.R. VENT THROUGH ROOF W WITHOUT W/O WITHOUT WANS WAINSCOT WD WOOD WH WATER HEATER WI WROUGHT IRON W.W.F. WOVEN WIRE FABRIC</p>	<p>ARCHITECTURAL CS1.0 COVER SHEET D1 DEMOLITION PLAN SP1 SITE PLAN A1.0 BASEMENT FLOOR PLAN A1.1 FIRST FLOOR PLAN A1.2 SECOND FLOOR PLAN A2.0 F.A.R. DIAGRAM A3.0 ROOF PLAN A4.0 BUILDING EXTERIOR ELEVATIONS A4.1 BUILDING EXTERIOR ELEVATIONS A5.0 BUILDING SECTIONS A5.1 BUILDING SECTIONS A6.0 STORY POLES PLAN A6.1 STORY POLES ELEVATIONS A6.2 STORY POLES ELEVATIONS</p> <p>CIVIL C0 PRELIMINARY GRADING PLAN C1 BMP SITE PLAN EXHIBIT C2 DETENTION VAULT</p> <p>LANDSCAPE L1 CONSTRUCTION PLAN L2 CONSTRUCTION DETAILS L3 CONSTRUCTION DETAILS L4 IRRIGATION PLAN L5 IRRIGATION PLAN L6 IRRIGATION DETAILS L7 PLANTING PLAN L8 LIGHTNING PLAN L9 LIGHTNING CUT SHEETS</p>	<p>OWNER RYAN BOWERS 228 HELIX AVENUE SOLANA BEACH, CA 92075 RBOWERS@REDGRASSVENTURES.COM (858) 395-7303 PHONE</p> <p>ARCHITECT EOS ARCHITECTURE INC. CONTACT: JENNIFER BOLYN 7542 FAY AVE. LA JOLLA, CA 92037 (858) 459-0575 PHONE</p> <p>SURVEY COFFEY ENGINEERING, INC. 9666 BUSINESSPARK AVE #210, SAN DIEGO, CA 92131 (858) 831-0111 PHONE</p> <p>LANDSCAPE ARCHITECT CARSON DOUGLAS LANDSCAPE ARCHITECTURE CONTACT: MICHAEL DOUGLAS BRENNAN 4407 ORCHARD AVENUE SAN DIEGO, CA 92107 MICHAEL@CD-LA.COM (619) 995-1306 PHONE</p> <p>CIVIL PASCO LARET SLITER & ASSOCIATES CONTACT: JASON SANTOS 119 ABERDEEN DRIVE, ENCINITAS, CA 92007 JSANTOS@PLSAENGINEERING.COM (858) 259-8212 PHONE</p>	<p>SCOPE OF WORK: NEW SINGLE FAMILY RESIDENCE, TWO STORY OVER BASEMENT, ATTACHED TWO CAR GARAGE, ASSOCIATED NEW LANDSCAPE, HARDSCAPE, AND RETAINING WALLS</p> <p>LEGAL: LOT 16, BLOCK 21, SOLANA BEACH, MAP 1749, IN THE CITY OF SOLANA BEACH, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, FILED IN THE OFFICE OF THE COUNTY RECORDER MAYS, 1923.</p> <p>APN#: 263-321-21-00</p> <p>EXISTING/PROPOSED USE: RESIDENTIAL</p> <p>ZONE: MRd</p> <p>OVERLAY ZONE: SCALED RESIDENTIAL OVERLAY ZONE (SROZ)</p> <p>SPRINKLERED: YES, PER CFC SECTION 903.2.1.1 INSTALLED PER NFPA 13D.</p> <p>PROPOSED GRADING: PER CIVIL DRAWINGS</p> <p>GROSS LOT SIZE: 4,491 SF</p> <p>MAX FLOOR AREA RATIO: FIRST 6,000 SF - 50% 50% X 4,491 = 2,245.5 SF</p> <p>PROPOSED FAR: 2,230 SF</p> <p>HEIGHT LIMIT: 25'-0"</p> <p>NOTE: OWNER TO INCLUDE SOLAR PANELS IN PROJECT</p> <p>VICINITY MAP: </p>	<p>BUILDING AREA</p> <table border="1"> <tr> <td>PRINCIPAL RESIDENCE</td> <td></td> </tr> <tr> <td>BASEMENT LIVABLE</td> <td>1,593 SF</td> </tr> <tr> <td>FIRST FLOOR LIVABLE</td> <td>1,114 SF</td> </tr> <tr> <td>SECOND FLOOR LIVABLE</td> <td>1,010 SF</td> </tr> <tr> <td>COVERED AND ENCLOSED EXTERIOR AREA</td> <td>37 SF</td> </tr> <tr> <td>GARAGE</td> <td>454 SF</td> </tr> <tr> <td>SUBTOTAL</td> <td>4,208 SF</td> </tr> <tr> <td>BASEMENT EXEMPTION</td> <td>-1,593 SF</td> </tr> <tr> <td>GARAGE EXEMPTION</td> <td>-400 SF</td> </tr> <tr> <td>TOTAL PROPOSED FLOOR AREA</td> <td>2,215 SF</td> </tr> <tr> <td>TOTAL ALLOWABLE AREA</td> <td>2,245.5 SF</td> </tr> <tr> <td>PROPOSED FAR BELOW ALLOWABLE</td> <td>30.5 SF</td> </tr> <tr> <td>TOTAL PROPOSED DECK AREA</td> <td>177 SF</td> </tr> </table> <p>REVISIONS</p> <table border="1"> <tr> <td>01-26-2022</td> <td>CLIENT PRESENT.</td> </tr> <tr> <td>02-22-2022</td> <td>CLIENT PRESENT.</td> </tr> <tr> <td>03-31-2022</td> <td>PLANNING SET</td> </tr> <tr> <td>05-04-2022</td> <td>1ST SUBMITTAL</td> </tr> <tr> <td>06-30-2022</td> <td>2ND SUBMITTAL</td> </tr> <tr> <td>08-25-2022</td> <td>3RD SUBMITTAL</td> </tr> <tr> <td>10-19-2022</td> <td>3RD SUBMITTAL</td> </tr> <tr> <td>01-18-2023</td> <td>4TH SUBMITTAL</td> </tr> <tr> <td>06-05-2023</td> <td>CITY COUNCIL</td> </tr> </table> <p>PHASE</p> <p>PLANNING SET</p> <p>DATE</p> <p>06-05-2023</p> <p>JOB NO.</p> <p>21-19</p> <p>COVER SHEET</p>	PRINCIPAL RESIDENCE		BASEMENT LIVABLE	1,593 SF	FIRST FLOOR LIVABLE	1,114 SF	SECOND FLOOR LIVABLE	1,010 SF	COVERED AND ENCLOSED EXTERIOR AREA	37 SF	GARAGE	454 SF	SUBTOTAL	4,208 SF	BASEMENT EXEMPTION	-1,593 SF	GARAGE EXEMPTION	-400 SF	TOTAL PROPOSED FLOOR AREA	2,215 SF	TOTAL ALLOWABLE AREA	2,245.5 SF	PROPOSED FAR BELOW ALLOWABLE	30.5 SF	TOTAL PROPOSED DECK AREA	177 SF	01-26-2022	CLIENT PRESENT.	02-22-2022	CLIENT PRESENT.	03-31-2022	PLANNING SET	05-04-2022	1ST SUBMITTAL	06-30-2022	2ND SUBMITTAL	08-25-2022	3RD SUBMITTAL	10-19-2022	3RD SUBMITTAL	01-18-2023	4TH SUBMITTAL	06-05-2023	CITY COUNCIL
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<p>SYMBOL LEGEND</p>		<p>GOVERNING CODE</p> <p>2022 CA BUILDING STANDARD CODE 2022 CA RESIDENTIAL CODE 2022 CA GREEN BUILDING CODE 2022 CA ELECTRICAL CODE 2022 CA MECHANICAL CODE 2022 CA PLUMBING CODE</p>																																															



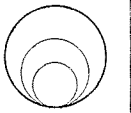
DEMOLITION PLAN

1/8" = 1'-0"



KEYNOTES

- D.1 (E) RESIDENCE TO BE DEMOLISHED. REMOVE FOOTINGS ENTIRELY
- D.2 (E) PATHWAY TO BE REMOVED
- D.3 ADJACENT RESIDENCE, NAP
- D.4 (E) SITE STAIR TO BE REMOVED
- D.5 (E) WATER HEATER TO BE REMOVED
- D.6 (E) RETAINING WALL TO REMAIN
- D.7 OUTLINE OF (E) RESIDENCE STRUCTURE TO BE REMODELED. SEE CML FOR GRADING INFORMATION
- D.8 (E) FIRE HYDRANT TO BE RELOCATED
- D.9 (E) SHED TO BE REMOVED
- D.10 (E) CONCRETE PAD TO BE REMOVED
- D.11 CENTER LINE OF STREET
- D.12 (E) WATER METER
- D.13 (E) CURB TO BE REMOVED AND REPLACED
- D.14 LANDSCAPE TO BE REMOVED
- D.15 SEWER MAIN



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All work, design, and construction shall be in accordance with the applicable provisions of the California Building Code, the California Fire Code, and the applicable provisions of the California Health and Safety Code. The architect shall be responsible for obtaining all necessary permits and for ensuring that the construction complies with all applicable laws, codes, and regulations. The architect shall also be responsible for coordinating with all other professionals involved in the project. The architect shall not be responsible for any delays or cost overruns caused by the client or other third parties. The architect shall not be responsible for any damage to the property or any other loss caused by the construction. The architect shall not be responsible for any claims or liabilities arising out of the construction. The architect shall not be responsible for any other matters not specifically mentioned in this contract.

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PHASE
PLANNING SET

DATE

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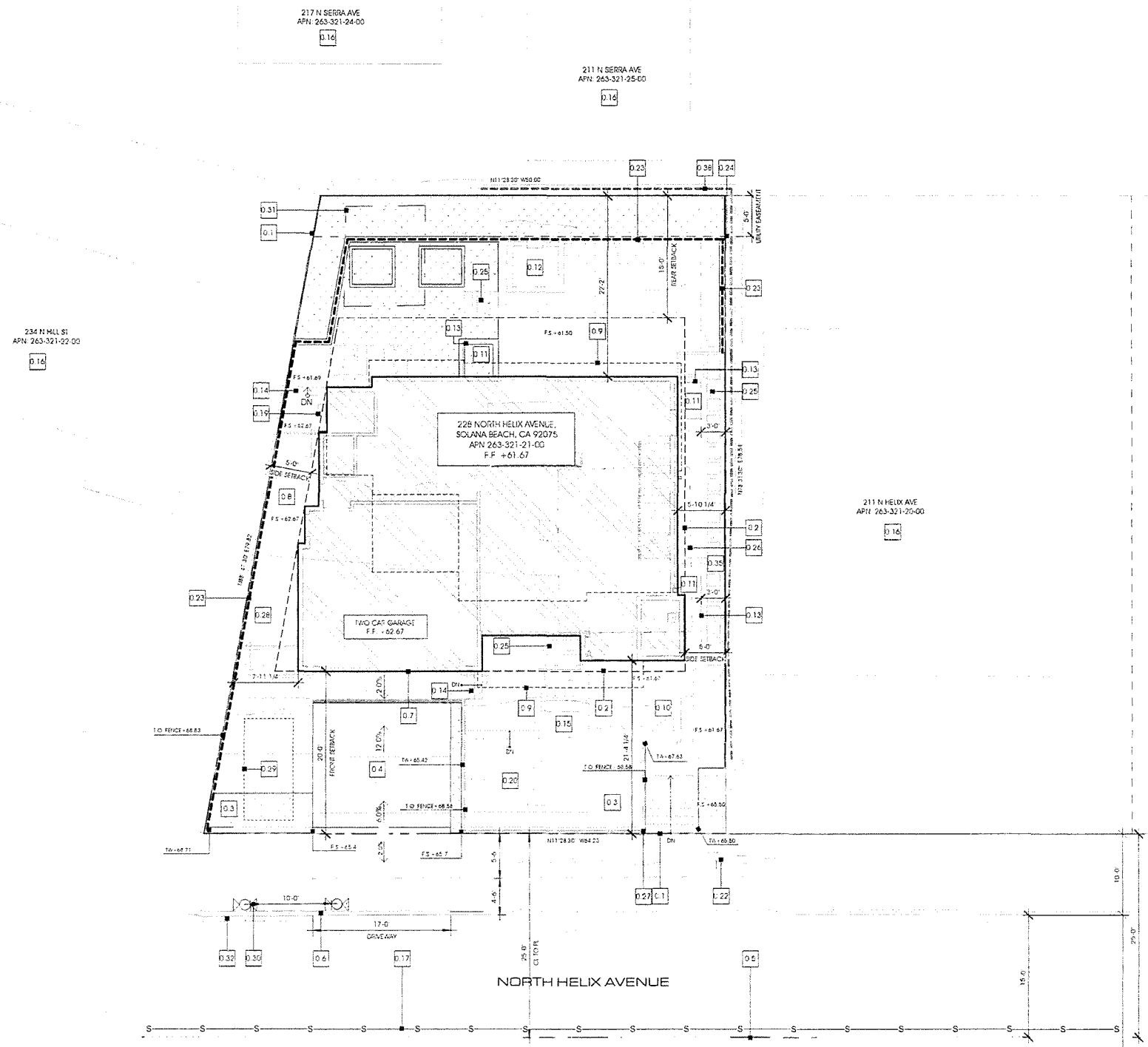
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21-19

DEMOLITION PLAN

D1

NOTE: NO FENCE OR WALL SHALL BE HIGHER THAN 42" FROM EXISTING GRADE IN FRONT SETBACK

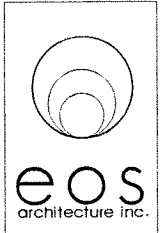


KEYNOTES

- 0.1 PROPERTY LINE TYP.
- 0.2 SETBACK LINE TYP.
- 0.3 LANDSCAPE PER LANDSCAPE PLANS
- 0.4 DRIVEWAY
- 0.5 CENTER LINE OF STREET
- 0.6 CITY CURB STANDARD
- 0.7 LINE OF PROPOSED FIRST FLOOR
- 0.8 GRADE PER LANDSCAPE
- 0.9 LINE OF ROOF OVERHANG
- 0.10 HARDSCAPE PER CIVIL AND LANDSCAPE
- 0.11 LIGHTWELL WITH EMERGENCY EGRESS UPSTAIRS LIFT GATE SEE NOTES
- 0.12 PROPOSED SPA
- 0.13 42" WROUGHT IRON GUARDRAIL WITH EPOXY FINISH
- 0.14 SITE SIGN
- 0.15 WATER FEATURE PER LANDSCAPE
- 0.16 ADJACENT RESIDENCE, NAF
- 0.17 EXISTING SEWER PER CITY OF SOLANA BEACH DWG NO CG-3087
- 0.19 PROPOSED A/C CONDENSATE LOCATION
- 0.20 SEM-PRIVATE COURTYARD PER LANDSCAPE
- 0.22 EXISTING WATER METER UPGRADE AS REQUIRED
- 0.23 PROPOSED NEW RETAINING WALL PER CIVIL PLANS
- 0.24 5'-0" UTILITY EASEMENT PER CIVIL
- 0.25 CONCRETE STEPPERS PER LANDSCAPE
- 0.26 LINE OF EXISTING BUILDING
- 0.27 FENCE & GATE PER LANDSCAPE PLANS NOT TO EXCEED 4'-0" HEIGHT IN SIDE SETBACKS 42" IN FRONT SETBACK WITH AN ADDITIONAL 24" ALLOWABLE ABOVE IF AT LEAST 50% OPEN TO LIGHT & AIR
- 0.28 TRASH AND RECYCLING LOCATION
- 0.29 STORMWATER DETENTION TANK 288 CF. PER CIVIL
- 0.30 FIRE HYDRANT LOCATION PER CIVIL, RESIDENTIAL TYPE PER SDAC 15.32
- 0.31 LINE OF EXISTING ACCESSORY STRUCTURE TO BE REMOVED
- 0.32 FIRE LANE TWO PARKING SPACES ACCORDANCE WITH SBAC 15.32.170
- 0.35 ADDRESS NUMBER SIGNAGE
- 0.38 EXISTING RETAINING WALL PER CIVIL PLANS

NOTES

1. GATES OR OTHER STRUCTURES OR DEVICES WHICH COULD OBSTRUCT FIRE ACCESS ROADWAYS OR OTHERWISE IMPERIL EMERGENCY OPERATIONS, ARE PROHIBITED UNLESS THEY MEET STANDARDS APPROVED BY THE FIRE DEPARTMENT. AN APPROVED EMERGENCY KEY-OPERATED SWITCH AND/OR AN APPROVED EMERGENCY TRAFFIC CONTROL-ACTIVATING STROBE LIGHT SENSOR SHALL BE INSTALLED PER THE SOLANA BEACH MUNICIPAL CODE TITLE 15 BUILDING AND CONSTRUCTION CHAPTER 15.32 FIRE CODE SECTION 15.32.200 SECTION 503.6
2. POSTING OR SIGNING ROADWAYS "NO PARKING FIRE LANE" FIRE DEPARTMENT ACCESS ROADWAYS WHEN REQUIRED, SHALL BE PROPERLY IDENTIFIED AS PER SOLANA BEACH FIRE DEPARTMENT STANDARDS. THE SIGNS BY WHICH FIRE LANES ARE DESIGNATED SHALL BE MAINTAINED IN A CLEAR AND LEGIBLE CONDITION AT ALL TIMES AND BE REPLACED OR REPAIRED WHEN NECESSARY TO PROVIDE ADEQUATE VISIBILITY PER THE SOLANA BEACH MUNICIPAL CODE TITLE 15 BUILDING AND CONSTRUCTION CHAPTER 15.32 FIRE CODE SECTION 15.32.170 SECTION 503 SECTION 503.9 AND 503.4.3. FIRE LANES SHALL BE MAINTAINED AND ENFORCED WITH PROPOSED RELOCATION OF FIRE HYDRANT.
3. OBSTRUCTION OF ROADWAYS DURING CONSTRUCTION. ALL ROADWAYS SHALL BE A MINIMUM OF 20 FEET IN WIDTH DURING CONSTRUCTION AND MAINTAINED FREE AND CLEAR, INCLUDING THE PARKING OF VEHICLES PER THE 2019 CALIFORNIA FIRE CODE CHAPTER 5 SECTION 503.4 AND 503.2.1
4. FIRE HYDRANTS AND FEE FLOWS. THE APPLICANT SHALL PROVIDE FIRE HYDRANTS OF A TYPE, NUMBER, AND LOCATION SATISFACTORY TO THE SOLANA BEACH FIRE DEPARTMENT. A LETTER FROM THE WATER AGENCY SERVING THE AREA SHALL BE PROVIDED THAT STATES THE REQUIRED FIRE FLOW IS AVAILABLE. FIRE HYDRANTS SHALL BE OF A FROZE-TYPE, MAINLY RESIDENTIAL OR INDUSTRIAL. FIRE HYDRANTS SHALL HAVE TWO (2) 4" INCH AND TWO (2) 2 1/2" INCH NO. 10 OUTLETS. RESIDENTIAL FIRE HYDRANTS SHALL HAVE ONE (1) 4" INCH NO. 10 OUTLET AND ONE (1) 2 1/2" INCH NO. 10 OUTLET PER THE SOLANA BEACH MUNICIPAL CODE TITLE 15 BUILDING AND CONSTRUCTION CHAPTER 15.32 FIRE CODE SECTION 15.32.210 SECTION 507.5.1 TO 507.5.1.02. PROPOSED FIRE HYDRANT SHALL BE OF THE NEW RESIDENTIAL TYPE.
5. ADDRESS NUMBERS, STREET NUMBERS. APPROVED NUMBERS AND/OR ADDRESSES SHALL BE PLACED ON ALL NEW AND EXISTING BUILDINGS AS AT APPROPRIATE ADDITIONAL LOCATIONS AS TO BE PLAINLY VISIBLE AND LEGIBLE FROM THE STREET OR ROADWAY FRONTING THE PROPERTY FROM EITHER DIRECTION OF APPROACH. SUCH NUMBERS SHALL COINCIDE WITH THEIR BACKGROUND, AND SHALL MEET THE FOLLOWING MINIMUM STANDARDS AS TO SIZE, 4" HIGH WITH A 1/2" CHARACTER WIDTH FOR RESIDENTIAL BUILDINGS. ADDITIONAL NUMBERS SHALL BE REQUIRED WHERE DEEMED NECESSARY BY THE FIRE MARSHAL.
6. AUTOMATIC FIRE SPRINKLER SYSTEM. ONE- AND TWO-FAMILY DWELLINGS. STRUCTURES SHALL BE PROTECTED BY AN AUTOMATIC FIRE SPRINKLER SYSTEM DESIGNED AND INSTALLED PER THE SOLANA BEACH FIRE DEPARTMENT. SUCH SYSTEM SHALL BE SUBMITTED AS DEFERRED SUBMITTAL AND APPROVED BY THE SOLANA BEACH FIRE DEPARTMENT PRIOR TO INSTALLATION PER THE SOLANA BEACH MUNICIPAL CODE TITLE 15 BUILDING AND CONSTRUCTION CHAPTER 15.32 FIRE CODE SECTION 15.32.230 SECTION 507.5.1 TO 507.5.1.02.
7. CLASS "A" ROOF. ALL STRUCTURES SHALL BE PROVIDED WITH A CLASS "A" ROOF COVERING TO THE SATISFACTION OF THE SOLANA BEACH FIRE DEPARTMENT AND PER THE 2019 CALIFORNIA BUILDING CODE CHAPTER 15 SECTION 1505.
8. SOLAR PHOTOVOLTAIC INSTALLATIONS (SOLAR PANELS). SOLAR PHOTOVOLTAIC SYSTEMS SHALL BE INSTALLED PER SOLANA BEACH FIRE DEPARTMENT REQUIREMENTS AND PER THE 2019 CALIFORNIA FIRE CODE CHAPTER 12 SECTION 1204.
9. ALL BASEMENTS SHALL BE DESIGNED AND EQUIPPED WITH EMERGENCY EXIT SYSTEMS. CONCRETE OF OPERABLE WINDOWS, WINDOW WELLS OR EXIT DOOR THAT LEADS DIRECTLY OUTSIDE VIA STAIRCASE AND EXIT DOOR OR EXIT DOOR AT GRADE.
10. WINDOW WELL/SIGHT WELLS THAT BURIED INTO SIDE YARD OR BACKWARD SETBACKS OF FIVE FEET OR LESS SHALL REQUIRE A HOLED GRATING COVERING THE WINDOW WELL/LIGHTWELL OPENING. THE GRATING SHALL BE CAPABLE OF SUPPORTING A WEIGHT OF 200 LB PERSON, YET MUST BE ABLE TO BE OPENED BY SOMEONE OF MINIMAL STRENGTH WITH NO SPECIAL KNOWLEDGE, EFFORT OR USE OF KEY OR TOOL. ANY MODIFICATION OF PREVIOUSLY APPROVED PLANS RELATED TO THIS CONDITION SHALL BE SUBJECT TO RE-SUBMITTAL AND REVIEW BY CITY STAFF (FIRE, BUILDING, PLANNING).



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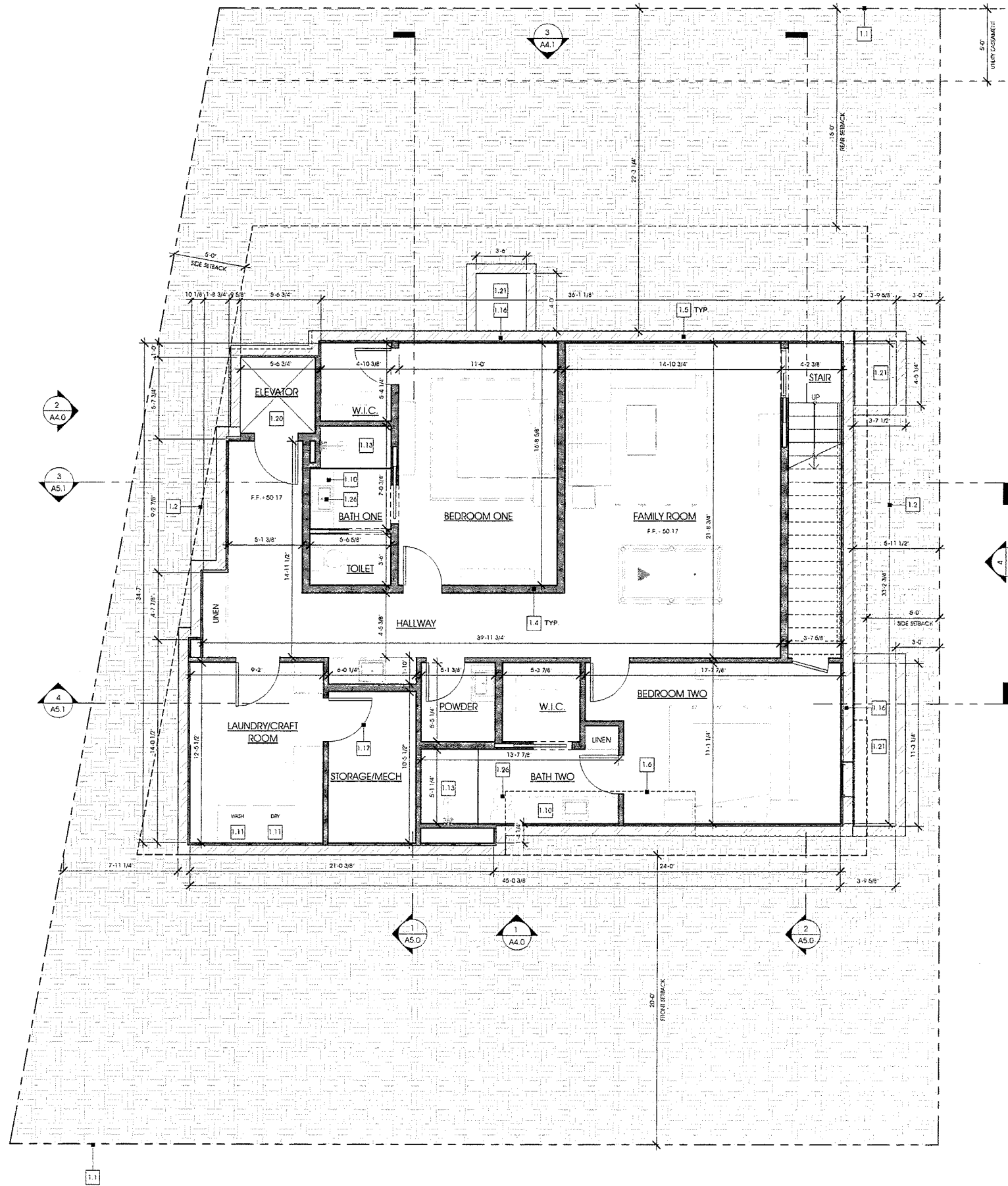
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SITE PLAN

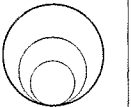
SITE PLAN
1/8" = 1'-0"

SP1



KEYNOTES

- 1.1 PROPERTY LINE, TYP.
- 1.2 SETBACK LINE, TYP.
- 1.4 INTERIOR WALL: 2" WOOD STUD FRAMING W/ 5/8" G/AS THROUGHOUT
- 1.5 RETAINING WALLS PER CIVL
- 1.6 LINE OF LEVEL ABOVE
- 1.10 BUILT-IN CABINERY
- 1.11 APPLIANCE PER OWNER
- 1.13 WALK-IN SHOWER
- 1.16 WINDOW, TYP.
- 1.17 DOOR, TYP.
- 1.20 ELEVATOR
- 1.21 LIGHTWELL, EQUIPPED WITH AN APPROVED PERMANENTLY AFFIXED LADDER, WITH A WIDTH NOT LESS THAN 12", AND SHALL PROJECT NOT LESS THAN 3" FROM THE WALL, AND SPACED NOT MORE THAN 18" ON CENTER VERTICALLY FOR THE FULL HEIGHT OF THE WALL.
- 1.26 PLUMBING FIXTURE, TYP.



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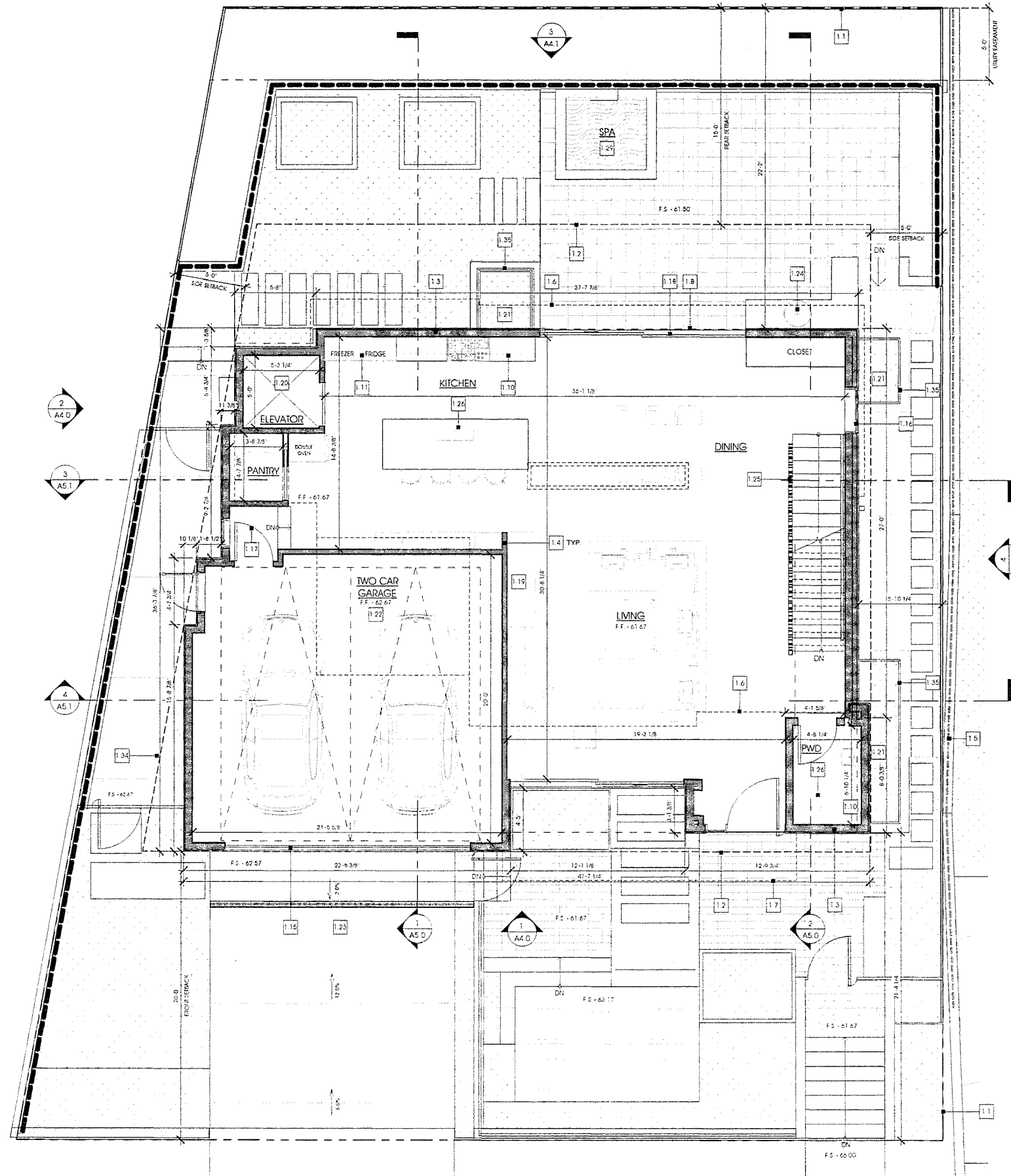
EASEMENT FLOOR PLAN

BASEMENT FLOOR PLAN

1/4" = 1'-0"



A1.0



KEYNOTES

- 1.1 PROPERTY LINE, TYP.
- 1.2 SETBACK LINE, TYP.
- 1.3 EXTERIOR WALL: EXTERIOR FINISH PER EXTERIOR ELEVATIONS; INSIDE 5/8" GWS
- 1.4 INTERIOR WALL: 2X WOOD STUD FRAMING w/ 5/8" GWS THROUGHOUT
- 1.5 RETAINING WALLS PER CIVIL
- 1.6 LINE OF LEVEL ABOVE
- 1.7 LINE OF ROOF/OVERHANG ABOVE
- 1.8 LINE OF LOWER LEVEL BELOW
- 1.10 BUILT-IN CABINETS
- 1.11 APPLIANCE PER OWNER
- 1.15 GARAGE DOOR
- 1.16 WINDOW, TYP.
- 1.17 DOOR, TYP.
- 1.18 SLIDING DOOR SYSTEM
- 1.19 GAS FIREPLACE
- 1.20 ELEVATOR
- 1.21 LIGHTWELL: EQUIPPED WITH AN APPROVED PERMANENTLY AFFIXED LADDER, WITH A WIDTH NOT LESS THAN 12", AND SHALL PROJECT NOT LESS THAN 3" FROM THE WALL AND SPACED NOT MORE THAN 16" ON CENTER VERTICALLY FOR THE FULL HEIGHT OF THE WALL
- 1.22 PARKING SPACES TO BE 19' X 9' CLEAR
- 1.23 DRIVEWAY
- 1.24 BRG
- 1.25 VERTICAL TRELLIS
- 1.26 PLUMBING FIXTURE, TYP.
- 1.29 SPA
- 1.34 TRASH AND RECYCLING LOCATION
- 1.35 4" WROUGHT IRON GUARDRAIL WITH EPDM FINISH



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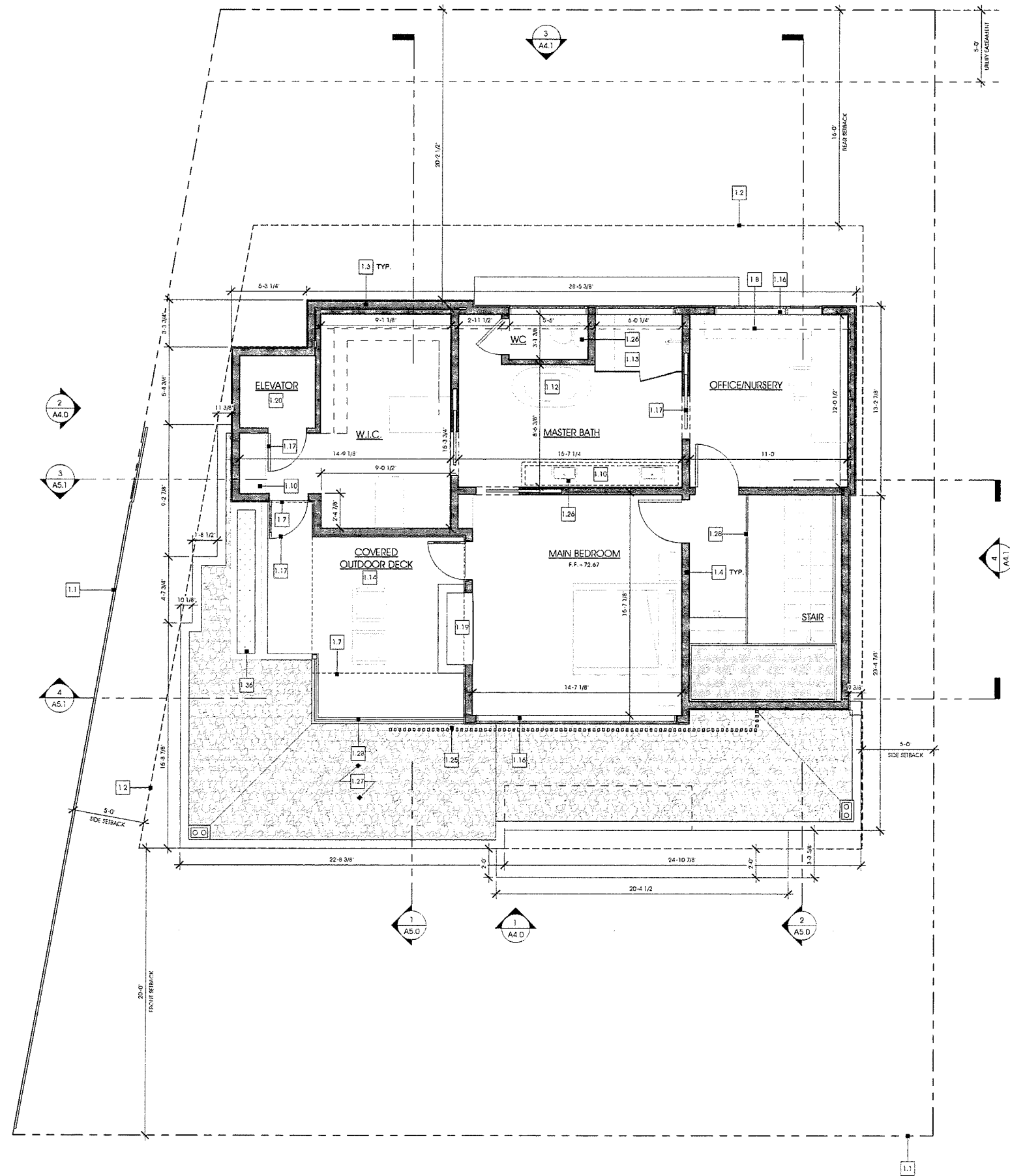
FIRST FLOOR PLAN

A1.1

FIRST FLOOR PLAN

1/4" = 1'-0"





SECOND FLOOR PLAN
1/4" = 1'-0"

KEYNOTES

- 1.1 PROPERTY LINE, TYP.
- 1.2 SETBACK LINE, TYP.
- 1.3 EXTERIOR WALL: EXTERIOR FINISH PER EXTERIOR ELEVATIONS INSIDE 5/8" GWB
- 1.4 INTERIOR WALL: 2x WOOD SUDO FRAMING W/ 5/8" GWB THROUGHOUT
- 1.7 LINE OF ROOF/OVERHANG ABOVE
- 1.8 LINE OF LOWER-LEVEL BELOW
- 1.10 BUILT-IN CASNETRY
- 1.12 TUB
- 1.13 WALKIN SHOWER
- 1.14 TILE DECK
- 1.16 WINDOW, TYP.
- 1.17 DOOR, TYP.
- 1.19 GAS FIREPLACE
- 1.20 ELEVATOR
- 1.25 VERTICAL TRELLIS
- 1.26 PLUMBING FIXTURE, TYP.
- 1.27 GRAVEL ON FLAT ROOF FOR AESTHETICS
- 1.28 42" HEIGHT GUARDRAIL
- 1.36 PLANTER PER LANDSCAPE PLAN



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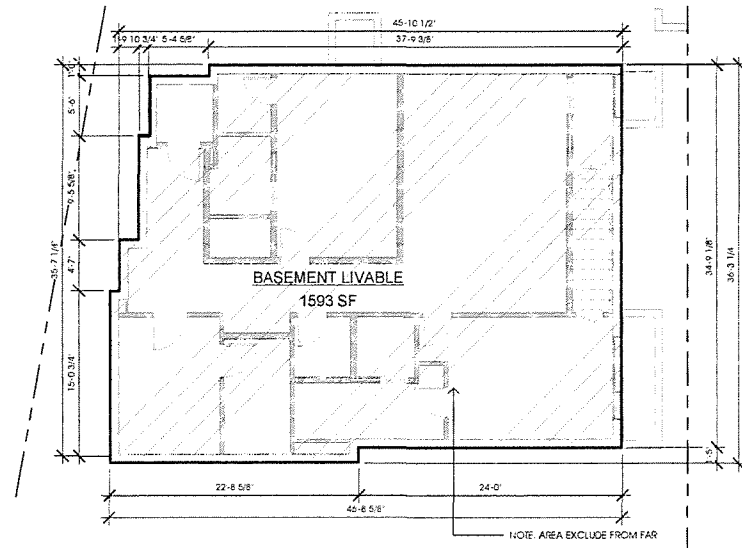
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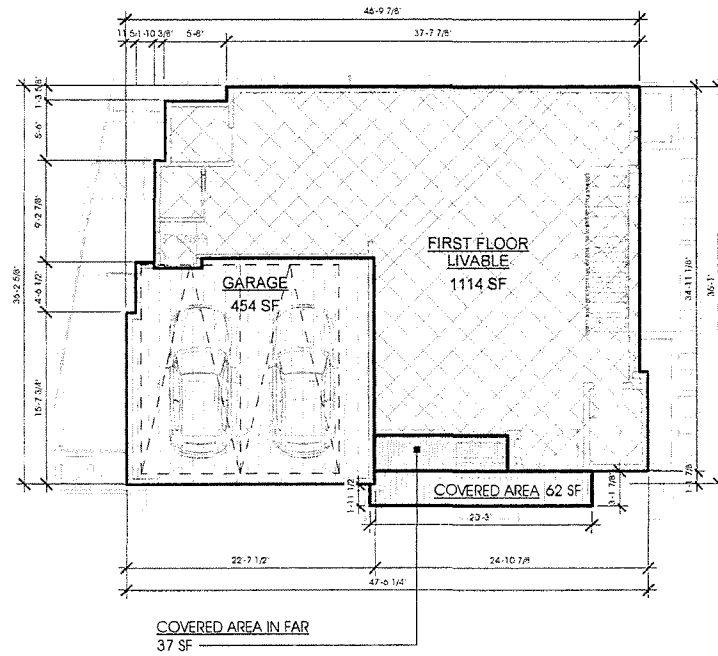
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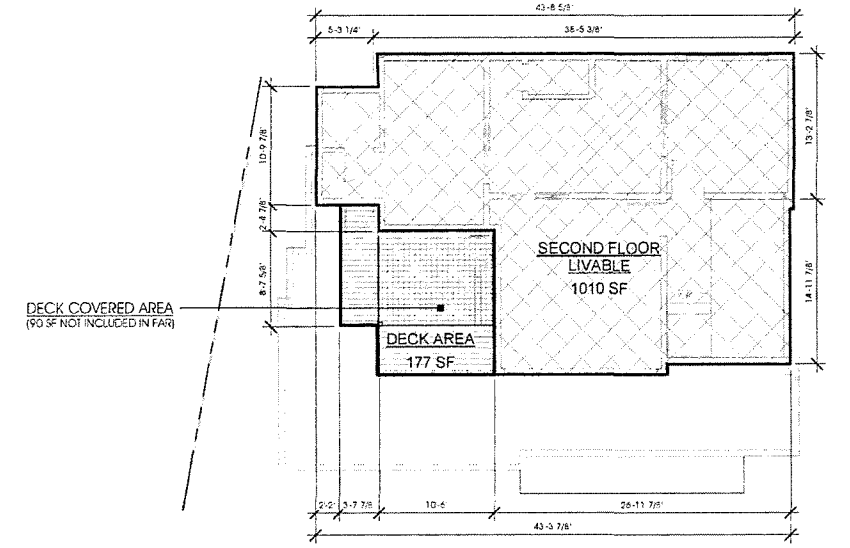
SECOND FLOOR PLAN



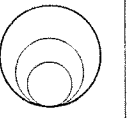
BASEMENT FAR DIAGRAM
1/8" = 1'-0"



FIRST FLOOR FAR DIAGRAM
1/8" = 1'-0"



SECOND FLOOR FAR DIAGRAM
1/8" = 1'-0"



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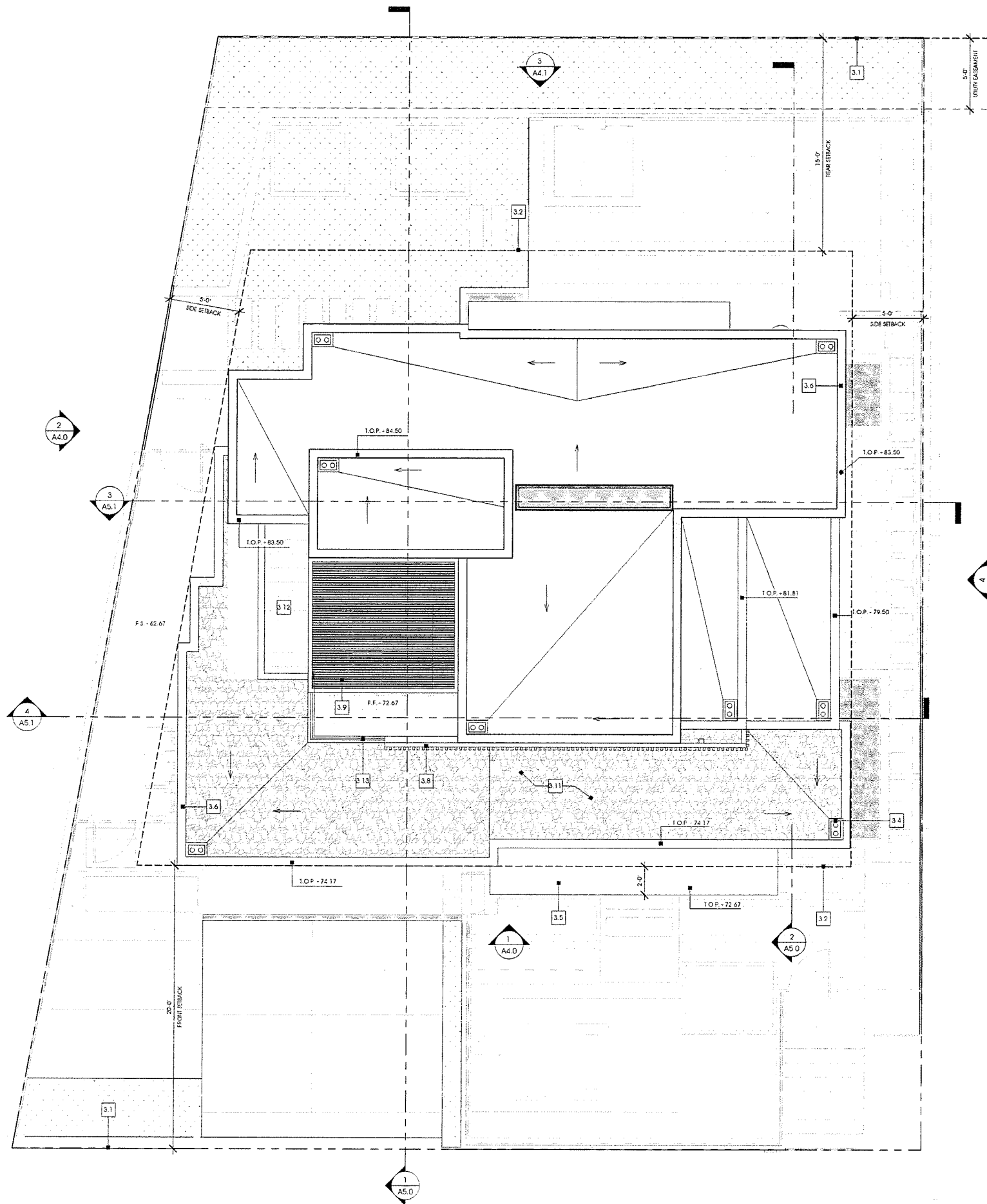
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F.A.R. DIAGRAM

A2.0

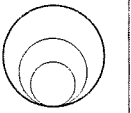
PROJECT FLOOR AREA		LEGEND
PRINCIPAL RESIDENCE BASEMENT LIVABLE 1,593 SF FIRST FLOOR LIVABLE 1,114 SF SECOND FLOOR LIVABLE 1,010 SF COVERED AND ENCLOSED EXTERIOR AREA 37 SF GARAGE 454 SF <hr/> SUBTOTAL 4,208 SF <hr/> BASEMENT EXEMPTION -1,593 SF GARAGE EXEMPTION -400 SF <hr/> TOTAL PROPOSED FLOOR AREA 2,215 SF TOTAL ALLOWABLE AREA 2,245.5 SF PROPOSED FAR BELOW ALLOWABLE 30.5 SF <hr/> TOTAL PROPOSED DECK AREA 177 SF		[Pattern] BASEMENT LIVABLE [Pattern] FIRST FLOOR LIVABLE [Pattern] GARAGE AREA [Pattern] COVERED OUTDOOR AREA (INCLUDED IN FAR WHERE INDICATED) [Pattern] COVERED OUTDOOR AREA (EXCLUDED IN FAR) [Pattern] DECK AREA - COVERED



ROOF PLAN
1/4" = 1'-0"

KEYNOTES

- 3.3 PROPERTY LINE, TYP.
- 3.2 SETBACK LINE, TYP.
- 3.4 ROOF DRAIN
- 3.5 OVERHANG
- 3.6 PARAPET, TYP.
- 3.8 VERTICAL TRELLIS PROJECTION
- 3.9 TRELLIS
- 3.11 B.U.R. ROOF WITH GRAVEL
- 3.12 DECK BELOW
- 3.13 GUARDRAIL BELOW



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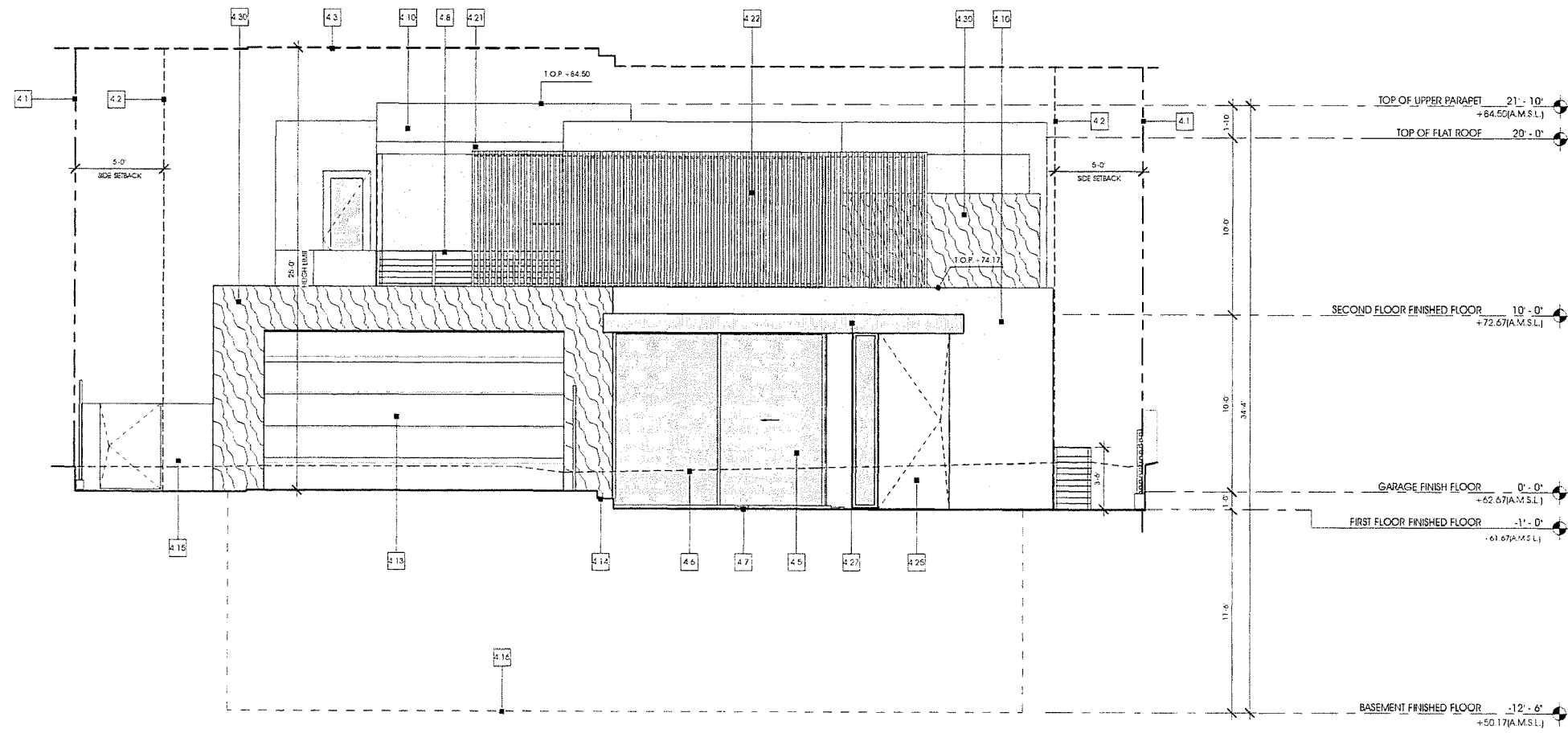
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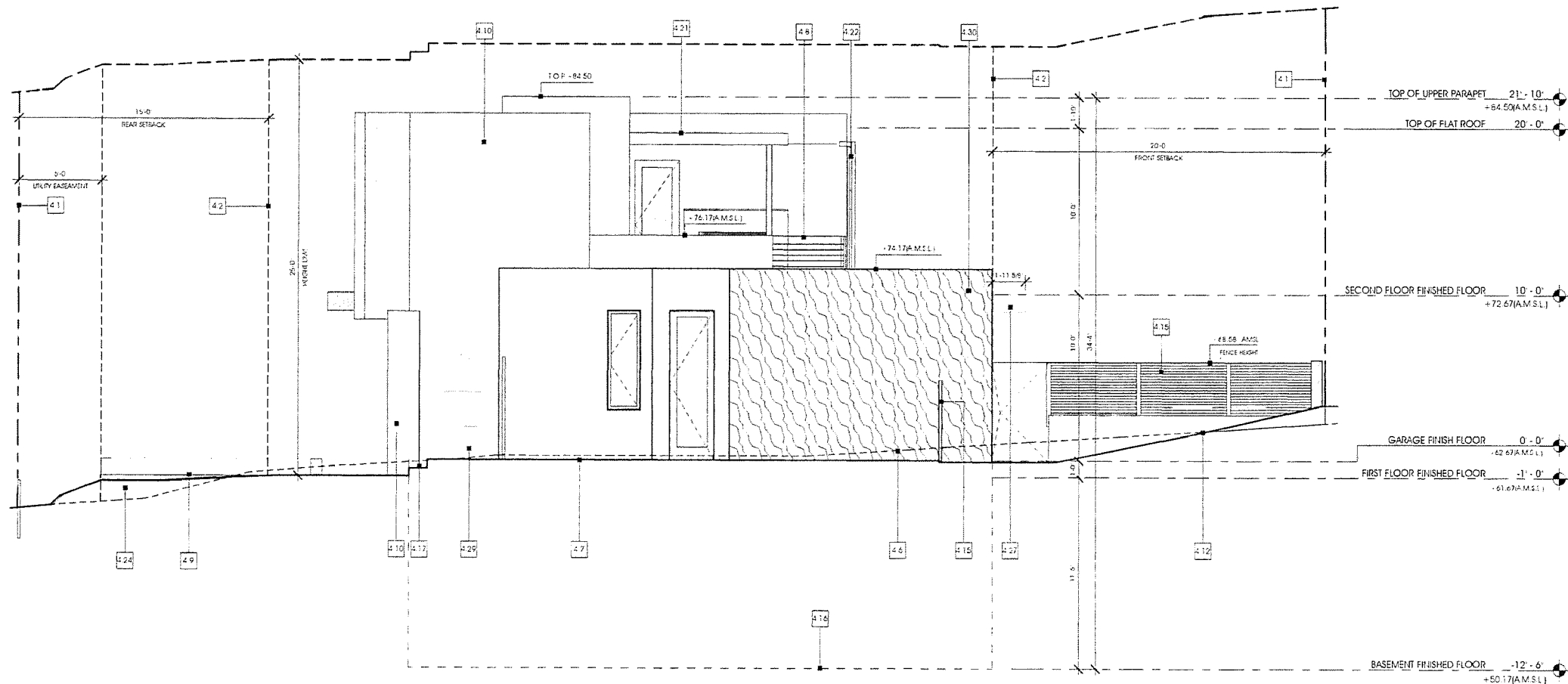
ROOF PLAN

A3.0





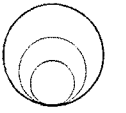
1 WEST ELEVATION
1/4" = 1'-0"



2 NORTH ELEVATION
1/4" = 1'-0"

KEYNOTES

- 4.1 PROPERTY LINE, TYP
- 4.2 SETBACK LINE, TYP
- 4.3 25'-0" HEIGHT LIMIT FROM LOWER OF EXISTING OR PROPOSED GRADE
- 4.5 WINDOW/DOOR TYP
- 4.6 LINE OF EXISTING GRADE AT BUILDING LINE
- 4.7 LINE OF PROPOSED GRADE AT BUILDING LINE
- 4.8 45° GUARDRAIL
- 4.9 RETAINING WALL
- 4.10 STUCCO FINISH
- 4.12 DRIVEWAY
- 4.13 GARAGE DOOR
- 4.14 SRE STAIRS
- 4.15 FENCE
- 4.16 LINE OF BASEMENT BELOW
- 4.17 SITE STAIR PER CIVIL/LANDSCAPE PLANS
- 4.21 HORIZONTAL TRELLIS
- 4.22 VERTICAL TRELLIS
- 4.24 FILL TYP
- 4.25 ENTRY DOOR
- 4.27 OVERHANG
- 4.29 PROPOSED A/C CONDENSER LOCATION
- 4.30 STONE CLADDING



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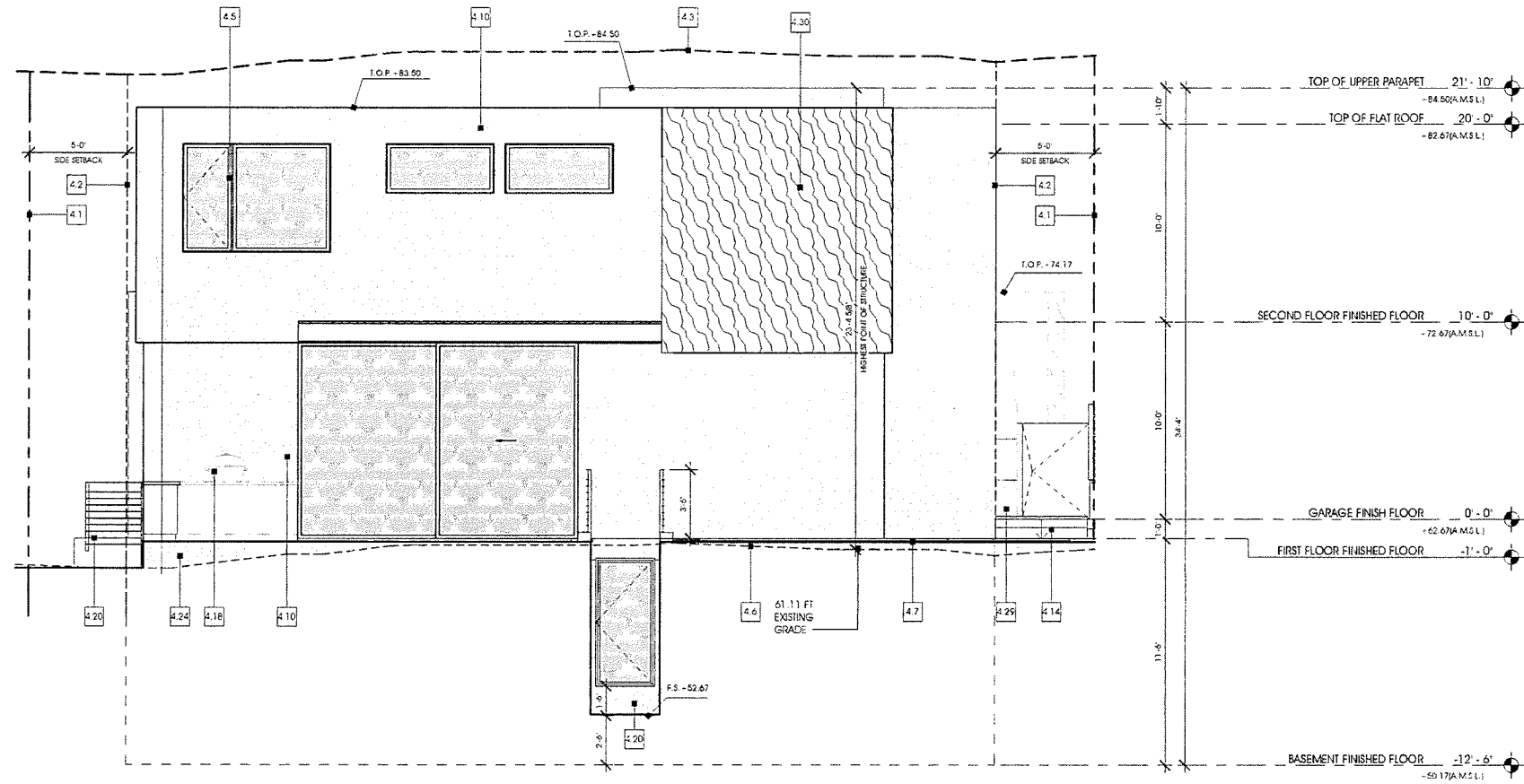
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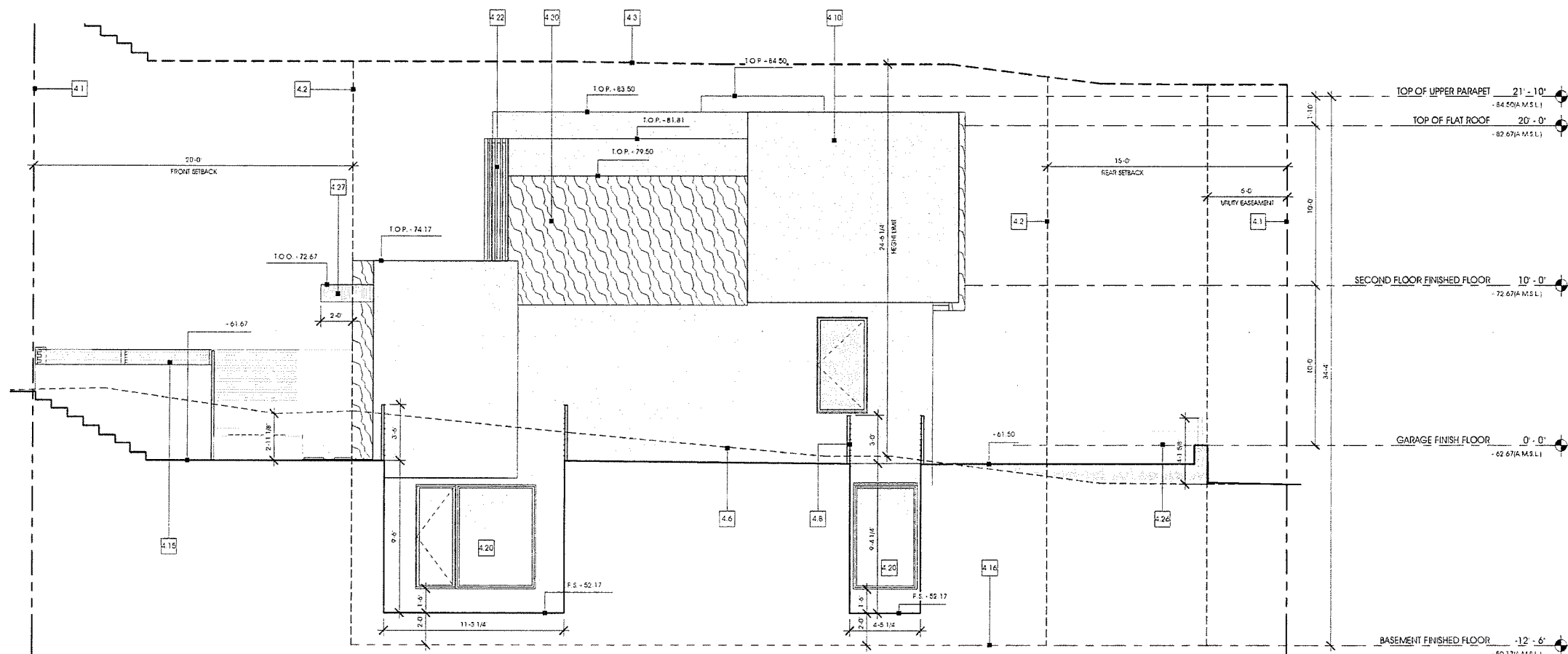
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02-22-2022	CLIENT PRESENT.
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05-05-2023	CITY COUNCIL
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	JOB NO.
21-19	

BUILDING EXTERIOR ELEVATIONS



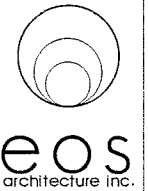
3 EAST ELEVATION
1/4" = 1'-0"



4 SOUTH ELEVATION
1/4" = 1'-0"

KEYNOTES

- 4.1 PROPERTY LINE TYP
- 4.2 SETBACK LINE TYP
- 4.3 25'-0" HEIGHT LIMIT FROM LOWER OF EXISTING OR PROPOSED GRADE
- 4.5 WINDOW/DOOR TYP
- 4.6 LINE OF EXISTING GRADE AT BUILDING LINE
- 4.7 LINE OF PROPOSED GRADE AT BUILDING LINE
- 4.8 42" GUARDRAIL
- 4.10 STUCCO FINISH
- 4.14 SITE STAIRS
- 4.15 FENCE
- 4.16 LINE OF BASEMENT BELOW
- 4.18 BSD
- 4.20 LIGHTWELL EQUIPPED WITH AN APPROVED PERMANENTLY AFFIXED LADDER WITH A WIDTH NOT LESS THAN 12" AND SHALL PROJECT NOT LESS THAN 3" FROM THE WALL AND SPACED NOT MORE THAN 18" ON CENTER VERTICALLY FOR THE FULL HEIGHT OF THE WALL. HINGED GRATING COVERING THE WINDOW WELL/LIGHTWELL OPENING. THE GRATING SHALL BE CAPABLE OF SUPPORTING A WEIGHT OF 250LB PERSON, YET MUST BE ABLE TO BE OPENED BY SOMEONE OF MINIMAL STRENGTH WITH NO SPECIAL KNOWLEDGE, EFFORT OR USE OF KEY OR TOOL. ANY MODIFICATION OF PREVIOUSLY APPROVED PLANS RELATED TO THIS CONDITION SHALL BE SUBJECT TO RE-SUBMITTAL AND REVIEW BY CITY STAFF.
- 4.22 VERTICAL TRELLIS
- 4.24 FALL TYP
- 4.26 SPA
- 4.27 OVERHANG
- 4.29 PROPOSED A/C CONDENSER LOCATION
- 4.30 STONE CLADDING



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LA JOLLA, CA 92037
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EMAIL: eos@eosarc.com

JENNIFER BOLYN
Architect

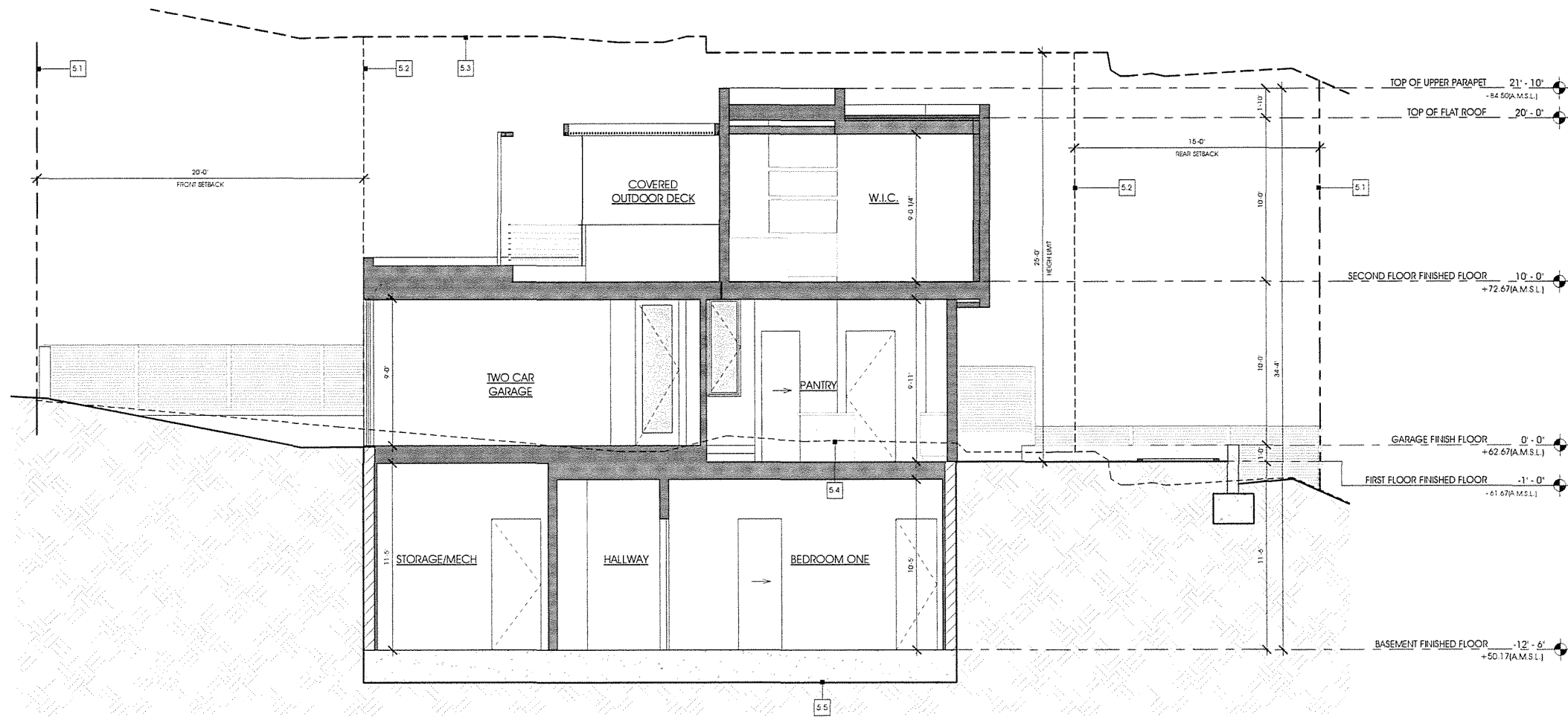
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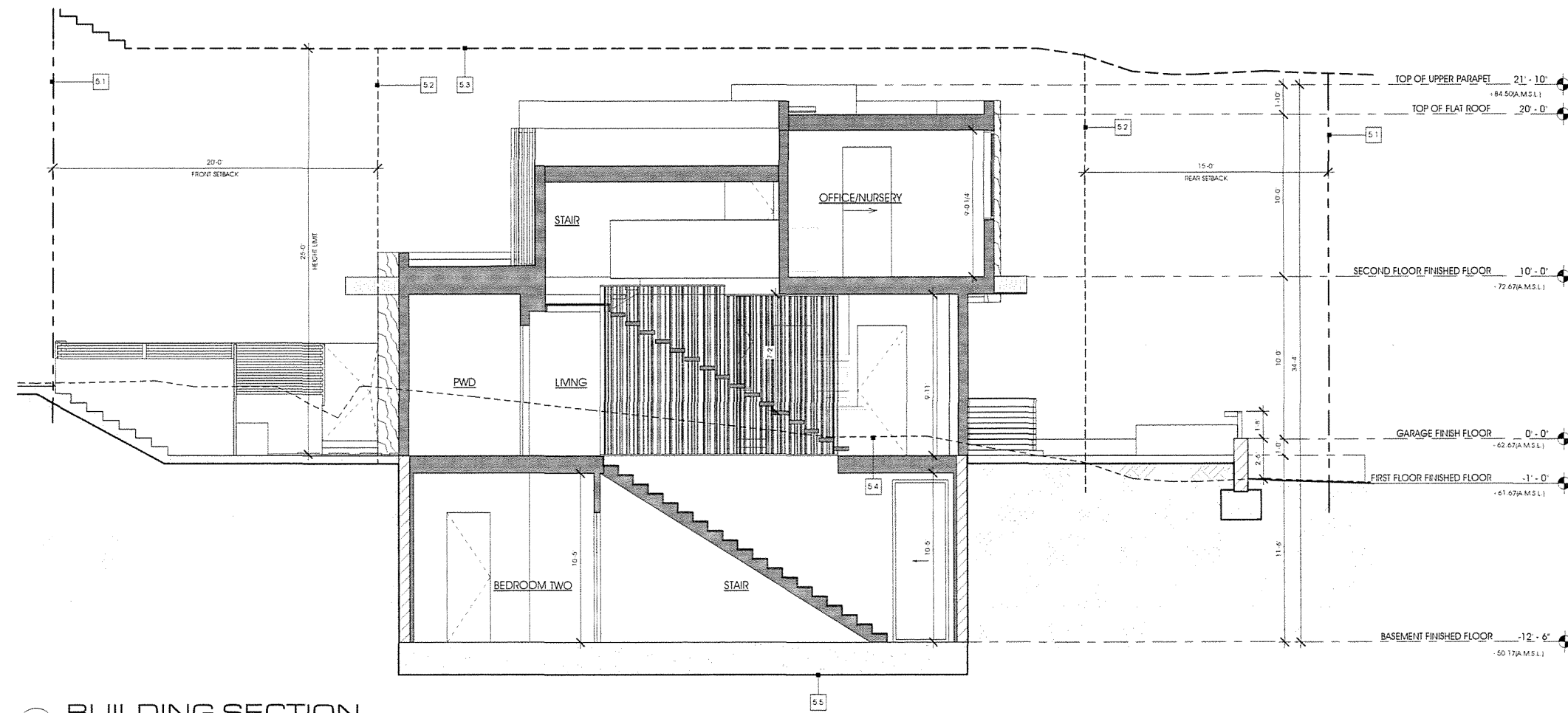
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BUILDING EXTERIOR ELEVATIONS



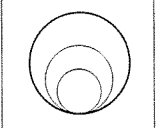
1 BUILDING SECTION
1/4" = 1'-0"



2 BUILDING SECTION
1/4" = 1'-0"

KEYNOTES

- 6.1 PROPERTY LINE, TYP.
- 6.2 SETBACK LINE, TYP.
- 6.3 25'-0" HEIGHT LIMIT FROM LOWER OF EXISTING OR PROPOSED GRADE
- 6.4 LINE OF EXISTING GRADE AT BUILDING LINE
- 6.5 LINE OF PROPOSED GRADE AT BUILDING LINE



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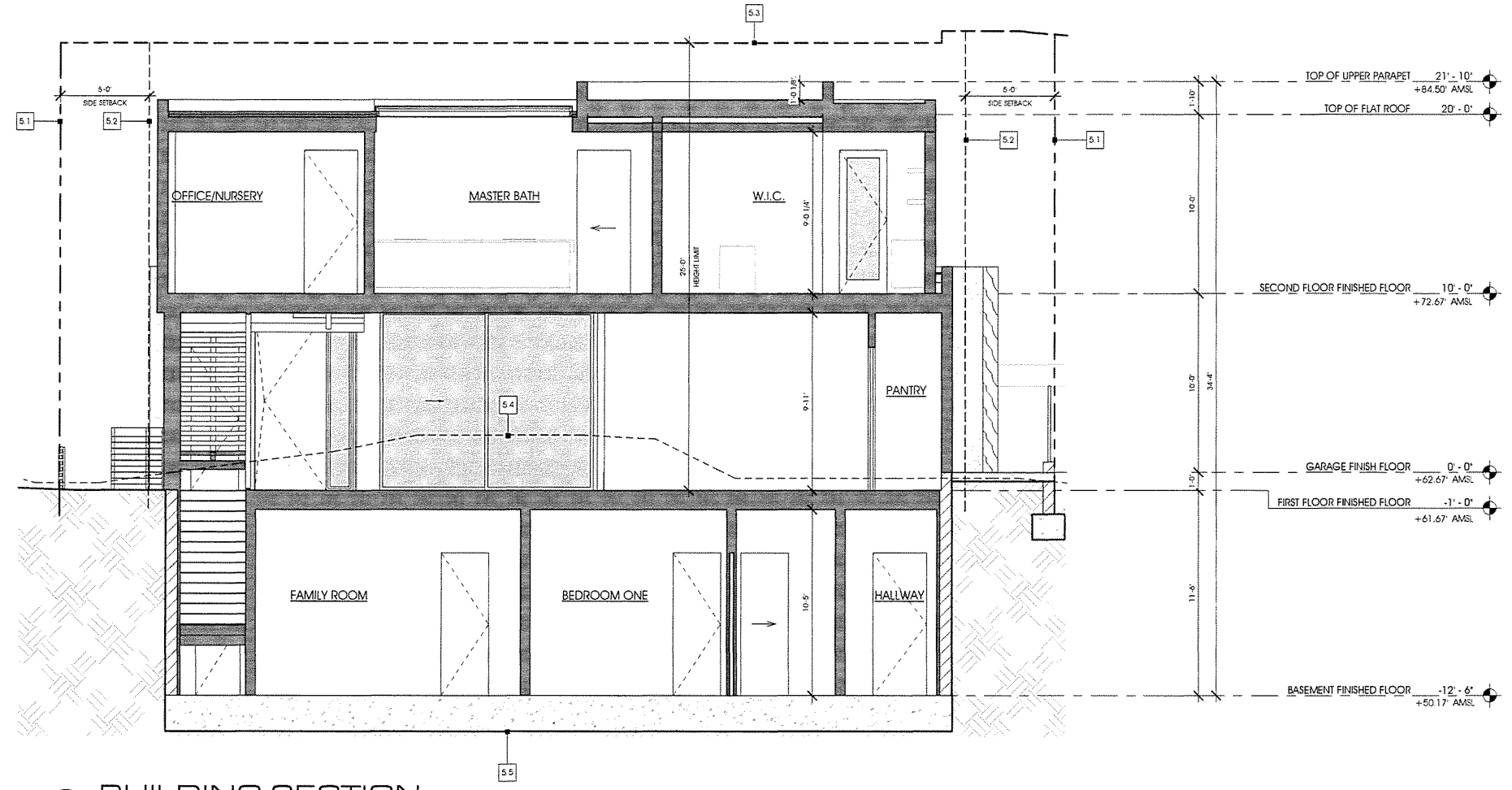
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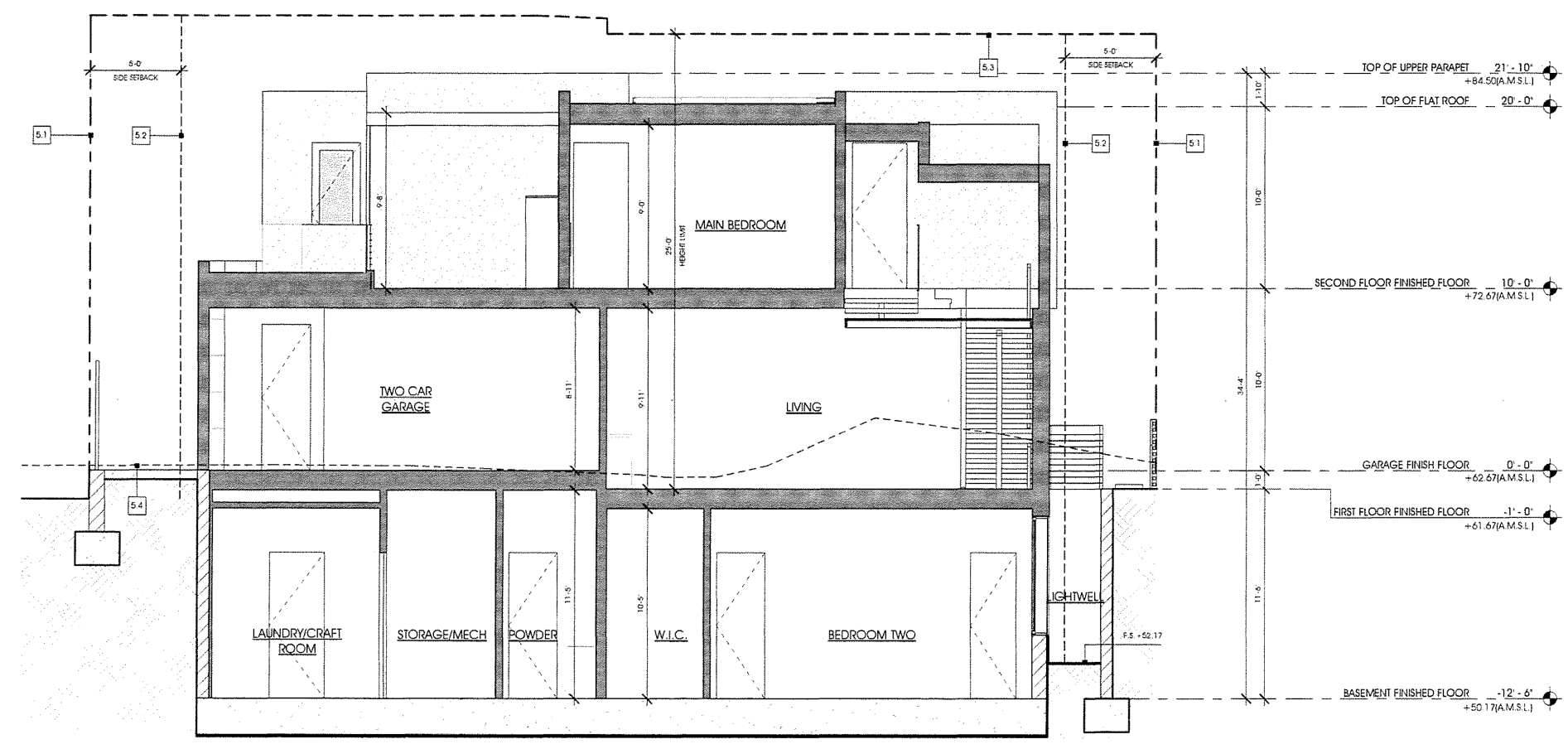
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BUILDING SECTIONS

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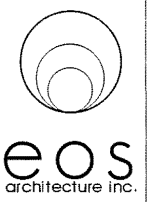
3 BUILDING SECTION
1/4" = 1'-0"



4 BUILDING SECTION
1/4" = 1'-0"

KEYNOTES

- 5.1 PROPERTY LINE, TYP.
- 5.2 SETBACK LINE, TYP.
- 5.3 25'-0" HEIGHT LIMIT FROM LOWER OF EXISTING OR PROPOSED GRADE
- 5.4 LINE OF EXISTING GRADE AT BUILDING LINE
- 5.5 LINE OF PROPOSED GRADE AT BUILDING LINE



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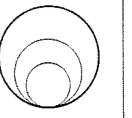
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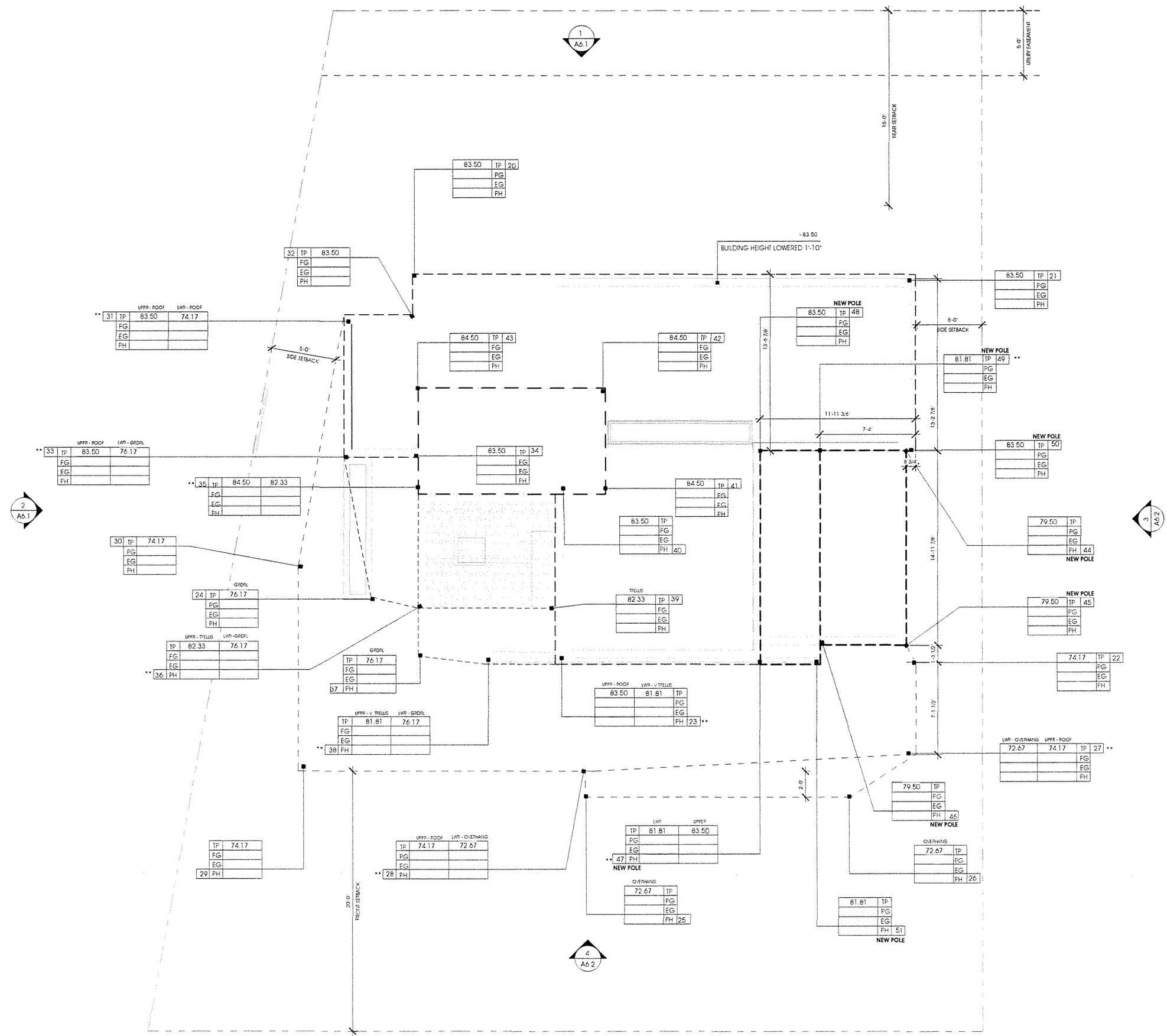
BUILDING SECTIONS



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Architect



Notes: All work shall be in accordance with the City of San Diego Building Code, 2021 Edition, and the City of San Diego Planning Code, 2021 Edition. The client is responsible for obtaining all necessary permits and approvals from the City of San Diego. The architect is not responsible for the accuracy of the information provided by the client. The architect is not responsible for the accuracy of the information provided by the client.

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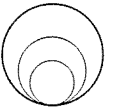
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STORY POLES PLAN

STORY POLES PLAN
1/4" = 1'-0"





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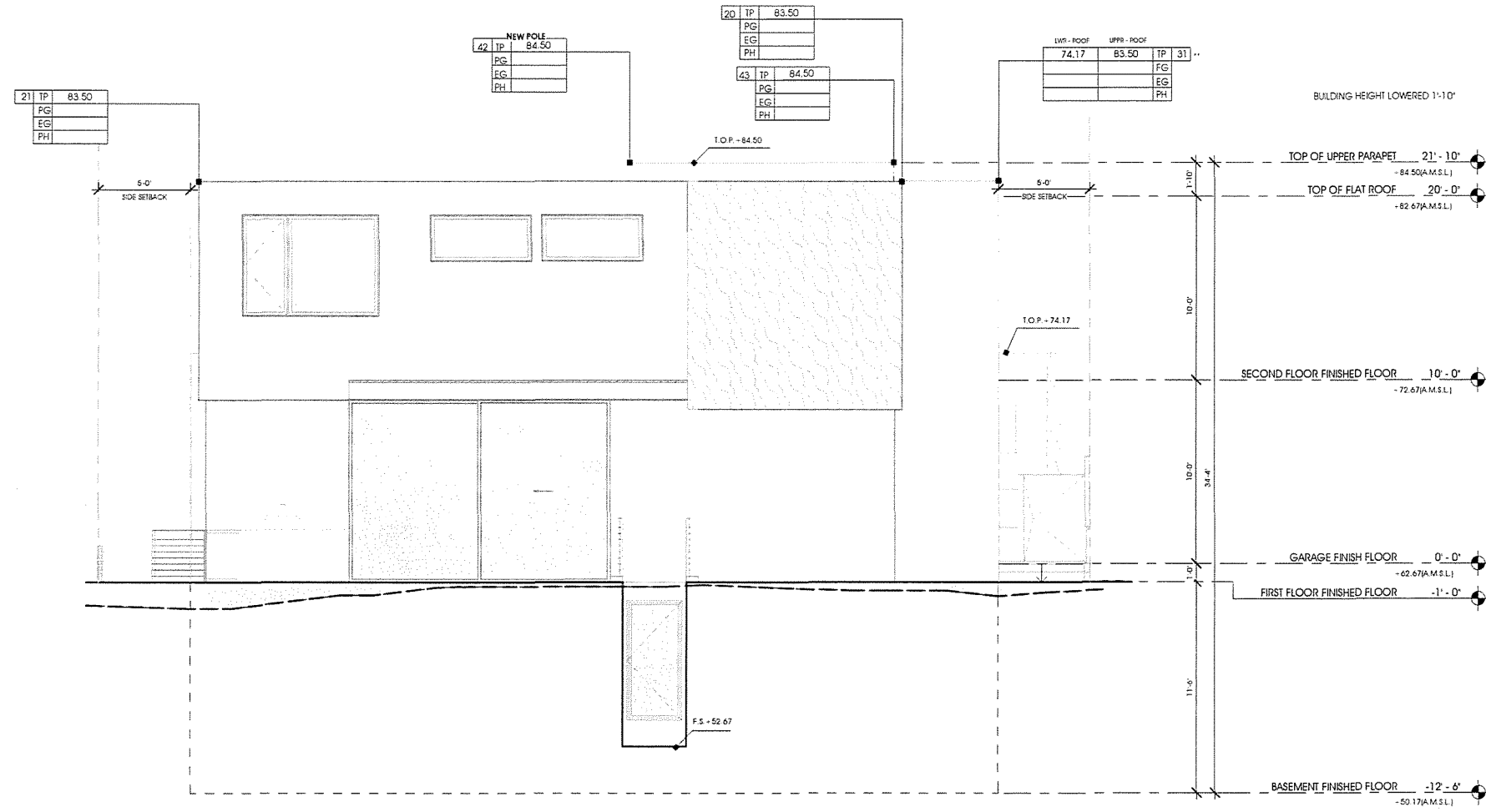
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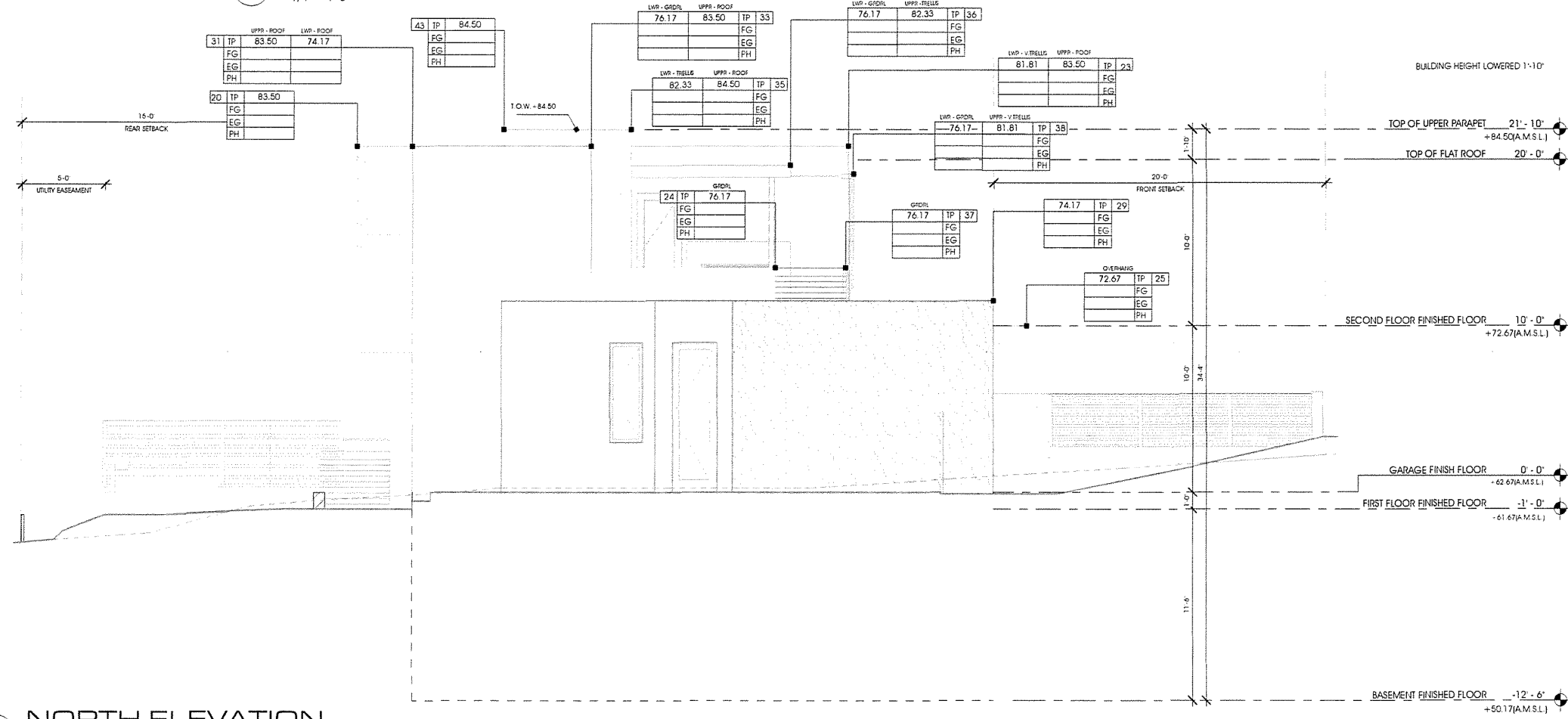
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STORY POLES ELEVATIONS

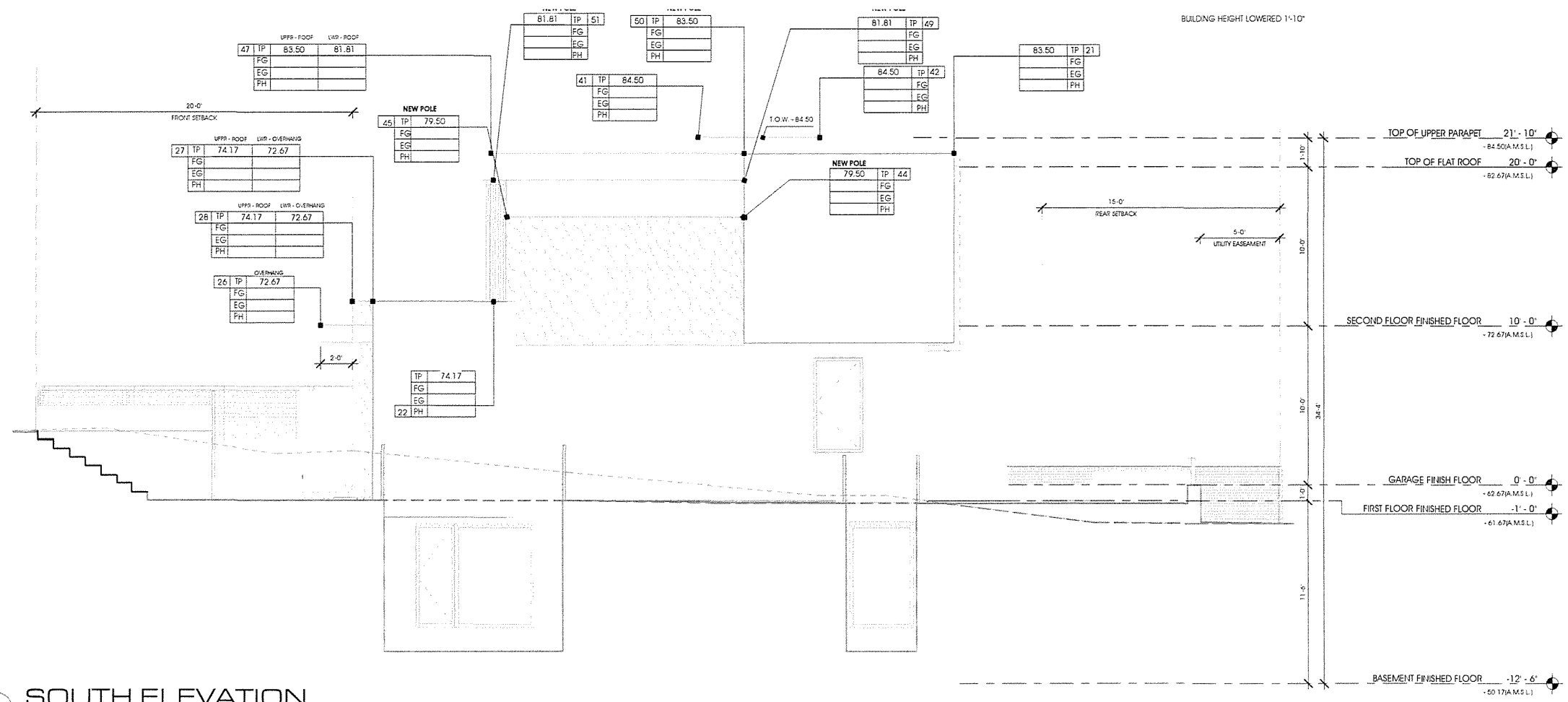
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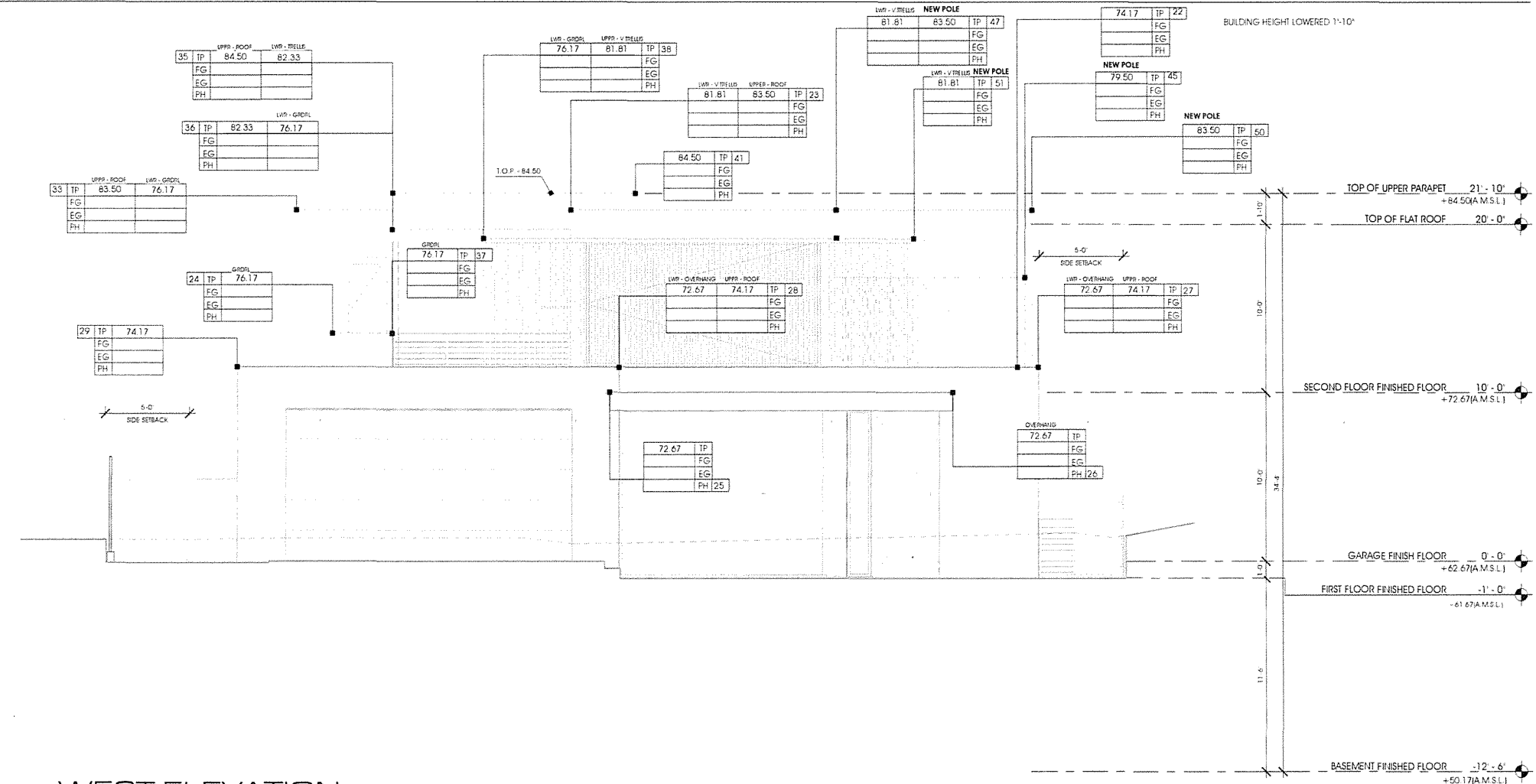
1 EAST ELEVATION
1/4" = 1'-0"



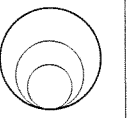
2 NORTH ELEVATION
1/4" = 1'-0"



3 SOUTH ELEVATION
1/4" = 1'-0"



4 WEST ELEVATION
1/4" = 1'-0"



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STORY POLES ELEVATIONS

A6.2



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June 6, 2023

**Attn: City Council Members
C/O Ms. Tiffany Wade
Associate Planner, Community Development Department
City of Solana Beach, 635 South Highway 101**

**RE: North Helix Residence
228 North Helix Avenue
Solana Beach, CA
DRP22-013, SDP22-011**

Dear Members of City Council,

Thank you for granting the continuance on the May 24th City Council meeting, allowing us to integrate design elements which address the suggestions of the VAC panel. Additionally, we have updated the story poles to reflect these changes.

The proposed modifications reduced the envelope from that which was reviewed by VAC as follows:

- 1) The entire building was lowered by 1'-10". We achieved this by:
 - a. Lowering the garage door to 7'-6" and the garage ceiling to 8'-2" (the lowest door size that can permit larger vehicle clearance)
 - b. Adding a step down to the first floor.
 - c. Lowering the garage finished floor and increasing the driveway slope to the maximum feasible for cars to not bottom out on entry.
- 2) In addition, on the south side of the building, the roof over the stairwell was lowered by 5'-10" and the roof over the hallway was lowered by 3'-6". This provides more view and daylight from the Martin's primary view window. It also integrates one of the tools from the VAC toolkit for two-story homes next to single-story homes – the daylight plane (see attached pdf).
- 3) These design modifications lower the first-floor finished floor ceiling to the maximum extent possible.
- 4) On the south facing side, we made substantial effort to improve the elevation for the Martin's:
 - a. We added stone to the stairwell volume so the Martin's would see an articulated, enhanced building material.
 - b. South facing windows were omitted to ensure greater privacy for the Martin's.

These changes directly integrate suggestions from the VAC as follows:

- 1) One of the VAC members mentioned that the project should be lowered by two- three feet. Through careful design analysis, we reduced the home by almost two feet.
- 2) The VAC requested that the bulk and scale of the second floor be reduced; we achieved this by omitting almost two feet of building height and omitting three foot six over the hallway and almost six feet of volume over the stairwell.

Please see attached diagrams that help explain these modifications. We have significantly reduced the bulk and scale of this project to integrate neighbor and VAC feedback and we now feel that the project is significantly in keeping with the bulk and scale of the neighborhood.

Thank you for your consideration and warmest regards.

Jennifer Bolyn, AIA Principal Architect



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Gregory Wade, City Manager
MEETING DATE: June 14, 2023
ORIGINATING DEPT: City Manager’s Office
SUBJECT: **FY 2023/24 Community Grant Program Requests**

BACKGROUND:

On May 4, 2004, the City Council adopted Resolution No. 2004-68 approving Council Policy No. 14 establishing the Community Grant Program (“Grant Program”) and Application Guidelines for the Grant Program.

At the March 8, 2023 City Council Meeting, the City Council authorized the Fiscal Year (FY) 2023/24 Community Grant Program. At this meeting, the City Council also increased the City’s contribution to the program to \$20,000 which, when combined with EDCO’s contribution of \$15,000 as part of the community enhancement efforts through the solid waste Franchise Agreement with the City, increased the total grant program to \$35,000. The City Council also authorized increasing the maximum grant amount to \$6,000 for a single grant request. This action will be ratified at the Council Meeting of June 28, 2023, when grants are awarded.

Following the approval of the FY 2023/24 Community Grant Program, Staff distributed a request for financial assistance for community grants. Staff utilized the City’s “e-blast” notification system, social media accounts, and the City’s website to notify the community that the request for proposals application period had started. The deadline for submission was May 25, 2023.

This item is before the City Council to review the grant applications received and to allow the applicants to make a brief presentation regarding their proposed programs.

DISCUSSION:

The community grant criteria approved by the City Council on March 8, 2023 was incorporated into the application guidelines of the “Request for Financial Assistance” document for FY 2023/24 (Attachment 1). The highlights of the application are as follows:

CITY COUNCIL ACTION: _____ _____

Application Criteria

1. Preferences will be given towards non-profits that provide services/goods to Solana Beach groups or individuals with special economic needs that are not being met in the economic environment. These can be non-profits whose funding has been reduced or eliminated and are unable to serve the populations in need.
2. Fair and justifiable program costs (budget required).
3. Program Originality (new and unique).
4. Collaboration/Partnerships.
5. Leverage of matching funds/resources.
6. Applicants must submit a financial conditions (Balance Sheet) statement as well as the applicant(s) revenue/expenditure statements and tax return statements for the prior operating year.
7. Completion of project between date of grant approval through May 31, 2024.
8. Grant funds are only intended for non-governmental agencies.

Qualifying Criteria for Financial Assistance

The main qualifying criteria for financial assistance under Council Policy No. 14 are summarized below:

Non-Profit Organizations

Nonprofit organizations which have officially filed as a nonprofit with the State of California and have a 501(c)3 certification must attach a copy of their current year non-profit certification form along with a Request for Financial Assistance Application. For organizations that are “recognized” nonprofits within the community but have never formally filed with the State, the City Council, at its discretion, may consider their application. It has been the practice in the past to allow applicants to submit a letter from either the Internal Revenue Service (IRS) or the California State Board of Equalization declaring the entity’s tax-exempt status for the 501(c)3 certification.

Threshold Qualifying Criteria

Request for Financial Assistance Applications are limited to non-governmental, nonprofit organizations serving the Solana Beach community. Excluded entities include the following: County of San Diego, municipal organizations, special or water districts, school districts, schools (but not their supporting organizations) and private individuals. Applicants should have a State of California non-profit status certification or be a recognized Solana Beach “nonprofit” service, civic or youth organization.

Grant Requests FY 2023/24

The following fourteen (14) applications were received by the City during the solicitation period (in alphabetical order).

Applicant	Amount Requested
Assistance League Rancho San Dieguito	\$6,000
Bike Walk Solana	\$5,650
Boys and Girls Club of San Dieguito	\$6,000
California Western School of Law Community Law Project (CLP)	\$6,000
Casa De Amistad	\$6,000
Community Resource Center	\$5,000
Disconnect Collective, Inc.	\$6,000
Jaliscience Folkloric Academy	\$5,000
La Colonia Community Foundation	\$6,000
North Coast Repertory Theatre	\$5,000
Pathways to Citizenship	\$5,980
Rancho Sante Fe Youth Soccer	\$6,000
Solana Beach Community Connections	\$6,000
Solana Beach Civic & Historical Society	\$6,000
Total	\$80,630

The complete applications are included in a separate attachment that was distributed to Council along with the agenda packet prior to the City Council meeting.

Santa Fe Christian (SFC) Schools Cooperation

Eleven years ago, the City and SFC created a unique partnership to more efficiently and effectively assist the non-profit organizations that specifically serve the La Colonia de Eden Gardens community. This partnership, which has included a contribution ranging from \$10,000 to \$25,000 from SFC in past years, has allowed both the City and SFC to maximize its limited resources to provide the most benefit for this underserved population. Staff has reached out to SFC to inquire if it will be partnering the City again this year. SFC has confirmed its willingness to partner again with the City, and will meet with City Staff to review the applications prior to the June 28th Council Meeting. Once the City receives confirmation of funding, Staff will relay information to the Council.

CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA.

FISCAL IMPACT:

The FY 2023/24 Proposed Budget contains an appropriation in the amount of \$35,000 to be used to fund community grants, subject to the City Council’s discretion. All fiscal appropriations are budgeted under the City Council budget unit Contribution to Other Agencies.

In past years, the Council has authorized an additional \$5,000 from the Reserve Public Arts Account to be used to fund the North Coast Repertory Theatre grant application.

WORK PLAN:

N/A

OPTIONS:

- Approve Staff recommendation
- Approve Staff recommendation with modifications
- Deny Staff recommendation and provide direction

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council receive the Staff Report, Community Grant applications and consider the presentations from the grant applicants. This item will come back to the City Council at the June 24, 2023 City Council Meeting for Council's grant allocations.

CITY MANAGER RECOMMENDATION:

Approve Department Recommendation



Gregory Wade, City Manager

Attachments:

1. City of Solana Beach Community Grant Program "Request for Financial Assistance"
FY 2023/24
2. Grant Applications

City of Solana Beach Community Grant Program

Request for Financial Assistance

FY 2023-24

APPLICATION GUIDELINES

The City of Solana Beach is soliciting grant applications until 5:00 p.m., Thursday, May 25, 2023. The City Council has a total of \$35,000 available for community organizations. A maximum of two grant applications may be submitted per community organization. Grants will be awarded with a maximum award of \$6,000.

Request for Grants are limited to non-governmental, nonprofit organizations serving the Solana Beach community. Excluded entities include the following: County of San Diego, Municipal Organizations, Special or Water Districts, school districts or schools (but not their supporting organizations), and private individuals.

Grant Application & Documents Required

Applicants must complete the attached application form and provide the following documents:

- Summary of organization's (overall) budget
- Proposed program budget detailing costs which are fair and reasonable.
- Financial Statements including the Balance Sheet and Revenue/Expenditure Statement, and the Tax Statements filed for the prior year.
- W-9 Form
- California Franchise Tax Board Entity Status Letter showing nonprofit status

*Non-Profit Organizations
Organizations which have filed as a nonprofit with the State of California must attach a copy of its current year 501(c)3 nonprofit certification form. Organizations that are "recognized" nonprofits within the community but have not formally filed with the State, will be considered at the City Council's discretion. Note, any decision made by City Council is final in regards to the community grants process.*

Program Requirements

- Must serve the residents of Solana Beach.
- Preferred to be a new program or one that provides a new or unique aspect to an existing program. Funds are available as one-time seed-money to augment a community program.

Application Submittal and Deadline: NO LATER THAN 5:00 p.m. Thursday, May 25, 2023

It is the City's preference that completed forms be received via email to dking@cosb.org and copied to pletts@cosb.org. If email submission is not possible for an applicant, hard copies may be dropped off at City Hall 635 South Highway 101, Solana Beach, CA. 92075, Attn: Community Grants Program.

Please contact Dan King, Assistant City Manager, at (858) 720-2477 if you need additional information.

Applications will be judged and selected on the following criteria:

Preferences will be given towards non-profits that provide services/goods to Solana Beach groups or individuals with special economic needs that are not being met in the economic environment. These can be non-profits whose funding has been reduced or eliminated and are unable to serve these populations in need.

- Program costs that are fair and justifiable.
- Program originality (new and unique).
- Consideration may be given to applications that collaborate or partner with other organizations.
- Consideration may be given to applications which receive matching funds from other organizations.
- Consideration may be given to applications as decided by the City Council.
- Information provided on application will be used to review prior grant management and performance history. Significant non-compliance issues will be taken into consideration and may affect future funding decisions by the City Council.

Grant Award and Expenditures:

The City Council, at its discretion, may modify the grant award to qualified recipients based on qualifying criteria, number of qualified applicants received, and purpose of request to meet areas as enumerated by the City Council that benefit the Solana Beach community. The total of all grant awards may not exceed \$35,000.

Grants will be funded after the approval of the awards by the City Council. Expenses must be directly related to services or materials of proposed activity during the grant award period (Date of Grant Approval through May 31, 2024). Grantees will be required to maintain records to support claimed expenditures and project accomplishments. Funds for the proposed project must not be used to replace or offset funding sources normally available for any portion of the project, nor be used by the applicant to fund/supplement its own monetary giving.

Final Report and Receipts:

The City Manager's Office will review submitted copies of paid receipts/invoices and a written report to ensure that funds were spent in compliance with the approved application. Applicant(s) will be required to reimburse the City of Solana Beach all inappropriately spent funds.

PROGRAM FY 2023-24 KEY DATES:

April 27, 2023	Distribute Grant Program Application, have it available and solicit for applications.
May 25, 2023	<u>DEADLINE for Request for Financial Assistance Applications (5:00pm).</u> The City Manager's Office will review each application and make recommendations based upon: <ol style="list-style-type: none">1) Completed application;2) Clear indication of the grant amount requested;3) Receipt of grant application before the deadline WITH attachments;4) Benefit to Solana Beach community and conformity with threshold criteria.
June 14, 2023	<u>First Council Review:</u> All eligible grant applications for Fiscal Year 2023-24 will be considered by City Council. Review and public comment/presentations will be accepted.
June 28, 2023	<u>Final Council Review:</u> City Council makes decision and approves grant recipients. The City Manager will be directed to issue awards to recipients. Announcement of grant award recipients is made to community via public notification.
May 1, 2024	Letter will be sent to FY 2023-24 grant recipients reminding them to submit their reports and copies of receipts by May 31, 2024. (Exception to the May 31, 2024 completion date can be made with proof of good cause.)
May 31, 2024	All FY 2023-24 grant recipients must submit copies of paid receipts/invoices and written report, that includes the number of citizens served and outcome of grant funded activity. If no paid receipts/invoices are received, recipient will be required to immediately reimburse City of Solana Beach grant funds.

All grant recipients' final reports will be submitted before the City Council for approval of expenditures. If determination is made that funds were expended inappropriately, Council will direct Grant recipients to reimburse the City of Solana Beach for the designated amount of award.



CITY OF SOLANA BEACH COMMUNITY GRANT AWARD PROGRAM FY2023/2024

1. ASSISTANCE LEAGUE OF RANCHO SAN DIEGUITO	\$ 6,000.00
2. BIKE WALK SOLANA	\$ 5,650.00
3. BOYS AND GIRLS CLUBS OF SAN DIEGUITO	\$ 6,000.00
4. CALIFORNIA WESTERN SCHOOL OF LAW COMMUNITY LAW PROJECT (CLP)	\$ 6,000.00
5. CASA DE AMISTAD	\$ 6,000.00
6. COMMUNITY RESOURCE CENTER	\$ 5,000.00
7. DISCONNECT COLLECTIVE	\$ 6,000.00
8. JALISCIENCE FOLKLORIC ACADEMY	\$ 5,000.00
9. LA COLONIA COMMUNITY FOUNDATION	\$ 6,000.00
10. NORTH COAST REPERTORY THEATER	\$ 6,000.00
11. PATHWAYS TO CITIZENSHIP	\$ 5,980.00
12. RANCHO SANTE FE YOUTH SOCCER	\$ 6,000.00
13. SOLANA BEACH COMMUNITY CONNECTIONS	\$ 6,000.00
14. SOLANA BEACH CIVIC & HISTORICAL SOCIETY	<u>\$ 6,000.00</u>
TOTAL	\$80,630.00

**Assistance
League
Rancho
San Dieguito**

COMMUNITY GRANT APPLICATION



The City of Solana Beach Community Grant Program 2023 Request for Financial Assistance application **MUST BE SUBMITTED by 5:00 PM Thursday, May 25, 2023.**

Please submit completed applications via email to dking@cosb.org and copied to pletts@cosb.org. If email submission is not possible for an applicant, hard copies may be dropped off at City Hall 635 South Highway 101, Solana Beach, CA. 92075, Attn: Community Grants Program.

All requests will be determined by the following criteria:

Name of Organization: Assistance League of Rancho San Dieguito

Contact Person: Kathy O'Leary Email address: alrsd100@gmail.com

Daytime Phone: 760-753-1319 Evening Phone: 760-703-5216

Mailing Address: 270 F North El Camino Real, Box 368

City: Encinitas State: CA Zip: 92024

1. All the documents below are attached to this application:

- W-9
- Summary of Organization's Budget
- Proposed Program Budget
- Financial and Tax Statements (see Application Guidelines)
- Copy of the California Franchise Tax Board Entity Status Letter, showing exemption under Section 23701d or Internal Revenue Code section 501(c)(3)

2. Has your organization received financial assistance from the City before? Yes No

If yes, please state the fiscal year it was received and for the proposed program was:

Shoes for preschoolers: 2014-2023

3. Title of FY 2023/24 Proposed Program/Service: Operation School Bell

4. What is the total amount requested for the FY 2023/24 Proposed Total Program? Includes all estimated costs to conduct proposed activity/program.

The requested amount is \$6000--\$3000 for Shoes for Preschoolers Program and \$3000 for our Operation School Bell Program for students from Solana Beach Schools.

5. Grant funds must be used for services or materials directly associated with the proposed activity. Please describe how grant funds will be used:

The \$3000 for Shoes for Preschoolers are from the Solana Beach Head Start Program and will be used at Marshall's in Solana Beach. The students and their families will be invited to shop at Marshall's and given a set amount to spend on shoes and clothes. There are usually about 60 students so they would each be allowed to spend \$50.

The \$3000 for Operation School Bell will be used at the Target Store in Encinitas. Each year we invite 100 elementary students from Solana Beach to shop with their families for Back to School clothes and shoes. This year each student will be given \$120 to spend. So this grant would fund 25 students.

6. Anticipated Program Objectives or Accomplishments:

All of the Head Start students participate in the program. Many of these students have never had a new pair of shoes or the experience of shopping with their families. This is a very special opportunity for them and their families for which they are very grateful. They know the community cares about them. Our chapter has provided the same shopping opportunity to elementary school students from Solana Beach since 2000. This grant of \$3000 will support 25 of the 100 students,

7. Program Dates/Location:

Elementary students: September 2023 at the Encinitas Target Store
Head Start students: Two dates in March 2024

8. Estimated number of Solana Beach residents to be served by proposed program: 85
9. How will the organization acknowledge the City's financial contribution to the community/beneficiaries of the proposed activity?

Assistance League will list the City of Solana Beach Community Grants as one of our donors in our publicity materials: community newsletter, our website, at our thrift shop, in the program for our spring fundraiser and on other grant applications.

10. Will there be any matching funds or other grants that would be applied to this program or service? If awarded this grant, will that enable other funding sources?

There are no matching funds available, but we have received a Neighborhood Reinvestment Grant from the San Diego County Board of Supervisors.

11. Will volunteers be used for the proposed program or service and, if so, will they reduce expenses?

Our volunteer members work at both events--Marshall's and Target. They are not paid and we do not paid the employees at either store.

12. If the proposed program or service is only awarded partial funding, will it still move forward? Will the program/service be scaled back and/or is there a threshold at which it will not move forward?

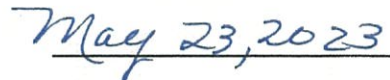
If we do not receive full funding, we will still do both programs. However, the students will receive less money to spend.

Acknowledgment of Responsibility:

Authorized Signature assumes all responsibility for developing and implementing proposed activities or events in this application, including public acknowledgment of the City's financial contribution. Authorized signature will comply with all accounting and budget procedures outlined by the City. Authorized signature and accompanying group will hold harmless the City of Solana Beach from all losses, claims, accidents, and problems associated, directly or indirectly with the development and implementation of proposed activities or events.

_____

Authorized Signature of Organization

_____

Date

ALL INFORMATION REQUESTED ON THIS APPLICATION MUST BE COMPLETED AS A CONDITION FOR BEING CONSIDERED FOR PUBLIC FUNDS BY THE CITY COUNCIL OF SOLANA BEACH.

Assistance League of Rancho San Dieguito Profit & Loss

	04/04/2023	Budget	Forecast	Draft Budget
	2021-22	22-23 Budget	22-23 Forecast	23-24 Budget
Income				
4000 · Contributions	123,868.65	33,575.00	26,308.00	26,220.00
4100 · Grants	54,896.80	32,200.00	31,313.00	31,000.00
4201 · Thrift Shop	190,875.46	199,000.00	228,000.00	226,000.00
4300 · Special events	90,911.49	34,000.00	56,810.00	72,000.00
4500 · Investment Income	249.05	370.00	3,675.00	13,500.00
4600 · Member-Only	10,874.61	9,095.00	13,262.00	11,280.00
Total Income	471,676.06	308,240.00	359,368.00	380,000.00
Gross Profit	471,676.06	308,240.00	359,368.00	380,000.00
Expense				
5100 · Philanthropic Programs	134,230.07	173,240.00	153,770.00	209,150.00
5200 · Thrift Shop Expense	129,579.26	143,545.00	137,710.00	141,715.00
5300 · Fundraising Expense	836.16	900.00	500.00	1,600.00
5600 · Special Events Expense	23,059.57	0.00	21,200.00	26,500.00
5800 · Management & General	10,994.91	13,380.00	11,586.00	13,585.00
5900 · Member Only expense	7,079.11	7,175.00	7,400.00	7,835.00
Total Expense	305,779.08	338,240.00	332,166.00	400,385.00
Net Income	165,896.98	-30,000.00	27,202.00	-20,385.00

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

2021

Department of the Treasury
Internal Revenue Service

▶ Do not enter social security numbers on this form as it may be made public.
▶ Go to www.irs.gov/Form990 for instructions and the latest information.

Open to Public Inspection

A For the 2021 calendar year, or tax year beginning 6/01, 2021, and ending 5/31, 2022

B Check if applicable:	C	D Employer identification number
<input type="checkbox"/> Address change	Assistance League of Rancho San Dieguito 270-F North El Camino Real #368 Encinitas, CA 92024	<input type="checkbox"/> Name change
<input type="checkbox"/> Initial return		E Telephone number
<input type="checkbox"/> Final return/terminated		858.232.0678
<input type="checkbox"/> Amended return		G Gross receipts \$
<input type="checkbox"/> Application pending		677,381.
F Name and address of principal officer: <u>Kathy O'Leary</u>		H(a) Is this a group return for subordinates? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
I Tax-exempt status: <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) () (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527		H(b) Are all subordinates included? Yes <input type="checkbox"/> No <input type="checkbox"/> <small>If "No," attach a list. See instructions.</small>
J Website: <u>www.assistanceleague.org/rancho-san-dieguito</u>		H(c) Group exemption number <u>4176</u>
K Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other ▶		L Year of formation: <u>1993</u>
		M State of legal domicile: <u>CA</u>

Part I Summary			
Activities & Governance	1 Briefly describe the organization's mission or most significant activities: <u>Assistance League volunteers transforming the lives of children and adults through community programs.</u>		
	2 Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
	3 Number of voting members of the governing body (Part VI, line 1a)	3	12
	4 Number of independent voting members of the governing body (Part VI, line 1b)	4	12
	5 Total number of individuals employed in calendar year 2021 (Part V, line 2a)	5	0
	6 Total number of volunteers (estimate if necessary)	6	156
	7a Total unrelated business revenue from Part VIII, column (C), line 12	7a	0.
b Net unrelated business taxable income from Form 990-T, Part I, line 11	7b	0.	
Revenue	8 Contributions and grants (Part VIII, line 1h)	Prior Year	Current Year
	9 Program service revenue (Part VIII, line 2g)	272,097.	429,265.
	10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)	1,239.	249.
	11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	2,001.	22,528.
	12 Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	275,337.	452,042.
Expenses	13 Grants and similar amounts paid (Part IX, column (A), lines 1-3)	90,795.	112,357.
	14 Benefits paid to or for members (Part IX, column (A), line 4)		
	15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)		
	16a Professional fundraising fees (Part IX, column (A), line 11e)		
	b Total fundraising expenses (Part IX, column (D), line 25) ▶ <u>135,089.</u>		
	17 Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	155,899.	175,406.
18 Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	246,694.	287,763.	
19 Revenue less expenses. Subtract line 18 from line 12	28,643.	164,279.	
Not Assets or Fund Balances	20 Total assets (Part X, line 16)	Beginning of Current Year	End of Year
	21 Total liabilities (Part X, line 26)	525,222.	693,100.
	22 Net assets or fund balances. Subtract line 21 from line 20	35,729.	39,328.
		489,493.	653,772.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer	Date
	▶ <u>Marilyn Scheininger</u> <small>Type or print name and title</small>	<u>Treasurer</u>

Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date	Check <input checked="" type="checkbox"/> if self-employed	PTIN
	<u>Katherine Gluck</u>	<u>Katherine Gluck</u>			<u>P00858780</u>
	Firm's name ▶ <u>Katherine Gluck, CPA</u>	Firm's EIN ▶		Phone no. <u>3104066256</u>	
	Firm's address ▶ <u>703 Pier Ave B621</u>	<u>Hermosa Beach, CA 90254</u>			

May the IRS discuss this return with the preparer shown above? See instructions Yes No

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III [X]

1 Briefly describe the organization's mission:

Assistance League of Rancho San Dieguito is an all-volunteer, nonprofit organization whose members are dedicated to making a positive difference in our community.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? [] Yes [X] No

If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? [] Yes [X] No

If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses \$ 87,632. including grants of \$ 86,757.) (Revenue \$)

Operation School Bell provides new school clothing for preschool and elementary school students from families who are identified by their school personnel. This fiscal year the program provided clothing to 1,526 school children in local school districts. We clothed 20,832 school children since the program's inception in 1998. We also collaborate with other Assistance League chapters to provide new school clothing to the children of enlisted families in the Camp Pendleton Marine Base. Since the program's inception in 2005, we clothed 9,180 students, including 506 in fiscal year 2021-2022.

4b (Code:) (Expenses \$ 26,575. including grants of \$ 25,600.) (Revenue \$)

The Scholarship Program provides scholarships to graduating seniors and prior-year recipients. The past year we provided a total of \$29,000 to twelve graduating seniors and eight prior-year recipients.

4c (Code:) (Expenses \$ 12,590. including grants of \$) (Revenue \$)

Assault Survivor Kits (ASK) provides clothing and hygiene kits for children, women and men who have experienced abuse along with mental health issues. It also provides therapeutic and safety items for this population. These are distributed to local hospitals.

4d Other program services (Describe on Schedule O.) See Schedule O

(Expenses \$ 11,017. including grants of \$) (Revenue \$)

4e Total program service expenses 137,814.

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If 'Yes,' complete Schedule A.....	X	
2 Is the organization required to complete Schedule B, Schedule of Contributors? See instructions.....	X	
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If 'Yes,' complete Schedule C, Part I.....		X
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? If 'Yes,' complete Schedule C, Part II.....		X
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? If 'Yes,' complete Schedule C, Part III.....		X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If 'Yes,' complete Schedule D, Part I.....		X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If 'Yes,' complete Schedule D, Part II.....		X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? If 'Yes,' complete Schedule D, Part III.....		X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X, or provide credit counseling, debt management, credit repair, or debt negotiation services? If 'Yes,' complete Schedule D, Part IV.....		X
10 Did the organization, directly or through a related organization, hold assets in donor-restricted endowments or in quasi endowments? If 'Yes,' complete Schedule D, Part V.....		X
11 If the organization's answer to any of the following questions is 'Yes', then complete Schedule D, Parts VI, VII, VIII, IX, or X, as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If 'Yes,' complete Schedule D, Part VI.....	X	
b Did the organization report an amount for investments – other securities in Part X, line 12, that is 5% or more of its total assets reported in Part X, line 16? If 'Yes,' complete Schedule D, Part VII.....		X
c Did the organization report an amount for investments – program related in Part X, line 13, that is 5% or more of its total assets reported in Part X, line 16? If 'Yes,' complete Schedule D, Part VIII.....		X
d Did the organization report an amount for other assets in Part X, line 15, that is 5% or more of its total assets reported in Part X, line 16? If 'Yes,' complete Schedule D, Part IX.....		X
e Did the organization report an amount for other liabilities in Part X, line 25? If 'Yes,' complete Schedule D, Part X.....		X
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? If 'Yes,' complete Schedule D, Part X.....	X	
12a Did the organization obtain separate, independent audited financial statements for the tax year? If 'Yes,' complete Schedule D, Parts XI and XII.....		X
b Was the organization included in consolidated, independent audited financial statements for the tax year? If 'Yes,' and if the organization answered 'No' to line 12a, then completing Schedule D, Parts XI and XII is optional.....		X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? If 'Yes,' complete Schedule E.....		X
14a Did the organization maintain an office, employees, or agents outside of the United States?.....		X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? If 'Yes,' complete Schedule F, Parts I and IV.....		X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? If 'Yes,' complete Schedule F, Parts II and IV.....		X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? If 'Yes,' complete Schedule F, Parts III and IV.....		X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If 'Yes,' complete Schedule G, Part I. See instructions.....		X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If 'Yes,' complete Schedule G, Part II.....	X	
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If 'Yes,' complete Schedule G, Part III.....		X
20a Did the organization operate one or more hospital facilities? If 'Yes,' complete Schedule H.....		X
b If 'Yes' to line 20a, did the organization attach a copy of its audited financial statements to this return?.....		
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? If 'Yes,' complete Schedule I, Parts I and II.....	X	

Part IV Checklist of Required Schedules (continued)

	Yes	No
22 Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? If 'Yes,' complete Schedule I, Parts I and III.....	X	
23 Did the organization answer 'Yes' to Part VII, Section A, line 3, 4, or 5, about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? If 'Yes,' complete Schedule J.....		X
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? If 'Yes,' answer lines 24b through 24d and complete Schedule K. If 'No,' go to line 25a.....		X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?.....		
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?.....		
d Did the organization act as an 'on behalf of' issuer for bonds outstanding at any time during the year?.....		
25a Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? If 'Yes,' complete Schedule L, Part I.....		X
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If 'Yes,' complete Schedule L, Part I.....		X
26 Did the organization report any amount on Part X, line 5 or 22, for receivables from or payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons? If 'Yes,' complete Schedule L, Part II.....		X
27 Did the organization provide a grant or other assistance to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity (including an employee thereof) or family member of any of these persons? If 'Yes,' complete Schedule L, Part III.....		X
28 Was the organization a party to a business transaction with one of the following parties (see the Schedule L, Part IV, instructions for applicable filing thresholds, conditions, and exceptions):		
a A current or former officer, director, trustee, key employee, creator or founder, or substantial contributor? If 'Yes,' complete Schedule L, Part IV.....		X
b A family member of any individual described in line 28a? If 'Yes,' complete Schedule L, Part IV.....		X
c A 35% controlled entity of one or more individuals and/or organizations described in line 28a or 28b? If 'Yes,' complete Schedule L, Part IV.....		X
29 Did the organization receive more than \$25,000 in non-cash contributions? If 'Yes,' complete Schedule M.....	X	
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? If 'Yes,' complete Schedule M.....		X
31 Did the organization liquidate, terminate, or dissolve and cease operations? If 'Yes,' complete Schedule N, Part I.....		X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? If 'Yes,' complete Schedule N, Part II.....		X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If 'Yes,' complete Schedule R, Part I.....		X
34 Was the organization related to any tax-exempt or taxable entity? If 'Yes,' complete Schedule R, Part II, III, or IV, and Part V, line 1.....		X
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?.....		X
b If 'Yes' to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If 'Yes,' complete Schedule R, Part V, line 2.....		
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? If 'Yes,' complete Schedule R, Part V, line 2.....		X
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? If 'Yes,' complete Schedule R, Part VI.....		X
38 Did the organization complete Schedule O and provide explanations on Schedule O for Part VI, lines 11b and 19? Note: All Form 990 filers are required to complete Schedule O.....	X	

Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response or note to any line in this Part V

	Yes	No
1 a Enter the number reported in box 3 of Form 1096. Enter -0- if not applicable.....		
b Enter the number of Forms W-2G included on line 1a. Enter -0- if not applicable.....		
c Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?.....	X	

Part V Statements Regarding Other IRS Filings and Tax Compliance (continued)

		Yes	No
2 a	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return. 2 a 0		
b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns? 2 b		
Note: If the sum of lines 1a and 2a is greater than 250, you may be required to e-file. See instructions.			
3 a	Did the organization have unrelated business gross income of \$1,000 or more during the year? 3 a		X
b	If 'Yes,' has it filed a Form 990-T for this year? If 'No' to line 3b, provide an explanation on Schedule O 3 b		
4 a	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)? 4 a		X
b	If 'Yes,' enter the name of the foreign country ▶ See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		
5 a	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year? 5 a		X
b	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction? 5 b		X
c	If 'Yes,' to line 5a or 5b, did the organization file Form 8886-T? 5 c		
6 a	Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions? 6 a		X
b	If 'Yes,' did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible? 6 b		
7	Organizations that may receive deductible contributions under section 170(c).		
a	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor? 7 a	X	
b	If 'Yes,' did the organization notify the donor of the value of the goods or services provided? 7 b	X	
c	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282? 7 c		X
d	If 'Yes,' indicate the number of Forms 8282 filed during the year. 7 d		
e	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract? 7 e		X
f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract? 7 f		X
g	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required? 7 g		
h	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C? 7 h		
8	Sponsoring organizations maintaining donor advised funds. Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year? 8		
9	Sponsoring organizations maintaining donor advised funds.		
a	Did the sponsoring organization make any taxable distributions under section 4966? 9 a		
b	Did the sponsoring organization make a distribution to a donor, donor advisor, or related person? 9 b		
10	Section 501(c)(7) organizations. Enter:		
a	Initiation fees and capital contributions included on Part VIII, line 12 10 a		
b	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities. 10 b		
11	Section 501(c)(12) organizations. Enter:		
a	Gross income from members or shareholders. 11 a		
b	Gross income from other sources. (Do not net amounts due or paid to other sources against amounts due or received from them.) 11 b		
12 a	Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041? 12 a		
b	If 'Yes,' enter the amount of tax-exempt interest received or accrued during the year. 12 b		
13	Section 501(c)(29) qualified nonprofit health insurance issuers.		
a	Is the organization licensed to issue qualified health plans in more than one state? 13 a		
Note: See the instructions for additional information the organization must report on Schedule O.			
b	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans. 13 b		
c	Enter the amount of reserves on hand 13 c		
14 a	Did the organization receive any payments for indoor tanning services during the tax year? 14 a		X
b	If 'Yes,' has it filed a Form 720 to report these payments? If 'No,' provide an explanation on Schedule O 14 b		
15	Is the organization subject to the section 4960 tax on payment(s) of more than \$1,000,000 in remuneration or excess parachute payment(s) during the year? 15		X
If 'Yes,' see the instructions and file Form 4720, Schedule N.			
16	Is the organization an educational institution subject to the section 4968 excise tax on net investment income? 16		X
If 'Yes,' complete Form 4720, Schedule O.			
17	Section 501(c)(21) organizations. Did the trust, any disqualified person, or mine operator engage in any activities that would result in the imposition of an excise tax under section 4951, 4952, or 4953? 17		
If 'Yes,' complete Form 6069.			

Part VI Governance, Management, and Disclosure. For each 'Yes' response to lines 2 through 7b below, and for a 'No' response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes on Schedule O. See instructions.
 Check if Schedule O contains a response or note to any line in this Part VI.

Section A. Governing Body and Management

		Yes	No
1 a Enter the number of voting members of the governing body at the end of the tax year.	1 a 12		
If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain on Schedule O.			
b Enter the number of voting members included on line 1a, above, who are independent.	1 b 12		
2 Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?	2		X
3 Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, trustees, or key employees to a management company or other person?	3		X
4 Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?	4		X
5 Did the organization become aware during the year of a significant diversion of the organization's assets?	5		X
6 Did the organization have members or stockholders?	6	X	
7 a Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?	7 a	X	
b Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?	7 b See Sch O	X	
8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:			
See Schedule O			
a The governing body?	8 a	X	
b Each committee with authority to act on behalf of the governing body?	8 b		X
9 Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If 'Yes,' provide the names and addresses on Schedule O	9		X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

		Yes	No
10 a Did the organization have local chapters, branches, or affiliates?	10 a		X
b If 'Yes,' did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?	10 b		
11 a Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	11 a	X	
b Describe on Schedule O the process, if any, used by the organization to review this Form 990.	11 b See Schedule O		
12 a Did the organization have a written conflict of interest policy? If 'No,' go to line 13.	12 a	X	
b Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	12 b	X	
c Did the organization regularly and consistently monitor and enforce compliance with the policy? If 'Yes,' describe on Schedule O how this was done	12 c See Schedule O	X	
13 Did the organization have a written whistleblower policy?	13	X	
14 Did the organization have a written document retention and destruction policy?	14	X	
15 Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?			
a The organization's CEO, Executive Director, or top management official.	15 a		X
b Other officers or key employees of the organization.	15 b		X
If 'Yes' to line 15a or 15b, describe the process on Schedule O. See instructions.			
16 a Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?	16 a		X
b If 'Yes,' did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?	16 b		

Section C. Disclosure

- 17** List the states with which a copy of this Form 990 is required to be filed ▶ CA
- 18** Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A, if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.
 Own website Another's website Upon request Other (explain on Schedule O)
- 19** Describe on Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year. See Schedule O
- 20** State the name, address, and telephone number of the person who possesses the organization's books and records ▶
 Marilyn Scheininger 270-F North El Camino Real #368 Encinitas CA 92024 858.232.0678

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

Check if Schedule O contains a response or note to any line in this Part VII

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1 a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees, if any. See the instructions for definition of 'key employee.'
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (box 5 of Form W-2, Form 1099-MISC, and/or box 1 of Form 1099-NEC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former** directors or trustees that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

See the instructions for the order in which to list the persons above.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) Kathy O'Leary President	13 0	X	X					0.	0.	0.
(2) Linda Kermott Vice President	30 0	X	X					0.	0.	0.
(3) Carol Tuggey Vice President	9 0	X	X					0.	0.	0.
(4) Kathleen Aubin Vice President	11 0	X	X					0.	0.	0.
(5) Wendy Morris Vice President	23 0	X	X					0.	0.	0.
(6) Stella Ramos Secretary	3 0	X	X					0.	0.	0.
(7) Maureen Whitmore Secretary	5 0	X	X					0.	0.	0.
(8) Marilyn Scheininger Treasurer	7 0	X	X					0.	0.	0.
(9) Jill Ahern Director	6 0	X						0.	0.	0.
(10) Marie Arlt Director	5 0	X						0.	0.	0.
(11) Nancy Piretti Director	4 0	X						0.	0.	0.
(12) Liana Neyer Director	2 0	X						0.	0.	0.
(13)										
(14)										

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)					(D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee			
(15) -----									
(16) -----									
(17) -----									
(18) -----									
(19) -----									
(20) -----									
(21) -----									
(22) -----									
(23) -----									
(24) -----									
(25) -----									
1 b Subtotal						0.	0.	0.	
c Total from continuation sheets to Part VII, Section A						0.	0.	0.	
d Total (add lines 1b and 1c)						0.	0.	0.	

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization **0**

	Yes	No
3 Did the organization list any former officer, director, trustee, key employee, or highest compensated employee on line 1a? <i>If 'Yes,' complete Schedule J for such individual.</i>		X
4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? <i>If 'Yes,' complete Schedule J for such individual.</i>		X
5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? <i>If 'Yes,' complete Schedule J for such person.</i>		X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation

2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization **0**

Part VIII Statement of Revenue

Check if Schedule O contains a response or note to any line in this Part VIII.

		(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514	
Contributions, Gifts, Grants, and Other Similar Amounts	1 a Federated campaigns	1 a				
	b Membership dues	1 b 11,496.				
	c Fundraising events	1 c 48,132.				
	d Related organizations	1 d				
	e Government grants (contributions)	1 e 27,396.				
	f All other contributions, gifts, grants, and similar amounts not included above ...	1 f 342,241.				
	g Noncash contributions included in lines 1a-1f	1 g 190,875.				
	h Total. Add lines 1a-1f	429,265.				
Program Service Revenue	2 a Business Code					
	b -----					
	c -----					
	d -----					
	e -----					
	f All other program service revenue ...					
	g Total. Add lines 2a-2f					
Other Revenue	3 Investment income (including dividends, interest, and other similar amounts)		249.		249.	
	4 Income from investment of tax-exempt bond proceeds					
	5 Royalties					
	6 a Gross rents	(i) Real				
		(ii) Personal				
		6 a				
		b Less: rental expenses	6 b			
	c Rental income or (loss)	6 c				
	d Net rental income or (loss)					
	7 a Gross amount from sales of assets other than inventory	(i) Securities				
		(ii) Other				
		7 a				
		b Less: cost or other basis and sales expenses	7 b			
	c Gain or (loss)	7 c				
d Net gain or (loss)						
8 a Gross income from fundraising events (not including \$ 48,132. of contributions reported on line 1c). See Part IV, line 18	8 a	44,482.				
	b Less: direct expenses	8 b	21,954.			
	c Net income or (loss) from fundraising events		22,528.		22,528.	
9 a Gross income from gaming activities. See Part IV, line 19	9 a					
	b Less: direct expenses	9 b				
	c Net income or (loss) from gaming activities					
10 a Gross sales of inventory, less returns and allowances	10 a	203,385.				
	b Less: cost of goods sold ...	10 b	203,385.			
	c Net income or (loss) from sales of inventory					
Miscellaneous Revenue	11 a Business Code					
	b -----					
	c -----					
	d All other revenue					
	e Total. Add lines 11a-11d					
12 Total revenue. See instructions		452,042.	0.	0.	22,777.	

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21.	25,600.	25,600.		
2 Grants and other assistance to domestic individuals. See Part IV, line 22.	86,757.	86,757.		
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16.				
4 Benefits paid to or for members.				
5 Compensation of current officers, directors, trustees, and key employees.	0.	0.	0.	0.
6 Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B).	0.	0.	0.	0.
7 Other salaries and wages.				
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions).				
9 Other employee benefits.				
10 Payroll taxes.				
11 Fees for services (nonemployees):				
a Management.				
b Legal.				
c Accounting.				
d Lobbying.				
e Professional fundraising services. See Part IV, line 17.				
f Investment management fees.				
g Other. (If line 11g amount exceeds 10% of line 25, column (A), amount, list line 11g expenses on Schedule O.)	4,000.		4,000.	
12 Advertising and promotion.	1,326.		1,326.	
13 Office expenses.				
14 Information technology.				
15 Royalties.				
16 Occupancy.	114,398.		1,625.	112,773.
17 Travel.				
18 Payments of travel or entertainment expenses for any federal, state, or local public officials.				
19 Conferences, conventions, and meetings.	558.	250.	308.	
20 Interest.				
21 Payments to affiliates.	5,705.	2,500.	3,205.	
22 Depreciation, depletion, and amortization.	131.			131.
23 Insurance.	3,992.		600.	3,392.
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A), amount, list line 24e expenses on Schedule O.)				
a <u>Program supplies</u>	17,721.	17,721.		
b <u>Storage rental</u>	6,912.	4,152.	1,380.	1,380.
c <u>Repairs & maintenance</u>	5,700.			5,700.
d <u>Bank fees</u>	3,606.		139.	3,467.
e All other expenses.	11,357.	834.	2,277.	8,246.
25 Total functional expenses. Add lines 1 through 24e.	287,763.	137,814.	14,860.	135,089.
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720).				

Part X Balance Sheet

Check if Schedule O contains a response or note to any line in this Part X

		(A) Beginning of year		(B) End of year		
Assets	1	Cash – non-interest-bearing	143,289.	1	238,270.	
	2	Savings and temporary cash investments	306,258.	2	379,628.	
	3	Pledges and grants receivable, net		3		
	4	Accounts receivable, net		4	15,430.	
	5	Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		5		
	6	Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B)		6		
	7	Notes and loans receivable, net		7		
	8	Inventories for sale or use	62,486.	8	42,488.	
	9	Prepaid expenses and deferred charges	7,232.	9	12,028.	
	10a	Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a	11,398.		
	10b	Less: accumulated depreciation	10b	9,623.	10c	1,775.
	11	Investments – publicly traded securities		11		
	12	Investments – other securities. See Part IV, line 11		12		
	13	Investments – program-related. See Part IV, line 11		13		
	14	Intangible assets		14		
	15	Other assets. See Part IV, line 11	5,503.	15	3,481.	
16	Total assets. Add lines 1 through 15 (must equal line 33)	525,222.	16	693,100.		
Liabilities	17	Accounts payable and accrued expenses	3,534.	17	3,248.	
	18	Grants payable	23,000.	18	29,000.	
	19	Deferred revenue	9,195.	19	7,080.	
	20	Tax-exempt bond liabilities		20		
	21	Escrow or custodial account liability. Complete Part IV of Schedule D		21		
	22	Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		22		
	23	Secured mortgages and notes payable to unrelated third parties		23		
	24	Unsecured notes and loans payable to unrelated third parties		24		
	25	Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D		25		
	26	Total liabilities. Add lines 17 through 25	35,729.	26	39,328.	
Net Assets or Fund Balances	Organizations that follow FASB ASC 958, check here <input checked="" type="checkbox"/> and complete lines 27, 28, 32, and 33.					
	27	Net assets without donor restrictions	489,093.	27	628,312.	
	28	Net assets with donor restrictions	400.	28	25,460.	
	Organizations that do not follow FASB ASC 958, check here <input type="checkbox"/> and complete lines 29 through 33.					
	29	Capital stock or trust principal, or current funds		29		
	30	Paid-in or capital surplus, or land, building, or equipment fund		30		
	31	Retained earnings, endowment, accumulated income, or other funds		31		
32	Total net assets or fund balances	489,493.	32	653,772.		
33	Total liabilities and net assets/fund balances	525,222.	33	693,100.		

Part XI Reconciliation of Net Assets

Check if Schedule O contains a response or note to any line in this Part XI.

1	Total revenue (must equal Part VIII, column (A), line 12)	1	452,042.
2	Total expenses (must equal Part IX, column (A), line 25)	2	287,763.
3	Revenue less expenses. Subtract line 2 from line 1	3	164,279.
4	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	4	489,493.
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain on Schedule O)	9	0.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	10	653,772.

Part XII Financial Statements and Reporting

Check if Schedule O contains a response or note to any line in this Part XII.

		Yes	No
1	Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked 'Other,' explain on Schedule O.		
2 a	Were the organization's financial statements compiled or reviewed by an independent accountant? If 'Yes,' check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: <input checked="" type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	X	
2 b	Were the organization's financial statements audited by an independent accountant? If 'Yes,' check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
2 c	If 'Yes' to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.		X
3 a	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?		X
3 b	If 'Yes,' did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits		

SCHEDULE A
(Form 990)

Public Charity Status and Public Support

OMB No. 1545-0047

2021

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

▶ Attach to Form 990 or Form 990-EZ.

▶ Go to www.irs.gov/Form990 for instructions and the latest information.

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

Name of the organization

Assistance League of Rancho San Dieguito

Employer identification number

Part I Reason for Public Charity Status. (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1 A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i).**
- 2 A school described in **section 170(b)(1)(A)(ii).** (Attach Schedule E (Form 990).)
- 3 A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii).**
- 4 A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii).** Enter the hospital's name, city, and state: _____
- 5 An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv).** (Complete Part II.)
- 6 A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v).**
- 7 An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 8 A community trust described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 9 An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: _____
- 10 An organization that normally receives (1) more than 33-1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions, subject to certain exceptions; and (2) no more than 33-1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2).** (Complete Part III.)
- 11 An organization organized and operated exclusively to test for public safety. See **section 509(a)(4).**
- 12 An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2).** See **section 509(a)(3).** Check the box on lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
 - a **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
 - b **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
 - c **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
 - d **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
 - e Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
 - f Enter the number of supported organizations
 - g Provide the following information about the supported organization(s).

	(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1-10 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
				Yes	No		
(A)							
(B)							
(C)							
(D)							
(E)							
Total							

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Table with 7 columns: Calendar year (or fiscal year beginning in), (a) 2017, (b) 2018, (c) 2019, (d) 2020, (e) 2021, (f) Total. Rows include: 1 Gifts, grants, contributions, and membership fees received; 2 Tax revenues levied for the organization's benefit; 3 The value of services or facilities furnished by a governmental unit; 4 Total; 5 The portion of total contributions by each person; 6 Public support.

Section B. Total Support

Table with 7 columns: Calendar year (or fiscal year beginning in), (a) 2017, (b) 2018, (c) 2019, (d) 2020, (e) 2021, (f) Total. Rows include: 7 Amounts from line 4; 8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources; 9 Net income from unrelated business activities; 10 Other income; 11 Total support; 12 Gross receipts from related activities, etc.

13 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here.

Section C. Computation of Public Support Percentage

Table with 3 columns: Description, Line number, Percentage. Rows include: 14 Public support percentage for 2021; 15 Public support percentage from 2020 Schedule A, Part II, line 14.

16a 33-1/3% support test-2021. If the organization did not check the box on line 13, and line 14 is 33-1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization.

b 33-1/3% support test-2020. If the organization did not check a box on line 13 or 16a, and line 15 is 33-1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization.

17a 10%-facts-and-circumstances test-2021. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here. Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization.

b 10%-facts-and-circumstances test-2020. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here. Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization.

18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions.

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ▶	(a) 2017	(b) 2018	(c) 2019	(d) 2020	(e) 2021	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any 'unusual grants'.)	240,951.	247,158.	300,126.	272,097.	414,265.	1,474,597.
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose.						0.
3 Gross receipts from activities that are not an unrelated trade or business under section 513.	63,101.	77,951.	7,886.	8,752.	44,482.	202,172.
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf.						0.
5 The value of services or facilities furnished by a governmental unit to the organization without charge.						0.
6 Total. Add lines 1 through 5.	304,052.	325,109.	308,012.	280,849.	458,747.	1,676,769.
7a Amounts included on lines 1, 2, and 3 received from disqualified persons.	3,025.	1,750.	2,100.	15,900.	7,025.	29,800.
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year.	0.	0.	0.	0.	0.	0.
c Add lines 7a and 7b.	3,025.	1,750.	2,100.	15,900.	7,025.	29,800.
8 Public support. (Subtract line 7c from line 6.)						1,646,969.

Section B. Total Support

Calendar year (or fiscal year beginning in) ▶	(a) 2017	(b) 2018	(c) 2019	(d) 2020	(e) 2021	(f) Total
9 Amounts from line 6.	304,052.	325,109.	308,012.	280,849.	458,747.	1,676,769.
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources.	151.	120.	3,218.	1,239.	249.	4,977.
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975.						0.
c Add lines 10a and 10b.	151.	120.	3,218.	1,239.	249.	4,977.
11 Net income from unrelated business activities not included on line 10b, whether or not the business is regularly carried on.						0.
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						0.
13 Total support. (Add lines 9, 10c, 11, and 12.)	304,203.	325,229.	311,230.	282,088.	458,996.	1,681,746.
14 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here .						<input type="checkbox"/>

Section C. Computation of Public Support Percentage

15 Public support percentage for 2021 (line 8, column (f), divided by line 13, column (f)).	15	97.93 %
16 Public support percentage from 2020 Schedule A, Part III, line 15.	16	98.00 %

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2021 (line 10c, column (f), divided by line 13, column (f)).	17	0.30 %
18 Investment income percentage from 2020 Schedule A, Part III, line 17.	18	0.31 %

- 19a 33-1/3% support tests—2021.** If the organization did not check the box on line 14, and line 15 is more than 33-1/3%, and line 17 is not more than 33-1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization.
- b 33-1/3% support tests—2020.** If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33-1/3%, and line 18 is not more than 33-1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization.
- 20 Private foundation.** If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions.

Part IV Supporting Organizations

(Complete only if you checked a box in line 12 on Part I. If you checked box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

	Yes	No
1 Are all of the organization's supported organizations listed by name in the organization's governing documents? If 'No,' describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.		
2 Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? If 'Yes,' explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).		
3a Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? If 'Yes,' answer lines 3b and 3c below.		
b Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? If 'Yes,' describe in Part VI when and how the organization made the determination.		
c Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? If 'Yes,' explain in Part VI what controls the organization put in place to ensure such use.		
4a Was any supported organization not organized in the United States ('foreign supported organization')? If 'Yes' and if you checked box 12a or 12b in Part I, answer lines 4b and 4c below.		
b Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? If 'Yes,' describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.		
c Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? If 'Yes,' explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.		
5a Did the organization add, substitute, or remove any supported organizations during the tax year? If 'Yes,' answer lines 5b and 5c below (if applicable). Also, provide detail in Part VI , including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).		
b Type I or Type II only. Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
c Substitutions only. Was the substitution the result of an event beyond the organization's control?		
6 Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? If 'Yes,' provide detail in Part VI .		
7 Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? If 'Yes,' complete Part I of Schedule L (Form 990).		
8 Did the organization make a loan to a disqualified person (as defined in section 4958) not described on line 7? If 'Yes,' complete Part I of Schedule L (Form 990).		
9a Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons, as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? If 'Yes,' provide detail in Part VI .		
b Did one or more disqualified persons (as defined on line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? If 'Yes,' provide detail in Part VI .		
c Did a disqualified person (as defined on line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? If 'Yes,' provide detail in Part VI .		
10a Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? If 'Yes,' answer line 10b below.		
b Did the organization have any excess business holdings in the tax year? (Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)		

Part IV Supporting Organizations (continued)

	Yes	No
11 Has the organization accepted a gift or contribution from any of the following persons?		
a A person who directly or indirectly controls, either alone or together with persons described on lines 11b and 11c below, the governing body of a supported organization?	11a	
b A family member of a person described on line 11a above?	11b	
c A 35% controlled entity of a person described on line 11a or 11b above? If 'Yes' to line 11a, 11b, or 11c, provide detail in Part VI.	11c	

Section B. Type I Supporting Organizations

	Yes	No
1 Did the governing body, members of the governing body, officers acting in their official capacity, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's officers, directors, or trustees at all times during the tax year? If 'No,' describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove officers, directors, or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.	1	
2 Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If 'Yes,' explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.	2	

Section C. Type II Supporting Organizations

	Yes	No
1 Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If 'No,' describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).	1	

Section D. All Type III Supporting Organizations

	Yes	No
1 Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?	1	
2 Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? If 'No,' explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).	2	
3 By reason of the relationship described on line 2, above, did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If 'Yes,' describe in Part VI the role the organization's supported organizations played in this regard.	3	

Section E. Type III Functionally Integrated Supporting Organizations

- Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).
 - The organization satisfied the Activities Test. Complete line 2 below.
 - The organization is the parent of each of its supported organizations. Complete line 3 below.
 - The organization supported a governmental entity. Describe in Part VI how you supported a governmental entity (see instructions).

2 Activities Test. Answer lines 2a and 2b below.

	Yes	No
a Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If 'Yes,' then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.	2a	
b Did the activities described on line 2a, above, constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If 'Yes,' explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.	2b	
3 Parent of Supported Organizations. Answer lines 3a and 3b below.		
a Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? If 'Yes' or 'No,' provide details in Part VI.	3a	
b Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If 'Yes,' describe in Part VI the role played by the organization in this regard.	3b	

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

1 Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI). See instructions. All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A – Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3.	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	Adjusted Net Income (subtract lines 5, 6, and 7 from line 4)	8	

Section B – Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	Total (add lines 1a, 1b, and 1c)	1d	
e	Discount claimed for blockage or other factors (explain in detail in Part VI):		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d.	3	
4	Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions).	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by 0.035.	6	
7	Recoveries of prior-year distributions	7	
8	Minimum Asset Amount (add line 7 to line 6)	8	

Section C – Distributable Amount			Current Year
1	Adjusted net income for prior year (from Section A, line 8, column A)	1	
2	Enter 0.85 of line 1.	2	
3	Minimum asset amount for prior year (from Section B, line 8, column A)	3	
4	Enter greater of line 2 or line 3.	4	
5	Income tax imposed in prior year	5	
6	Distributable Amount. Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6	

7 Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)

Section D – Distributions		Current Year
1	Amounts paid to supported organizations to accomplish exempt purposes	1
2	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	2
3	Administrative expenses paid to accomplish exempt purposes of supported organizations	3
4	Amounts paid to acquire exempt-use assets	4
5	Qualified set-aside amounts (prior IRS approval required – provide details in Part VI)	5
6	Other distributions (describe in Part VI). See instructions.	6
7	Total annual distributions. Add lines 1 through 6.	7
8	Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.	8
9	Distributable amount for 2021 from Section C, line 6	9
10	Line 8 amount divided by line 9 amount	10

Section E – Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2021	(iii) Distributable Amount for 2021
1 Distributable amount for 2021 from Section C, line 6			
2 Underdistributions, if any, for years prior to 2021 (reasonable cause required – explain in Part VI). See instructions.			
3 Excess distributions carryover, if any, to 2021			
a From 2016			
b From 2017			
c From 2018			
d From 2019			
e From 2020			
f Total of lines 3a through 3e			
g Applied to underdistributions of prior years			
h Applied to 2021 distributable amount			
i Carryover from 2016 not applied (see instructions)			
j Remainder. Subtract lines 3g, 3h, and 3i from line 3f.			
4 Distributions for 2021 from Section D, line 7: \$			
a Applied to underdistributions of prior years			
b Applied to 2021 distributable amount			
c Remainder. Subtract lines 4a and 4b from line 4.			
5 Remaining underdistributions for years prior to 2021, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI. See instructions.			
6 Remaining underdistributions for 2021. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI. See instructions.			
7 Excess distributions carryover to 2022. Add lines 3j and 4c.			
8 Breakdown of line 7:			
a Excess from 2017			
b Excess from 2018			
c Excess from 2019			
d Excess from 2020			
e Excess from 2021			

BAA

Part VI

Supplemental Information. Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

Schedule B (Form 990)

PUBLIC DISCLOSURE COPY Schedule of Contributors

OMB No. 1545-0047

2021

Department of the Treasury Internal Revenue Service

Attach to Form 990 or Form 990-PF. Go to www.irs.gov/Form990 for the latest information.

Name of the organization

Employer identification number

Assistance League of Rancho San Dieguito

Organization type (check one):

Filers of:

Section:

Form 990 or 990-EZ

[X] 501(c)(3) (enter number) organization

[] 4947(a)(1) nonexempt charitable trust not treated as a private foundation

[] 527 political organization

Form 990-PF

[] 501(c)(3) exempt private foundation

[] 4947(a)(1) nonexempt charitable trust treated as a private foundation

[] 501(c)(3) taxable private foundation

Check if your organization is covered by the General Rule or a Special Rule.

Note: Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

General Rule

[] For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

Special Rules

[X] For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33-1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of (1) \$5,000; or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.

[] For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 exclusively for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I (entering 'N/A' in column (b) instead of the contributor name and address), II, and III.

[] For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions exclusively for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an exclusively religious, charitable, etc., purpose. Don't complete any of the parts unless the General Rule applies to this organization because it received nonexclusively religious, charitable, etc., contributions totaling \$5,000 or more during the year. > \$

Caution: An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990), but it must answer 'No' on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990).

Name of organization Assistance League of Rancho San Dieguito	Employer identification number <div style="background-color: gray; width: 100px; height: 15px;"></div>
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Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1		\$ 10,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
2		\$ 11,050.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
3		\$ 10,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
4		\$ 25,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
5		\$ 57,178.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
6		\$ 15,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

Name of organization

Employer identification number

Assistance League of Rancho San Dieguito

Part II Noncash Property (see instructions). Use duplicate copies of Part II if additional space is needed.

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
	N/A		

Name of organization

Employer identification number

Assistance League of Rancho San Dieguito

Part III Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor. Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of exclusively religious, charitable, etc., contributions of \$1,000 or less for the year. (Enter this information once. See instructions.) ... \$ N/A Use duplicate copies of Part III if additional space is needed.

Table with 4 columns: (a) No. from Part I, (b) Purpose of gift, (c) Use of gift, (d) Description of how gift is held. Row 1 contains 'N/A' in column (b).

Table with 2 columns: (e) Transfer of gift, Transferee's name, address, and ZIP + 4, Relationship of transferor to transferee.

Table with 4 columns: (a) No. from Part I, (b) Purpose of gift, (c) Use of gift, (d) Description of how gift is held.

Table with 2 columns: (e) Transfer of gift, Transferee's name, address, and ZIP + 4, Relationship of transferor to transferee.

Table with 4 columns: (a) No. from Part I, (b) Purpose of gift, (c) Use of gift, (d) Description of how gift is held.

Table with 2 columns: (e) Transfer of gift, Transferee's name, address, and ZIP + 4, Relationship of transferor to transferee.

Table with 4 columns: (a) No. from Part I, (b) Purpose of gift, (c) Use of gift, (d) Description of how gift is held.

Table with 2 columns: (e) Transfer of gift, Transferee's name, address, and ZIP + 4, Relationship of transferor to transferee.

**SCHEDULE D
(Form 990)**

Supplemental Financial Statements

OMB No. 1545-0047

2021

Department of the Treasury
Internal Revenue Service

▶ Complete if the organization answered 'Yes' on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.
▶ Attach to Form 990.

▶ Go to www.irs.gov/Form990 for instructions and the latest information.

Open to Public Inspection

Name of the organization

Employer identification number

Assistance League of Rancho San Dieguito

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.
Complete if the organization answered 'Yes' on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate value of contributions to (during year)		
3 Aggregate value of grants from (during year)		
4 Aggregate value at end of year		

5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control? Yes No

6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit? Yes No

Part II Conservation Easements.
Complete if the organization answered 'Yes' on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).

Preservation of land for public use (for example, recreation or education) Preservation of a historically important land area

Protection of natural habitat Preservation of a certified historic structure

Preservation of open space

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements	2 a
b Total acreage restricted by conservation easements	2 b
c Number of conservation easements on a certified historic structure included in (a)	2 c
d Number of conservation easements included in (c) acquired after 7/25/06, and not on a historic structure listed in the National Register	2 d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year ▶ _____

4 Number of states where property subject to conservation easement is located ▶ _____

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds? Yes No

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶ _____

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶ \$ _____

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)? Yes No

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.
Complete if the organization answered 'Yes' on Form 990, Part IV, line 8.

1 a If the organization elected, as permitted under FASB ASC 958, not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide in Part XIII the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under FASB ASC 958, to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:

(i) Revenue included on Form 990, Part VIII, line 1. ▶ \$ _____

(ii) Assets included in Form 990, Part X. ▶ \$ _____

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under FASB ASC 958 relating to these items:

a Revenue included on Form 990, Part VIII, line 1. ▶ \$ _____

b Assets included in Form 990, Part X. ▶ \$ _____

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

3 Using the organization's acquisition, accession, and other records, check any of the following that make significant use of its collection items (check all that apply):

- a Public exhibition
- b Scholarly research
- c Preservation for future generations
- d Loan or exchange program
- e Other _____

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.

5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? Yes No

Part IV Escrow and Custodial Arrangements. Complete if the organization answered 'Yes' on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1 a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? Yes No

b If 'Yes,' explain the arrangement in Part XIII and complete the following table:

	Amount
c Beginning balance	1 c
d Additions during the year	1 d
e Distributions during the year	1 e
f Ending balance	1 f

2 a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? Yes No

b If 'Yes,' explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII.

Part V Endowment Funds. Complete if the organization answered 'Yes' on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1 a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

- a Board designated or quasi-endowment _____ %
- b Permanent endowment _____ %
- c Term endowment _____ %

The percentages on lines 2a, 2b, and 2c should equal 100%.

3 a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

	Yes	No
(i) Unrelated organizations	3a(i)	
(ii) Related organizations	3a(ii)	
b If 'Yes' on line 3a(ii), are the related organizations listed as required on Schedule R?	3b	

4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1 a Land				
b Buildings				
c Leasehold improvements		3,188.	2,945.	243.
d Equipment		2,515.	1,063.	1,452.
e Other		5,695.	5,615.	80.
Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.)				1,775.

BAA

Part VII Investments – Other Securities.

N/A

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives.....		
(2) Closely held equity interests.....		
(3) Other -----		
(A) -----		
(B) -----		
(C) -----		
(D) -----		
(E) -----		
(F) -----		
(G) -----		
(H) -----		
(I) -----		
Total. (Column (b) must equal Form 990, Part X, column (B) line 12.)		

Part VIII Investments – Program Related.

N/A

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) -----		
(2) -----		
(3) -----		
(4) -----		
(5) -----		
(6) -----		
(7) -----		
(8) -----		
(9) -----		
(10) -----		
Total. (Column (b) must equal Form 990, Part X, column (B) line 13.)		

Part IX Other Assets.

N/A

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1) -----	
(2) -----	
(3) -----	
(4) -----	
(5) -----	
(6) -----	
(7) -----	
(8) -----	
(9) -----	
(10) -----	
Total. (Column (b) must equal Form 990, Part X, column (B) line 15.)	

Part X Other Liabilities.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2) -----	
(3) -----	
(4) -----	
(5) -----	
(6) -----	
(7) -----	
(8) -----	
(9) -----	
(10) -----	
(11) -----	
Total. (Column (b) must equal Form 990, Part X, column (B) line 25.)	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FASB ASC 740. Check here if the text of the footnote has been provided in Part XIII. See Part XIII.

Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return. N/A

Complete if the organization answered 'Yes' on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements		1
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:		
	a Net unrealized gains (losses) on investments	2 a	
	b Donated services and use of facilities	2 b	
	c Recoveries of prior year grants	2 c	
	d Other (Describe in Part XIII.)	2 d	
	e Add lines 2a through 2d		2 e
3	Subtract line 2e from line 1		3
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:		
	a Investment expenses not included on Form 990, Part VIII, line 7b	4 a	
	b Other (Describe in Part XIII.)	4 b	
	c Add lines 4a and 4b		4 c
5	Total revenue. Add lines 3 and 4c. (This must equal Form 990, Part I, line 12.)		5

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return. N/A

Complete if the organization answered 'Yes' on Form 990, Part IV, line 12a.

1	Total expenses and losses per audited financial statements		1
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:		
	a Donated services and use of facilities	2 a	
	b Prior year adjustments	2 b	
	c Other losses	2 c	
	d Other (Describe in Part XIII.)	2 d	
	e Add lines 2a through 2d		2 e
3	Subtract line 2e from line 1		3
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:		
	a Investment expenses not included on Form 990, Part VIII, line 7b	4 a	
	b Other (Describe in Part XIII.)	4 b	
	c Add lines 4a and 4b		4 c
5	Total expenses. Add lines 3 and 4c. (This must equal Form 990, Part I, line 18.)		5

Part XIII Supplemental Information.

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

Part X - FASB ASC 740 Footnote

The Organization has applied the provisions of Financial Accounting Standards Codification (ASC) 740-10, Accounting for Uncertainty in Income Taxes. Under ASC 740-10, nonpublic enterprises, including nonprofit organizations, are required to report a tax liability when substantial uncertainties exist as to whether certain income is exempt from federal, state and local income tax. As of May 31, 2022, the Organization had no substantial uncertain income tax positions.

**SCHEDULE G
(Form 990)**

Department of the Treasury
Internal Revenue Service

Supplemental Information Regarding Fundraising or Gaming Activities

Complete if the organization answered 'Yes' on Form 990, Part IV, line 17, 18, or 19, or if the organization entered more than \$15,000 on Form 990-EZ, line 6a.

▶ Attach to Form 990 or Form 990-EZ.

▶ Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2021

Open to Public Inspection

Name of the organization

Assistance League of Rancho San Dieguito

Employer identification number

Part I Fundraising Activities. Complete if the organization answered 'Yes' on Form 990, Part IV, line 17. Form 990-EZ filers are not required to complete this part.

1 Indicate whether the organization raised funds through any of the following activities. Check all that apply.

- a Mail solicitations
- b Internet and email solicitations
- c Phone solicitations
- d In-person solicitations
- e Solicitation of non-government grants
- f Solicitation of government grants
- g Special fundraising events

2a Did the organization have a written or oral agreement with any individual (including officers, directors, trustees, or key employees listed in Form 990, Part VII) or entity in connection with professional fundraising services? Yes No

b If 'Yes,' list the 10 highest paid individuals or entities (fundraisers) pursuant to agreements under which the fundraiser is to be compensated at least \$5,000 by the organization.

(i) Name and address of individual or entity (fundraiser)	(ii) Activity	(iii) Did fundraiser have custody or control of contributions?		(iv) Gross receipts from activity	(v) Amount paid to (or retained by) fundraiser listed in column (i)	(vi) Amount paid to (or retained by) organization
		Yes	No			
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
Total						0.

3 List all states in which the organization is registered or licensed to solicit contributions or has been notified it is exempt from registration or licensing.

Part II Fundraising Events. Complete if the organization answered 'Yes' on Form 990, Part IV, line 18, or reported more than \$15,000 of fundraising event contributions and gross income on Form 990-EZ, lines 1 and 6b. List events with gross receipts greater than \$5,000.

		(a) Event #1	(b) Event #2	(c) Other events	(d) Total events	
		<u>Annual Fundrai</u> (event type)	(event type)	<u>None</u> (total number)	(add column (a) through column (c))	
Revenue	1	Gross receipts	90,912.		90,912.	
	2	Less: Contributions	48,132.		48,132.	
	3	Gross income (line 1 minus line 2)	42,780.		42,780.	
Direct Expenses	4	Cash prizes				
	5	Noncash prizes				
	6	Rent/facility costs				
	7	Food and beverages	18,930.		18,930.	
	8	Entertainment	1,150.		1,150.	
	9	Other direct expenses	584.		584.	
	10	Direct expense summary. Add lines 4 through 9 in column (d)				20,664.
	11	Net income summary. Subtract line 10 from line 3, column (d)				22,116.

Part III Gaming. Complete if the organization answered 'Yes' on Form 990, Part IV, line 19, or reported more than \$15,000 on Form 990-EZ, line 6a.

		(a) Bingo	(b) Pull tabs/instant bingo/progressive bingo	(c) Other gaming	(d) Total gaming	
					(add column (a) through column (c))	
Revenue	1	Gross revenue				
Direct Expenses	2	Cash prizes				
	3	Noncash prizes				
	4	Rent/facility costs				
	5	Other direct expenses				
	6	Volunteer labor	Yes _____ % No	Yes _____ % No	Yes _____ % No	
	7	Direct expense summary. Add lines 2 through 5 in column (d)				
	8	Net gaming income summary. Subtract line 7 from line 1, column (d)				

- 9 Enter the state(s) in which the organization conducts gaming activities: _____
- a Is the organization licensed to conduct gaming activities in each of these states? Yes No
- b If 'No,' explain: _____
- 10 a Were any of the organization's gaming licenses revoked, suspended, or terminated during the tax year? Yes No
- b If 'Yes,' explain: _____



11 Does the organization conduct gaming activities with nonmembers? Yes No

12 Is the organization a grantor, beneficiary or trustee of a trust, or a member of a partnership or other entity formed to administer charitable gaming? Yes No

13 Indicate the percentage of gaming activity conducted in:

a The organization's facility	13a	%
b An outside facility	13b	%

14 Enter the name and address of the person who prepares the organization's gaming/special events books and records:

Name ▶ _____

Address ▶ _____

15 a Does the organization have a contract with a third party from whom the organization receives gaming revenue? Yes No

b If 'Yes,' enter the amount of gaming revenue received by the organization ▶ \$ _____ and the amount of gaming revenue retained by the third party ▶ \$ _____

c If 'Yes,' enter name and address of the third party:

Name ▶ _____

Address ▶ _____

16 Gaming manager information:

Name ▶ _____

Gaming manager compensation ▶ \$ _____

Description of services provided ▶ _____

- Director/officer
- Employee
- Independent contractor

17 Mandatory distributions:

a Is the organization required under state law to make charitable distributions from the gaming proceeds to retain the state gaming license? Yes No

b Enter the amount of distributions required under state law to be distributed to other exempt organizations or spent in the organization's own exempt activities during the tax year ▶ \$ _____

Part IV Supplemental information. Provide the explanations required by Part I, line 2b, columns (iii) and (v); and Part III, lines 9, 9b, 10b, 15b, 15c, 16, and 17b, as applicable. Also provide any additional information. See instructions.

**SCHEDULE I
(Form 990)**

**Grants and Other Assistance to Organizations,
Governments, and Individuals in the United States**

OMB No. 1545-0047

2021

Department of the Treasury
Internal Revenue Service

Complete if the organization answered 'Yes' on Form 990, Part IV, line 21 or 22.
▶ Attach to Form 990.

**Open to Public
Inspection**

▶ Go to www.irs.gov/Form990 for the latest information.

Name of the organization

Employer identification number

Assistance League of Rancho San Dieguito

Part I General Information on Grants and Assistance

- 1 Does the organization maintain records to substantiate the amount of the grants or assistance, the grantees' eligibility for the grants or assistance, and the selection criteria used to award the grants or assistance? Yes No
- 2 Describe in Part IV the organization's procedures for monitoring the use of grant funds in the United States. See Part IV

Part II Grants and Other Assistance to Domestic Organizations and Domestic Governments. Complete if the organization answered 'Yes' on Form 990, Part IV, line 21, for any recipient that received more than \$5,000. Part II can be duplicated if additional space is needed.

1 (a) Name and address of organization or government	(b) EIN	(c) IRC section (if applicable)	(d) Amount of cash grant	(e) Amount of noncash assistance	(f) Method of valuation (book, FMV, appraisal, other)	(g) Description of noncash assistance	(h) Purpose of grant or assistance
(1) MiraCosta College 1 Barnard Drive Oceanside, CA 92056			6,000.	0.			Scholarships
(2) -----							
(3) -----							
(4) -----							
(5) -----							
(6) -----							
(7) -----							
(8) -----							

2 Enter total number of section 501(c)(3) and government organizations listed in the line 1 table ▶ 0

3 Enter total number of other organizations listed in the line 1 table ▶ 1

Part III Grants and Other Assistance to Domestic Individuals. Complete if the organization answered 'Yes' on Form 990, Part IV, line 22. Part III can be duplicated if additional space is needed.

(a) Type of grant or assistance	(b) Number of recipients	(c) Amount of cash grant	(d) Amount of noncash assistance	(e) Method of valuation (book, FMV, appraisal, other)	(f) Description of noncash assistance
1 School clothing	2,072		86,757.	Cost	School clothing
2					
3					
4					
5					
6					
7					

Part IV Supplemental Information. Provide the information required in Part I, line 2; Part III, column (b); and any other additional information.

Part I, Line 2 - Procedures for Monitoring Use of Grants Funds in U.S.

School Clothing: Local school district personnel identify children of need. Chapter members monitor selection of school clothing for identified children.

Scholarships: Chapter members verify that students who receive scholarships are enrolled in college.

**SCHEDULE M
(Form 990)**

Noncash Contributions

OMB No. 1545-0047

2021

**Open to Public
Inspection**

Department of the Treasury
Internal Revenue Service

- ▶ Complete if the organizations answered 'Yes' on Form 990, Part IV, lines 29 or 30.
- ▶ Attach to Form 990.
- ▶ Go to www.irs.gov/Form990 for instructions and the latest information.

Name of the organization

Employer identification number

Assistance League of Rancho San Dieguito

Part I Types of Property

	(a) Check if applicable	(b) Number of contributions or items contributed	(c) Noncash contribution amounts reported on Form 990, Part VIII, line 1g	(d) Method of determining noncash contribution amounts
1 Art — Works of art				
2 Art — Historical treasures				
3 Art — Fractional interests				
4 Books and publications				
5 Clothing and household goods			190,875.	
6 Cars and other vehicles				
7 Boats and planes				
8 Intellectual property				
9 Securities — Publicly traded				
10 Securities — Closely held stock				
11 Securities — Partnership, LLC, or trust interests				
12 Securities — Miscellaneous				
13 Qualified conservation contribution — Historic structures				
14 Qualified conservation contribution — Other				
15 Real estate — Residential				
16 Real estate — Commercial				
17 Real estate — Other				
18 Collectibles				
19 Food inventory				
20 Drugs and medical supplies				
21 Taxidermy				
22 Historical artifacts				
23 Scientific specimens				
24 Archeological artifacts				
25 Other ▶ ()				
26 Other ▶ ()				
27 Other ▶ ()				
28 Other ▶ ()				

29 Number of Forms 8283 received by the organization during the tax year for contributions for which the organization completed Form 8283, Part V, Donee Acknowledgement 29

	Yes	No
30a During the year, did the organization receive by contribution any property reported in Part I, lines 1 through 28, that it must hold for at least three years from the date of the initial contribution, and which isn't required to be used for exempt purposes for the entire holding period?		X
b If 'Yes,' describe the arrangement in Part II.		
31 Does the organization have a gift acceptance policy that requires the review of any nonstandard contributions?		X
32a Does the organization hire or use third parties or related organizations to solicit, process, or sell noncash contributions?		X
b If 'Yes,' describe in Part II.		
33 If the organization didn't report an amount in column (c) for a type of property for which column (a) is checked, describe in Part II.		

BAA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule M (Form 990) 2021

Part II **Supplemental Information.** Provide the information required by Part I, lines 30b, 32b, and 33, and whether the organization is reporting in Part I, column (b), the number of contributions, the number of items received, or a combination of both. Also complete this part for any additional information.

SCHEDULE O
(Form 990)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or Form 990-EZ.

▶ Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

2021

**Open to Public
Inspection**

Name of the organization

Assistance League of Rancho San Dieguito

Employer identification number

Form 990, Part III, Line 4d - Other Program Services Description

Other Programs primarily include:

Kuddles for Kids provides huggable plush toys and snacks to comfort trauma victims, which are distributed through local hospitals, fire departments, and service agencies. Since 1998, the program distributed 12,146 plush toys and 2,390 snacks, including 120 plush toys and 200 snacks distributed this fiscal year.

Knifty Knitters

Since 1998, Knifty Knitters has provided 9,116 hand-knitted items, which include:

1) infant layettes to military personnel and other families in need in our community, 2) hand-knitted scarves to active military personnel, and (3) shawls to patients undergoing chemotherapy.

PREP

Prepares preschoolers for kindergarten by improving English, reading, math, and social interaction skills through various games. Since 1998, we tutored 962 preschoolers.

Flowers for Seniors

Provides bouquets of flowers to seniors in local assisted living facilities. Since 2016, the program assembled and delivered 1,486 bouquets.

Form 990, Part VI, Line 7b - Decisions of Governing Body Approval by Members or Shareholders

Voting members approve, by two-thirds vote of members present, the annual assessment for major fundraising activities, all new fundraising events and activities, and all

Name of the organization

Assistance League of Rancho San Dieguito

Employer identification number

Form 990, Part VI, Line 7b - Decisions of Governing Body Approval by Members or Shareholders (continued)

new philanthropic programs. The voting membership also approves the annual budget.

Form 990, Part VI, Line 8 - Explanation of No Contemporaneously Documentation of Meetings

No committee can act on behalf of the governing body.

Form 990, Part VI, Line 11b - Form 990 Review Process

Board members received a copy of the form 990 prior to its filing with a period open for questions and comments.

Form 990, Part VI, Line 12c - Explanation of Monitoring and Enforcement of Conflicts

The conflict of interest policy is reviewed annually at a membership meeting. All members sign a conflict of interest policy when they pay their annual dues.

Form 990, Part VI, Line 19 - Other Organization Documents Publicly Available

Governing documents and the conflict of interest policy are made available upon request.

Part VI, Section B, Questions 15a-b

The Organization does not have paid personnel, therefore, these questions are not applicable.

January 24, 2023

Dear Assistance League of Rancho San Dieguito,



This letter is to confirm that Assistance League of Rancho San Dieguito is registered with the Internal Revenue Service as a 501(c)(3) under Group Exemption Number 4176.

The parent (central) organization is National Assistance League®.

Parent and the subsidiary organizations are registered as follows:

Parent: National Assistance League
3100 W. Burbank Blvd., Suite 100
Burbank, CA 91505-2348
EIN: 95-1945908
GEN: 4176

Subsidiary: Assistance League of Rancho San Dieguito
270F N. El Camino Real, Box 368
Encinitas, CA 92024
EIN: 330556542

The Internal Revenue Service recognizes Assistance League of Rancho San Dieguito a subordinate organization. Therefore, Assistance League of Rancho San Dieguito can provide this letter to donors, along with the accompanying Internal Revenue Service Group Exemption Determination letter for the parent organization, as verification of exemption status.

As such, Assistance League of Rancho San Dieguito may use and provide donors with the enclosed Group Exemption Number 4176 and the chapter's Federal Identification Number 330556542. Donors to Assistance League of Rancho San Dieguito may deduct contributions to the chapter under the Group Exemption Number 4176 and the Federal Identification Number 330556542 as provided in Section 170 of the Internal Revenue Code. In addition, the chapter qualifies for the charitable contribution deduction under Section 170(b)(1)(A) and has been classified as an organization that is not a private foundation under Section 509(a)(2).

Please keep this letter with other legal documents and/or in a safe deposit box.

If you have further questions, please contact me at:

National Assistance League
3100 W. Burbank Blvd., Suite 100
Burbank, CA 91505-2348

or by phone at 818-846-3777 or by e-mail at NationalOffice@assistanceleague.org.

With regards,

Matt Zarcufsky, CFRE
National Executive Director
National Assistance League

Transforming Lives • Strengthening Community

3100 W. Burbank Boulevard, Suite 100, Burbank, CA 91505 • Tel: 818-846-3777 • Fax: 818-846-3535 • AssistanceLeague.org

ASSISTANCE LEAGUE OF RANCHO SAN DIEGUITO
USE OF SALES AND USE TAX EXEMPTION

A copy of the Non-Profit Organization Sales and Use Tax Exemption is attached. Please use this copy as a master to make any more copies you may need.

With this exemption, no sales tax will be paid on tangible personal property purchased for the purpose of donation to individuals in a distressed financial condition. Items expressly included are:

- 1) Clothing, shoes and personal grooming items for OSB
- 2) Clothing and grooming items for ASK
- 3) Bears for Hug-a-Bear
- 4) Yarn for Knifty-Knitter layettes

Use the exemption only for items specifically listed above. Sales tax must be paid on all purchases of supplies, storage containers, and any items that will not be physically given to individuals in a distressed financial position.

Federal Employer ID No.: 33-0556542
CA Corporate ID No: D-1877561
CA Resale Permit No: SR FHB 99-481040
State Charity Registration
Number: CT92512

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Assistance League of Rancho San Dieguito	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
<input type="checkbox"/> Individual/sole proprietor or single-member LLC	<input type="checkbox"/> C Corporation
<input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____	<input type="checkbox"/> S Corporation
<input checked="" type="checkbox"/> Other (see instructions) ▶ 501(c)(3)	<input type="checkbox"/> Partnership
<input type="checkbox"/> Trust/estate	<input type="checkbox"/> Trust/estate
5 Address (number, street, and apt. or suite no.) See instructions. 270F N El Camino Real, #368	
6 City, state, and ZIP code Encinitas, CA 92024	
7 List account number(s) here (optional)	
Requester's name and address (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number												
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> </tr> </table>												
or												
Employer identification number												

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶ 1/25/2023
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Bike

Walk

Solana



COMMUNITY GRANT APPLICATION

The City of Solana Beach Community Grant Program 2023 Request for Financial Assistance application **MUST BE SUBMITTED by 5:00 PM Thursday, May 25, 2023.**

Please submit completed applications via email to dking@cosb.org and copied to pletts@cosb.org. If email submission is not possible for an applicant, hard copies may be dropped off at City Hall 635 South Highway 101, Solana Beach, CA. 92075, Attn: Community Grants Program.

All requests will be determined by the following criteria:

Name of Organization: BikeWalkSolana

Contact Person: Karl Rudnick Email address: rudnick.cooper@gmail.com

Daytime Phone: 858-481-7910 Evening Phone: _____

Mailing Address: 1019 San Patricio Drive, Solana Beach CA 92075

City: Solana Beach State: CA Zip: 92075

1. All the documents below are attached to this application:

- W-9
- Summary of Organization's Budget
- Proposed Program Budget
- Financial and Tax Statements (see Application Guidelines)
- Copy of the California Franchise Tax Board Entity Status Letter, showing exemption under Section 23701d or Internal Revenue Code section 501(c)(3)

2. Has your organization received financial assistance from the City before? Yes No

If yes, please state the fiscal year it was received and for the proposed program was:

See attached document

3. Title of FY 2023/24 Proposed Program/Service: BikeWalkSolana: Think Outside The Car

4. What is the total amount requested for the FY 2023/24 Proposed Total Program? Includes all estimated costs to conduct proposed activity/program.
\$5,650

5. Grant funds must be used for services or materials directly associated with the proposed activity. Please describe how grant funds will be used:
See attached document

6. Anticipated Program Objectives or Accomplishments:
See attached document

7. Program Dates/Location:
See attached document

8. Estimated number of Solana Beach residents to be served by proposed program: 280

9. How will the organization acknowledge the City's financial contribution to the community/beneficiaries of the proposed activity?

We will thank the City for its financial contribution on <https://bikewalksolana.org/> as well as in any printed and electronic fliers distributed to promote each and every event. We will also verbally thank the City's financial contribution during the event itself.

10. Will there be any matching funds or other grants that would be applied to this program or service? If awarded this grant, will that enable other funding sources?

There will not be any matching funds or other grants. However, we were able to leverage this year's events (made possible by our last grant from the Community Foundation), to get donations from local businesses for additional prizes for the raffles, and will work to do the same thing for future events.

11. Will volunteers be used for the proposed program or service and, if so, will they reduce expenses?

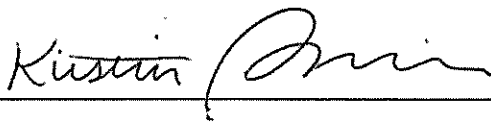
BikeWalkSolana is a volunteer organization, and its volunteers have helped to host previous Tours of Solana Beach. Volunteers will also be used to lead the new proposed Solana Beach Family Bike/Roll/Ride and the new Self-Guided Walking Tour and Scavenger Hunt.

12. If the proposed program or service is only awarded partial funding, will it still move forward? Will the program/service be scaled back and/or is there a threshold at which it will not move forward?

If only partial funding is awarded, some of the proposed events will move forward, but not all of them. As expenses for insurance are unavoidable, BikeWalkSolana will evaluate the funding level and determine which of the proposed events will best serve the community. If less than \$750 is granted, only the self-guided walk and scavenger hunt will be possible. If no money is granted, none of the events will be possible.

Acknowledgment of Responsibility:

Authorized Signature assumes all responsibility for developing and implementing proposed activities or events in this application, including public acknowledgment of the City's financial contribution. Authorized signature will comply with all accounting and budget procedures outlined by the City. Authorized signature and accompanying group will hold harmless the City of Solana Beach from all losses, claims, accidents, and problems associated, directly or indirectly with the development and implementation of proposed activities or events.



Authorized Signature of Organization

May 24, 2023

Date

ALL INFORMATION REQUESTED ON THIS APPLICATION MUST BE COMPLETED AS A CONDITION FOR BEING CONSIDERED FOR PUBLIC FUNDS BY THE CITY COUNCIL OF SOLANA BEACH.

11. Will volunteers be used for the proposed program or service and, if so, will they reduce expenses?

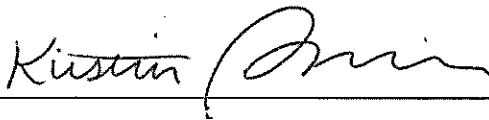
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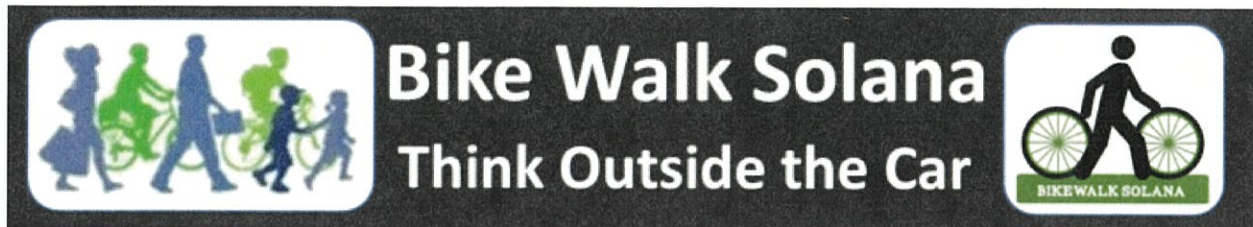


Authorized Signature of Organization

May 24, 2023

Date

ALL INFORMATION REQUESTED ON THIS APPLICATION MUST BE COMPLETED AS A CONDITION FOR BEING CONSIDERED FOR PUBLIC FUNDS BY THE CITY COUNCIL OF SOLANA BEACH.



City of Solana Beach 2023 Community Grant Application

1. Required documents

W9 (attached)

Summary of Organization's Budget

We have no income source and rely on grants and donations, including in-kind donations from local businesses, for any events we run that have expenses. We have a bank account with Mission Federal Credit Union to track income and expenses. Attached is a screenshot (the April bank statement doesn't show expenses against our current grant), showing a balance of \$232 which we are spending entirely for expenses on our current BWS Community Grant, which is coming to a close May 31, 2023.

Proposed Program Budget

We propose to increase our spending this year to reach a larger portion of the community, including pedestrians and children. We also would like to offer more Safe Cycling Courses as the number of adults and children using e-bikes in the city has increased dramatically over the last several years. The budget includes the following:

\$4000: Four Safe Cycling Classes

\$750: New family friendly bike/roll/ride co-sponsored with the Solana Beach PTA

\$150: New self-guided walking tour/scavenger hunt

\$750: Fourth Tour of Solana Beach Community Bike Ride

\$5650 Total

Financial and Tax Statements

BikeWalkSolana is an advocacy and education committee listed as a Social Org on our EIN so does not file tax returns.

CA Franchise Tax Board Entity Status Letter (attached)

**2. Has your organization received financial assistance from the City before? (Yes)
If yes, please state the fiscal year it was received and for the proposed program was:**

For FY 2021-2022 BikeWalkSolana received \$3600 from the Solana Beach Community Grant Program for several events to promote active transportation in the City of Solana Beach and get the community to think outside the car to discover Solana Beach. The funds were used to cover the costs associated with a Tour of Solana Beach Community Ride, a SafeCycling Class, and a Tour of Solana Beach Scavenger Hunt. Outreach for the events was accomplished using City of Solana Beach E-blasts, articles in the Solana Beach Sun and Del Mar Times, posting flyers in local businesses, social media, and websites.

For FY 2013-2014 BikeWalkSolana received money for a Bicycle Safety Rodeo.

3. Title of FY 2023/24 Proposed Program/Service:

BikeWalkSolana: Think Outside The Car

The group will offer a series of events throughout 2023 and 2024 to educate the community and promote the use of alternative mobility options in Solana Beach.

**4. What is the total amount requested for the FY 2023/24 Proposed Total Program?
Includes all estimated costs to conduct proposed activity/program.**

\$5,650

5. Grant funds must be used for services or materials directly associated with the proposed activity. Please describe how grant funds will be used:

BikeWalkSolana will use the funds to support a number of community events. This includes the following:

- *New Solana Beach Family Bike/Roll/Ride:* This new aspect for BikeWalkSolana is proposed as a flat route geared toward families with children along the Rail Trail, Sierra, and Cedros as an easier alternative to the traditional 15 mile Tour of Solana Beach Community Ride. Bikes, scooters, and other mobility options are all welcome. BikeWalkSolana hopes to partner with the Solana Beach PTA to hold this event in September or October 2023 at the beginning of the 2023-2024 school year.

Estimated cost: \$750

\$600 for insurance and \$150 for lemonade and treats to fuel the young participants.

- *City Cycling Classes for teens and their parents.* With the rise in popularity of e-bikes, it is more important than ever that bicyclists are educated about the rules of the road and their rights and responsibilities as cyclists. Encinitas and Carlsbad have successfully offered these courses in the past year, reaching 20 or more participants each class.

Each course is a 3 hour session with approximately 1 hour classroom/talk, 1 hour parking lot drills, and 1 hour for a short community group ride. This course is appropriate for all bike types, including e-bikes. Each class is supported by 2 League of American Bicyclists Cycling Instructors via the San Diego County Bicycle Coalition.

BikeWalkSolana held a Smart Cycling class in Solana Beach in May 2022. The class covered general bike safety, emergency maneuver skills, legal rights, and rider responsibilities. The classroom session was held on May 17th at the La Colonia Park Community Center followed by a road session on May 21st. There was tremendous interest from parents of children with e-bikes with 11 teens attending the classroom session. Unfortunately, none of the teens attended the road session as they had to be accompanied by an adult and the adults had difficulty coordinating participation. BikeWalkSolana has been discussing ways to improve teen participation in future classes.

Estimated cost: \$4000

BikeWalkSolana would like to offer 4 courses throughout the year. Each course would cost about \$600 for insurance and \$400 for the instructors through the San Diego Bike Coalition.

- *New Self-Guided Walking Tour and Scavenger Hunt of Solana Beach:* This new aspect for BikeWalkSolana is proposed as a self-guided 2-3 mile historical walking tour of the city. Previous scavenger hunts hosted by the group have been geared more toward bicyclists. As our group wants to promote all types of mobility, we are looking to expand our reach in the community to those who prefer to walk rather than bike, although of course people could also complete this self-guided scavenger hunt by bike as well. Along the hunt, people will locate points of interest highlighting art, whimsy, pedestrian infrastructure, and local history. We plan to partner with the Solana Beach Civic and Historical Society, whose historical plaques with QR codes on historic buildings will help scavenger hunters find answers to questions about Solana Beach's past via historic buildings along Cedros, Hwy 101, and Eden Gardens.

Estimated cost: \$150

\$150 for raffle prizes from local businesses to encourage participation.

- *Fourth Tour of Solana Beach Community Ride:* This is an approximately 15 mile bike tour of the city that highlights mobility improvements the city has or will make to its infrastructure as well as a tour of all of the city's different neighborhoods. The tour is led by qualified ride monitors at a leisurely pace. BikeWalkSolana has hosted three successful community rides in the past, most recently in 2023 when we had about 40 participants, including two children on their own bikes and two children on a parent's cargo e-bike. BikeWalkSolana typically holds this event in May, which is National Bike Month.

Estimated cost: \$750

\$600 for insurance and \$150 for raffle prizes that both encourage attendance and also serve as a way to distribute bike safety equipment, such as helmets, lights, and high-visibility gear.

6. Anticipated Program Objectives or Accomplishments

BikeWalkSolana is dedicated to making Solana Beach better for walking and biking for travelers of all ages. We educate the community about the city's alternative mobility options, improvements to bike/walk infrastructure, and bicycle and pedestrian safety information through our series of mobility events and trainings. We also work with the city to advocate for improvements to the city's bike and pedestrian infrastructure.

E-bike safety classes held in Encinitas and Carlsbad have also been well received, with 20 participants from teens to seniors each class, and we anticipate a similar level of interest in Solana Beach.

Previous community bike rides have been very successful. In 2019 we had over 100 participants, and in 2023 we had approximately 40 riders join us for the event. We have also had hundreds of participants over the previous three scavenger hunts. We hope to reach even more community members by expanding our tour and scavenger hunt ideas to shorter and flatter routes to encourage pedestrians and more children to participate.

7. Program Dates/Location

- *Solana Beach Family Bike/Roll/Ride*: The route will include portions of the Rail Trail, Sierra, and Cedros and will be held in September or October 2023.
- *City Cycling Classes*: Courses will be offered periodically throughout the year at a location to be determined (pending funding availability). La Colonia Community Center, the Solana Beach Library, Boys & Girls Club, or Skyline or Solana Vista Schools are all possibilities, based on availability and cost.
- *Self-Guided Walking Tour and Scavenger Hunt of Solana Beach*: Exact route is to be established, but will include some of the historic highlights of the city, including areas of 101/Cedros and La Colonia. BikeWalkSolana aims to hold the event in Spring 2024, exact date TBD.
- *Fourth Tour of Solana Beach Community Ride*: This is an approximately 15 mile bike tour of the city and will traverse all of the different areas of the city. It will be held in May 2024 to celebrate Bike Month.

8. Estimated number of Solana Beach residents to be served by proposed program:

- *Solana Beach Family Bike/Roll/Ride*: 40-50 people

- *City Cycling Classes*: 20 per class for 80 total over 4 offerings
- *Self-Guided Walking Tour and Scavenger Hunt of Solana Beach*: 100 people
- *Fourth Tour of Solana Beach Community Ride*: 40-50 people

9. How will the organization acknowledge the City's financial contribution to the community/ beneficiaries of the proposed activity?

We will thank the City for its financial contribution on <https://bikewalksolana.org/> as well as in any printed and electronic fliers distributed to promote each and every event. We will also verbally thank the City's financial contribution during the event itself.

10. Will there be any matching funds or other grants that would be applied to this program or service? If awarded this grant, will that enable other funding sources?

There will not be any matching funds or other grants. However, we were able to leverage this year's events (made possible by our last grant from the Community Foundation), to get donations from local businesses for additional prizes for the raffles, and will work to do the same thing for future events.

11. Will volunteers be used for the proposed program or service and, if so, will they reduce expenses?

BikeWalkSolana is a volunteer organization, and its volunteers have helped to host previous Tours of Solana Beach. Volunteers will also be used to lead the new proposed Solana Beach Family Bike/Roll/Ride and the new Self-Guided Walking Tour and Scavenger Hunt.

12. If the proposed program or service is only awarded partial funding, will it still move forward? Will the program/service be scaled back and/or is there a threshold at which it will not move forward?

If only partial funding is awarded, some of the proposed events will move forward, but not all of them. As expenses for insurance are unavoidable, BikeWalkSolana will evaluate the funding level and determine which of the proposed events will best serve the community. If less than \$750 is granted, only the self-guided walk and scavenger hunt will be possible. If no money is granted, none of the events will be possible.

Bus Standard Checking 8253 ▼

Balance Details Account Details

Description	Bus Standard Checking 8253	Account Number	[REDACTED]
Dividend Paid YTD	\$0.00	Dividend Paid Last Year	\$0.00
Routing and Transit Number	322281507		

- [Transfer From Checking](#)
- [Account Statements](#)
- [Send Us A Message](#)

Transactions
[Search](#)
[Refresh](#)
[Download](#)

[All](#)
[Deposits](#)
[Withdrawals](#)
[Checks](#)
[Transfers](#)
[ACH](#)
[Cards](#)
[Dividends](#)

Date	Description	Category	Amount	Balance
Posted Transactions				
▼ 05/10/2023	Check #1024	Uncategorized	-\$374.14	\$232.86
▼ 05/10/2023	Check #1022	Uncategorized	-\$100.00	\$607.00
▼ 05/10/2023	Check #1020	Uncategorized	-\$800.00	\$707.00
▼ 05/10/2023	Check #1019	Uncategorized	-\$493.00	\$1,507.00
▼ 04/05/2023	Check #1014	Uncategorized	-\$2,401.89	\$2,000.00
▼ 09/27/2022	Deposit Check	Income	\$2,000.00	\$4,401.89
▼ 06/14/2022	Check #1018	Uncategorized	-\$100.00	\$2,401.89

Date of this notice: 12-18-2013

Employer Identification Number:
[REDACTED]

Form: SS-4

Number of this notice: CP 575 E

SOLANA BEACH BICYCLE AND PEDESTRIAN
ADVISORY COMMITTEE
BIKEWALKSOLANA
1019 SAN PATRICIO DR
SOLANA BEACH, CA 92075

For assistance you may call us at:
1-800-829-4933

IF YOU WRITE, ATTACH THE
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 46-4337966. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

When filing tax documents, payments, and related correspondence, it's very important that you use your EIN along with your complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information shown above isn't correct, please send us the correction using the attached tear-off stub.

Annual filing requirements

Most organizations with an EIN have an annual filing requirement, even if they engage in minimal or no activity.

A. If you are tax exempt, you may be required to file one of the following returns or notices:

Form 990, Return of Organization Exempt From Income Tax
Form 990-EZ, Short Form Return of Organization Exempt From Income Tax
Form 990-PF, Return of Private Foundation
Form 990-N, e-Postcard (available online only)

Additionally, you may be required to file your annual return electronically.

If an organization required to file a Form 990, Form 990-PF, Form 990-EZ, or Form 990-N does not do so for three consecutive years, its tax-exempt status is automatically revoked as of the due date of the third return or notice.

Please refer to www.irs.gov/990filing for the most current information on your filing requirements.

B. If you are not tax-exempt, you may be required to file one of the following returns:

Form 1120, U.S. Corporation Income Tax Return
Form 1041, U.S. Income Tax Return for Estates and Trusts
Form 1065, U.S. Return of Partnership Income

Please refer to Publication 1635, Understanding Your EIN, for more information about which forms you may be required to file.

Applying for Tax-Exempt Status

Receiving an EIN from the IRS is not the same thing as receiving IRS recognition of tax-exempt status. To apply for formal recognition of tax-exempt status, most organizations will need to complete either Form 1023, *Application for Recognition Under Section 501(c)(3) of the Internal Revenue Code*, or Form 1024, *Application for Recognition of Exemption Under Section 501(a)*. Submit the completed form, all applicable attachments, and the required user fee to:

Internal Revenue Service
PO Box 12192
Covington, KY 41012-0192

Publication 557, *Tax Exempt Status for Your Organization*, has details on the application, process as well as information on returns you may need to file.

Additional information

To obtain tax forms and publications, including those referenced in this notice, visit our Web site at www.irs.gov. If you don't have access to the Internet, call 1-800-829-3676 (TTY/TDD 1-800-829-4059) or visit your local IRS office.

IMPORTANT REMINDERS:

- * Keep a copy of this notice in your permanent records. **This notice is issued only one time and the IRS will not be able to generate a duplicate copy for you.** You may give a copy of this document to anyone asking for proof of your EIN.
- * Use this EIN and your name exactly as they appear at the top of this notice on all your federal tax forms.
- * Refer to this EIN on your tax-related correspondence and documents.
- * Provide future officers of your organization with a copy of this notice.

If you have questions about your EIN, you can contact us using the phone number or address shown at the top of this notice. If you write, please tear off the stub at the bottom of this notice and send it along with your letter. If you don't need to write us, please don't complete and return this stub.

Your name control associated with this EIN is SOLA. You will need to provide this information, along with your EIN, if you file your returns electronically.

Thank you for your cooperation.

**Boys & Girls
Club of
San Dieguito**

COMMUNITY GRANT APPLICATION



The City of Solana Beach Community Grant Program 2023 Request for Financial Assistance application **MUST BE SUBMITTED by 5:00 PM Thursday, May 25, 2023.**

Please submit completed applications via email to dking@cosb.org and copied to pletts@cosb.org. If email submission is not possible for an applicant, hard copies may be dropped off at City Hall 635 South Highway 101, Solana Beach, CA. 92075, Attn: Community Grants Program.

All requests will be determined by the following criteria:

Name of Organization: Boys & Girls Clubs of San Dieguito

Contact Person: Annalyse Ortega Email address: grants@bgcsandieguito.org

Daytime Phone: (858) 755-9371 Evening Phone: (858) 755-9371

Mailing Address: 533 Lomas Santa Fe Drive

City: Solana Beach State: CA Zip: 92075

1. All the documents below are attached to this application:

- W-9
- Summary of Organization's Budget
- Proposed Program Budget
- Financial and Tax Statements (see Application Guidelines)
- Copy of the California Franchise Tax Board Entity Status Letter, showing exemption under Section 23701d or Internal Revenue Code section 501(c)(3)

2. Has your organization received financial assistance from the City before? Yes No

If yes, please state the fiscal year it was received and for the proposed program was:

Financial aid ('23). Mentoring ('18-'22). Summer programs ('15-'17). STEM ('14). College Prep ('13)

3. Title of FY 2022-23 Proposed Program/Service: Financial Aid for Low-Income Youth

4. What is the total amount requested for the FY 2022-23 Proposed Total Program? Includes all estimated costs to conduct proposed activity/program.

Our Financial Aid Program ensures that every child, regardless of their socioeconomic status, receives programs, services, and opportunities that positively develop them. In the upcoming fiscal year, we believe that we will give away approximately \$131,000 to low-income youth at Harper Teen Center and La Colonia Clubhouse through After-School Programs and out-of-school camps.

5. Grant funds must be used for services or materials directly associated with the proposed activity. Please describe how grant funds will be used:

Most youth at these two Clubs are attending with an 77% discount, with a quarter of youth attending completely free. We will never turn a child away due to their familys financial situation, instead covering any amount necessary. At these two Clubs, youth receive music education, robotic classes, homework help, cooking and gardening lessons, and recreational fitness. Funds would ensure that all children have equitable access to academic and enrichment programming.

6. Anticipated Program Objectives or Accomplishments:

Based on previous years' accomplishments, we believe that: our members will succeed academically, progressing to the next grade/graduate on time with post-secondary plans; that all youth who require financial aid will receive it; that youth will consistently abstain from drug use and truancy; and that families will be connected to local resources such as a free grocery program, mental health resources, translation assistance etc.

7. Program Dates/Location:

After-School Program: August 15, 2023 – May 31, 2024. Out-of-school camps: various dates. Harper Teen Center (533 Lomas Santa Fe Drive) and La Colonia Clubhouse (715 Valley Ave).

8. Estimated number of Solana Beach residents to be served by proposed program 70

9. How will the organization acknowledge the City's financial contribution to the community/ beneficiaries of the proposed activity?

We would be happy to acknowledge the City through our Facebook, Instagram, Twitter, and LinkedIn (combined over 5,000) as well as detail the Citys generosity in our monthly newsletter (sent to over 21,000 unique email addresses). We also send out an Annual Report to over 175 donors and would include the City amongst our "Partners" webpage.

10. Will there be any matching funds or other grants that would be applied to this program or service? If awarded this grant, will that enable other funding sources?

Our organization is dedicated to sustaining our Financial Aid Program. As such, our development team organizes fundraisers, writes grants, and plans campaigns. When we have been awarded in the past, showing that we have a strong partnership with the City has enabled us to secure other sources of support. This has had a huge impact on our fundraising, and we're grateful for the City's support!

11. Will volunteers be used for the proposed program or service and, if so, will they reduce expenses?

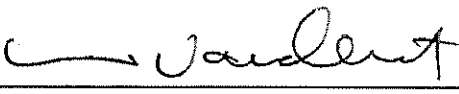
We utilize a strong volunteer base, including retired teachers, college students, and others who are interested in serving local youth. Volunteers lead specialty programs, such as STEMLeaf, a robotics program, mentor and tutor youth, and assist with events and administrative tasks. We cannot overstate our volunteers' incredible support; they are valued partners in helping us serve the community and in reducing overhead costs.

12. If the proposed program or service is only awarded partial funding, will it still move forward? Will the program/service be scaled back and/or is there a threshold at which it will not move forward?

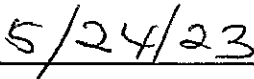
Every child deserves a safe, positive space in which they can thrive; it is because of this conviction that, desperate the severe budgetary strain, we quickly maneuvered our budget to provide low-to-no-cost childcare throughout the lockdowns, safely reopening to ten-hour days, without youths' families worrying how they would cover the cost. No matter the cost, we are dedicated to sustaining our Financial Aid Program through grant writing, events, and our dedicated donor base!

Acknowledgment of Responsibility:

Authorized Signature assumes all responsibility for developing and implementing proposed activities or events in this application, including public acknowledgment of the City's financial contribution. Authorized signature will comply with all accounting and budget procedures outlined by the City. Authorized signature and accompanying group will hold harmless the City of Solana Beach from all losses, claims, accidents, and problems associated, directly or indirectly with the development and implementation of proposed activities or events.



Authorized Signature of Organization



Date

ALL INFORMATION REQUESTED ON THIS APPLICATION MUST BE COMPLETED AS A CONDITION FOR BEING CONSIDERED FOR PUBLIC FUNDS BY THE CITY COUNCIL OF SOLANA BEACH.



BOYS & GIRLS CLUBS OF SAN DIEGUITO

Boys & Girls Clubs of San Dieguito FY23 Operating Budget

Contributions			
	General Contributions	749,350	
	Board Commitment	70,000	
	Corporate Sponsors	53,000	
	Direct Mail Income	30,000	
	Other (Escrip, United Way)	312	
	Total Contributions	902,662	
Fundraising			
	Chip in for Kids Golf	210,000	
	YOY Fundraiser	210,000	
	Jr. Board Events	73,700	
	Community Event and Fundraising Revenue	243,210	
	Total Fundraising	736,910	
Grants		225,750	
Rent Non-Program/Branches		383,210	
Programs/Branches Revenue			
	Branches	812,698	
	Summer Adventure Camps	391,631	
	Center for a Healthy Lifestyle	81,700	
	Athletics	443,361	
	Bulldogs	421,048	
	Aquatics	1,368,450	
	Youth Arts Academy	174,600	
	Carmel Valley Montessori School	1,220,946	
	Total Programs/Branches	4,914,434	
	Total Revenue	7,162,966	

GREAT FUTURES START HERE.



**BOYS & GIRLS CLUBS
OF SAN DIEGUITO**

Wages		
	Program Salaries and Related	3,339,904
	Administration Wages	845,590
	Payroll Taxes and Workers Comp	362,143
	Benefits	365,164
	401K	62,295
	Total Wages & Related Expenses	4,975,097
Other Expenses		10,235
Fundraising Expenses		414,487
Total Branch Program Expenses		381,061
Expenses related to rental income		58,306
Overhead Expenses		1,342,940
	Total Expenses	7,182,125

Net Income (Loss) from Operations		(19,158)
Other Restricted Revenues		20,000
Net Income (Loss) after Restrictions		842

GREAT FUTURES START HERE.

La Colonia Clubhouse and Harper Teen Center After-School Programs: Projected Financial Aid Given FY 24

Item	Cost
Financial assistance for, on average, 70 low-income youth every month at La Colonia Clubhouse and Harper Teen Center to participate in our After-School Program and out-of-school camps	\$ 131,810.00

**Boys & Girls Clubs of San Dieguito
Balance Sheet**

	March 31, 2023	February 28, 2023	% Variance Month to Month	June 30, 2022	
ASSETS					
Operating Cash	85,575	49,635	72%	50,479	-19%
Savings Account	2,052,926	1,975,024		2,584,181	
Accounts Receivable	15,058	51,587		13,528	
Other Current Assets	61,425	39,594		53,192	
Total Current Assets	2,214,984	2,115,820	5%	2,701,380	-18%
Property and Equipment:					
Land, Buildings and Building Improvements	14,858,317	14,858,317		14,858,317	
Autos, Equipment and Furniture	1,570,946	1,570,946	-	1,527,001	
Accumulated Depreciation	(8,285,565)	(8,165,825)		(7,926,345)	
Total Property and Equipment	\$ 8,143,698	\$ 8,263,438	-1%	\$ 8,458,973	-4%
Due from Foundation	287,675	287,675		287,675	
Restricted Funds:					
Rose Foundation - CFHL Solana Beach	-	-			
Griset Kitchen Fund - Encinitas					
Pledges Receivable	10,000	35,000		24,067	
Restricted Net Assets	(40,082)	(40,082)		227,092	
Total Other Assets	\$ (30,082)	\$ (5,082)	492%	\$ 307,424	-110%
Total Assets	\$ 10,616,275	\$ 10,661,852	0%	\$ 11,755,452	-10%
LIABILITIES AND CAPITAL					
Current Liabilities:					
Accounts Payable	134,070	201,799		167,617	
Payroll and Taxes Payable	179,090	143,072		187,231	
Deferred Social Security Taxes and ERC Credits	-	-		59,223	
Accrued Expenses	13,152	14,857		4,744	
Deferred Income	206,673	124,022		312,393	
Total Current Liabilities	532,984	483,850	10%	731,208	-27%
Long-Term Liabilities:					
Vacation Accrual	163,445	163,445		163,445	
Other Liabilities	(40,082)	(40,082)		283,357	
Total Long-Term Liabilities	\$ 123,364	\$ 123,364	0%	\$ 446,802	-72%
Total Liabilities	\$ 656,348	\$ 607,213	8%	\$ 1,178,010	-44%
Capital:	9,959,927	10,054,638		10,577,442	
Total Liabilities and Capital	\$ 10,616,275	\$ 10,661,852	0%	\$ 11,755,452	-10%

BGCSO
FY23
9 Month YTD - June 30

YTD Results FY 23

	<u>9 Month FY 2023</u>	<u>9 Month Budget</u>	Variance
Contributions			
General Contributions	\$ 169,273	\$ 477,165	
Board Commitment	\$ 23,100	\$ 45,000	
Corp Sponsorships	\$ 35,000	\$ 50,000	
Direct Mail/Other	<u>\$ 11,365</u>	<u>\$ 30,234</u>	
Total Contributions (General Operating)	\$ 238,738	\$ 602,399	\$ (363,661)
Board Fundraising, Net			
Total Board Fundraising, Net	\$ 340,388	\$ 290,750	\$ 49,638
Grants-non Program/Branches, Net	\$ 35,000	\$ 35,500	\$ (500)
Investment/Interest Income	\$ 13,745	\$ 410	\$ 13,335
Programs/Branches Revenue			
Total Programs/Branches	<u>\$ 4,183,999</u>	<u>\$ 4,348,419</u>	<u>\$ (164,420)</u>
Total Revenue (net of fundraising exp)	\$ 4,811,870	\$ 5,277,478	
Programs/Branches, net before Depr.			
Total Programs/Branches, net	\$ 357,746	\$ 245,137	\$ 112,609
Non Program/Branch Expenses			
Development/Admin Payroll	\$ (820,206)	\$ (800,023)	
Marketing	\$ (65,616)	\$ (55,665)	
Development/Admin Overhead	\$ (237,640)	\$ (231,304)	
Total Non Program/Branch Expense	<u>\$ (1,123,462)</u>	<u>\$ (1,086,991)</u>	<u>\$ (36,471)</u>
Net Income before designated gifts/expenses	\$ (137,845)	\$ 86,795	\$ (224,639)
Designated Gifts and Expenses			
Aquatics Campaign Donations	\$ 58,448		
Raise the Roof Campaign Donations	\$ 497,711		
Net designated gifts and expenses	<u>\$ 556,159</u>	<u>\$ -</u>	<u>\$ 556,159</u>
Net Income/(loss) before depreciation	\$ 418,315	\$ 86,795	\$ 331,520
Capital Purchases/Deferred Maintenance			
Aquatics Campaign Expenses	\$ (73,415)		
Raise the Roof Campaign Expenses	\$ (603,195)		
Non Cash Donations	\$ -		
Depreciation	<u>\$ (359,220)</u>	<u>\$ (361,500)</u>	<u>\$ 2,280</u>
Net Income/(Loss)	<u>\$ (617,515)</u>	<u>\$ (274,705)</u>	<u>\$ (342,810)</u>

Key Summary Totals

General Fundraising	\$ 298,375	\$ 548,615
Board Commitment	\$ 23,100	\$ 45,000
Corporate Sponsors	\$ 35,000	\$ 50,000
Direct Mail/Other	\$ 11,365	\$ 30,234
Grants	\$ 117,978	\$ 103,250
Rentals/Other	\$ 286,783	\$ 221,039
Program Payroll and Related	\$ (2,639,211)	\$ (2,870,142)
Admin Payroll	\$ (820,206)	\$ (800,023)

2021

990

PUBLIC

DISCLOSURE

Form **990**

Return of Organization Exempt From Income Tax

OMB No. 1545-0047

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

2021

Department of the Treasury
Internal Revenue Service

▶ Do not enter social security numbers on this form as it may be made public.

▶ Go to www.irs.gov/Form990 for instructions and the latest information.

Open to Public Inspection

A For the 2021 calendar year, or tax year beginning **JUL 1, 2021** and ending **JUN 30, 2022**

B Check if applicable: Address change Name change Initial return Final return/terminated Amended return Application pending	C Name of organization BOYS AND GIRLS CLUBS OF SAN DIEGUITO		D Employer identification number
	Doing business as PO BOX 230520		E Telephone number (858) 755-9371
	Number and street (or P.O. box if mail is not delivered to street address)	Room/suite	G Gross receipts \$ 8,875,473.
	City or town, state or province, country, and ZIP or foreign postal code ENCINITAS, CA 92023		H(a) Is this a group return for subordinates? Yes <input checked="" type="checkbox"/> No
F Name and address of principal officer: MARINEKE VANDERVORT SAME AS C ABOVE		H(b) Are all subordinates included? Yes No If "No," attach a list. See instructions	
I Tax-exempt status: <input checked="" type="checkbox"/> 501(c)(3) 501(c) () ◀ (insert no.) 4947(a)(1) or 527		H(c) Group exemption number ▶	
J Website: ▶ WWW.BGCSANDIEGUITO.ORG		L Year of formation: 1966 M State of legal domicile: CA	
K Form of organization: <input checked="" type="checkbox"/> Corporation Trust Association Other ▶			

Part I Summary

Activities & Governance	1 Briefly describe the organization's mission or most significant activities: TO IMPACT THE LIVES OF THE YOUTH WHO NEED US MOST THROUGH POSITIVE PROGRAMS AND ACTIVITIES.		
	2 Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
	3 Number of voting members of the governing body (Part VI, line 1a)	3	21
	4 Number of independent voting members of the governing body (Part VI, line 1b)	4	21
	5 Total number of individuals employed in calendar year 2021 (Part V, line 2a)	5	245
	6 Total number of volunteers (estimate if necessary)	6	86
	7 a Total unrelated business revenue from Part VIII, column (C), line 12	7a	0.
b Net unrelated business taxable income from Form 990-T, Part I, line 11	7b	0.	
Revenue	8 Contributions and grants (Part VIII, line 1h)	Prior Year 2,278,806.	Current Year 3,538,209.
	9 Program service revenue (Part VIII, line 2g)	2,814,579.	4,370,082.
	10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)	2,132.	1,999.
	11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	284,209.	883,346.
	12 Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	5,379,726.	8,793,636.
Expenses	13 Grants and similar amounts paid (Part IX, column (A), lines 1-3)	0.	0.
	14 Benefits paid to or for members (Part IX, column (A), line 4)	0.	0.
	15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	3,290,835.	4,035,927.
	16a Professional fundraising fees (Part IX, column (A), line 11e)	0.	0.
	b Total fundraising expenses (Part IX, column (D), line 25) ▶ 351,761.		
17 Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	1,752,920.	2,413,508.	
18 Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	5,043,755.	6,449,435.	
19 Revenue less expenses. Subtract line 18 from line 12	335,971.	2,344,201.	
Net Assets or Fund Balances	20 Total assets (Part X, line 16)	Beginning of Current Year 10,604,085.	End of Year 11,472,095.
	21 Total liabilities (Part X, line 26)	2,368,081.	894,652.
	22 Net assets or fund balances. Subtract line 21 from line 20	8,236,004.	10,577,443.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer MARINEKE VANDERVORT, CEO	Date			
	Type or print name and title				
Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date 03/16/23	Check if self-employed <input type="checkbox"/>	PTIN
	Firm's name ▶ ALDRICH CPAS AND ADVISORS, LLP	Firm's EIN ▶	Phone no. (760) 431-8440		
	Firm's address ▶ 1903 WRIGHT PLACE, #180 CARLSBAD, CA 92008				

May the IRS discuss this return with the preparer shown above? See instructions Yes No

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III [X]

1 Briefly describe the organization's mission: THE BOYS AND GIRLS CLUBS OF SAN DIEGUITO PROVIDES POSITIVE ACTIVITIES TO DEVELOP THE EDUCATION, HEALTH, SELF-ESTEEM, AND CHARACTER OF YOUTH. SINCE OUR DOORS OPENED IN 1966, OUR PROGRAMS HAVE BEEN ACCESSIBLE TO YOUTH FROM DISADVANTAGED ECONOMIC, SOCIAL, AND FAMILY CIRCUMSTANCES.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? [] Yes [X] No

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? [] Yes [X] No

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses \$ 1,599,720. including grants of \$) (Revenue \$ 1,465,093.) BGC AQUATICS PROGRAM 456 CHILDREN SERVED - THE AQUATICS PROGRAM OFFERS YEAR-ROUND COMPETITIVE SWIMMING THROUGH THE AWARD-WINNING RANCHO SAN DIEGUITO (RSD) SWIM TEAM, SWIM LESSONS, RECREATIONAL AND LAP SWIM TIME. WE CHAMPION WATER SAFETY IN SAN DIEGO COUNTY, PROVIDING THOUSANDS OF SWIMMING LESSONS EACH YEAR. RSD IS RANKED AS ONE OF THE TOP 200 SWIM CLUBS IN THE NATION BY USA SWIMMING. ALUMNI HAVE RECEIVED \$3,140,000+ IN SCHOLARSHIPS TO OVER 50 UNIVERSITIES.

4b (Code:) (Expenses \$ 1,659,443. including grants of \$) (Revenue \$ 733,449.) OUR SEVEN BRANCHES PROVIDE DIVERSE ACTIVITIES IN OUR AFTER SCHOOL PROGRAMS THAT MEET THE INTERESTS OF ALL YOUNG PEOPLE. CORE PROGRAMS ENCOURAGE ACTIVITIES WITH ADULTS, PEERS, AND FAMILY MEMBERS THAT ENABLE KIDS TO ENHANCE SELF-ESTEEM AND FULFILL THEIR POTENTIAL. THE AFTER SCHOOL PROGRAM PROVIDES MEMBERS WITH A SAFE AND FUN ENVIRONMENT TO EXPLORE THEIR OWN CREATIVITY AND CONFIDENCE THROUGH STRUCTURED, SUPERVISED ACTIVITIES RANGING FROM COMPUTER LAB GAMES AND PHYSICAL RECREATION TO ARTS & CRAFTS AND HOMEWORK TIME. EACH STAFF MEMBER PASSIONATELY SUPPORTS EACH CHILD'S DEVELOPMENT INTO AN INFLUENTIAL MEMBER OF THEIR SCHOOL AND COMMUNITY WHILE INSTILLING VALUES OF TEAMWORK, RESPONSIBILITY, AND COMPASSION FOR OTHERS.

4c (Code:) (Expenses \$ 899,510. including grants of \$) (Revenue \$ 696,002.) BGC ATHLETIC PROGRAM 2,264 CHILDREN SERVED THE ATHLETICS DEPARTMENT OFFERS SPORTS LEAGUES, CAMPS, AND ATHLETIC ACTIVITIES FOR ELEMENTARY, MIDDLE, AND HIGH SCHOOL STUDENTS THROUGH THE BIG EIGHT MIDDLE SCHOOL SPORTS PROGRAM. YOUTH AT FIVE MIDDLE SCHOOLS CAN PARTICIPATE IN TEN DIFFERENT SPORTS ACROSS THREE SEASONS. WE ALSO OFFER ELEMENTARY HOOPS, SNUFFY AND FASTBREAK BASKETBALL, AND AUTUMN LEAGUE BASKETBALL PROGRAMS. THIS PROGRAM PROMOTES POSITIVE SOCIAL-EMOTIONAL HEALTH, AND EDUCATIONAL OUTCOMES IN CHILDREN AND TEENS.

4d Other program services (Describe on Schedule O.) (Expenses \$ 1,170,223. including grants of \$) (Revenue \$ 1,475,538.)

4e Total program service expenses 5,328,896.

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? <i>If "Yes," complete Schedule A</i>	X	
2 Is the organization required to complete <i>Schedule B, Schedule of Contributors</i> ? See instructions	X	
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? <i>If "Yes," complete Schedule C, Part I</i>		X
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? <i>If "Yes," complete Schedule C, Part II</i>		X
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Rev. Proc. 98-19? <i>If "Yes," complete Schedule C, Part III</i>		X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? <i>If "Yes," complete Schedule D, Part I</i>		X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? <i>If "Yes," complete Schedule D, Part II</i>		X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? <i>If "Yes," complete Schedule D, Part III</i>		X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? <i>If "Yes," complete Schedule D, Part IV</i>		X
10 Did the organization, directly or through a related organization, hold assets in donor-restricted endowments or in quasi endowments? <i>If "Yes," complete Schedule D, Part V</i>		X
11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X, as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? <i>If "Yes," complete Schedule D, Part VI</i>	X	
b Did the organization report an amount for investments - other securities in Part X, line 12, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VII</i>		X
c Did the organization report an amount for investments - program related in Part X, line 13, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VIII</i>		X
d Did the organization report an amount for other assets in Part X, line 15, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part IX</i>		X
e Did the organization report an amount for other liabilities in Part X, line 25? <i>If "Yes," complete Schedule D, Part X</i>		X
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? <i>If "Yes," complete Schedule D, Part X</i>	X	
12a Did the organization obtain separate, independent audited financial statements for the tax year? <i>If "Yes," complete Schedule D, Parts XI and XII</i>		X
b Was the organization included in consolidated, independent audited financial statements for the tax year? <i>If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional</i>	X	
13 Is the organization a school described in section 170(b)(1)(A)(ii)? <i>If "Yes," complete Schedule E</i>		X
14a Did the organization maintain an office, employees, or agents outside of the United States?		X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? <i>If "Yes," complete Schedule F, Parts I and IV</i>		X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? <i>If "Yes," complete Schedule F, Parts II and IV</i>		X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? <i>If "Yes," complete Schedule F, Parts III and IV</i>		X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? <i>If "Yes," complete Schedule G, Part I.</i> See instructions		X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? <i>If "Yes," complete Schedule G, Part II</i>	X	
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? <i>If "Yes," complete Schedule G, Part III</i>		X
20a Did the organization operate one or more hospital facilities? <i>If "Yes," complete Schedule H</i>		X
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?		
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? <i>If "Yes," complete Schedule I, Parts I and II</i>		X

Part IV Checklist of Required Schedules (continued)

	Yes	No
22 Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? If "Yes," complete Schedule I, Parts I and III		X
23 Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5, about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? If "Yes," complete Schedule J		X
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a		X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
d Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		
25a Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? If "Yes," complete Schedule L, Part I		X
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I		X
26 Did the organization report any amount on Part X, line 5 or 22, for receivables from or payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons? If "Yes," complete Schedule L, Part II		X
27 Did the organization provide a grant or other assistance to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity (including an employee thereof) or family member of any of these persons? If "Yes," complete Schedule L, Part III		X
28 Was the organization a party to a business transaction with one of the following parties (see the Schedule L, Part IV, instructions for applicable filing thresholds, conditions, and exceptions):		
a A current or former officer, director, trustee, key employee, creator or founder, or substantial contributor? If "Yes," complete Schedule L, Part IV		X
b A family member of any individual described in line 28a? If "Yes," complete Schedule L, Part IV		X
c A 35% controlled entity of one or more individuals and/or organizations described in line 28a or 28b? If "Yes," complete Schedule L, Part IV		X
29 Did the organization receive more than \$25,000 in non-cash contributions? If "Yes," complete Schedule M	X	
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? If "Yes," complete Schedule M		X
31 Did the organization liquidate, terminate, or dissolve and cease operations? If "Yes," complete Schedule N, Part I		X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? If "Yes," complete Schedule N, Part II		X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If "Yes," complete Schedule R, Part I		X
34 Was the organization related to any tax-exempt or taxable entity? If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1	X	
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?		X
b If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," complete Schedule R, Part V, line 2		
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? If "Yes," complete Schedule R, Part V, line 2		X
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? If "Yes," complete Schedule R, Part VI		X
38 Did the organization complete Schedule O and provide explanations on Schedule O for Part VI, lines 11b and 19?	X	

Note: All Form 990 filers are required to complete Schedule O

Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response or note to any line in this Part V

	Yes	No
1a Enter the number reported in box 3 of Form 1096. Enter -0- if not applicable		
b Enter the number of Forms W-2G included on line 1a. Enter -0- if not applicable		
c Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?		

Part V Statements Regarding Other IRS Filings and Tax Compliance (continued)

Table with columns for question number, question text, and Yes/No columns. Includes questions 2a through 17 regarding employee counts, tax returns, unrelated business income, foreign accounts, prohibited transactions, and charitable contributions.

Part VI Governance, Management, and Disclosure. For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes on Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI

Section A. Governing Body and Management

		Yes	No
1a	Enter the number of voting members of the governing body at the end of the tax year If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain on Schedule O.		
1a	21		
b	Enter the number of voting members included on line 1a, above, who are independent		
1b	21		
2	Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?		X
3	Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, trustees, or key employees to a management company or other person?		X
4	Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?		X
5	Did the organization become aware during the year of a significant diversion of the organization's assets?		X
6	Did the organization have members or stockholders?		X
7a	Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?		X
b	Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?		X
8	Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:		
a	The governing body?	X	
b	Each committee with authority to act on behalf of the governing body?	X	
9	Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses on Schedule O		X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

		Yes	No
10a	Did the organization have local chapters, branches, or affiliates?		X
b	If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?		
10b			
11a	Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?		X
b	Describe on Schedule O the process, if any, used by the organization to review this Form 990.		
12a	Did the organization have a written conflict of interest policy? If "No," go to line 13	X	
b	Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	X	
c	Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe on Schedule O how this was done	X	
12c		X	
13	Did the organization have a written whistleblower policy?	X	
14	Did the organization have a written document retention and destruction policy?	X	
15	Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
a	The organization's CEO, Executive Director, or top management official	X	
b	Other officers or key employees of the organization	X	
	If "Yes" to line 15a or 15b, describe the process on Schedule O. See instructions.		
16a	Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?		X
b	If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?		
16b			

Section C. Disclosure

- 17 List the states with which a copy of this Form 990 is required to be filed **CA**
- 18 Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A, if applicable), 990, and 990-T (section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.
 Own website Another's website Upon request Other (explain on Schedule O)
- 19 Describe on Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.
- 20 State the name, address, and telephone number of the person who possesses the organization's books and records **DEBI COX - 858-755-9371**
533 LOMAS SANTA FE DRIVE, SOLANA BEACH, CA 92075

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

Check if Schedule O contains a response or note to any line in this Part VII

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's current officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's current key employees, if any. See the instructions for definition of "key employee."
- List the organization's five current highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (box 5 of Form W-2, Form 1099-MISC, and/or box 1 of Form 1099-NEC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's former officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's former directors or trustees that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations. See the instructions for the order in which to list the persons above.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) MARINEKE VANDERVORT CHIEF EXECUTIVE OFFICER	40.00			X			142,800.	0.	6,445.	
(2) JOE BENJAMIN AQUATICS DIRECTOR	40.00				X		125,956.	0.	16,179.	
(3) DOUG REGNIER CHAIR, TREASURER	1.00	X		X			0.	0.	0.	
(4) BEN HAMSON VICE-CHAIR	1.00	X		X			0.	0.	0.	
(5) P. MARTIN PETERS SECRETARY	1.00	X		X			0.	0.	0.	
(6) DAVID THOMAS BOARD MEMBER	1.00	X					0.	0.	0.	
(7) JOHN GRAPPERHAUS BOARD MEMBER	1.00	X					0.	0.	0.	
(8) LARRY MCDONALD BOARD MEMBER	1.00	X					0.	0.	0.	
(9) BARBARA HARPER BOARD MEMBER	1.00	X					0.	0.	0.	
(10) PATTY MAYSSENT BOARD MEMBER	1.00	X					0.	0.	0.	
(11) CRAIG M. GARNER BOARD MEMBER	1.00	X					0.	0.	0.	
(12) MATTHEW HOLDER BOARD MEMBER	1.00	X					0.	0.	0.	
(13) CAROL MORE BOARD MEMBER	1.00	X					0.	0.	0.	
(14) IAN PYKA BOARD MEMBER	1.00	X					0.	0.	0.	
(15) SCOTT SAHADI BOARD MEMBER	1.00	X					0.	0.	0.	
(16) BRIAN SOLOMON BOARD MEMBER	1.00	X					0.	0.	0.	
(17) ERIC IANTORNO BOARD MEMBER	1.00	X					0.	0.	0.	

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(18) HUGH LESLIE BOARD MEMBER	1.00	X						0.	0.	0.
(19) TODD TRUSSO BOARD MEMBER	1.00	X						0.	0.	0.
(20) ED JOHNSON BOARD MEMBER	1.00	X						0.	0.	0.
(21) SHALEN NIENOW BOARD MEMBER	1.00	X						0.	0.	0.
(22) JENNIFER MACDOUGALL BOARD MEMBER	1.00	X						0.	0.	0.
(23) SUMEER CHANDRA BOARD MEMBER	1.00	X						0.	0.	0.
1b Subtotal								268,756.	0.	22,624.
c Total from continuation sheets to Part VII, Section A								0.	0.	0.
d Total (add lines 1b and 1c)								268,756.	0.	22,624.

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization **2**

	Yes	No
3 Did the organization list any former officer, director, trustee, key employee, or highest compensated employee on line 1a? If "Yes," complete Schedule J for such individual		X
4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? If "Yes," complete Schedule J for such individual		X
5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? If "Yes," complete Schedule J for such person		X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation
NONE		

2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization **0**

Part VIII Statement of Revenue

Check if Schedule O contains a response or note to any line in this Part VIII

			(A)	(B)	(C)	(D)	
			Total revenue	Related or exempt function revenue	Unrelated business revenue	Revenue excluded from tax under sections 512 - 514	
Contributions, Gifts, Grants and Other Similar Amounts	1 a	Federated campaigns	1a				
	b	Membership dues	1b				
	c	Fundraising events	1c	12,600.			
	d	Related organizations	1d	6,000.			
	e	Government grants (contributions)	1e	2,033,179.			
	f	All other contributions, gifts, grants, and similar amounts not included above	1f	1,486,430.			
	g	Noncash contributions included in lines 1a-1f	1g	\$ 73,945.			
	h	Total. Add lines 1a-1f		3,538,209.			
	Program Service Revenue	2 a	AQUATICS	Business Code 900099	1,465,093.	1,465,093.	
b		MONTESSORI	900099	1,184,222.	1,184,222.		
c		REGISTRATION FEES	900099	733,449.	733,449.		
d		ATHLETIC PROGRAMS	900099	696,002.	696,002.		
e		CAMPS	900099	291,316.	291,316.		
f		All other program service revenue					
g		Total. Add lines 2a-2f		4,370,082.			
Other Revenue	3	Investment income (including dividends, interest, and other similar amounts)		999.		999.	
	4	Income from investment of tax-exempt bond proceeds					
	5	Royalties					
	6 a	Gross rents	(i) Real	6a	426,785.		
			(ii) Personal	6b	0.		
			Net rental income or (loss)	6c	426,785.		426,785.
	7 a	Gross amount from sales of assets other than inventory	(i) Securities	7a			
			(ii) Other	7b	1,000.		
			Less: cost or other basis and sales expenses	7c	0.		
		Net gain or (loss)		1,000.		1,000.	
	8 a	Gross income from fundraising events (not including \$ 12,600. of contributions reported on line 1c). See Part IV, line 18		8a	530,522.		
			Less: direct expenses	8b	81,837.		
			Net income or (loss) from fundraising events		448,685.		448,685.
	9 a	Gross income from gaming activities. See Part IV, line 19		9a	4,370.		
Less: direct expenses			9b	0.			
Net income or (loss) from gaming activities				4,370.		4,370.	
10 a	Gross sales of inventory, less returns and allowances		10a				
		Less: cost of goods sold	10b				
		Net income or (loss) from sales of inventory					
Miscellaneous Revenue	11 a	MISCELLANEOUS REVENUE	Business Code 900099	3,506.		3,506.	
	b						
	c						
	d	All other revenue					
	e	Total. Add lines 11a-11d		3,506.			
12	Total revenue. See instructions		8,793,636.	4,370,082.	0.	885,345.	

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21				
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	186,445.	55,934.	83,900.	46,611.
6 Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	3,199,763.	2,748,310.	268,769.	182,684.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	56,856.	38,153.	15,174.	3,529.
9 Other employee benefits	324,282.	224,633.	79,383.	20,266.
10 Payroll taxes	268,581.	199,815.	55,545.	13,221.
11 Fees for services (nonemployees):				
a Management				
b Legal				
c Accounting	40,775.		40,775.	
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A), amount, list line 11g expenses on Sch O.)	13,527.	13,527.		
12 Advertising and promotion	74,655.	8,021.	122.	66,512.
13 Office expenses	344,627.	259,687.	69,151.	15,789.
14 Information technology	90,427.	27,570.	62,852.	5.
15 Royalties				
16 Occupancy	720,878.	689,740.	31,070.	68.
17 Travel	31,785.	20,960.	10,579.	246.
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest	117.		117.	
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	472,526.	472,526.		
23 Insurance	93,740.	59,413.	32,849.	1,478.
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A), amount, list line 24e expenses on Schedule O.)				
a ACTIVITIES	469,779.	469,779.	0.	0.
b MISCELLANEOUS	60,672.	40,828.	18,492.	1,352.
c				
d				
e All other expenses				
25 Total functional expenses. Add lines 1 through 24e	6,449,435.	5,328,896.	768,778.	351,761.
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation.				

Check here if following SOP 98-2 (ASC 958-720)

Part X Balance Sheet

Check if Schedule O contains a response or note to any line in this Part X

		(A) Beginning of year		(B) End of year	
Assets	1	Cash - non-interest-bearing	224,779.	1	50,479.
	2	Savings and temporary cash investments	1,033,182.	2	2,584,181.
	3	Pledges and grants receivable, net	29,067.	3	24,067.
	4	Accounts receivable, net	239,961.	4	13,528.
	5	Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		5	
	6	Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B)		6	
	7	Notes and loans receivable, net		7	
	8	Inventories for sale or use		8	
	9	Prepaid expenses and deferred charges	28,586.	9	53,192.
	10a	Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a 16,385,318.		
	b	Less: accumulated depreciation	10b 7,926,345.	10c	8,458,973.
	11	Investments - publicly traded securities		11	
	12	Investments - other securities. See Part IV, line 11		12	
	13	Investments - program-related. See Part IV, line 11		13	
	14	Intangible assets		14	
	15	Other assets. See Part IV, line 11	290,437.	15	287,675.
16	Total assets. Add lines 1 through 15 (must equal line 33)	10,604,085.	16	11,472,095.	
Liabilities	17	Accounts payable and accrued expenses	538,187.	17	582,258.
	18	Grants payable		18	
	19	Deferred revenue	258,269.	19	312,394.
	20	Tax-exempt bond liabilities		20	
	21	Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22	Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		22	
	23	Secured mortgages and notes payable to unrelated third parties		23	
	24	Unsecured notes and loans payable to unrelated third parties		24	
	25	Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D	1,571,625.	25	0.
	26	Total liabilities. Add lines 17 through 25	2,368,081.	26	894,652.
Net Assets or Fund Balances	Organizations that follow FASB ASC 958, check here <input checked="" type="checkbox"/> and complete lines 27, 28, 32, and 33.				
	27	Net assets without donor restrictions	7,828,820.	27	10,168,624.
	28	Net assets with donor restrictions	407,184.	28	408,819.
	Organizations that do not follow FASB ASC 958, check here <input type="checkbox"/> and complete lines 29 through 33.				
	29	Capital stock or trust principal, or current funds		29	
	30	Paid-in or capital surplus, or land, building, or equipment fund		30	
	31	Retained earnings, endowment, accumulated income, or other funds		31	
32	Total net assets or fund balances	8,236,004.	32	10,577,443.	
33	Total liabilities and net assets/fund balances	10,604,085.	33	11,472,095.	

Part XI Reconciliation of Net Assets

Check if Schedule O contains a response or note to any line in this Part XI

1	Total revenue (must equal Part VIII, column (A), line 12)	1	8,793,636.
2	Total expenses (must equal Part IX, column (A), line 25)	2	6,449,435.
3	Revenue less expenses. Subtract line 2 from line 1	3	2,344,201.
4	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	4	8,236,004.
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain on Schedule O)	9	-2,762.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	10	10,577,443.

Part XII Financial Statements and Reporting

Check if Schedule O contains a response or note to any line in this Part XII

		Yes	No
1	Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain on Schedule O.		
2a	Were the organization's financial statements compiled or reviewed by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
b	Were the organization's financial statements audited by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input checked="" type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	X	
c	If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.	X	
3a	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?		X
b	If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits		

Form 990 (2021)

SCHEDULE A
(Form 990)

Department of the Treasury
Internal Revenue Service

Public Charity Status and Public Support

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

▶ Attach to Form 990 or Form 990-EZ.

▶ Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2021

Open to Public Inspection

Name of the organization

BOYS AND GIRLS CLUBS OF SAN DIEGUITO

Employer identification number

Part I Reason for Public Charity Status. (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1 A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i).**
- 2 A school described in **section 170(b)(1)(A)(ii).** (Attach Schedule E (Form 990).)
- 3 A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii).**
- 4 A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii).** Enter the hospital's name, city, and state: _____
- 5 An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv).** (Complete Part II.)
- 6 A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v).**
- 7 An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 8 A community trust described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 9 An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: _____
- 10 An organization that normally receives (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions, subject to certain exceptions; and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2).** (Complete Part III.)
- 11 An organization organized and operated exclusively to test for public safety. See **section 509(a)(4).**
- 12 An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2).** See **section 509(a)(3).** Check the box on lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
 - a **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
 - b **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
 - c **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
 - d **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
 - e Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
 - f Enter the number of supported organizations _____
- g Provide the following information about the supported organization(s).

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1-10 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
			Yes	No		
Total						

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ▶	(a) 2017	(b) 2018	(c) 2019	(d) 2020	(e) 2021	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge ...						
4 Total. Add lines 1 through 3						
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 Public support. Subtract line 5 from line 4.						

Section B. Total Support

Calendar year (or fiscal year beginning in) ▶	(a) 2017	(b) 2018	(c) 2019	(d) 2020	(e) 2021	(f) Total
7 Amounts from line 4						
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources ...						
9 Net income from unrelated business activities, whether or not the business is regularly carried on ...						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
11 Total support. Add lines 7 through 10						
12 Gross receipts from related activities, etc. (see instructions)					12	
13 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here						<input type="checkbox"/>

Section C. Computation of Public Support Percentage

14 Public support percentage for 2021 (line 6, column (f), divided by line 11, column (f))	14	%
15 Public support percentage from 2020 Schedule A, Part II, line 14	15	%
16a 33 1/3% support test - 2021. If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
b 33 1/3% support test - 2020. If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
17a 10% -facts-and-circumstances test - 2021. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here. Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
b 10% -facts-and-circumstances test - 2020. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here. Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions		<input type="checkbox"/>

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ►	(a) 2017	(b) 2018	(c) 2019	(d) 2020	(e) 2021	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")	1261118.	1017180.	1247908.	2278806.	3538209.	9343221.
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose	4652424.	4755175.	4052000.	2814579.	4370082.	20644260.
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 Total. Add lines 1 through 5	5913542.	5772355.	5299908.	5093385.	7908291.	29987481.
7a Amounts included on lines 1, 2, and 3 received from disqualified persons	140,150.	126,810.	259,329.	70,850.	487,857.	1084996.
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year						0.
c Add lines 7a and 7b	140,150.	126,810.	259,329.	70,850.	487,857.	1084996.
8 Public support. (Subtract line 7c from line 6.)						28902485.

Section B. Total Support

Calendar year (or fiscal year beginning in) ►	(a) 2017	(b) 2018	(c) 2019	(d) 2020	(e) 2021	(f) Total
9 Amounts from line 6	5913542.	5772355.	5299908.	5093385.	7908291.	29987481.
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources	361,697.	376,060.	320,485.	209,798.	427,784.	1695824.
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b	361,697.	376,060.	320,485.	209,798.	427,784.	1695824.
11 Net income from unrelated business activities not included on line 10b, whether or not the business is regularly carried on	302,545.	267,056.	270,012.	75,021.	453,055.	1367689.
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)	10,000.			22.	3,506.	13,528.
13 Total support. (Add lines 9, 10c, 11, and 12.)	6587784.	6415471.	5890405.	5378226.	8792636.	33064522.

14 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here

Section C. Computation of Public Support Percentage

15 Public support percentage for 2021 (line 8, column (f), divided by line 13, column (f))	15	87.41 %
16 Public support percentage from 2020 Schedule A, Part III, line 15	16	88.44 %

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2021 (line 10c, column (f), divided by line 13, column (f))	17	5.13 %
18 Investment income percentage from 2020 Schedule A, Part III, line 17	18	5.14 %

19a **33 1/3% support tests - 2021.** If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization

b **33 1/3% support tests - 2020.** If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization

20 **Private foundation.** If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions

Part IV Supporting Organizations

(Complete only if you checked a box in line 12 on Part I. If you checked box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

	Yes	No
1 Are all of the organization's supported organizations listed by name in the organization's governing documents? <i>If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.</i>		
2 Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? <i>If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).</i>		
3a Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? <i>If "Yes," answer lines 3b and 3c below.</i>		
b Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? <i>If "Yes," describe in Part VI when and how the organization made the determination.</i>		
c Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? <i>If "Yes," explain in Part VI what controls the organization put in place to ensure such use.</i>		
4a Was any supported organization not organized in the United States ("foreign supported organization")? <i>If "Yes," and if you checked box 12a or 12b in Part I, answer lines 4b and 4c below.</i>		
b Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? <i>If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.</i>		
c Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? <i>If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.</i>		
5a Did the organization add, substitute, or remove any supported organizations during the tax year? <i>If "Yes," answer lines 5b and 5c below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).</i>		
b Type I or Type II only. Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
c Substitutions only. Was the substitution the result of an event beyond the organization's control?		
6 Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? <i>If "Yes," provide detail in Part VI.</i>		
7 Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? <i>If "Yes," complete Part I of Schedule L (Form 990).</i>		
8 Did the organization make a loan to a disqualified person (as defined in section 4958) not described on line 7? <i>If "Yes," complete Part I of Schedule L (Form 990).</i>		
9a Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons, as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? <i>If "Yes," provide detail in Part VI.</i>		
b Did one or more disqualified persons (as defined on line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? <i>If "Yes," provide detail in Part VI.</i>		
c Did a disqualified person (as defined on line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? <i>If "Yes," provide detail in Part VI.</i>		
10a Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? <i>If "Yes," answer line 10b below.</i>		
b Did the organization have any excess business holdings in the tax year? <i>(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)</i>		

Part IV Supporting Organizations (continued)

	Yes	No
11 Has the organization accepted a gift or contribution from any of the following persons?		
a A person who directly or indirectly controls, either alone or together with persons described on lines 11b and 11c below, the governing body of a supported organization?		
11a		
b A family member of a person described on line 11a above?		
11b		
c A 35% controlled entity of a person described on line 11a or 11b above? <i>If "Yes" to line 11a, 11b, or 11c, provide detail in Part VI.</i>		
11c		

Section B. Type I Supporting Organizations

	Yes	No
1 Did the governing body, members of the governing body, officers acting in their official capacity, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's officers, directors, or trustees at all times during the tax year? <i>If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove officers, directors, or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.</i>		
1		
2 Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? <i>If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.</i>		
2		

Section C. Type II Supporting Organizations

	Yes	No
1 Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? <i>If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).</i>		
1		

Section D. All Type III Supporting Organizations

	Yes	No
1 Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?		
1		
2 Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? <i>If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).</i>		
2		
3 By reason of the relationship described on line 2, above, did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? <i>If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.</i>		
3		

Section E. Type III Functionally Integrated Supporting Organizations

1 Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).			
a <input type="checkbox"/> The organization satisfied the Activities Test. Complete line 2 below.			
b <input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete line 3 below.			
c <input type="checkbox"/> The organization supported a governmental entity. Describe in Part VI how you supported a governmental entity (see instructions).			
2 Activities Test. Answer lines 2a and 2b below.		Yes	No
a Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? <i>If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.</i>			
2a			
b Did the activities described on line 2a, above, constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? <i>If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.</i>			
2b			
3 Parent of Supported Organizations. Answer lines 3a and 3b below.			
a Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? <i>If "Yes" or "No" provide details in Part VI.</i>			
3a			
b Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? <i>If "Yes," describe in Part VI the role played by the organization in this regard.</i>			
3b			

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

1 Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI). See instructions.
All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A - Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3.	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	Adjusted Net Income (subtract lines 5, 6, and 7 from line 4)	8	

Section B - Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	Total (add lines 1a, 1b, and 1c)	1d	
e	Discount claimed for blockage or other factors (explain in detail in Part VI):		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d.	3	
4	Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions).	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by 0.035.	6	
7	Recoveries of prior-year distributions	7	
8	Minimum Asset Amount (add line 7 to line 6)	8	

Section C - Distributable Amount			Current Year
1	Adjusted net income for prior year (from Section A, line 8, column A)	1	
2	Enter 0.85 of line 1.	2	
3	Minimum asset amount for prior year (from Section B, line 8, column A)	3	
4	Enter greater of line 2 or line 3.	4	
5	Income tax imposed in prior year	5	
6	Distributable Amount. Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6	
7	<input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).		

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)

Section D - Distributions		Current Year
1	Amounts paid to supported organizations to accomplish exempt purposes	1
2	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	2
3	Administrative expenses paid to accomplish exempt purposes of supported organizations	3
4	Amounts paid to acquire exempt-use assets	4
5	Qualified set-aside amounts (prior IRS approval required - provide details in Part VI)	5
6	Other distributions (describe in Part VI). See instructions.	6
7	Total annual distributions. Add lines 1 through 6.	7
8	Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.	8
9	Distributable amount for 2021 from Section C, line 6	9
10	Line 8 amount divided by line 9 amount	10

Section E - Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2021	(iii) Distributable Amount for 2021
1	Distributable amount for 2021 from Section C, line 6		
2	Underdistributions, if any, for years prior to 2021 (reasonable cause required - explain in Part VI). See instructions.		
3	Excess distributions carryover, if any, to 2021		
a	From 2016		
b	From 2017		
c	From 2018		
d	From 2019		
e	From 2020		
f	Total of lines 3a through 3e		
g	Applied to underdistributions of prior years		
h	Applied to 2021 distributable amount		
i	Carryover from 2016 not applied (see instructions)		
j	Remainder. Subtract lines 3g, 3h, and 3i from line 3f.		
4	Distributions for 2021 from Section D, line 7: \$		
a	Applied to underdistributions of prior years		
b	Applied to 2021 distributable amount		
c	Remainder. Subtract lines 4a and 4b from line 4.		
5	Remaining underdistributions for years prior to 2021, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI. See instructions.		
6	Remaining underdistributions for 2021. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI. See instructions.		
7	Excess distributions carryover to 2022. Add lines 3j and 4c.		
8	Breakdown of line 7:		
a	Excess from 2017		
b	Excess from 2018		
c	Excess from 2019		
d	Excess from 2020		
e	Excess from 2021		



Part VI

Supplemental Information. Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information.
(See instructions.)

Lined area for supplemental information.

Schedule B

(Form 990)

Department of the Treasury
Internal Revenue Service

Schedule of Contributors

▶ Attach to Form 990 or Form 990-PF.
▶ Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

2021

Name of the organization

Employer identification number

BOYS AND GIRLS CLUBS OF SAN DIEGUITO

Organization type (check one):

Filers of:

Section:

Form 990 or 990-EZ

501(c)(3) (enter number) organization

4947(a)(1) nonexempt charitable trust not treated as a private foundation

527 political organization

Form 990-PF

501(c)(3) exempt private foundation

4947(a)(1) nonexempt charitable trust treated as a private foundation

501(c)(3) taxable private foundation

Check if your organization is covered by the **General Rule** or a **Special Rule**.

Note: Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

General Rule

For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

Special Rules

For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33 1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of (1) \$5,000; or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.

For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 exclusively for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I (entering "N/A" in column (b) instead of the contributor name and address), II, and III.

For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling \$5,000 or more during the year ▶ \$ _____

Caution: An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990), but it **must** answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990).

Name of organization

Employer identification number

BOYS AND GIRLS CLUBS OF SAN DIEGUITO

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1		\$ 50,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
2		\$ 5,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
3		\$ 5,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
4		\$ 5,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
5		\$ 5,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
6		\$ 5,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

Name of organization

Employer identification number

BOYS AND GIRLS CLUBS OF SAN DIEGUITO

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
7		\$ 5,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
8		\$ 40,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
9		\$ 5,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
10		\$ 5,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
11		\$ 10,150.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
12		\$ 5,150.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

Name of organization

Employer identification number

BOYS AND GIRLS CLUBS OF SAN DIEGUITO

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
13		\$ 5,150.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
14		\$ 5,442.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
15		\$ 6,345.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
16		\$ 7,500.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
17		\$ 7,500.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
18		\$ 8,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

Name of organization

Employer identification number

BOYS AND GIRLS CLUBS OF SAN DIEGUITO



Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
19		\$ 8,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
20		\$ 8,240.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
21		\$ 10,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
22		\$ 10,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
23		\$ 10,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
24		\$ 10,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

Name of organization

Employer identification number

BOYS AND GIRLS CLUBS OF SAN DIEGUITO



Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
25		\$ 10,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
26		\$ 10,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
27		\$ 10,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
28		\$ 10,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
29		\$ 10,941.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
30		\$ 76,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

Name of organization

Employer identification number

BOYS AND GIRLS CLUBS OF SAN DIEGUITO

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
31		\$ 20,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
32		\$ 20,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
33		\$ 20,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
34		\$ 20,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
35		\$ 25,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
36		\$ 35,875.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

Name of organization

Employer identification number

BOYS AND GIRLS CLUBS OF SAN DIEGUITO

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
37		\$ 38,148.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
38		\$ 245,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
39		\$ 60,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
40		\$ 100,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
41		\$ 73,945.	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input checked="" type="checkbox"/> (Complete Part II for noncash contributions.)
42		\$ 1,563,183.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

Name of organization

Employer identification number

BOYS AND GIRLS CLUBS OF SAN DIEGUITO



Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
43		\$ 469,996.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

Name of organization

Employer identification number

BOYS AND GIRLS CLUBS OF SAN DIEGUITO

Part II Noncash Property (see instructions). Use duplicate copies of Part II if additional space is needed.

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
41	AIR PURIFIERS	\$ 73,945.	02/15/22

Name of organization

Employer identification number

BOYS AND GIRLS CLUBS OF SAN DIEGUITO



Part III Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor. Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of exclusively religious, charitable, etc., contributions of \$1,000 or less for the year. (Enter this info. once.) ▶ \$ _____
Use duplicate copies of Part III if additional space is needed.

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

SCHEDULE D (Form 990)

Department of the Treasury Internal Revenue Service

Supplemental Financial Statements

Complete if the organization answered "Yes" on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b. Attach to Form 990.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2021

Open to Public Inspection

Name of the organization

BOYS AND GIRLS CLUBS OF SAN DIEGUITO

Employer identification number

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts. Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

Table with 2 columns: (a) Donor advised funds, (b) Funds and other accounts. Rows include: 1 Total number at end of year, 2 Aggregate value of contributions to (during year), 3 Aggregate value of grants from (during year), 4 Aggregate value at end of year, 5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control?, 6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit?

Part II Conservation Easements. Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

Table with 2 columns: Held at the End of the Tax Year. Rows include: 1 Purpose(s) of conservation easements held by the organization (check all that apply), 2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year, 3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year, 4 Number of states where property subject to conservation easement is located, 5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds?, 6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year, 7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year, 8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)?, 9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

Table with 2 columns: Revenue, Assets. Rows include: 1a If the organization elected, as permitted under FASB ASC 958, not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide in Part XIII the text of the footnote to its financial statements that describes these items. 1b If the organization elected, as permitted under FASB ASC 958, to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items: (i) Revenue included on Form 990, Part VIII, line 1, (ii) Assets included in Form 990, Part X. 2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under FASB ASC 958 relating to these items: a Revenue included on Form 990, Part VIII, line 1, b Assets included in Form 990, Part X.

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule D (Form 990) 2021

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

- 3 Using the organization's acquisition, accession, and other records, check any of the following that make significant use of its collection items (check all that apply):
- a Public exhibition
 - b Scholarly research
 - c Preservation for future generations
 - d Loan or exchange program
 - e Other _____
- 4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.
- 5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? Yes No

Part IV Escrow and Custodial Arrangements. Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

- 1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? Yes No
- b If "Yes," explain the arrangement in Part XIII and complete the following table:
- | | Amount |
|---------------------------------|--------|
| c Beginning balance | 1c |
| d Additions during the year | 1d |
| e Distributions during the year | 1e |
| f Ending balance | 1f |
- 2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? Yes No
- b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII

Part V Endowment Funds. Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

- 2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:
- a Board designated or quasi-endowment _____%
 - b Permanent endowment _____%
 - c Term endowment _____%
- The percentages on lines 2a, 2b, and 2c should equal 100%.
- 3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:
- | | Yes | No |
|--|--------|----|
| (i) Unrelated organizations | 3a(i) | |
| (ii) Related organizations | 3a(ii) | |
| b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R? | 3b | |
- 4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land		26,872.		26,872.
b Buildings		14,831,445.	6,786,874.	8,044,571.
c Leasehold improvements				
d Equipment		1,019,670.	719,947.	299,723.
e Other		507,331.	419,524.	87,807.
Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.)				8,458,973.

Part VII Investments - Other Securities.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
Total. (Col. (b) must equal Form 990, Part X, col. (B) line 12.) ▶		

Part VIII Investments - Program Related.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
Total. (Col. (b) must equal Form 990, Part X, col. (B) line 13.) ▶		

Part IX Other Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. (Column (b) must equal Form 990, Part X, col. (B) line 15.) ▶	

Part X Other Liabilities.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. (Column (b) must equal Form 990, Part X, col. (B) line 25.) ▶	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FASB ASC 740. Check here if the text of the footnote has been provided in Part XIII

Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return.

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements		1	9,056,489.
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:			
a	Net unrealized gains (losses) on investments	2a		
b	Donated services and use of facilities	2b		
c	Recoveries of prior year grants	2c		
d	Other (Describe in Part XIII.)	2d	262,853.	
e	Add lines 2a through 2d	2e		262,853.
3	Subtract line 2e from line 1	3		8,793,636.
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:			
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a		
b	Other (Describe in Part XIII.)	4b		
c	Add lines 4a and 4b	4c		0.
5	Total revenue. Add lines 3 and 4c. (This must equal Form 990, Part I, line 12.)	5		8,793,636.

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return.

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total expenses and losses per audited financial statements		1	6,554,322.
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:			
a	Donated services and use of facilities	2a		
b	Prior year adjustments	2b		
c	Other losses	2c		
d	Other (Describe in Part XIII.)	2d	104,887.	
e	Add lines 2a through 2d	2e		104,887.
3	Subtract line 2e from line 1	3		6,449,435.
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:			
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a		
b	Other (Describe in Part XIII.)	4b		
c	Add lines 4a and 4b	4c		0.
5	Total expenses. Add lines 3 and 4c. (This must equal Form 990, Part I, line 18.)	5		6,449,435.

Part XIII Supplemental Information.

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

PART X, LINE 2:

THE ORGANIZATIONS FOLLOW ACCOUNTING STANDARDS GENERALLY ACCEPTED IN THE UNITED STATES OF AMERICA RELATED TO THE RECOGNITION OF UNCERTAIN TAX POSITIONS. THE ORGANIZATIONS RECOGNIZE ACCRUED INTEREST AND PENALTIES ASSOCIATED WITH UNCERTAIN TAX POSITIONS AS PART OF THE STATEMENTS OF ACTIVITIES, WHEN APPLICABLE. MANAGEMENT HAS DETERMINED THAT THE ORGANIZATIONS HAVE NO UNCERTAIN TAX POSITIONS AT JUNE 30, 2022 OR 2021 AND THEREFORE NO AMOUNTS HAVE BEEN ACCRUED.

PART XI, LINE 2D - OTHER ADJUSTMENTS:

ELIMINATING ENTRIES PER CONSOLIDATED GAAP STATEMENTS 271,615.
 CHANGE IN CHARITABLE REMAINDER TRUSTS -2,762.

Part XIII Supplemental Information *(continued)*

REVENUES PER CONSOLIDATED GAAP STATEMENTS -6,000.

TOTAL TO SCHEDULE D, PART XI, LINE 2D 262,853.

PART XII, LINE 2D - OTHER ADJUSTMENTS:

EXPENSES PER CONSOLIDATED GAAP STATEMENTS 104,887.

Multiple horizontal lines for supplemental information.

Part II Fundraising Events. Complete if the organization answered "Yes" on Form 990, Part IV, line 18, or reported more than \$15,000 of fundraising event contributions and gross income on Form 990-EZ, lines 1 and 6b. List events with gross receipts greater than \$5,000.

		(a) Event #1	(b) Event #2	(c) Other events	(d) Total events (add col. (a) through col. (c))	
		YOUTH OF THE YEAR (event type)	CHIP-IN FOR KIDS GOLF (event type)	10 (total number)		
Revenue	1	Gross receipts	237,501.	94,440.	211,181.	543,122.
	2	Less: Contributions	12,600.			12,600.
	3	Gross income (line 1 minus line 2)	224,901.	94,440.	211,181.	530,522.
Direct Expenses	4	Cash prizes				
	5	Noncash prizes				
	6	Rent/facility costs			5,122.	5,122.
	7	Food and beverages	22,053.		5,482.	27,535.
	8	Entertainment	1,400.			1,400.
	9	Other direct expenses	9,207.		38,573.	47,780.
	10	Direct expense summary. Add lines 4 through 9 in column (d)				81,837.
	11	Net income summary. Subtract line 10 from line 3, column (d)				448,685.

Part III Gaming. Complete if the organization answered "Yes" on Form 990, Part IV, line 19, or reported more than \$15,000 on Form 990-EZ, line 6a.

		(a) Bingo	(b) Pull tabs/instant bingo/progressive bingo	(c) Other gaming	(d) Total gaming (add col. (a) through col. (c))
		1	Gross revenue		
Direct Expenses	2	Cash prizes			
	3	Noncash prizes			
	4	Rent/facility costs			
	5	Other direct expenses			
	6	Volunteer labor	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No
7	Direct expense summary. Add lines 2 through 5 in column (d)				
8	Net gaming income summary. Subtract line 7 from line 1, column (d)				

9 Enter the state(s) in which the organization conducts gaming activities: _____
 a is the organization licensed to conduct gaming activities in each of these states? Yes No
 b if "No," explain: _____

10a Were any of the organization's gaming licenses revoked, suspended, or terminated during the tax year? Yes No
 b if "Yes," explain: _____

**SCHEDULE M
(Form 990)**

Noncash Contributions

OMB No. 1545-0047

2021

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

- ▶ Complete if the organizations answered "Yes" on Form 990, Part IV, lines 29 or 30.
- ▶ Attach to Form 990.
- ▶ Go to www.irs.gov/Form990 for instructions and the latest information.

Name of the organization

BOYS AND GIRLS CLUBS OF SAN DIEGUITO

Employer identification number

Part I Types of Property

	(a) Check if applicable	(b) Number of contributions or items contributed	(c) Noncash contribution amounts reported on Form 990, Part VIII, line 1g	(d) Method of determining noncash contribution amounts
1 Art - Works of art				
2 Art - Historical treasures				
3 Art - Fractional interests				
4 Books and publications				
5 Clothing and household goods				
6 Cars and other vehicles				
7 Boats and planes				
8 Intellectual property				
9 Securities - Publicly traded				
10 Securities - Closely held stock				
11 Securities - Partnership, LLC, or trust interests				
12 Securities - Miscellaneous				
13 Qualified conservation contribution - Historic structures				
14 Qualified conservation contribution - Other				
15 Real estate - Residential				
16 Real estate - Commercial				
17 Real estate - Other				
18 Collectibles				
19 Food inventory				
20 Drugs and medical supplies				
21 Taxidermy				
22 Historical artifacts				
23 Scientific specimens				
24 Archeological artifacts				
25 Other ▶ (<u>AIR PURIFIERS</u>)	X	11	73,945.	FAIR MARKET VALUE
26 Other ▶ (_____)				
27 Other ▶ (_____)				
28 Other ▶ (_____)				

29 Number of Forms 8283 received by the organization during the tax year for contributions for which the organization completed Form 8283, Part V, Donee Acknowledgement

29

30a During the year, did the organization receive by contribution any property reported in Part I, lines 1 through 28, that it must hold for at least three years from the date of the initial contribution, and which isn't required to be used for exempt purposes for the entire holding period?

	Yes	No
30a		X
31		X
32a		X
33		

b If "Yes," describe the arrangement in Part II.

31 Does the organization have a gift acceptance policy that requires the review of any nonstandard contributions?

32a Does the organization hire or use third parties or related organizations to solicit, process, or sell noncash contributions?

b If "Yes," describe in Part II.

33 If the organization didn't report an amount in column (c) for a type of property for which column (a) is checked, describe in Part II.

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule M (Form 990) 2021



Part II **Supplemental Information.** Provide the information required by Part I, lines 30b, 32b, and 33, and whether the organization is reporting in Part I, column (b), the number of contributions, the number of items received, or a combination of both. Also complete this part for any additional information.

SCHEDULE M, PART I, COLUMN (B):

1 CONTRIBUTION OF 11 UNITS

Lined area for supplemental information.

SCHEDULE O
(Form 990)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or Form 990-EZ.

▶ Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

2021

Open to Public
Inspection

Name of the organization

BOYS AND GIRLS CLUBS OF SAN DIEGUITO

Employer identification number

FORM 990, PART III, LINE 1, DESCRIPTION OF ORGANIZATION MISSION:

WE SEEK TO DEVELOP THE NEXT GENERATION OF PRODUCTIVE, CARING AND
RESPONSIBLE CITIZENS IN SAN DIEGO COUNTY.

FORM 990, PART III, LINE 4B, PROGRAM SERVICE ACCOMPLISHMENTS:

THE HARPER TEEN AND COMMUNITY RESOURCE CENTER PROVIDES A SAFE,
TEEN-SPECIFIC SPACE FOR OUR YOUNG ADULTS TO INTERACT WITH EACH OTHER IN
AN AGE APPROPRIATE ENVIRONMENT. IT OFFERS MEMBERS AGES 13-18 A SAFE,
FUN ENVIRONMENT WHERE TEENS CAN BE THEMSELVES WITHOUT FEELING THE
PRESSURE OF BEING JUDGED. THEY HAVE OPPORTUNITIES TO LOUNGE AND MINGLE
IN THE GAMES ROOM, RECEIVE HOMEWORK HELP DURING POWER HOUR, PARTICIPATE
IN TEEN CENTERED WORKSHOPS FOR COLLEGE PREP, RECEIVE ONGOING MENTORING,
WORKFORCE PREPARATION, AND MUCH MORE! NOT ONLY DO THE TEENS BUILD
FRIENDSHIPS, MEMORIES, AND HAVE FUN, THE GREAT STAFF ALSO BUILDS
STRONG, SUPPORTIVE CONNECTIONS WITH THE TEENS.

FORM 990, PART III, LINE 4C, PROGRAM SERVICE ACCOMPLISHMENTS:

SAN DIEGO BULLDOGS BASKETBALL IS A PROGRAM DIVISION OF BOYS & GIRLS
CLUBS OF SAN DIEGUITO'S ATHLETICS DEPARTMENT. AS A YEAR-ROUND
COMPETITIVE YOUTH BASKETBALL CLUB BASED IN CARMEL VALLEY, SD BULLDOGS
GIVES SECOND THROUGH EIGHTH GRADE BOYS AND GIRLS AN OPPORTUNITY TO
PARTICIPATE IN ONE OF THREE LEVELS: AS A DEVELOPMENTAL PROGRAM PLAYER
(PRACTICES ONLY), IN COMPETITIVE LEAGUE TEAMS THAT PLAY LOCALLY IN SAN
DIEGO, OR ON A TOURNAMENT TEAM THAT TRAVELS TO COMPETE IN LOCAL AND
REGIONAL TOURNAMENTS.

Name of the organization

BOYS AND GIRLS CLUBS OF SAN DIEGUITO

Employer identification number

FORM 990, PART III, LINE 4D, OTHER PROGRAM SERVICES:

BGC CAMP PROGRAM 625 CHILDREN SERVED SUMMER ADVENTURE CAMPS PROVIDE A VARIETY OF FUN-FILLED, ACTIVE SUMMER ACTIVITIES TO CAMPERS IN OUR 4 CORE AREAS: ARTS & CRAFTS, SPORTS, GAMES, AND COMPUTERS. WE OFFER 100+ CAMP OPTIONS WITH THEMES LIKE SCI-FI & COMICS, THEATER & DANCE, AND MORE. 14 AND 15-YEAR-OLDS GAIN CAREER SKILLS AND COMPLETE COMMUNITY SERVICE HOURS THROUGH OUR LEADERS IN TRAINING (L.I.T.) PROGRAM.

OUR CARMEL VALLEY MONTESSORI SCHOOL (CVMS) PROVIDES A NURTURING, CHILD-CENTERED ENVIRONMENT WHERE INDIVIDUAL NEEDS ARE MET AT EACH STAGE OF DEVELOPMENT. THE MONTESSORI MANIPULABLE MATERIALS ARE SPECIFICALLY DESIGNED TO ENHANCE THE CHILD'S NATURAL LOVE OF LEARNING ALONG WITH A PROGRAM LED BY WELL TRAINED, DEVOTED TEACHERS FACILITATING GROWTH ON EVERY LEVEL. A BALANCED CURRICULUM OF ACADEMICS AS WELL AS MUSIC, ART, GYMNASTICS, CULTURAL STUDIES AND CHARACTER DEVELOPMENT HELP PROMOTE A WELL-ROUNDED INDIVIDUAL WHO HAS THE HIGHEST POTENTIAL TO EXCEL IN EVERY AREA OF LIFE. CVMS HAS PROVIDED UNPARALLELED EDUCATIONAL OPPORTUNITIES FOR THE NORTH COASTAL SAN DIEGO COUNTY'S YOUNGEST CITIZENS SINCE 2000. CVMS EXTENDS ITS TRADITION OF "LEARNING BY DOING" TO THE YOUNG CHILDREN WITH A MODEL PRESCHOOL DESIGNED IN EVERY DETAIL FOR THEIR NEEDS. THE PROGRAM IS OFFERED FOR AGES 2 TO 6 YEARS OLD AND IS COMMITTED TO PREPARING CHILDREN FOR LIFELONG LEARNING BY TEACHING COOPERATION, CHALLENGING INTELLECTS, NURTURING THE DESIRE TO LEARN AND ENGENDERING SELF-CONFIDENCE. THIS HAPPENS IN AN ENVIRONMENT THAT IS FUN, REWARDS CURIOSITY AND WHERE THE TEACHERS CARE DEEPLY ABOUT THE DEVELOPMENT OF THE WHOLE CHILD.

EXPENSES \$ 1,170,223. INCLUDING GRANTS OF \$ 0. REVENUE \$ 1,475,538.

Name of the organization

BOYS AND GIRLS CLUBS OF SAN DIEGUITO

Employer identification number

FORM 990, PART VI, SECTION B, LINE 11B:

THE 990 IS REVIEWED BY BOARD CHAIR PRIOR TO FILING.

FORM 990, PART VI, SECTION B, LINE 12C:

THE CONFLICT OF INTEREST POLICY IS AN AGENDA ITEM AT ONE BOARD MEETING PER YEAR.

FORM 990, PART VI, SECTION B, LINE 15:

THE PERFORMANCE REVIEW IS DONE BY THE BOARD GOVERNANCE COMMITTEE. THE BOARD CHAIR DISCUSSES THE PERFORMANCE REVIEW WITH THE CEO AND ESTABLISHES THE COMPENSATION FOR THE YEAR.

FORM 990, PART VI, SECTION C, LINE 18:

THE 990 IS KEPT ON FILE FOR PUBLIC INSPECTION UPON REQUEST AT 533 LOMAS SANTA FE DRIVE, SOLANA BEACH, CA 92075.

FORM 990, PART VI, SECTION C, LINE 19:

THE DOCUMENTS ARE KEPT ON FILE FOR PUBLIC INSPECTION UPON REQUEST AT 533 LOMAS SANTA FE DRIVE, SOLANA BEACH, CA 92075.

FORM 990, PART XI, LINE 9, CHANGES IN NET ASSETS:

CHANGE IN CHARITABLE REMAINDER TRUSTS -2,762.

Related Organizations and Unrelated Partnerships

▶ Complete if the organization answered "Yes" on Form 990, Part IV, line 33, 34, 35b, 36, or 37.
▶ Attach to Form 990.

▶ Go to www.irs.gov/Form990 for instructions and the latest information.

Name of the organization

BOYS AND GIRLS CLUBS OF SAN DIEGUITO

Employer identification number

[REDACTED]

Part I Identification of Disregarded Entities. Complete if the organization answered "Yes" on Form 990, Part IV, line 33.

(a) Name, address, and EIN (if applicable) of disregarded entity	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Total income	(e) End-of-year assets	(f) Direct controlling entity

Part II Identification of Related Tax-Exempt Organizations. Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related tax-exempt organizations during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Exempt Code section	(e) Public charity status (if section 501(c)(3))	(f) Direct controlling entity	(g) Section 512(b)(13) controlled entity?	
						Yes	No
BOYS AND GIRLS CLUBS OF SAN DIEGUITO FOUNDATION - 95-3201906, P.O. BOX 871, SOLANA BEACH, CA 92075	TO PROVIDE SUPPORT TO THE BOYS AND GIRLS CLUBS OF SAN DIEGUITO	CALIFORNIA	501(C)(3)	LINE 12D, III-O	N/A		X



Part V Transactions With Related Organizations. Complete if the organization answered "Yes" on Form 990, Part IV, line 34, 35b, or 36.

Note: Complete line 1 if any entity is listed in Parts II, III, or IV of this schedule.

	Yes	No
1 During the tax year, did the organization engage in any of the following transactions with one or more related organizations listed in Parts II-IV?		
a Receipt of (i) interest, (ii) annuities, (iii) royalties, or (iv) rent from a controlled entity		X
b Gift, grant, or capital contribution to related organization(s)		X
c Gift, grant, or capital contribution from related organization(s)	X	
d Loans or loan guarantees to or for related organization(s)		X
e Loans or loan guarantees by related organization(s)		X
f Dividends from related organization(s)		X
g Sale of assets to related organization(s)		X
h Purchase of assets from related organization(s)		X
i Exchange of assets with related organization(s)		X
j Lease of facilities, equipment, or other assets to related organization(s)		X
k Lease of facilities, equipment, or other assets from related organization(s)		X
l Performance of services or membership or fundraising solicitations for related organization(s)		X
m Performance of services or membership or fundraising solicitations by related organization(s)		X
n Sharing of facilities, equipment, mailing lists, or other assets with related organization(s)	X	
o Sharing of paid employees with related organization(s)	X	
p Reimbursement paid to related organization(s) for expenses		X
q Reimbursement paid by related organization(s) for expenses		X
r Other transfer of cash or property to related organization(s)		X
s Other transfer of cash or property from related organization(s)		X

2 If the answer to any of the above is "Yes," see the instructions for information on who must complete this line, including covered relationships and transaction thresholds.

	(a) Name of related organization	(b) Transaction type (a-s)	(c) Amount involved	(d) Method of determining amount involved
(1)				
(2)				
(3)				
(4)				
(5)				
(6)				

Part VII Supplemental Information

Provide additional information for responses to questions on Schedule R. See instructions.

Multiple horizontal lines for supplemental information.

Application for Automatic Extension of Time To File an Exempt Organization Return

Department of the Treasury
Internal Revenue Service

- ▶ File a separate application for each return.
- ▶ Go to www.irs.gov/Form8868 for the latest information.

Electronic filing (e-file). You can electronically file Form 8868 to request a 6-month automatic extension of time to file any of the forms listed below with the exception of Form 8870, Information Return for Transfers Associated With Certain Personal Benefit Contracts, for which an extension request must be sent to the IRS in paper format (see instructions). For more details on the electronic filing of this form, visit www.irs.gov/e-file-providers/e-file-for-charities-and-non-profits.

Automatic 6-Month Extension of Time. Only submit original (no copies needed).

All corporations required to file an income tax return other than Form 990-T (including 1120-C filers), partnerships, REMICs, and trusts must use Form 7004 to request an extension of time to file income tax returns.

Type or print	Name of exempt organization or other filer, see instructions. BOYS AND GIRLS CLUBS OF SAN DIEGUITO	Taxpayer identification number (TIN) [REDACTED]
File by the due date for filing your return. See instructions.	Number, street, and room or suite no. If a P.O. box, see instructions. PO BOX 230520	
	City, town or post office, state, and ZIP code. For a foreign address, see instructions. ENCINITAS, CA 92023	

Enter the Return Code for the return that this application is for (file a separate application for each return) 0 1

Application Is For	Return Code	Application Is For	Return Code
Form 990 or Form 990-EZ	01	Form 1041-A	08
Form 4720 (individual)	03	Form 4720 (other than individual)	09
Form 990-PF	04	Form 5227	10
Form 990-T (sec. 401(a) or 408(a) trust)	05	Form 6069	11
Form 990-T (trust other than above)	06	Form 8870	12
Form 990-T (corporation)	07		

DEBI COX

- The books are in the care of ▶ **533 LOMAS SANTA FE DRIVE - SOLANA BEACH, CA 92075**

Telephone No. ▶ **858-755-9371** Fax No. ▶ _____

- If the organization does not have an office or place of business in the United States, check this box
- If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN) _____. If this is for the whole group, check this box . If it is for part of the group, check this box and attach a list with the names and TINs of all members the extension is for.

1 I request an automatic 6-month extension of time until **MAY 15, 2023**, to file the exempt organization return for the organization named above. The extension is for the organization's return for:

- ▶ calendar year _____ or
- ▶ tax year beginning **JUL 1, 2021**, and ending **JUN 30, 2022**.

2 If the tax year entered in line 1 is for less than 12 months, check reason: Initial return Final return Change in accounting period

3a If this application is for Forms 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions.	3a	\$	0.
b If this application is for Forms 990-PF, 990-T, 4720, or 6069, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit.	3b	\$	0.
c Balance due. Subtract line 3b from line 3a. Include your payment with this form, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions.	3c	\$	0.

Caution: If you are going to make an electronic funds withdrawal (direct debit) with this Form 8868, see Form 8453-TE and Form 8879-TE for payment instructions.



STATE OF CALIFORNIA
FRANCHISE TAX BOARD
PO BOX 942857
SACRAMENTO CA 94257-0540

Entity Status Letter

Date: 1/26/2023

ESL ID: 5321664336

Why You Received This Letter

According to our records, the following entity information is true and accurate as of the date of this letter.

Entity ID: 0516240

Entity Name: THE BOYS AND GIRLS CLUBS OF SAN DIEGUITO

- 1. The entity is in good standing with the Franchise Tax Board.
- 2. The entity is **not** in good standing with the Franchise Tax Board.
- 3. The entity is currently exempt from tax under Revenue and Taxation Code (R&TC) Section 23701 d.
- 4. We do not have current information about the entity.
- 5. The entity was administratively dissolved/cancelled on _____ through the Franchise Tax Board Administrative Dissolution process.

Important Information

- This information does not necessarily reflect the entity's current legal or administrative status with any other agency of the state of California or other governmental agency or body.
- If the entity's powers, rights, and privileges were suspended or forfeited at any time in the past, or if the entity did business in California at a time when it was not qualified or not registered to do business in California, this information does not reflect the status or voidability of contracts made by the entity in California during the period the entity was suspended or forfeited (R&TC Sections 23304.1, 23304.5, 23305a, 23305.1).
- The entity certificate of revivor may have a time limitation or may limit the functions the revived entity can perform, or both (R&TC Section 23305b).

Connect With Us

Web: ftb.ca.gov
Phone: 800-852-5711 from 7 a.m. to 5 p.m. weekdays, except state holidays
916-845-6500 from outside the United States

California

Relay Service: 711 or 800-735-2929 (For persons with hearing or speech impairments)

Request for Taxpayer Identification Number and Certification

Give Form to the
 requester. Do not
 send to the IRS.

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
 See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. The Boys & Girls Clubs of San Diego	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ <small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small> <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
5 Address (number, street, and apt. or suite no.) See instructions. 533 Lomas Santa Fe Drive	Requester's name and address (optional)
6 City, state, and ZIP code Solana Beach CA 92075	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number	

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

OR

Employer identification number	
--------------------------------	--

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶ [Signature]	Date ▶ 5/17/23
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Disconnect Collective



COMMUNITY GRANT APPLICATION

The City of Solana Beach Community Grant Program 2023 Request for Financial Assistance application **MUST BE SUBMITTED by 5:00 PM Thursday, May 25, 2023.**

Please submit completed applications via email to dking@cosb.org and copied to pletts@cosb.org. If email submission is not possible for an applicant, hard copies may be dropped off at City Hall 635 South Highway 101, Solana Beach, CA. 92075, Attn: Community Grants Program.

All requests will be determined by the following criteria:

Name of Organization: Disconnect Collective

Contact Person: Monica Stapleton Email address: stapletonmonica@yahoo.co

Daytime Phone: 858-525-3152 Evening Phone: _____

Mailing Address: 271 La Barranca Dr

City: Solana Beach State: CA Zip: 92075

1. All the documents below are attached to this application:

- W-9
- Summary of Organization's Budget
- Proposed Program Budget
- Financial and Tax Statements (see Application Guidelines)
- Copy of the California Franchise Tax Board Entity Status Letter, showing exemption under Section 23701d or Internal Revenue Code section 501(c)(3)

2. Has your organization received financial assistance from the City before? Yes No

If yes, please state the fiscal year it was received and for the proposed program was:

2018/19. 2020/2021. 2022/2023.

3. Title of FY 2023/24 Proposed Program/Service: Mental Health Support Services to Solana Beach Immigrant Residents and Community Building Opportunities

4. What is the total amount requested for the FY 2023/24 Proposed Total Program? Includes all estimated costs to conduct proposed activity/program.

\$6,000

The program and costs associated with supplies, materials, and supplementing recreational programs , is between \$6,200 and \$9,200

5. Grant funds must be used for services or materials directly associated with the proposed activity. Please describe how grant funds will be used:

Grant Funds will be used to continue the 6th year of the 8 month Psychosocial Educational Support group for Immigrant mothers, led by a licensed Bilingual LMFT. The costs include educational supplies, and promotional materials. This year we have added new support services and mental health programs including swimming, yoga, art and relaxation techniques. Disconnect Collective will also help low-income Solana Beach families to receive recreational and educational activities, and to help offset the costs of these activities. We plan to continue to accept scholarship applications for families seeking personal development, community involvement, recreational activities, and mental health improvement. We will also continue to grow our local partnerships and create opportunities for community building.

6. Anticipated Program Objectives or Accomplishments:

We anticipate having 20-35 immigrant Mothers graduate from our group again. They have reported many benefits to the program. Our most recent program that we rolled out was an 8-week swim class. We successfully partnered with the boys and girls club to reach 10 mothers to swim. It was incredible! We hope to continue and have plans to add men to the groups as well. We would like to continue to connect these families with City resources and help them offset the costs of these programs. We will continue to provide mental health support and education for local immigrant families. This year we will continue add more recreational activities and family opportunities for community building.

7. Program Dates/Location:

The Platicas de Mejorar class is held every Wednesday from 7-9 pm. Additionally have included weekend events such as swim, ocean learning, hiking and running groups.

8. Estimated number of Solana Beach residents to be served by proposed program: 125-175
9. How will the organization acknowledge the City's financial contribution to the community/beneficiaries of the proposed activity?

The City of Solana Beach logo will be proudly added to our promotional materials and to our scholarship applications. We are happy to proudly credit the city for it's generous contribution.

10. Will there be any matching funds or other grants that would be applied to this program or service? If awarded this grant, will that enable other funding sources?

This cycle our foundation and some private donors have provided some extra funds to help some children with recreational activities and students attending higher education.

11. Will volunteers be used for the proposed program or service and, if so, will they reduce expenses?

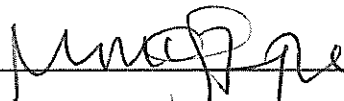
Currently most of our programs are volunteer run. We have some teens that have been paid to lead tutoring and other events. All funds received from the city or fundraising will go to families and the costs associated with running the programs or community building events.

12. If the proposed program or service is only awarded partial funding, will it still move forward? Will the program/service be scaled back and/or is there a threshold at which it will not move forward?

Our program will continue to move forward as planned. We will continue to provide mental Health Support services to the community regardless of how we much get funded.

Acknowledgment of Responsibility:

Authorized Signature assumes all responsibility for developing and implementing proposed activities or events in this application, including public acknowledgment of the City's financial contribution. Authorized signature will comply with all accounting and budget procedures outlined by the City. Authorized signature and accompanying group will hold harmless the City of Solana Beach from all losses, claims, accidents, and problems associated, directly or indirectly with the development and implementation of proposed activities or events.



Authorized Signature of Organization

5/20/23

Date

ALL INFORMATION REQUESTED ON THIS APPLICATION MUST BE COMPLETED AS A CONDITION FOR BEING CONSIDERED FOR PUBLIC FUNDS BY THE CITY COUNCIL OF SOLANA BEACH.

Fiscal Year 2023

Disconnect Collective / Platicas de Mejorar

**Program Budget for Disconnect Collective Mental Health,
Parenting & Support Groups and Community Building Opportunities**

Expense Item Description	Low Estimate	High Estimate
Meeting spaces & supplies	\$ 400	\$ 800
Community outreach	\$ 400	\$ 900
Promotional materials	\$ 400	\$ 600
Staffing	\$ 500	\$ 1,000
Recreational /Developmental opportunities	\$ 2,000	\$ 3,000
Recreational /Developmental scholarships	\$ 3,000	\$ 5,000
Community partnerships	\$ 500	\$ 800
Estimated Totals	\$ 7,200	\$ 12,100

Please note this is both the overall and program budget.

Disconnect Collective / Platicas de Mejorar
Statement of Financial Position

31-Dec-23

Assets

Cash \$ 1,425

Inventory / Assets \$ 460

Pledges Receivable- Short Term \$ 1,500

Liabilities

Accounts Payable \$ -

Net Assets \$ 3,385

Please note that the 2022 Tax Return has not been filed yet.

**Disconnect Collective / Platicas de Mejorar
Statement of Financial Activities**

31-Dec-22

Revenue

City of Solana Beach Grant	\$	5,000
Other Fundraising	\$	4,600
Total Revenue	\$	<u>9,600</u>

Expenses

Program Expenses	\$	2,562
Educational Expenses	\$	1,076
Scholarship Expenses	\$	3,274
Staffing Expenses	\$	1,200
Community Outreach	\$	665
Supplies & Website	\$	714
Bank / Transaction Fees	\$	<u>144</u>

Total Expenses \$ 9,635

Change in Net Assets (Surplus / Deficiency) \$ (35)

Please note that the 2022 Tax Return has not been filed yet.



P.O. Box 15284
Wilmington, DE 19850

DISCONNECT COLLECTVE, INC.
514 VIA DE LA VALLE STE 210
SOLANA BEACH, CA 92075-2717

Business Adv

Customer serv

- 1.888.BUSINES
- bankofamerica.c
- Bank of America
P.O. Box 25118
Tampa, FL 3362



Please see the **Important Messages - Please Read** section of your statement for important details that

Your Business Advantage Fundamentals™ Banking

for December 1, 2022 to December 31, 2022

Account number: 3

DISCONNECT COLLECTVE, INC.

Account summary

Beginning balance on December 1, 2022	\$1,600.28	# of deposits/credits: 0
Deposits and other credits	0.00	# of withdrawals/debits: 2
Withdrawals and other debits	-75.38	# of items-previous cycle ¹
Checks	-100.00	# of days in cycle: 31
Service fees	-0.00	Average ledger balance: \$
Ending balance on December 31, 2022	\$1,424.90	¹ Includes checks paid, deposits



Confirmation

[Home](#) | [Security Profile](#) | [Logout](#)

Your Form 990-N(e-Postcard) has been submitted to the IRS

- **Organization Name:** DISCONNECT COLLECTIVE INC
- **EIN:** 825464996
- **Tax Year:** 2019
- **Tax Year Start Date:** 01-01-2019
- **Tax Year End Date:** 12-31-2019
- **Submission ID:** 10065520201823838900
- **Filing Status Date:** 06-30-2020
- **Filing Status:** Pending

Note: Print a copy of this filing for your records. Once you leave this page, you will not be able to do so.

MANAGE FORM 990-N SUBMISSIONS

Submission of Exemption Request

Exemption Based on Internal Revenue Code (IRC) Sections 501(c)(3), 501(c)(4), 501(c)(5), 501(c)(6), 501(c)(7), or 501(c)(19), Federal Determination Letter

3500A

Enclose a copy of the Federal Determination Letter.

Organization Information

California corporation number/California Secretary of State file number C4142642		FEIN 8 2 5 4 6 4 9 9 6	
Name of organization as shown in the organization's creating document Disconnect Collective, Inc.		Web address www.disconnectcollective.com	
Street address (suite, room, or PMB no.) 514 Via De La Valle, Ste. 210			
City Solana Beach		State CA	ZIP code 9 2 0 7 5
Telephone (213) 235-0601	Second telephone	Fax (213) 235-0620	

Representative Information

Name of representative David Stapleton		Email address david@stapletoninc.com	
Representative's mailing address (suite, room, or PMB no.) 514 Via De La Valle, Ste. 210			
City Solana Beach		State CA	ZIP code 9 2 0 7 5
Telephone (213) 235-0601	Second telephone	Fax	

Part I — Entity Information. See instructions.

- Has the Franchise Tax Board (FTB) previously revoked the entity's tax-exempt status? 1 Yes No
If "Yes," STOP. File form FTB 3500.
- Is the entity a trust? 2 Yes No
- When did the organization establish, incorporate, organize, or conduct business in California? 3 04 / 16 / 2018
- Provide gross receipts for the current year and the three immediately preceding taxable years in existence. Gross receipts are defined as the total amounts the organization received from all sources during its annual account period without subtracting any costs or expenses. If the organization has been in existence for less than one year, provide the projected amount of gross receipts for the entire year. List the account period beginning to the account period ending. Example: mm/dd/yyyy

Current Year or Projected Gross Receipts	Gross Receipts for the three immediately preceding taxable years:		
From: 4/16/18	From:	From:	From:
To: 12/31/18	To:	To:	To:
6,000			

Part II — Group Exemption. See instructions.

- Is the parent organization applying for a group exemption? 5 Yes No
If "Yes," attach the federal group determination letter and a list of all California subordinates. Include each subordinate's name, corporation number, Federal employer identification number (FEIN), address, and affiliation date.
- Is a subordinate unit applying for tax-exempt status using a parent's IRS group determination letter? 6 Yes No
If "Yes," see instructions

Mail form FTB 3500A and a copy of the federal determination letter to:
EXEMPT ORGANIZATIONS UNIT, MS F120, FRANCHISE TAX BOARD, PO BOX 1286, RANCHO CORDOVA CA 95741-1286.

Under penalties of perjury, I declare I have examined this submission for exemption based on the IRC Sections 501(c)(3), 501(c)(4), 501(c)(5), 501(c)(6), 501(c)(7), or 501(c)(19), federal determination letter, and to the best of my knowledge and belief, it is true, correct, and complete.

5/14/19 [Signature] Secretary
DATE SIGNATURE OF OFFICER OR REPRESENTATIVE TITLE



Part III — Purpose and Activity

1 Exemption based on IRC 501(c)(3) Federal Determination Letter

Check the organization's primary purpose and activity:

- | | | | | |
|--|---|-------------------------------------|--|--|
| <input checked="" type="checkbox"/> Charitable | <input type="checkbox"/> Educational | <input type="checkbox"/> Literary | <input type="checkbox"/> Prevent cruelty to animals | <input type="checkbox"/> Prevent cruelty to children |
| <input type="checkbox"/> Testing for public safety | <input type="checkbox"/> Religious | <input type="checkbox"/> Scientific | <input type="checkbox"/> Church | <input type="checkbox"/> School |
| <input type="checkbox"/> Hospital | <input type="checkbox"/> Health care center | | <input type="checkbox"/> Qualified sports organization | |

2 Exemption based on IRC 501(c)(4) Federal Determination Letter

Check the organization's primary purpose and activity:

- | | | | | |
|---|---|---|---|---|
| <input type="checkbox"/> Civic league | <input type="checkbox"/> Local association of employees | <input type="checkbox"/> Social welfare | <input type="checkbox"/> Service clubs | <input type="checkbox"/> Veterans' organization |
| <input type="checkbox"/> Legislative activities | <input type="checkbox"/> Festival organizations | <input type="checkbox"/> Municipal building corporation | <input type="checkbox"/> Police, sheriff, volunteer firemen association | <input type="checkbox"/> Quasi governmental |

3 Exemption based on IRC 501(c)(5) Federal Determination Letter

Check the organization's primary purpose and activity:

- | | | | | |
|--------------------------------------|---------------------------------------|---|--|---|
| <input type="checkbox"/> Agriculture | <input type="checkbox"/> Horticulture | <input type="checkbox"/> Labor | <input type="checkbox"/> Agriculture or horticulture county fair | <input type="checkbox"/> Public employees union |
| <input type="checkbox"/> AFL-CIO | <input type="checkbox"/> Independent | <input type="checkbox"/> Transportation workers | <input type="checkbox"/> Teamsters | |

4 Exemption based on IRC 501(c)(6) Federal Determination Letter

Check the organization's primary purpose and activity:

- | | | | | |
|---|--|--|--|--|
| <input type="checkbox"/> Board of trade | <input type="checkbox"/> Business league | <input type="checkbox"/> Chamber of commerce | <input type="checkbox"/> Real estate board | <input type="checkbox"/> Professional association or society |
|---|--|--|--|--|

5 Exemption based on IRC 501(c)(7) Federal Determination Letter

Check the organization's primary purpose and activity:

- | | | | | |
|--|--|---|--|--|
| <input type="checkbox"/> Social and recreational | <input type="checkbox"/> Golf club | <input type="checkbox"/> Camps | <input type="checkbox"/> Fraternity or sorority | <input type="checkbox"/> Dog or horse club |
| <input type="checkbox"/> Car, motorcycle, trailer club | <input type="checkbox"/> Hunting or fishing club | <input type="checkbox"/> Common recreational area | <input type="checkbox"/> Flying or airplane club | |

6 Exemption based on IRC 501(c)(19) Federal Determination Letter

Check the organization's primary purpose and activity:

- Veterans' organization

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **MAR 15 2019**

DISCONNECT COLLECTIVE INC
C/O MONICA STAPLETON
PO BOX 433
SOLANA BEACH, CA 92075

Employer Identification Number:

DLN:

17053260320018

Contact Person:

CHRIS BROWN

ID# 31503

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

December 31

Public Charity Status:

170(b)(1)(A)(vi)

Form 990/990-EZ/990-N Required:

Yes

Effective Date of Exemption:

April 17, 2018

Contribution Deductibility:

Yes

Addendum Applies:

No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

DISCONNECT COLLECTIVE INC

Sincerely,

A handwritten signature in dark ink, appearing to read "Stephen A. Martin". The signature is written in a cursive style with some ink bleed-through from the reverse side of the page.

Director, Exempt Organizations
Rulings and Agreements

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Disconnect Collective, Inc.		
	2 Business name/disregarded entity name, if different from above		
	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____		<input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate
	5 Address (number, street, and apt. or suite no.) 514 Via de la Valle, Suite 210		4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
	6 City, state, and ZIP code Solana Beach, CA 92075		
	7 List account number(s) here (optional)		
	Requester's name and address (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number																				
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> </tr> </table>																				
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Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here	Signature of U.S. person ▶	Date ▶ <u>1/17/19</u>
------------------	----------------------------	-----------------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

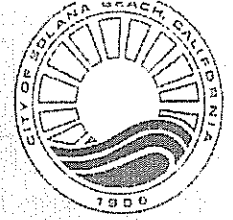
- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

Jalisciense

Folkloric

Academy

COMMUNITY GRANT APPLICATION



The City of Solana Beach Community Grant Program 2023 Request for Financial Assistance application **MUST BE SUBMITTED by 5:00 PM Thursday, May 25, 2023.**

Please submit completed applications via email to dking@cosb.org and copied to pletts@cosb.org. If email submission is not possible for an applicant, hard copies may be dropped off at City Hall 635 South Highway 101, Solana Beach, CA. 92075, Attn: Community Grants Program.

All requests will be determined by the following criteria:

Name of Organization: Jaliscience Folkloric Academy

Contact Person: Elba Montes Email address: elbaadriana1230@gmail.com

Daytime Phone: 760-613-2059 Evening Phone: 760-613-2059

Mailing Address: 3629 9th st.

City: San Marcos State: Ca Zip: 92078

1. All the documents below are attached to this application:

- W-9
- Summary of Organization's Budget
- Proposed Program Budget
- Financial and Tax Statements (see Application Guidelines)
- Copy of the California Franchise Tax Board Entity Status Letter, showing exemption under Section 23701d or Internal Revenue Code section 501(c)(3)

2. Has your organization received financial assistance from the City before? Yes No

If yes, please state the fiscal year it was received and for the proposed program was:

2021/2022

3. Title of FY 2023/24 Proposed Program/Service: Folkloric Class

4. What is the total amount requested for the FY 2023/24 Proposed Total Program? Includes all estimated costs to conduct proposed activity/program.

\$5,000.00

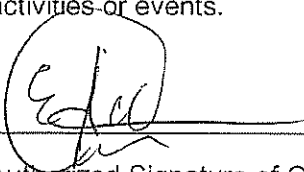
11. Will volunteers be used for the proposed program or service and, if so, will they reduce expenses?
we volunteer but the cost will be the same

12. If the proposed program or service is only awarded partial funding, will it still move forward? Will the program/service be scaled back and/or is there a threshold at which it will not move forward?

will be good but need to work something more to complete the goal.

Acknowledgment of Responsibility:

Authorized Signature assumes all responsibility for developing and implementing proposed activities or events in this application, including public acknowledgment of the City's financial contribution. Authorized signature will comply with all accounting and budget procedures outlined by the City. Authorized signature and accompanying group will hold harmless the City of Solana Beach from all losses, claims, accidents, and problems associated, directly or indirectly with the development and implementation of proposed activities or events.



Authorized Signature of Organization

5/9/2023

Date

ALL INFORMATION REQUESTED ON THIS APPLICATION MUST BE COMPLETED AS A CONDITION FOR BEING CONSIDERED FOR PUBLIC FUNDS BY THE CITY COUNCIL OF SOLANA BEACH.

5-09-2023

To whom may concern?

The following is the program we have proposed for the year 2023-2024.

We will teach new states of the folklore, Oaxaca, Tijuana, Nayarit, Guerrero, Sinaloa to complement the rest of the states we are performing already; we want the kids to have knowledge of the Mexican culture and traditions, we are teaching how to do piñatas and figures of paper, we are preparing to perform in different events around the city of Solana beach, where the kids can demonstrate what they learn and invite more kids to join the group.

The cost of each custom varies between \$100.00 - \$250.00 depending on the part where we ordered.

The hats cost is of \$100.00 - \$250.00.

Shoes for dance cost \$90.00--\$150.00.

Rebosos the cost is \$25.00 – \$50.00.

The braids cost \$30.00 - \$100.00.

We have right now 15 girls

6 adults performing in the group, and we need to have customs for everyone.

Thank you.

Elba Montes

Jaliscience Folcloric Academy

JALISCIENCE FOLKLORIC ACADEMY

BUDGET 2023-2024

ITEM	DESCRIPTION	COST
CUSTOMS	WE NEED CUSTOMS FOR THE DIFERENT STATES WE ARE GOING TO TEACH AND PERFORM AT DIFFERENT EVENTS.	\$4,500.00
ACCESSORIES	NEED BOWS, EARINGS, REBOSOS, BANDANAS, AND HATS, MISCELLANEOUS.	\$1,000.00
INSURANCE	PAY INSURANCE FOR TO KEEP THE CLASSROOM.	\$692.00
SHOES	We need new shoes for kids don't have money to buy	1,500.00
FYERS, BANNERS	We need to made flyers and banners to promote the group and bring more kids.	1,250.00
Total		8,942.00



2022 - 990-N (e-Postcard) ACCEPTANCE LETTER Form 990-N (e-Postcard) Online Filing

Congratulations! Your 2022 tax return has been accepted by the IRS. Thank you for preparing your exempt tax return, IRS Form 990-N, with Tax990. Your return information is listed below and we hope you had a pleasant experience e-filing with Tax990.

FORM INFORMATION

TAX YEAR: 2022

IRS SUBMISSION ID: 32133920231272000001

RETURN ID: 4B0012623112989-1

E-FILE TIME STAMP: 5/6/2023 9:51:26 PM

TAXPAYER INFORMATION

NAME: JALISCIENCE FOLKLORIC ACADEMY

DBA NAME:

ADDRESS: 3629 9TH ST

STATE/COUNTRY: California

PHONE:

TIN: [REDACTED]

CITY: SAN MARCOS

ZIP: 92078-2317

EMAIL: elbaadriana1230@gmail.com

PLEASE PRINT A COPY OF THIS LETTER FOR YOUR RECORDS

Thank you again for your business. If you have any questions or need any assistance, please contact our customer support via live online chat, email at support@tax990.com, or by phone at 704-839-2321. We're here to help!

Sincerely,
Tax990 Support Team
(704) 839-2321
support@tax990.com

Span Enterprises • (704) 839-2321 • 2685 Celanese Road Suite 100 • Rock Hill, SC • 29732

**Request for Taxpayer
 Identification Number and Certification**

Give Form to the requester. Do not send to the IRS.

Go to www.irs.gov/FormW9 for instructions and the latest information.

See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
JALISCIENCE FOLKLORE ACADEMY

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶ _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
3629 9TH ST

6 City, state, and ZIP code
SAN MARCOS, CA 92078

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number

			-				
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Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

OR

Employer identification number

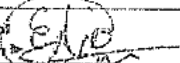
--	--	--	--	--	--	--	--	--	--

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; *and*
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person 

Date ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

**La Colonia
Community
Foundation**



COMMUNITY GRANT APPLICATION

The City of Solana Beach Community Grant Program 2023 Request for Financial Assistance application **MUST BE SUBMITTED by 5:00 PM Thursday, May 25, 2023.**

Please submit completed applications via email to dking@cosb.org and copied to pletts@cosb.org. If email submission is not possible for an applicant, hard copies may be dropped off at City Hall 635 South Highway 101, Solana Beach, CA. 92075, Attn: Community Grants Program.

All requests will be determined by the following criteria:

Name of Organization: La Colonia Community Foundation

Contact Person: Brittney Canales Email address: Lacoloniacommunity@gmail.com

Daytime Phone: 760-533-1746 Evening Phone: 760-533-1746

Mailing Address: 153 S. Sierra Ave. space 1572

City: Solana Beach State: CA Zip: 92075

- All the documents below are attached to this application:
 - W-9
 - Summary of Organization's Budget
 - Proposed Program Budget
 - Financial and Tax Statements (see Application Guidelines)
 - Copy of the California Franchise Tax Board Entity Status Letter, showing exemption under Section 23701d or Internal Revenue Code section 501(c)(3)

- Has your organization received financial assistance from the City before? Yes No
If yes, please state the fiscal year it was received and for the proposed program was:

Recent for the year 2022-23 in the amount of \$6,000. This was for our adult/youth Family Enrichment Conference.

- Title of FY 2023/24 Proposed Program/Service: Family Enrichment Conference in a series of workshops

- What is the total amount requested for the FY 2023/24 Proposed Total Program? Includes all estimated costs to conduct proposed activity/program.

We are kindly requesting financial support from the City of Solana Beach in the amount of \$6,000.

5. Grant funds must be used for services or materials directly associated with the proposed activity. Please describe how grant funds will be used:

We kindly request a total budget of \$6,000 to support a series of workshops. The allocation of funds is as follows: \$400 for an English to Spanish interpreter, \$1,500 for meals, \$1,600 for presenter fees, \$700 for materials needed to conduct STEM-related activities, \$700 for adult resources and educational workshop materials, and \$400 for promotional materials including flyers, printing, certificates, and office supplies. Additionally, we plan to provide conference series t-shirts for each participating attendee, proudly displaying the City of Solana Beach logo, to foster community and school engagement.

6. Anticipated Program Objectives or Accomplishments:

The objective of our program is to provide youth attendees with an opportunity to participate in a series of workshops that focus on STEM (Science, Technology, Engineering, and Mathematics), coding, basic finance, as well as physical and mental health. Through these workshops, we aim to foster their knowledge and skills in these areas, encouraging their personal and academic development. Simultaneously, our program seeks to offer adults an enriching learning experience. The workshops designed for adults will cover topics such as finance, basic real estate investments, self-empowerment, and physical and mental health. By providing these educational sessions, we aim to empower adults with valuable knowledge and resources, enabling them to make informed decisions, enhance their financial literacy, improve their overall well-being, and foster personal growth. Overall, our program aims to create a supportive and inclusive environment where both youth and adults can engage in educational opportunities that promote lifelong learning and personal development in various fields.

7. Program Dates/Location:

Our series of workshops will span from late August to May 2024.

8. Estimated number of Solana Beach residents to be served by proposed program: 50 in each workshop

9. How will the organization acknowledge the City's financial contribution to the community/beneficiaries of the proposed activity?

The City of Solana Beach's logo will be prominently showcased on all conference marketing materials, conference t-shirts, and recognized as our valued sponsor during the opening session of each event.

10. Will there be any matching funds or other grants that would be applied to this program or service? If awarded this grant, will that enable other funding sources?

No.

11. Will volunteers be used for the proposed program or service and, if so, will they reduce expenses?

Thanks to the conference being organized and operated by volunteers, we have successfully managed to bring down the cost to \$6000.

12. If the proposed program or service is only awarded partial funding, will it still move forward? Will the program/service be scaled back and/or is there a threshold at which it will not move forward?

The conference series will continue if only awarded partial funds but we need to scale back our costs.

Acknowledgment of Responsibility:

Authorized Signature assumes all responsibility for developing and implementing proposed activities or events in this application, including public acknowledgment of the City’s financial contribution. Authorized signature will comply with all accounting and budget procedures outlined by the City. Authorized signature and accompanying group will hold harmless the City of Solana Beach from all losses, claims, accidents, and problems associated, directly or indirectly with the development and implementation of proposed activities or events.

Brittany Canales

5/23/23

Authorized Signature of Organization

Date

ALL INFORMATION REQUESTED ON THIS APPLICATION MUST BE COMPLETED AS A CONDITION FOR BEING CONSIDERED FOR PUBLIC FUNDS BY THE CITY COUNCIL OF SOLANA BEACH.



Treasurer's Report
 LA COLONIA COMMUNITY FOUNDATION
 General Membership Meeting
 For the period May 1st, 2022 to May 30th, 2023

Income

Contributions, Gifts and Grants

Individual Donations	\$500.00
Corporate Donations	\$1,500.00

Fundraising (Ways and Means)

RESTRICTED FUNDS	\$200.00
------------------	----------

Programs

DIA DE LOS MUERTOS	\$16,388.72
YOUTH CONFERENCE	\$6,000.00

Total Income	\$24,588.72	
---------------------	-------------	--

Expenditures

Administrative and Operations

GENERAL & ADMINISTRATIVE	\$2,567.02
Miscellaneous	\$314.48
Office Supplies	\$604.61
Legal and Professional	\$14.99
Postage	\$58.00
Advertising and Promotion	\$863.83
Bank Fees	\$27.52
Printing and Reproduction	\$198.97
Insurance	\$325.00

Fundraising (Ways and Means)

RESTRICTED FUNDS	\$31.98
------------------	---------

Programs

Women's Conference	\$428.38
Coffee with a Cop	\$116.25
YOUTH CONFERENCE	\$8,770.78
Scholarship	\$1,065.77
Website	\$27.90
23' Adult & Youth Conference	\$3,681.04
DIA DE LOS MUERTOS	\$10,687.22


Total Expenditures	\$29,783.74	
	(\$5,195.02)	

Opening balance as of May 1st, 2022:	\$30,710.76	
---	-------------	--

Balance on hand as of May 30th, 2023:	\$25,515.74	
--	-------------	--

LA COLONIA COMMUNITY FOUNDATION		\$25,515.74
--	--	-------------

_____ Treasurer's Signature

 **IRS** DEPARTMENT OF THE TREASURY
INTERNAL REVENUE SERVICE
CINCINNATI OH 45999-0023

Date of this notice: 11-09-2018

Employer Identification Number:
[REDACTED]

Form: SS-4

Number of this notice: CP 575 E

LA COLONIA COMMUNITY FOUNDATION
1092 GOLDEN RD
ENCINITAS, CA 92024

For assistance you may call us at:
1-800-829-4933

IF YOU WRITE, ATTACH THE
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 83-2489325. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

When filing tax documents, payments, and related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear-off stub and return it to us.

When you submitted your application for an EIN, you checked the box indicating you are a non-profit organization. Assigning an EIN does not grant tax-exempt status to non-profit organizations. Publication 557, Tax-Exempt Status for Your Organization, has details on the application process, as well as information on returns you may need to file. To apply for recognition of tax-exempt status under Internal Revenue Code Section 501(c)(3), organizations must complete a Form 1023-series application for recognition. All other entities should file Form 1024 if they want to request recognition under Section 501(a).

Nearly all organizations claiming tax-exempt status must file a Form 990-series annual information return (Form 990, 990-EZ, or 990-PF) or notice (Form 990-N) beginning with the year they legally form, even if they have not yet applied for or received recognition of tax-exempt status.

Unless a filing exception applies to you (search www.irs.gov for Annual Exempt Organization Return: Who Must File), you will lose your tax-exempt status if you fail to file a required return or notice for three consecutive years. We start calculating this three-year period from the tax year we assigned the EIN to you. If that first tax year isn't a full twelve months, you're still responsible for submitting a return for that year. If you didn't legally form in the same tax year in which you obtained your EIN, contact us at the phone number or address listed at the top of this letter.

For the most current information on your filing requirements and other important information, visit www.irs.gov/charities.

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. La Colonia Community Foundation		
	2 Business name/disregarded entity name, if different from above 153 S. Sierra Ave. Space 1572		
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ <small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small> <input checked="" type="checkbox"/> Other (see instructions) ▶ _____		
	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>		
	5 Address (number, street, and apt. or suite no.) See instructions. 153 S. Sierra Ave. Space 1572	Requester's name and address (optional) City of Solana Beach	
	6 City, state, and ZIP code Solana Beach, CA		
	7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number	
or	
Employer identification number	

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here

Signature of U.S. person ▶ *Bridgette Canales* Date ▶ **5/24/23**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

**North Coast
Repertory
Theatre**

COMMUNITY GRANT APPLICATION



The City of Solana Beach Community Grant Program 2023 Request for Financial Assistance application **MUST BE SUBMITTED by 5:00 PM Thursday, May 25, 2023.**

Please submit completed applications via email to dking@cosb.org and copied to pletts@cosb.org. If email submission is not possible for an applicant, hard copies may be dropped off at City Hall 635 South Highway 101, Solana Beach, CA. 92075, Attn: Community Grants Program.

All requests will be determined by the following criteria:

Name of Organization: North Coast Repertory Theatre

Contact Person: Geoffrey Geissinger Email address: geoffrey@northcoastrep.org

Daytime Phone: 858-481-2155 x211 Evening Phone: 858-481-2155 x211

Mailing Address: 987 Lomas Santa Fe Drive, Suite D

City: Solana Beach State: CA Zip: 92075

1. All the documents below are attached to this application:

- W-9
- Summary of Organization's Budget
- Proposed Program Budget
- Financial and Tax Statements (see Application Guidelines)
- Copy of the California Franchise Tax Board Entity Status Letter, showing exemption under Section 23701d or Internal Revenue Code section 501(c)(3)

2. Has your organization received financial assistance from the City before? Yes No

If yes, please state the fiscal year it was received and for the proposed program was:

Please see attached sheet - Previous Funding

3. Title of FY 2023/24 Proposed Program/Service: Theatre School @ North Coast Rep: As You Like It/War of the Worlds

4. What is the total amount requested for the FY 2023/24 Proposed Total Program? Includes all estimated costs to conduct proposed activity/program.

We are humbly requesting \$5,000 from the City of Solana Beach to support our upcoming Theatre School productions of As You Like It and War of the Worlds, for which the total Program Budget is \$20,500. For a full breakdown of costs associated with the program, please see the attached program budget.

5. Grant funds must be used for services or materials directly associated with the proposed activity. Please describe how grant funds will be used:

All grant funds received will exclusively be used to cover expenses of our eight free public performances of Shakespeare's As You Like It for residents of Solana Beach and to produce this season's Historically Significant production, War of the Worlds, and its seven performances.

6. Anticipated Program Objectives or Accomplishments:

Our Theatre School prides itself on creating a safe space for our students, where they are free to experiment and explore creatively without worrying about exterior judgment, where a spirit of collaboration and kindness is fostered, and where an interest in literature and language is nurtured by engagement with historically significant literary texts. For the general public, our Summer Shakespeare provides free entertainment, inspiring a greater appreciation of theatre and live performance.

7. Program Dates/Location:

Please see the attached sheet - Program Dates and Locations

8. Estimated number of Solana Beach residents to be served by proposed program: 1,000

9. How will the organization acknowledge the City's financial contribution to the community/beneficiaries of the proposed activity?

We would graciously acknowledge the City's support in all Mainstage and Theatre School programs, on the Donor Board in the Theatre Lobby, in our annual Mainstage and Theatre School brochures, and on our Mainstage and Theatre School website.

10. Will there be any matching funds or other grants that would be applied to this program or service? If awarded this grant, will that enable other funding sources?

Much of the support of these productions come from enrollment fees of the students involved and generous donations from Theatre School parents. Some additional revenue comes from tickets sold for performances at the Theatre School Studio Space. To ensure that theatre education is accessible to all, grants from the Protostar Group and the US Bank Foundation provide scholarships to cover the enrollment fees for students who may not be able to afford to participate otherwise.

11. Will volunteers be used for the proposed program or service and, if so, will they reduce expenses?

Without our amazing volunteers, our productions would likely not be possible. On performance days, our volunteers handle ushering, taking tickets, working the concession stand, handing out programs, and more. Backstage, some will use their expertise to sew/repair costumes or help construct/strike a production's set.

12. If the proposed program or service is only awarded partial funding, will it still move forward? Will the program/service be scaled back and/or is there a threshold at which it will not move forward?

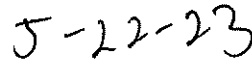
Both As You Like It and War of the Worlds would still move forward even if we received partial funding, but reduced funding might impact the how many students we would be able to cast and the overall scale planned for the production, costume, set, and prop design. Larger funding also allows us to offer more scholarships to worthy students in need.

Acknowledgment of Responsibility:

Authorized Signature assumes all responsibility for developing and implementing proposed activities or events in this application, including public acknowledgment of the City's financial contribution. Authorized signature will comply with all accounting and budget procedures outlined by the City. Authorized signature and accompanying group will hold harmless the City of Solana Beach from all losses, claims, accidents, and problems associated, directly or indirectly with the development and implementation of proposed activities or events.



Authorized Signature of Organization



Date

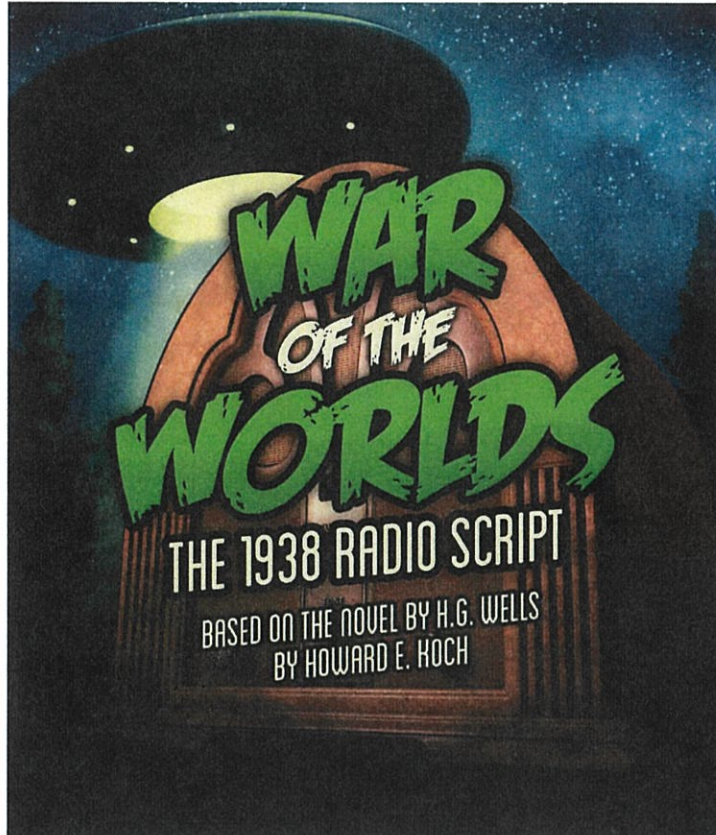
ALL INFORMATION REQUESTED ON THIS APPLICATION MUST BE COMPLETED AS A CONDITION FOR BEING CONSIDERED FOR PUBLIC FUNDS BY THE CITY COUNCIL OF SOLANA BEACH.

City of Solana Beach Community Grant Program Previous Funding

- 2004 - Educational Outreach Program, “Behind the Mask”
- 2005 - Planning costs for Cedros Crossing
- 2006 - Educational Outreach Program, “Behind the Mask”
- 2008 - Educational Outreach Program, “Behind the Mask”
- 2010 - Education Play about Solana Beach
- 2011 - Educational Outreach Program, “Behind the Mask”
- 2012 - Education Outreach Program, “Anti-Bullying”
- 2013 - Theatre School Holocaust Production, “Anne Frank”
- 2014 - Theatre School Literacy Project, “Seussical”
- 2015 - Theatre School Literacy Project, “Aladdin Jr.”
- 2016 - Theatre School Literacy Project, “Peter and the Starcatcher”
- 2017 - Theatre School Student Production, “The Secret Garden”
- 2018 - Theatre School Student Production, “She Kills Monsters”
- 2019 - Theatre School Student Productions, “Comedy of Errors” & “The Three Musketeers”
- 2020 - Theatre School Student Productions, “The Tempest” & “The Neverending Story”
- 2021 - North Coast Repertory Theatre’s 40th Anniversary Season
- 2022 - Theatre School Student Productions, “Much Ado About Nothing” & “Frankenstein”

See Attached from Question 8

**City of Solana Beach
Community Grant Program
Program Dates and Locations**



Auditions/Callbacks: August 29-31, 2023

Rehearsals: September 5-October 4, 2023

Performances: October 5-8, 2023

Theatre School Studio Space
987 Lomas Santa Fe Drive, Suite D
Solana Beach, CA 92075





THE THEATRE SCHOOL @ NORTH COAST REP	BUDGET AS YOU LIKE IT	BUDGET WAR OF THE WORLDS	BUDGET TOTAL
	SHAKESPEARE IN THE PARK	STUDENT PRODUCTION October 2023	SUMMER & FALL 2023
Director	\$1,000	\$1,000	\$2,000
Light Designer	\$0	\$200	\$200
Sound Designer	\$0	\$250	\$250
Lights & Sound Equip	\$0	\$150	\$150
Painting Labor/Materials	\$0	\$200	\$200
Set Design - labor	\$0	\$500	\$500
Set Materials	\$0	\$100	\$100
Projections Designer	\$0	\$0	\$0
Stage Manager / AD Mentor	\$750	\$750	\$1,500
Directing/Writing Mentor	\$0	\$0	\$0
Assistant Director	\$750	\$1,000	\$1,750
Actor / Mentor	\$2,700	\$750	\$3,450
Costume Designer	\$750	\$750	\$1,500
Costumes - materials/rent	\$1,000	\$1,000	\$2,000
Costume cleaning	\$300	\$300	\$600
Prop Designer	\$500	\$500	\$1,000
Props - materials	\$300	\$1,000	\$1,300
Dramaturg / Dialect	\$0	\$0	\$0
Stage Combat	\$750	\$500	\$1,250
Graphic Designer	\$100	\$100	\$200
Choreographer	\$0	\$0	\$0
Accompaniment	\$0	\$0	\$0
Misc / Materials	\$500	\$500	\$1,000
Royalties	\$0	\$875	\$875
Rental Fee for Materials	\$0	\$150	\$150
Script copies	\$100	\$100	\$200
Shipping	\$0	\$325	\$325
Production Total	\$9,500	\$11,000	\$20,500



NORTH COAST REPERTORY THEATRE - BOARD APPROVED BUDGET

SEASON 41 - FISCAL YEAR 2022-23

BUD	BUD	BUD	BUD	BUD	BUD	BUD	BUD	BUD	BUD	BUD	BUD	BUD	BUD
SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	TOTAL	
2022	2022	2022	2022	2023	2023	2023	2023	2023	2023	2023	2023	FY 22-23	

UNRESTRICTED OPERATING FUND

SUPPORT AND REVENUE

A	Contributed Revenue	94,600	49,600	27,700	138,100	36,600	98,250	50,850	126,100	261,700	168,100	66,100	45,000	1,162,700
B	Ticket Revenue - Mainstage	126,795	129,057	130,188	0	139,950	93,300	179,500	87,700	131,550	127,425	139,375	145,350	1,430,190
C	Ticket Revenue - Variety	15,450	10,500	15,450	189,000	50,450	10,500	15,450	28,000	15,450	10,500	15,450	0	376,200
D	Theatre School Revenue	17,120	5,600	22,720	0	17,120	2,600	22,720	20,120	8,200	0	104,940	0	221,140
E	Other Revenue	7,551	6,338	7,074	8,494	7,911	8,437	9,031	5,449	6,899	6,416	7,747	7,113	88,460
F	Patron Service Revenue	5,884	5,704	6,020	7,560	7,040	4,274	7,993	4,769	6,074	5,639	6,387	5,816	73,161
	Special Transfer Fees & co-pro	10,000	0	0	0	0	0	0	0	10,000	10,000	0	0	30,000
	Total Support & Revenue	277,399	206,800	209,151	343,154	259,071	217,361	285,544	272,139	439,873	328,080	339,999	203,279	3,381,851

EXPENSES

Personnel - Admin	90,918	103,418	105,918	103,418	105,918	105,918	103,418	105,918	103,418	120,918	120,918	135,918	1,306,018
Personnel - Artistic	58,896	38,882	34,926	24,529	43,704	59,017	58,031	35,425	36,655	36,089	50,925	56,845	533,924
Personnel - Taxes & Benefits	29,945	29,324	29,193	30,284	35,483	35,848	34,608	31,238	31,123	32,647	35,647	37,780	393,120
Cost of Tix & CC Donations	20,485	13,416	12,716	4,712	16,965	12,396	17,378	12,493	18,963	21,563	21,720	20,761	193,567
General & Admin Expenses	26,826	25,626	25,826	39,626	36,027	25,327	29,982	25,071	26,371	25,921	26,221	30,220	343,043
Development Expenses	3,200	3,200	2,200	2,200	3,200	7,200	2,200	3,200	130,700	2,200	3,200	2,700	165,400
Marketing Expenses	36,450	28,000	24,750	28,000	28,000	24,750	24,750	28,000	24,750	27,250	24,750	24,301	323,751
Production Expenses	24,515	31,007	1,000	1,000	25,028	1,000	40,826	24,918	12,973	1,000	39,852	8,081	211,200
Theatre School Productions	8,975	1,000	500	7,020	7,098	11,350	500	8,653	6,100	1,000	500	1,000	53,696
Variety Night Expenses	13,335	3,150	5,335	75,210	10,335	3,150	5,335	18,000	5,335	3,150	5,335	0	147,670
Total Expenses	313,545	277,023	242,364	315,999	311,759	285,956	317,028	292,915	396,388	271,739	329,068	317,605	3,671,388

as of 11.1.20 as of 11.1.21

Net	(36,145)	(70,224)	(33,212)	27,155	(52,688)	(68,595)	(31,484)	(20,776)	43,485	56,341	10,932	(114,325)	(289,537)
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accrual based budget - see separate cash flow statement

North Coast Repertory Theatre,
A Non-Profit Corporation

Financial Statements
and
Independent Auditors' Report

For the Year Ended August 31, 2022

Table of Contents

Independent Auditor’s Report..... 1-2

Financial Statements:

 Statement of Financial Position..... 3

 Statement of Activities and Change in Net Assets.....4

 Statement of Cash Flows..... 5

 Statement of Functional Expenses..... 6

Notes to the Financial Statements 7-15



10340 Paseo Park Drive Lakeside, CA 92040 Phone and Fax (619)698-2401

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
North Coast Repertory Theatre

Opinion

I have audited the accompanying financial statements of North Coast Repertory Theatre, which comprise the balance sheet as of August 31, 2022, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of North Coast Repertory Theatre, as of August 31, 2022, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

I conducted the audit in accordance with auditing standards generally accepted in the United States of America. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I am required to be independent of North Coast Repertory Theatre, and to meet my other ethical responsibilities in accordance with the relevant ethical requirements relating to my audit. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about North Coast Repertory Theatre's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

- In performing an audit in accordance with generally accepted auditing standards, I:
- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of North Coast Repertory Theatre's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in my judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about North Coast Repertory Theatre's ability to continue as a going concern for a reasonable period of time.

I am required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that I identified during the audit.

A M Owens, CPA

A M Owens, CPA
A Professional Corporation

Lakeside, CA
January 5, 2023

North Coast Repertory Theatre,
A Non-Profit Corporation
Statement of Financial Position
August 31, 2022
With Comparative Totals as of August 31, 2021

	<u>ASSETS</u>	<u>2022</u>	<u>2021</u>	
ASSETS				
Cash	\$		\$	
- without donor restrictions		2,247,181	1,642,783	
- with donor restrictions		130,128	97,713	
Investments				
- without donor restrictions		211,686	303,305	
- with donor restrictions		50,915	60,213	
Contributions Receivable				
- without donor restrictions		8,294	310,503	
Prepaid expenses		125,460	78,533	
Prepaid production costs		144,836	122,404	
Deposits		7,909	7,909	
		2,926,409	2,623,363	
PROPERTY AND EQUIPMENT				
Less: Accumulated Depreciation (Note 2)		236,298	193,214	
Total Assets	\$	3,162,707	\$	2,816,577
CURRENT LIABILITIES				
		<u>LIABILITIES AND NET ASSETS</u>		
Accounts payable, trade	\$	117,083	\$	213,679
Accrued wages and expense		4,124		4,034
Deferred revenue (Note 3)		868,286		1,208,407
Accrued vacation payable		49,337		58,031
		1,038,830		1,484,151
Total Liabilities		1,038,830		1,484,151
LONG-TERM DEBT		0		0
Net EQUITY (DEFICIT)				
Net assets with donor restrictions		182,484		157,926
Net assets without donor restrictions		1,941,393		1,174,500
		2,123,877		1,332,426
Total Net (Equity)		2,123,877		1,332,426
Total Liabilities and Net Assets	\$	3,162,707	\$	2,816,577

See the Accompanying Notes to the Financial Statements.

North Coast Repertory Theatre,
A Non-Profit Corporation
Statement of Activities and Changes in Net Assets
For the Year Ended August 31, 2022
With Comparative Totals as of August 31, 2021

	Without Donor <u>Restrictions</u>	With Donor <u>Restrictions</u>	2022 Combined <u>Totals</u>	2021 Combined <u>Totals</u>
SUPPORT AND REVENUE				
Public Support:				
Admissions	\$ 1,620,509	\$ 0	\$ 1,620,509	\$ 268,563
Theatre school	205,398	0	205,398	127,610
Concessions and other support	41,976	0	41,976	12,693
Contributions (Note 11)	1,578,093	1,006,542	2,584,635	2,551,100
Investment income (loss) (Note 6)	527	(6,636)	(6,109)	14,010
Gain on sale of assets	0	0	0	600
	<u>3,446,503</u>	<u>999,906</u>	<u>4,446,409</u>	<u>2,974,576</u>
Net Assets Released From Restrictions	975,348	(975,348)	0	0
	<u>4,421,851</u>	<u>24,558</u>	<u>4,446,409</u>	<u>2,974,576</u>
EXPENDITURES				
Production costs	3,042,826	0	3,042,826	1,641,358
General and administrative	238,268	0	238,268	193,694
Fundraising	373,864	0	373,864	286,129
	<u>3,654,958</u>	<u>0</u>	<u>3,654,958</u>	<u>2,121,181</u>
Total Expenditures	3,654,958	0	3,654,958	2,121,181
Change in net assets	766,893	24,558	791,451	853,395
Net Assets (Deficit), Begin of Year	1,174,500	157,926	1,332,426	479,031
Net Assets (Deficit), End of Year	<u>\$ 1,941,393</u>	<u>\$ 182,484</u>	<u>\$ 2,123,877</u>	<u>\$ 1,332,426</u>

See the Accompanying Notes to the Financial Statements.

North Coast Repertory Theatre,
A Non-Profit Corporation
Statement of Cash Flows
For the Year Ended August 31, 2022
With Comparative Totals as of August 31, 2021

	<u>2022</u>	<u>2021</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in Net Assets	\$ 791,451	\$ 853,395
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation	12,414	5,095
(Increase) Decrease in Operating Assets:		
Receivables	302,209	(303,380)
Prepaid expenses	(56,134)	15,044
Prepaid production costs	(6,918)	(16,981)
Deposits	0	(227)
Increase (Decrease) in Operating Liabilities:		
Accounts payable	(96,142)	180,608
Accrued wages	90	2,657
Deferred Revenue	(340,121)	354,697
Accrued vacation	(8,694)	5,808
	<hr/>	<hr/>
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	598,155	1,096,716
	<hr/>	<hr/>
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchases of property and equipment	(55,498)	(87,782)
Investments purchased/sold	94,156	20,469
	<hr/>	<hr/>
NET CASH USED BY INVESTING ACTIVITIES	38,658	(67,313)
	<hr/>	<hr/>
CASH FLOWS FROM FINANCING ACTIVITIES		
Payments on debt	0	0
	<hr/>	<hr/>
NET CASH USED BY FINANCING ACTIVITIES	0	0
	<hr/>	<hr/>
NET CHANGE IN CASH AND CASH EQUIVALENTS	636,813	1,029,403
BEGINNING CASH AND CASH EQUIVALENTS	1,740,496	711,093
	<hr/>	<hr/>
ENDING CASH AND CASH EQUIVALENTS	\$ 2,377,309	\$ 1,740,496
	<hr/> <hr/>	<hr/> <hr/>
Interest Paid	\$ 0	\$ 0
Taxes Paid	\$ 0	\$ 0
	<hr/> <hr/>	<hr/> <hr/>

See the Accompanying Notes to the Financial Statements.

North Coast Repertory Theatre,
A Non-Profit Corporation
Statement of Functional Expenses
For the Year Ended August 31, 2022

	Production Costs	General Admin.	Fund- Raising	2022 Total	2021 Total
Salaries	\$ 1,239,696	\$ 129,994	\$ 150,634	\$ 1,520,324	\$ 813,121
Payroll Taxes	122,449	12,839	14,879	150,167	12,116
Employee Benefits	196,622	20,618	23,891	241,131	146,651
Total Payroll Expenses	1,558,767	163,451	189,404	1,911,622	971,888
Outside Contractors	67,655	461	376	68,492	19,465
Volunteer Hours Expense	8,850	0	0	8,850	0
Professional Services	0	8,200	0	8,200	11,175
Occupancy	147,511	8,195	8,195	163,901	157,410
Utilities	20,340	3,096	3,096	26,532	17,857
Janitorial	4,429	554	554	5,537	4,623
Supplies/Misc.	24,232	16,396	4,163	44,791	18,034
Concession Supplies	18,954	0	0	18,954	437
Communications	5,082	635	635	6,352	5,931
Postage and Shipping	4,168	1,390	10,575	16,133	21,319
Printing and Copying	64,737	18,760	10,663	94,160	40,476
Travel and Meals	2,431	11,709	1,848	15,988	4,195
Credit Card Processing/Bank Fees	71,876	3,036	0	74,912	26,519
Insurance	12,016	1,502	1,502	15,020	10,737
Membership Dues	3,931	0	0	3,931	2,481
Interest	0	0	0	0	1,195
Repairs and Maintenance	43,706	0	0	43,706	151,350
Advertising and Marketing	284,248	0	1,218	285,466	145,165
Royalties	107,872	0	0	107,872	41,234
Special Events	0	0	141,635	141,635	154,254
Mainstage Events/Equipment	540,230	0	0	540,230	277,973
Theatre School	39,377	0	0	39,377	31,470
Taxes/Licenses	0	883	0	883	898
Total Expenses Before Depreciation	3,030,412	238,268	373,864	3,642,544	2,116,086
Depreciation	12,414	0	0	12,414	5,095
Total Expenses	\$ 3,042,826	\$ 238,268	\$ 373,864	\$ 3,654,958	\$ 2,121,181

See the Accompanying Notes to the Financial Statements.

North Coast Repertory Theatre,
A Non-Profit Corporation
Notes to Financial Statements
For the Year Ended August 31, 2022

Note 1 - Summary of Significant Accounting Policies

General

North Coast Repertory Theatre, a Non-Profit Corporation (the Theatre) is a non-profit organization incorporated in California in 1982. Its stated purpose is to educate the public in an appreciation of the theatre arts through stage productions of consistent quality, to be recognized as the premier professional regional live theatre in San Diego North Coastal County, to provide educational services for audiences of all ages, focusing on the youth of the community and to provide an opportunity for actors and theatre professionals to develop their artistic skills through participation in the Theatre's productions.

Accounting Method

The accompanying financial statements have been prepared on the accrual method of accounting. Management uses estimates and assumptions in preparing the financial statements in accordance with accounting principles generally accepted in the United States of America. Actual results could vary from estimates that were used due to inherent uncertainties in estimates and actual results may vary from those estimates in the near term.

Financial Statement Presentation

The Theatre is required to report information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions:

- Net assets without donor restrictions represent expendable funds available for operations that are not otherwise limited by donor restrictions.
- Net assets with donor restrictions consist of contributed funds subject to specific donor-imposed restrictions contingent upon specific performance of a future event or a specific passage of time before the Theatre may spend the funds (irrevocable donor restrictions requiring that the assets be maintained in perpetuity to generate investment income.)

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates. Significant estimates used in the preparation of these financial statements include the functional allocation of expenses.

North Coast Repertory Theatre,
A Non-Profit Corporation
Notes to Financial Statements
(continued)
For the Year Ended August 31, 2022

Note 1 - Summary of Significant Accounting Policies (continued)

Contributions

Contributions received are recorded as net assets without donor restrictions or net assets with donor restrictions, depending on the existence or nature of any donor restrictions. Net assets with donor restrictions are reported in Note 4. All donor-restricted contributions are reported as net assets with donor restrictions. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions. Contributions in-kind are recorded at their fair market value at the time of receipt. All donor restricted support is reported as an increase in net assets with donor restrictions. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions.

Promises to Give

Unconditional promises to give are recognized as contribution revenue in the period received and as assets, decreases of liabilities, or expenses depending on the form of the benefits received. Promises to give are recorded at net realizable value if expected to be collected in one year and at fair value if expected to be collected in more than one year. Conditional promises to give are recognized when the conditions on which they depend are substantially met.

Contributed Services and Tangible Personal Property

The Theatre generally pays for services requiring specific expertise. However, sometimes individuals volunteer their time and perform a variety of tasks that assist the Theatre. For the year ended August 31, 2022, some of these services meet the criteria for recognition as contributed services. The amount recorded as contributed services was 590 hours at \$15 per hour for a total of \$8,850. The amount of contributed services that has not been recorded in the financial statements is 5,618 hours at \$15 per hour for a total of \$84,270.

Revenue and Revenue Recognition

Revenue is recognized when earned. When applicable, program service fees and payments under cost reimbursable contracts received in advance are deferred to the applicable period in which the related services are performed or expenditures are incurred, respectively. Contributions are recognized when cash, securities or other assets, an unconditional promise to give, or notification of a beneficial interest is received. Conditional promises to give are not recognized until the conditions on which they depend have been substantially met.

The Theatre records deferred revenue situations when amounts are invoiced or paid but the revenue recognition criteria above are not met.

North Coast Repertory Theatre,
A Non-Profit Corporation
Notes to Financial Statements
(continued)
For the Year Ended August 31, 2022

Note 1 - Summary of Significant Accounting Policies (continued)

Property and Equipment

Depreciation of buildings and equipment is provided over the estimated useful lives of the respective assets using the straight-line method.

Acquisitions of property and equipment in excess of \$2,500 are capitalized. Donated equipment is recorded at fair market value at the date of the donation. Purchased equipment is recorded at cost.

Ticket Sales

Ticket sales received prior to the fiscal year to which they apply are not recognized as revenues until the year earned.

Cash and Cash Equivalents

For purposes of the statement of cash flows, cash equivalents include time deposits, certificates of deposit and all highly liquid debt instruments with original maturities of three months or less.

Income Tax Status

The Theatre is classified as a Section 501(c)(3) Organization under the Federal Internal Revenue Code and Section 13.2210 (e) of the State Revenue and Taxation Code. As a result, it has been determined to be exempt from federal income and state franchise taxes. The Theatre is not classified as a private foundation under 509(c)(2). Tax years 2018-2020 are open to examination by taxing authorities.

Expense Allocation

The costs of providing the various programs and activities have been summarized on a functional basis in the Statement of Activities and in the Statement of Functional Expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

Investments

Investments with readily determined market value are carried at market value and unrealized gains and losses are treated as current items in the year in which they occur. Investments without readily determined market values are carried at cost.

The FASB issued authoritative guidance relating to fair value measurements which establishes a common definition for fair value to be applied to U.S. generally accepted accounting principles requiring use of fair value, establishes a framework for measuring fair value, and expands disclosures about such fair value measurements.

The Theatre measures fair value at the price that would be received upon sale of an asset or paid to transfer a liability in an orderly transaction between market and participants at the measure date. The guidance establishes a hierarchy for ranking the quality and reliability of the information used to determine fair values.

A summary of the fair value hierarchy under the authoritative guidance is described in Note 6.

North Coast Repertory Theatre,
A Non-Profit Corporation
Notes to Financial Statements
(continued)
For the Year Ended August 31, 2022

Note 1 - Summary of Significant Accounting Policies (continued)

Comparative Totals for August 31, 2021

The financial statements include certain prior year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with generally accepted accounting principles. Accordingly, such information should be read in conjunction with the Theatre's financial statements for the year ended August 31, 2021, from which the summarized information was derived.

Note 2 - Property and Equipment

The following is a summary of property and equipment, less accumulated depreciation and amortization at August 31, 2022:

		<u>2022</u>
Construction in progress	\$	64,071
Leasehold improvements		166,738
Furniture and equipment		440,242
		<hr style="border-top: 1px solid black;"/>
		671,051
Accumulated depreciation and amortization	(434,753)
		<hr style="border-top: 1px solid black;"/>
Property and Equipment - Net	\$	<u><u>236,298</u></u>

Note 3 - Deferred Revenue

The Theatre had received \$868,286 at August 31, 2022, on advance ticket sales for the next theater season. As each production is presented, the portion of the advance sales collections that pertains to that production will be recognized as revenue. In the event any of the scheduled productions for the season are not presented, the advance ticket collections for that production will be available for refund to the ticket holders.

Note 4 - Net Assets with Donor Restrictions

Net assets with donor restrictions represent contributions received by the Theatre that are limited in their use by donor-imposed stipulations.

Net assets with donor restrictions are available for the following purposes as of August 31, 2022:

		<u>2022</u>
Purpose Restrictions		
Capital Campaign	\$	74,348
Endowment Funds		50,915
Scholarships		15,000
Summer Enrichment		14,457
Theatre School		19,198
Shakespeare in schools		7,125
		<hr style="border-top: 1px solid black;"/>
Total	\$	<u><u>181,043</u></u>

North Coast Repertory Theatre,
A Non-Profit Corporation
Notes to Financial Statements
(continued)
For the Year Ended August 31, 2022

Note 5 – Endowment Funds

Endowment funds were \$50,915 as of August 31, 2022. These funds are held in an agency endowment fund at The Jewish Community Foundation (JCF).

No later than April 1st of the year commencing after the fair market value of the fund reached the amount of \$50,000, JCF shall distribute to the Theatre an amount equal to the JCF payout rate multiplied by the fair market value of the fund (the “available amount”). The term “fair market value of the fund” shall mean the value of all cash and securities held by the fund, including all earnings and unrealized appreciation thereon, as determined by JCF. The term “JCF payout rate” shall mean the percentage rate determined by the Board of Directors of JCF pursuant to California law with respect to distributions from endowment funds. The fair market value of the fund reached \$50,000 in August of 2021 and the first distribution was received in February 2022.

JCF shall have all powers necessary to carry out the purposes of the fund, including, but not limited to, the power to retain, invest and reinvest the fund in any manner consistent with the California Uniform Prudent Management of Institutional Funds Act, and shall have the power to commingle the assets of the fund with those of other funds for investment purposes, provided that such commingling shall not contravene the purpose and limitations set forth in this agreement. JCF shall have the ultimate authority and control over all property in the fund, and the income derived therefrom, subject to the terms of this agreement and the standards for investment governing nonprofit public benefit corporations under California Corporations Code Section 5240. The fund shall be administered under and subject to the procedures and/or rules for the operation of permanent endowment funds as the same may be adopted, or modified from time to time, by JCF.

The fund shall be administered under and subject to the Bylaws, Articles of Incorporation and the endowment policies of JCF in effect from time to time. JCF shall have the power to modify and restriction or condition on the distribution of funds for any specified charitable purpose or to any specified organization if, in the sole discretion of the Board of Directors (without the necessity of the approval of the Theatre or any beneficiary organization), such restriction or condition becomes unnecessary, incapable of fulfillment, or inconsistent with the charitable needs of the community or area served. All money and property in the fund shall be assets of JCF, and not a separate trust, and shall be subject only to the control of JCF. Even though the fund may not be segregated, separate accounting records will be maintained for the fund. Nothing in this agreement is intended to be inconsistent with the status of JCF as an organization described in Sections 501(c)(3) and 509(a) of the Internal Revenue Code of 1986. JCF is authorized to amend this agreement to conform to the provisions of any applicable law or government regulation in order to carry out the foregoing intention.

For the year ended August 31, 2022, the Theatre received \$2,662 in distributions from the fund.

North Coast Repertory Theatre,
A Non-Profit Corporation
Notes to Financial Statements
(continued)
For the Year Ended August 31, 2022

Note 6 – Fair Value Measurements

The Fair Value Measurements Topic of the FASB Accounting Standards Codification establishes a fair value hierarchy that prioritizes inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements). The three levels of the fair value hierarchy are described below:

Level 1: Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets.

Level 2: Inputs to the valuation methodology include quoted prices for similar assets and liabilities in active markets, and inputs that are observable for the assets or liability, either directly or indirectly, for substantially the full term of the financial instrument.

Level 3: Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

A financial instrument's level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement.

The following details the level within the fair value hierarchy of the Theatre's assets as fair value as of August 31, 2022. Level 1 investment consists of equities and CDS and totaled \$21,686. There were no Level 2 assets. The Level 3 asset is Portfolio Investors II, L.P. a Delaware limited partnership holding rental real estate assets in San Diego County. Since quoted prices are not available as this is not a liquid investment and the Theater does not have the ability to access value at the measurement date, these investments are classified as Level 3 assets and recorded at cost.

North Coast Repertory Theatre,
A Non-Profit Corporation
Notes to Financial Statements
(continued)
For the Year Ended August 31, 2022

Note 6 – Fair Value Measurements (continued)

Investments at fair market value at August 31, 2022, consist of the following:

	<u>Adjusted Cost</u>	<u>Fair Market Value</u>	<u>Fair Value (Level 1)</u>
Level 1 funds			
Fund at JCF	\$ 47,674	\$ 52,356	\$ 52,356
Money Market Funds			
C/D - Pacific Premier	26,308	26,308	26,308
C/D - CA Bank and Trust	75,058	75,058	75,058
Level 3 funds			
Portfolio Investors II, LP	100,000	N/A	100,000

Investment return for the year ended August 31, 2022 included in the statements of activities is comprised of the following:

	<u>2022</u>
Realized and unrealized losses	\$ (8,214)
Interest and dividends (net of fees of \$263)	1,578
	<u>\$ (6,636)</u>

Note 7 – Cash and Equivalents

At August 31, 2022, cash was held in the following institutions:

Change Funds	\$ 550
Union Bank - checking (2 accounts)	272,065
Wells Fargo (2 accounts)	107,137
US Bank (3 accounts)	1,583,635
CA Bank and Trust (2 accounts)	3,293
Endeavor Bank (2 accounts)	410,322
IFG Financial (1 account)	307
	<u>\$ 2,377,309</u>

Concentration of Credit Risk

The Theatre maintains its cash in bank accounts and brokerage accounts, which, at times, may exceed federally insured limits. The Theatre has not experienced any losses in such accounts. The Theatre believes it is not exposed to any significant credit risk on cash and cash equivalents.

Accounts are insured by the FDIC for amounts up to \$250,000.

North Coast Repertory Theatre,
A Non-Profit Corporation
Notes to Financial Statements
(continued)
For the Year Ended August 31, 2022

Note 8 – Restricted Assets – San Diego Foundation

Total assets with a fair market value of \$36,765 are held in the North Coast Repertory Theatre endowment fund of the San Diego Foundation and invested by the Foundation. The Theatre has no ownership rights over the principal and does not include these funds on the statement of financial position. However, the Theatre receives investment income annually from these assets. Total income received from the San Diego Foundation for the year ended August 31, 2022 was \$1,396.

Note 9 – Operating Lease

The Theatre leases its theatre and office facilities under a month-to-month rental agreement. The Theater leases its theatre school space under a lease agreement that ends December 2023. In addition, the Theatre has a non-cancelable operating lease for office equipment that expires October 2024. Total rental expense was \$163,421 for the year ended August 31, 2022.

Future minimum lease payments under operating leases that have remaining terms in excess of one year as of August 31, 2022 are:

	2023	\$	33,520
	2024		17,520
	2025		1,587
	2026		0
	2027		0

Note 10 – Retirement Plan

The Theatre maintains a tax deferred contribution plan qualified under Section 403(b) of the Internal Revenue Code. Eligible employees may contribute a percentage of their compensation to the Plan. Employer contributions totaled \$16,200 for the year ended August 31, 2022.

Note 11 – Shuttered Venue Grant

On July 3, 2022 and November 11, 2021, the Theatre was awarded Shuttered Venue Operators Grants in the amount of \$579,464 and \$436,038 respectively. This grant can be expended for certain expenses incurred beginning on July 3, 2022 and ending on December 31, 2022. Proceeds from the Shuttered Venue Operators Grant will be used for expenses not allocated to PPP funds previously received. In the event the Theatre does not have enough qualified expenses for the full amount of the grant, during the applicable time period, such funds are to be returned. Income from this government grant in the amount of \$193,155 was recorded as of August 31, 2021. The remaining funds have been recorded as revenue in this year.

North Coast Repertory Theatre,
A Non-Profit Corporation
Notes to Financial Statements
(continued)
For the Year Ended August 31, 2022

Note 12—Employee Retention Credit

During the fiscal year ended August 31, 2022, the Theatre received credits totaling \$107,489. This amount has been recorded as contributions.

Note 13—Subsequent Events

Events subsequent to August 31, 2022 have been evaluated through January 4, 2023, the date these financial statements were available to be issued, to determine whether they should be disclosed to keep the financial statements from being misleading. Management found no subsequent events.

Return of Organization Exempt From Income Tax

OMB No. 1545-0047

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

2021 Open to Public Inspection

Do not enter social security numbers on this form as it may be made public. Go to www.irs.gov/Form990 for instructions and the latest information.

Department of the Treasury Internal Revenue Service

A For the 2021 calendar year, or tax year beginning 09/01/21, and ending 08/31/22

B Check if applicable: Address change, Name change, Initial return, Final return/terminated, Amended return, Application pending. C Name of organization: NORTH COAST REPERTORY THEATRE. D Employer identification number. E Telephone number: 858-481-2155. F Name and address of principal officer: MARC TAYER, 987 LOMAS SANTA FE, SOLANA BEACH, CA 92075. G Gross receipts: 4,445,425. H(a) Is this a group return for subordinates? Yes No. H(b) Are all subordinates included? Yes No. I Tax-exempt status: 501(c)(3). J Website: WWW.NORTHCOASTREP.ORG. K Form of organization: Corporation. L Year of formation: 1982. M State of legal domicile: CA.

Part I Summary

Table with columns for Activities & Governance, Revenue, Expenses, and Net Assets or Fund Balances. Rows include mission statement, membership counts, revenue breakdown, and asset/liability totals.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here: Signature of officer MARC TAYER, President, Date 2/23/23. Preparer: Alicia M. Owens, CPA, APC, Date 02/17/23, Firm's EIN 45-4128534, Firm's address Lakeside, CA 92040.

May the IRS discuss this return with the preparer shown above? See instructions. [X] Yes [] No. For Paperwork Reduction Act Notice, see the separate instructions. Form 990 (2021)

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III

1 Briefly describe the organization's mission:

TO OPERATE A NOT-FOR-PROFIT PROFESSIONAL THEATRE FOR THE PROMOTION OF THE PUBLIC APPRECIATION AND EDUCATION REGARDING THEATRE ARTS.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? Yes No

If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? Yes No

If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses \$ 3,033,976 including grants of\$) (Revenue \$ 1,867,883)

THE ORGANIZATION OPERATES A NOT-FOR-PROFIT PROFESSIONAL THEATRE FOR PROMOTION OF THE PUBLIC APPRECIATION OF EDUCATION REGARDING THEATRE ARTS. THEY PRODUCED 8 MAINSTAGE SHOWS AND MAIN OTHER COLLABORATIVE EVENTS. THE ORGANIZATION ALSO TEAMS WITH COMMUNITIES THROUGHOUT SAN DIEGO COUNTY TO PROVIDE ARTS AND EDUCATION PROGRAMS TO CHILDREN AND TEENS OF ALL BACKGROUNDS AND SOCIOECONOMIC LEVELS. IN-SCHOOL RESIDENCY PROGRAMS PROVIDE STUDENTS WITH EXPOSURE TO THE DRAMATIC ARTS AND WORKSHOPS INCORPORATE AFFORDABLE PROFESSIONAL INSTRUCTION AND ARE OFFERED DURING AND/OR AFTER SCHOOL. DURING THE FYE 8/31/20, THE THEATRE WAS CLOSED DUE TO COVID-19. THE THEATRE PERFORMED SEVERAL ONLINE PRODUCTIONS IN LIEU OF IN PERSON PERFORMANCES.

4b (Code:) (Expenses \$ including grants of\$) (Revenue \$)

N/A

4c (Code:) (Expenses \$ including grants of\$) (Revenue \$)

N/A

4d Other program services (Describe on Schedule O.)

(Expenses \$ including grants of\$) (Revenue \$)

4e Total program service expenses 3,033,976

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If "Yes," complete Schedule A	X	
2 Is the organization required to complete Schedule B, Schedule of Contributors (see instructions)?	X	
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I		X
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II		X
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Rev. Proc. 98-19? If "Yes," complete Schedule C, Part III		X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If "Yes," complete Schedule D, Part I		X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If "Yes," complete Schedule D, Part II		X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? If "Yes," complete Schedule D, Part III		X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? If "Yes," complete Schedule D, Part IV		X
10 Did the organization, directly or through a related organization, hold assets in donor-restricted endowments or in quasi endowments? If "Yes," complete Schedule D, Part V	X	
11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X, as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If "Yes," complete Schedule D, Part VI	X	
b Did the organization report an amount for investments—other securities in Part X, line 12, that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VII		X
c Did the organization report an amount for investments—program related in Part X, line 13, that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VIII		X
d Did the organization report an amount for other assets in Part X, line 15, that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part IX		X
e Did the organization report an amount for other liabilities in Part X, line 25? If "Yes," complete Schedule D, Part X		X
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? If "Yes," complete Schedule D, Part X		X
12a Did the organization obtain separate, independent audited financial statements for the tax year? If "Yes," complete Schedule D, Parts XI and XII	X	
b Was the organization included in consolidated, independent audited financial statements for the tax year? If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional		X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E		X
14a Did the organization maintain an office, employees, or agents outside of the United States?		X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? If "Yes," complete Schedule F, Parts I and IV		X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? If "Yes," complete Schedule F, Parts II and IV		X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? If "Yes," complete Schedule F, Parts III and IV		X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If "Yes," complete Schedule G, Part I. See instructions		X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If "Yes," complete Schedule G, Part II	X	
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If "Yes," complete Schedule G, Part III		X
20a Did the organization operate one or more hospital facilities? If "Yes," complete Schedule H		X
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?		
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? If "Yes," complete Schedule I, Parts I and II		X

Part IV Checklist of Required Schedules (continued)

	Yes	No
22 Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? If "Yes," complete Schedule I, Parts I and III		X
23 Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? If "Yes," complete Schedule J	X	
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a		X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
d Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		
25a Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? If "Yes," complete Schedule L, Part I		X
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I		X
26 Did the organization report any amount on Part X, line 5 or 22, for receivables from or payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons? If "Yes," complete Schedule L, Part II		X
27 Did the organization provide a grant or other assistance to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity (including an employee thereof) or family member of any of these persons? If "Yes," complete Schedule L, Part III		X
28 Was the organization a party to a business transaction with one of the following parties (see the Schedule L, Part IV, instructions for applicable filing thresholds, conditions, and exceptions):		
a A current or former officer, director, trustee, key employee, creator or founder, or substantial contributor? If "Yes," complete Schedule L, Part IV		X
b A family member of any individual described in line 28a? If "Yes," complete Schedule L, Part IV		X
c A 35% controlled entity of one or more individuals and/or organizations described in line 28a or 28b? If "Yes," complete Schedule L, Part IV		X
29 Did the organization receive more than \$25,000 in non-cash contributions? If "Yes," complete Schedule M	X	
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? If "Yes," complete Schedule M		X
31 Did the organization liquidate, terminate, or dissolve and cease operations? If "Yes," complete Schedule N, Part I		X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? If "Yes," complete Schedule N, Part II		X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If "Yes," complete Schedule R, Part I		X
34 Was the organization related to any tax-exempt or taxable entity? If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1		X
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?		X
b If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," complete Schedule R, Part V, line 2		
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? If "Yes," complete Schedule R, Part V, line 2		X
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? If "Yes," complete Schedule R, Part VI		X
38 Did the organization complete Schedule O and provide explanations on Schedule O for Part VI, lines 11b and 19? Note: All Form 990 filers are required to complete Schedule O.	X	

Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response or note to any line in this Part V

	Yes	No
1a Enter the number reported in box 3 of Form 1096. Enter -0- if not applicable		
1b Enter the number of Forms W-2G included on line 1a. Enter -0- if not applicable		
c Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?		

1a	3
1b	0

Part V Statements Regarding Other IRS Filings and Tax Compliance (continued)		Yes	No		
2a	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return	2a	73		
b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns? Note: If the sum of lines 1a and 2a is greater than 250, you may be required to e-file. See instructions.	2b		X	
3a	Did the organization have unrelated business gross income of \$1,000 or more during the year?	3a			X
b	If "Yes," has it filed a Form 990-T for this year? If "No" to line 3b, provide an explanation on Schedule O	3b			
4a	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	4a			X
b	If "Yes," enter the name of the foreign country See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).				
5a	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?	5a			X
b	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	5b			X
c	If "Yes" to line 5a or 5b, did the organization file Form 8886-T?	5c			
6a	Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?	6a			X
b	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	6b			
7	Organizations that may receive deductible contributions under section 170(c).				
a	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?	7a			
b	If "Yes," did the organization notify the donor of the value of the goods or services provided?	7b			
c	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?	7c			
d	If "Yes," indicate the number of Forms 8282 filed during the year	7d			
e	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	7e			
f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	7f			
g	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?	7g			
h	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?	7h			
8	Sponsoring organizations maintaining donor advised funds. Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?	8			
9	Sponsoring organizations maintaining donor advised funds.				
a	Did the sponsoring organization make any taxable distributions under section 4966?	9a			
b	Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?	9b			
10	Section 501(c)(7) organizations. Enter:				
a	Initiation fees and capital contributions included on Part VIII, line 12	10a			
b	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities	10b			
11	Section 501(c)(12) organizations. Enter:				
a	Gross income from members or shareholders	11a			
b	Gross income from other sources. (Do not net amounts due or paid to other sources against amounts due or received from them.)	11b			
12a	Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041?	12a			
b	If "Yes," enter the amount of tax-exempt interest received or accrued during the year	12b			
13	Section 501(c)(29) qualified nonprofit health insurance issuers.				
a	Is the organization licensed to issue qualified health plans in more than one state? Note: See the instructions for additional information the organization must report on Schedule O.	13a			
b	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans	13b			
c	Enter the amount of reserves on hand	13c			
14a	Did the organization receive any payments for indoor tanning services during the tax year?	14a			X
b	If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation on Schedule O	14b			
15	Is the organization subject to the section 4960 tax on payment(s) of more than \$1,000,000 in remuneration or excess parachute payment(s) during the year? If "Yes," see instructions and file Form 4720, Schedule N.	15			X
16	Is the organization an educational institution subject to the section 4968 excise tax on net investment income? If "Yes," complete Form 4720, Schedule O.	16			X
17	Section 501(c)(21) organizations. Did the trust, any disqualified person, or mine operator engage in activities that would result in the imposition of an excise tax under section 4951, 4952 or 4953? If "Yes," complete Form 6069.	17			

Part VI Governance, Management, and Disclosure For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes on Schedule O. See instructions. Check if Schedule O contains a response or note to any line in this Part VI

Section A. Governing Body and Management

	1a	1b	2	3	4	5	6	7a	7b	8a	8b	9	Yes	No
1a Enter the number of voting members of the governing body at the end of the tax year	16													
If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain on Schedule O.														
b Enter the number of voting members included on line 1a, above, who are independent		16												
2 Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?														X
3 Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, trustees, or key employees to a management company or other person?														X
4 Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?														X
5 Did the organization become aware during the year of a significant diversion of the organization's assets?														X
6 Did the organization have members or stockholders?														X
7a Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?														X
b Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?														X
8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:														
a The governing body?										X				
b Each committee with authority to act on behalf of the governing body?										X				
9 Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses on Schedule O														X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

	10a	10b	11a	12a	12b	12c	13	14	15a	15b	16a	16b	Yes	No
10a Did the organization have local chapters, branches, or affiliates?														X
b If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?														
11a Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?														X
b Describe on Schedule O the process, if any, used by the organization to review this Form 990.														
12a Did the organization have a written conflict of interest policy? If "No," go to line 13				X										
b Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?				X										
c Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe on Schedule O how this was done						X								
13 Did the organization have a written whistleblower policy?														X
14 Did the organization have a written document retention and destruction policy?														X
15 Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?														
a The organization's CEO, Executive Director, or top management official									X					
b Other officers or key employees of the organization														X
If "Yes" to line 15a or 15b, describe the process on Schedule O. See instructions.														
16a Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?														X
b If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?														

Section C. Disclosure

- 17 List the states with which a copy of this Form 990 is required to be filed **CA**
- 18 Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A, if applicable), 990, and 990-T (section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.
 Own website Another's website Upon request Other (explain on Schedule O)
- 19 Describe on Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.
- 20 State the name, address, and telephone number of the person who possesses the organization's books and records **▶**
WILLIAM KERLIN **987 LOMAS SANTA FE DRIVE**
SOLANA BEACH **CA 92075** **858-481-2155**

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

Check if Schedule O contains a response or note to any line in this Part VII

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's current officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
 - List all of the organization's current key employees, if any. See instructions for definition of "key employee."
 - List the organization's five current highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (box 5 of Form W-2, Form 1099-MISC, and/or box 1 of Form 1099-NEC) of more than \$100,000 from the organization and any related organizations.
 - List all of the organization's former officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
 - List all of the organization's former directors or trustees that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.
- See the instructions for the order in which to list the persons above.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Individual trustee	Officer	Key employee	Highest compensated employee	Former			
(1) PETER HOUSE Director	0.00 0.00	X						0	0	0
(2) SHARON STEIN Immed Past President	0.00 0.00	X		X				0	0	0
(3) MARILYN TEDESCO Vice President	0.00 0.00	X		X				0	0	0
(4) DAVID ELLENSTEIN Artistic Director	40.00 0.00				X		159,501	0	0	0
(5) PATRICIA MOISES Director	0.00 0.00	X						0	0	0
(6) STEVE CHAPMAN Director	0.00 0.00	X						0	0	0
(7) MARION DODSON Director	0.00 0.00	X						0	0	0
(8) RICH LEIB Director	0.00 0.00	X						0	0	0
(9) SUSAN ROTH Director	0.00 0.00	X						0	0	0
(10) MARC TAYER President	0.00 0.00	X		X				0	0	0
(11) BERIT DURLER Treasurer	0.00 0.00	X		X				0	0	0

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/ 1099-MISC/ 1099-NEC)	(E) Reportable compensation from related organizations (W-2/ 1099-MISC/ 1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(12) BEVERLY LIBERMAN	0.00									
Director	0.00	X					0	0	0	
(13) KATY TANGHE	0.00									
Secretary	0.00	X		X			0	0	0	
(14) ELIZABETH TRESP	0.00									
Vice President	0.00	X		X			0	0	0	
(15) KAREN WILDER	0.00									
Director	0.00	X					0	0	0	
(16) MARSHA JANGER	0.00									
Director	0.00	X					0	0	0	
(17) MARK CHRISTOPHER LAWRENCE	0.00									
Director	0.00	X					0	0	0	
(18) DAN MORILAK	0.00									
Director	0.00	X					0	0	0	
1b Subtotal							159,501			
c Total from continuation sheets to Part VII, Section A										
d Total (add lines 1b and 1c)							159,501			

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization **2**

	Yes	No
3 Did the organization list any former officer, director, trustee, key employee, or highest compensated employee on line 1a? If "Yes," complete Schedule J for such individual		X
4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? If "Yes," complete Schedule J for such individual	X	
5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? If "Yes," complete Schedule J for such person		X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation

2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization **0**

Part VIII Statement of Revenue

Check if Schedule O contains a response or note to any line in this Part VIII

			(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514	
Contributions, Gifts, Grants and Other Similar Amounts	1a	Federated campaigns	1a				
		b Membership dues	1b				
		c Fundraising events	1c	457,653			
		d Related organizations	1d				
		e Government grants (contributions)	1e	1,188,581			
		f All other contributions, gifts, grants, and similar amounts not included above	1f	910,420			
		g Noncash contributions included in lines 1a-1f	1g	\$ 47,915			
		h Total. Add lines 1a-1f		2,556,654			
	Program Service Revenue	2a	ADMISSIONS	Business Code	1,620,509		1,620,509
		b THEATRE SCHOOL		205,398	205,398		
		c CONCESSIONS AND OTHER SUPPORT		41,976	41,976		
		d					
		e					
		f All other program service revenue					
		g Total. Add lines 2a-2f		1,867,883			
Other Revenue	3	Investment income (including dividends, interest, and other similar amounts)		1,388	1,388		
	4	Income from investment of tax-exempt bond proceeds					
	5	Royalties					
	6a	Gross rents	(i) Real				
			(ii) Personal				
		b	Less: rental expenses	6b			
		c	Rental inc. or (loss)	6c			
		d	Net rental income or (loss)				
	7a	Gross amount from sales of assets other than inventory	(i) Securities				
			(ii) Other				
		b	Less: cost or other basis and sales exps.	7b			
		c	Gain or (loss)	7c			
	d	Net gain or (loss)					
8a	Gross income from fundraising events (not including \$ 457,653 of contributions reported on line 1c). See Part IV, line 18		8a	19,500			
			b	Less: direct expenses	8b	141,635	
			c	Net income or (loss) from fundraising events		-122,135	
9a	Gross income from gaming activities. See Part IV, line 19		9a				
			b	Less: direct expenses	9b		
			c	Net income or (loss) from gaming activities			
10a	Gross sales of inventory, less returns and allowances		10a				
			b	Less: cost of goods sold	10b		
			c	Net income or (loss) from sales of inventory			
Miscellaneous Revenue	11a		Business Code				
	b						
	c						
	d	All other revenue					
	e	Total. Add lines 11a-11d					
12	Total revenue. See instructions		4,303,790	248,762	0	1,620,509	

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21				
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	294,501	205,401	44,550	44,550
6 Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	1,225,823	1,034,295	85,444	106,084
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	16,200	13,210	1,385	1,605
9 Other employee benefits	224,931	183,412	19,233	22,286
10 Payroll taxes	150,167	122,449	12,839	14,879
11 Fees for services (nonemployees):				
a Management				
b Legal				
c Accounting	13,432	4,395	8,661	376
d Lobbying				
e Professional fundraising services. See Part IV, line 7				
f Investment management fees	263		263	
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O.)				
12 Advertising and promotion	285,466	284,248		1,218
13 Office expenses	155,084	93,137	36,546	25,401
14 Information technology	6,352	5,082	635	635
15 Royalties	107,872	107,872		
16 Occupancy	195,970	172,280	11,845	11,845
17 Travel	15,988	2,431	11,709	1,848
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	12,414	12,414		
23 Insurance	15,020	12,016	1,502	1,502
24 Other expenses. Itemize expenses not covered above (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a MAINSTAGE	540,230	540,230		
b BANK FEES/CC PROCESSING	74,912	71,876	3,036	
c OUTSIDE CONTRACTORS	63,260	63,260		
d REPAIRS	43,706	43,706		
e All other expenses	63,145	62,262	883	
25 Total functional expenses. Add lines 1 through 24e	3,504,736	3,033,976	238,531	232,229
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> If following SOP 98-2 (ASC 958-720)				

Part X Balance Sheet

Check if Schedule O contains a response or note to any line in this Part X

		(A) Beginning of year		(B) End of year
Assets	1 Cash—non-interest-bearing	1,622,191	1	1,858,533
	2 Savings and temporary cash investments	421,610	2	730,462
	3 Pledges and grants receivable, net		3	
	4 Accounts receivable, net	310,503	4	8,294
	5 Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		5	
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B)		6	
	7 Notes and loans receivable, net		7	
	8 Inventories for sale or use		8	
	9 Prepaid expenses and deferred charges	200,937	9	270,296
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a 671,051		
	b Less: accumulated depreciation	10b 434,753	10c 193,214	236,298
	11 Investments—publicly traded securities	60,213	11	50,915
	12 Investments—other securities. See Part IV, line 11		12	
	13 Investments—program-related. See Part IV, line 11		13	
	14 Intangible assets		14	
	15 Other assets. See Part IV, line 11	7,909	15	7,909
16 Total assets. Add lines 1 through 15 (must equal line 33)	2,816,577	16	3,162,707	
Liabilities	17 Accounts payable and accrued expenses	275,744	17	170,544
	18 Grants payable		18	
	19 Deferred revenue	1,208,407	19	868,286
	20 Tax-exempt bond liabilities		20	
	21 Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22 Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		22	
	23 Secured mortgages and notes payable to unrelated third parties		23	
	24 Unsecured notes and loans payable to unrelated third parties		24	
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D		25	
	26 Total liabilities. Add lines 17 through 25	1,484,151	26	1,038,830
Net Assets or Fund Balances	Organizations that follow FASB ASC 958, check here <input checked="" type="checkbox"/> and complete lines 27, 28, 32, and 33.			
	27 Net assets without donor restrictions	1,174,500	27	1,941,393
	28 Net assets with donor restrictions	157,926	28	182,484
	Organizations that do not follow FASB ASC 958, check here <input type="checkbox"/> and complete lines 29 through 33.			
	29 Capital stock or trust principal, or current funds		29	
	30 Paid-in or capital surplus, or land, building, or equipment fund		30	
	31 Retained earnings, endowment, accumulated income, or other funds		31	
32 Total net assets or fund balances	1,332,426	32	2,123,877	
33 Total liabilities and net assets/fund balances	2,816,577	33	3,162,707	

Part XI Reconciliation of Net Assets

Check if Schedule O contains a response or note to any line in this Part XI

1	Total revenue (must equal Part VIII, column (A), line 12)	1	4,303,790
2	Total expenses (must equal Part IX, column (A), line 25)	2	3,504,736
3	Revenue less expenses. Subtract line 2 from line 1	3	799,054
4	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	4	1,332,426
5	Net unrealized gains (losses) on investments	5	-7,603
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain on Schedule O)	9	
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	10	2,123,877

Part XII Financial Statements and Reporting

Check if Schedule O contains a response or note to any line in this Part XII

		Yes	No
1	Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other		
If the organization changed its method of accounting from a prior year or checked "Other," explain on Schedule O.			
2a	Were the organization's financial statements compiled or reviewed by an independent accountant?		X
If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both:			
<input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis			
b	Were the organization's financial statements audited by an independent accountant?	X	
If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both:			
<input checked="" type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis			
c	If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant?	X	
If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.			
3a	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?		X
b	If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits		

Internal Revenue Service

Date: July 21, 2004

North Coast Repertory THEATRE A Non Profit
Corporation
987 Lomas Santa Fe. Dr. D
Solana Beach, CA 92075-2125

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:
Sylvia A. Williams 31-07817
Customer Service Representative
Toll Free Telephone Number:
8:00 a.m. to 6:30 p.m. EST
877-829-5500
Fax Number:
513-263-3756
Federal Identification Number:
95-3819307

Dear Sir or Madam:

This is in response to your request of July 21, 2004, regarding your organization's tax-exempt status.

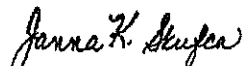
In November 1983 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,



Janna K. Skufca, Director, TE/GE
Customer Account Services

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
North Coast Repertory Theatre

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see Instructions) ▶ _____

4 Exemptions (codas apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
987 Lomas Santa Fe Drive

6 City, state, and ZIP code
Solana Beach, CA 92075

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

--	--	--	--	--	--	--	--	--	--

or

Employer identification number

--	--	--	--	--	--	--	--	--	--

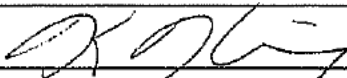
Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here

Signature of U.S. person ▶ 

Date ▶ **3-24-21**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

Pathways

To

Citizenship

City of Solana Beach Community Grant Application

The City of Solana Beach Community Grant Program 2023 Request for Financial Assistance application **MUST BE SUBMITTED** by **5:00 PM Thursday, May 25, 2023**.

All requests will be determined by the following criteria:

Name of Organization: Pathways to Citizenship

Contact Person: Sonya Williams, ED

Email address: sonya@pathwayssd.org

Daytime Phone: 858-519-2882

Evening Phone: 858-519-2882

Mailing Address: 120 Stevens Ave

City: Solana Beach

State: CA Zip: 92075

1. All the documents below are attached to this application:

W-9

Summary of Organization's Budget

Proposed Program Budget

Financial and Tax Statements (see Application Guidelines)

Copy of the California Franchise Tax Board Entity Status Letter, showing exemption under Section 23701d or Internal Revenue Code section 501(c)(3)

2. Has your organization received financial assistance from the City before? Yes

If yes, what activities and which fiscal year?

2022-23: Voices of Freedom: Solana Beach Hybrid Citizenship Preparation Program

2021-22: Supporting Solana Beach Dreamers: Outreach and Legal Assistance for DACA Applicants in Solana Beach

2020-21: NCICC Solana Beach Immigrant Family COVID-19 Recovery Project

2019-20: Legal Immigration Services Scholarships for Solana Beach residents

2018-19: Educational Program Coordinator

3. Title of FY 2023/24 Proposed Program/Service:

Pro Bono Program Expansion: Provide immigration law training in Solana Beach for volunteer attorneys and legal interns to serve more qualified, low-income immigrants.

4. What is the total amount requested for the FY 2023/24 Proposed Total Program? Includes all estimated costs to conduct proposed activity/program.

\$5,980

5. Grant funds must be used for services or materials directly associated to proposed activity. Please describe how grant funds will be used:

Pathways' Pro Bono Expansion Project will address the urgent need for low-cost and pro bono legal immigration services by training local volunteer attorneys and interns in immigration law.

The additional four hours per week funded by this grant will enable our part-time volunteer coordinator (who currently works 20 hours/week) to implement a robust recruitment, screening, intake, training and mentorship program in Solana Beach for legal volunteers with no experience or training in immigration law.

By matching (and mentoring) trained volunteer attorneys and interns with pre-screened, qualified low-income immigrants and refugees, this expansion project will connect Solana Beach residents with their neighbors from around the world, and increase the number of vulnerable, underserved immigrants and refugees that Pathways to Citizenship represents by 20%.

Since receiving Department of Justice (DOJ) recognition to practice immigration law in 2016, Pathways has consulted with more than 3,000 low-income families to determine the legal status they qualify for; filed more than 500 cases with US Citizenship and Immigration Services (USCIS), welcomed 163 new U.S. citizens, and helped more than 500 adults improve their English and prepare for citizenship interviews. To maximize the impact of our small staff, we have engaged more than 200 volunteer teachers and tutors. This pro bono expansion project will engage even more Solana Beach residents of all ages and backgrounds in the legal component of this complex and life-changing work.

6. Anticipated Program Objectives or Accomplishments:

Pathways Pro Bono Expansion Program will engage, train and mentor more than 20 volunteer attorneys and legal interns in immigration law, including 6-10 Solana Beach residents. These legal volunteers will enable our small legal staff to increase the number of qualified immigrant and refugee families that we represent by 20%. At the same time, this funding will enhance the skills, knowledge, and career aspirations of participating Solana Beach residents by providing them with legal training and experience.

7. Program Dates/Location:

June 2023 – May 2024 Pathways to Citizenship offices, Solana Beach, CA

8. Estimated number of Solana Beach residents to be served by proposed program:

20 immigrant residents and 6-10 Solana Beach resident attorneys and/or legal interns

9. How will the organization acknowledge the City's financial contribution to the community/beneficiaries of the proposed activity?

We will submit press releases to local Solana Beach, North County and San Diego newspapers, and inform all beneficiaries of the financial contribution made by the City of Solana Beach, plus acknowledge the City of Solana Beach's support on our website, blogs, social media, presentations, news coverage, etc. Our legal training materials also will acknowledge support from the City of Solana Beach.

10. Will there be any matching funds or other grants that would be applied to this program or service? If awarded this grant, will that enable other funding sources?

We are meeting with our County Supervisor's office and with the San Diego County Bar Foundation to discuss additional funding for our pro bono legal expansion program. Additional funding will be used for immigration law training courses and time for our Legal Director to train and mentor volunteer attorneys and interns at our offices in Solana Beach.

11. Will volunteers be used for the proposed program or service and, if so, will they reduce expenses?

Yes, volunteer attorneys and legal interns will enable our small legal staff to increase the number of qualified immigrant families that we serve at less expense. At the same time, this funding will enhance the skills, knowledge, and career aspirations of participating Solana Beach residents by providing them with legal training and experience.

12. If the proposed program or service is only awarded partial funding, will it still move forward? Will the program/service be scaled back and/or is there a threshold at which it will not move forward?

With partial funding, this program will move forward, but will train fewer legal volunteers and will serve fewer immigrant and refugee families.

Acknowledgment of Responsibility:

Authorized Signature assumes all responsibility for developing and implementing proposed activities or events in this application, including public acknowledgment of the City's financial contribution. Authorized signature will comply with all accounting and budget procedures outlined by the City. Authorized signature and accompanying group will hold harmless the City of Solana Beach from all losses, claims, accidents, and problems associated, directly or indirectly with the development and implementation of proposed activities or events.

Sonya Williams
Authorized Signature of Organization

May 25, 2023
Date

ALL INFORMATION REQUESTED ON THIS APPLICATION MUST BE COMPLETED AS A CONDITION FOR BEING CONSIDERED FOR PUBLIC FUNDS BY THE CITY COUNCIL OF SOLANA BEACH.

City of Solana Beach Community Grant Program 2023-24

Pro Bono Program Expansion: Provide immigration law training for volunteer attorneys and interns in Solana Beach to represent more qualified, low-income immigrants

Item	COSB Request
Volunteer Coordinator: 4 hours/week @ \$23/hr x 50 weeks	<u>\$4,600</u>
30% CA payroll taxes	<u>\$1,380</u>
Project Total	\$5,980

Pathways to Citizenship BUSINESS PLAN AND CASH FLOW MANAGEMENT TOOL

2023 Forecast v Actual

INCOME		Q1 Forecast	Q1 Actuals
SBPC Office Provision	Non-cash	1,200.00	1,200.00
SBPC Phone / Internet Provision	Non-cash	300.00	300.00
SBPC Subtotal Provisions	Non-cash	1,500.00	1,500.00
Grant Funds Available			
Legacy Gift (through KBF)		30,000.00	40,000.00
Coastal Community Foundation		0.00	0.00
Kingdom Builder Foundation (KBF)		0.00	0.00
City of Solana Beach		0.00	0.00
CDSS (grant through WR)		0.00	0.00
SBPC (OLT, ACM, etc.)		3,402.21	8,796.60
New Grants		0.00	0.00
Preferred Communities Federal Grants		30,000.00	46,900.00
Donations			
Check/Cash Donations (incl board, network for good, blackbaud)		6,000.00	3,400.00
ACH/EFT Donations: Bloomerang/Square/Benevity/Fidelity Charitable (net)		6,000.00	7,526.65
Stock Donations (ACH - Morgan Stanley)		0.00	0.00
Client and Student Donations (low-cost legal fees, book fees)		3,000.00	3,182.85
Other, Reimbursements		0.00	0.00
TOTAL INCOME		78,402.21	109,806.10
EXPENSES			
Staffing		42,000.00	43,595.84
Withholding, FICA & Workman's Comp	0.29	12,180.00	13,428.16
Heartland Fees		450.00	504.21
Facilities Fees		1,448.00	0.00
Insurance - Liability, E&O, etc		895.18	467.18
Software (Clio, PrimaFacie, Bloomerang)		0.00	0.00
World Relief Membership (annual)		1,500.00	1,500.00
Legal Training (incl Erin Lee)		300.00	100.00
Office Supplies		300.00	918.03
Postage (USPS)		750.00	512.72
Marketing & Outreach		300.00	525.39
Bank Charges		22.50	22.50
Direct Distributions (including USCIS fees)		0.00	743.00
Fundraising Expenses (events, etc.)		0.00	1,116.00
Educational Programs Materials (textbooks, training, ec.)		300.00	930.93
Other Expenses (food, travel, board)		300.00	262.52
TOTAL EXPENSES		60,745.68	64,626.48
GAIN OR (LOSS) ON OPERATIONS		17,656.53	45,179.62
	12/31/22		
CUMMULATIVE FUNDS AVAILABLE	104,285.51	121,942.04	149,465.13
Bank Statement Ending Balance ----->			149,465.13
Difference ----->			0.00

**Short Form
Return of Organization Exempt From Income Tax**

2021

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

▶ Do not enter social security numbers on this form, as it may be made public.

▶ Go to www.irs.gov/Form990EZ for instructions and the latest information.

A For the 2021 calendar year, or tax year beginning January 1, 2021, and ending December 31, 20 21

B Check if applicable: Address change Name change Initial return Amended return Accounting pending

C Name of organization **Pathways to Citizenship**

D Employer identification number **462522840**

E Telephone number **8585092589**

F Group Exemption Number ▶ **N/A**

G Accounting Method: Cash Accrual Other (specify) ▶

H Check if the organization is not required to attach Schedule B (Form 990).

I Website ▶ www.pathwaysed.org

J Tax-exempt status (check only one) - 501(c)(3) 501(c) (insert no.) 4947(a)(1) or 527

K Form of organization: Corporation Trust Association Other

L Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B)) are \$500,000 or more, file Form 990 instead of Form 990-EZ.

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (see the instructions for Part I)

Check if the organization used Schedule O to respond to any question in this Part I

		Revenue		Expenses		Net Assets	
1	Contributions, gifts, grants, and similar amounts received	1	175054.55				
2	Program service revenue including government fees and contracts	2	7895.00				
3	Membership dues and assessments	3	0				
4	Investment income	4	0				
5a	Gross amount from sale of assets other than inventory	5a	0				
b	Less: cost or other basis and sales expenses	5b	0				
c	Gain or (loss) from sale of assets other than inventory (subtract line 5b from line 5a)	5c	0				
6	Gaming and fundraising events:						
a	Gross income from gaming (attach Schedule G if greater than \$15,000)	6a	0				
b	Gross income from fundraising events (not including \$ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000)	6b	0				
c	Less: direct expenses from gaming and fundraising events	6c	0				
d	Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c)	6d	0				
7a	Gross sales of inventory, less returns and allowances	7a	0				
b	Less: cost of goods sold	7b	0				
c	Gross profit or (loss) from sales of inventory (subtract line 7b from line 7a)	7c	0				
8	Other revenue (describe in Schedule O)	8	0				
9	Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8	9	182949.55				
10	Grants and similar amounts paid (list in Schedule O)	10	0				
11	Benefits paid to or for members	11	0				
12	Salaries, other compensation, and employee benefits	12	114188.78				
13	Professional fees and other payments to independent contractors	13	19651.64				
14	Occupancy, rent, utilities, and maintenance	14	0				
15	Printing, publications, postage, and shipping	15	4354.14				
16	Other expenses (describe in Schedule O)	16	0				
17	Total expenses. Add lines 10 through 16	17	138204.57				
18	Excess or (deficit) for the year (subtract line 17 from line 9)	18	44744.98				
19	Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)	19	71896.51				
20	Other changes in net assets or fund balances (explain in Schedule O)	20	0				
21	Net assets or fund balances at end of year. Combine lines 18 through 20	21	116541.49				

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: NOV 06 2013

NORTH COUNTY IMMIGRATION AND
CITIZENSHIP CENTER
120 STEVENS AVE
SOLANA BEACH, CA 92075

Employer Identification Number:

DLN:

17053212384023

Contact Person:

SCOTT P BANTLY

ID# 31398

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

December 31

Public Charity Status:

170(b)(1)(A)(vi)

Form 990 Required:

Yes

Effective Date of Exemption:

April 29, 2013

Contribution Deductibility:

Yes

Addendum Applies:

No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Sincerely,



Director, Exempt Organizations

Enclosure: Publication 4221-PC

Letter 947 (DO/CG)

ARTS-PB

Articles of Incorporation of a Nonprofit Public Benefit Corporation

3567665

FILED IN THE OFFICE OF THE SECRETARY OF STATE OF THE STATE OF CALIFORNIA

APR 29 2013

100

To form a nonprofit public benefit corporation in California, you can fill out this form or prepare your own document, and submit for filing along with:

- A \$30 filing fee
- A separate, non-refundable \$15 service fee also must be included if you drop off the completed form or document.

Important! Nonprofit corporations in California are not automatically exempt from paying California franchise tax or income tax each year. For information about tax requirements and/or applying for tax-exempt status in California, go to: http://www.ftt.ca.gov/businesses/exempt_organizations/ or call the California Franchise Tax Board at (916) 845-4173.

Note: Before submitting this form, you should consult with a private attorney for advice about your specific business needs.

This Space For Office Use Only

For questions about this form, go to www.sos.ca.gov/business/befiling-tips.htm

Corporate Name: List the proposed corporate name. Go to www.sos.ca.gov/business/bename-availability.htm for general corporate name requirements and restrictions.

The name of the corporation is: North County Immigration and Citizenship Center

Corporate Purpose: Item 2a. Check one or both boxes. Item 2b. The specific purpose of the corporation must be listed if you are organizing for "public" purposes, or if you intend to apply for tax-exempt status in California.

- a. This corporation is a nonprofit Public Benefit Corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for public charitable purposes.
b. The specific purpose of this corporation is to educate and charitably assist immigrants on citizenship.

Service of Process: List a California resident or an active 1505 corporation in California that agrees to be your initial agent to accept service of process in case your corporation is sued. You may list any adult who lives in California. You may not list your own corporation as the agent. Do not list an address if the agent is a 1505 corporation.

Steve Carlton
Agent's Name
1318 Walnutview Dr. Encinitas CA 92024
Agent's Street Address (if agent is not a corporation) City and Abbreviations State Zip

Corporate Addresses

120 Stevens Avenue Solana Beach, CA 92075
Initial Street Address of Corporation City and Abbreviations State Zip

Additional Statements: The following statements are for tax-exempt status in California.

- a. The corporation is organized and operated exclusively for the purposes set forth in Article 2a hereof within the meaning of Section 170(b)(1)(C) of the Internal Revenue Code.
b. No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and this corporation shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.
c. The property of this corporation is irrevocably dedicated to the purposes in Article 2a hereof and no part of the net income or assets of this corporation shall ever inure to the benefit of any director, officer or member thereof or to the benefit of any private person.
d. Upon the dissolution or winding up of this corporation, its assets remaining after payment or provision for payment of all debts and liabilities of this corporation shall be distributed to a nonprofit fund, foundation or corporation which is organized and operated exclusively for charitable, educational and/or religious purposes and which has established its tax-exempt status under Internal Revenue Code Section 501(c)(3).

This form must be signed by each incorporator. It is recommended to use a separate page that will be 1-sided and on standard letter-sized paper (8 1/2" x 11"). An attachment will be made to this document if you are a corporation.

[Signature]

Doug Stinson

Make check/money order payable to: Secretary of State. Upon filing, we will return one (1) uncertified copy of your filed document for free, and will certify the copy upon request and payment of a \$5 certification fee.

By Mail: Secretary of State, Business Entities, P.O. Box 944260, Sacramento, CA 95834-2260

Drop-Off: Secretary of State, 1500 11th Street, 3rd Floor, Sacramento, CA 95814



I hereby certify that the foregoing
transcript of _____ page(s)
is a full, true and correct copy of the
original record in the custody of the
California Secretary of State's office.

MAY 23 2013

Date: _____


DEBRA BOWEN, Secretary of State



Certificate of Amendment of Articles of Incorporation

The undersigned certify that:

1. They are the president and the secretary, respectively, of NORTH COUNTY IMMIGRATION AND CITIZENSHIP CENTER , a California corporation, with California Entity Number C3567665
2. Article 1 of the Articles of Incorporation of this corporation is amended to read as follows: The name of the corporation is PATHWAYS TO CITIZENSHIP
3. The foregoing amendment of Articles of Incorporation has been duly approved by the board of directors
4. The foregoing amendment of Articles of Incorporation has been duly approved by the required vote of the members as stated in the By-Laws.

DATE: March 30, 2021



Sonya Williams
Executive Director



Paula Nance
Secretary

Certified Copy

I hereby certify that the following transcript of 1 page(s) is a full, true, and correct copy of the original record in the custody of the California Secretary of State's office.

04/13/2021
Certification Date


SHIRLEY N. WEBER, Ph.D.
Secretary of State

**Request for Taxpayer
 Identification Number and Certification**

Give Form to the
 requester. Do not
 send to the IRS.

Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return. Name is required on this line; do not leave this space blank.)
North County Immigration & Citizenship Center

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC C Corporation S Corporation Partnership Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶ **501(c)(3)**

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3)

Exempt payee code (if any)

Exemption from FATCA reporting code (if any)

FATCA: R=resident; N=nonresident of the U.S.

5 Address (number, street, and apt. or suite no.) See instructions.

120 Stevens Ave.

Requester's name and address (optional)

6 City, state, and ZIP code

Solana Beach, CA 92075

7 List account number(s) here (optional)

Print or type.
 See specific instructions on page 3.

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			-				-		
--	--	--	---	--	--	--	---	--	--

OR

Employer identification number

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must check out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here

Signature of U.S. person ▶

Date ▶ **5/25/21**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1099 (home mortgage interest), 1099-E (student loan interest), 1099-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

**Rancho
Sante Fe
Youth
Soccer**

— CITY OF SOLANA BEACH —

COMMUNITY GRANT APPLICATION



The City of Solana Beach Community Grant Program 2023 Request for Financial Assistance application **MUST BE SUBMITTED by 5:00 PM Thursday, May 25, 2023.**

Please submit completed applications via email to dking@cosb.org and copied to pletts@cosb.org. If email submission is not possible for an applicant, hard copies may be dropped off at City Hall 635 South Highway 101, Solana Beach, CA. 92075, Attn: Community Grants Program.

All requests will be determined by the following criteria:

Name of Organization: Rancho Santa Fe Youth Soccer

Contact Person: Marilee Pacelli Email address: marilee@rsfsoccer.com

Daytime Phone: 619-507-3551 Evening Phone: 619-507-3551

Mailing Address: PO Box 1373

City: Rancho Santa Fe State: CA Zip: 92067

1. All the documents below are attached to this application:

- W-9
- Summary of Organization's Budget
- Proposed Program Budget
- Financial and Tax Statements (see Application Guidelines)
- Copy of the California Franchise Tax Board Entity Status Letter, showing exemption under Section 23701d or Internal Revenue Code section 501(c)(3)

2. Has your organization received financial assistance from the City before? Yes No

If yes, please state the fiscal year it was received and for the proposed program was:

3. Title of FY 2022-23 Proposed Program/Service: Financial Assistance for Solana Beach Residents

4. What is the total amount requested for the FY 2022-23 Proposed Total Program? Includes all estimated costs to conduct proposed activity/program.

Requesting \$6,000 to apply towards financial aid for those players who qualify based on their adjusted gross income and the stated Federal Poverty Level in California for 2022 .

5. Grant funds must be used for services or materials directly associated with the proposed activity. Please describe how grant funds will be used:

The amount requested would allow the club to make six \$1,000 scholarships (or variations of that amount), which is close to half of the required registration fees. Registration fees are used to pay the coaches salary, and administrative costs to run the club. Any money not required for registration fees can go towards helping with financial aid for our soccer camps held throughout the year.

6. Anticipated Program Objectives or Accomplishments:

Every year we have a number of players from Solana Beach who have the skill necessary to play on a competitive team, but not the resources. This would allow the club to bring in those players who would otherwise not be able to afford to play on a competitive team. It would also allow us to offer financial aid to Solana Beach residents who apply for our soccer camps, both recreational and competitive camps.

7. Program Dates/Location:

This program would operate for the Fiscal year of the club which is February 1, 2023 to January 31, 2024.

8. Estimated number of Solana Beach residents to be served by proposed program: 6-12

9. How will the organization acknowledge the City's financial contribution to the community/beneficiaries of the proposed activity?

We will advertise on our website that we received this funding from the City of Solana Beach. We will also make sure that the recipients of any funding are aware of where the money came from. We will also make announcements on our social media sites thanking the City of Solana Beach.

10. Will there be any matching funds or other grants that would be applied to this program or service? If awarded this grant, will that enable other funding sources?

There are no other matching grants or other funds that would become available as a result of this grant.

11. Will volunteers be used for the proposed program or service and, if so, will they reduce expenses?

This program does not use any volunteers to offset expenses. The Board and Staff will make decisions as to who qualifies based on the application that they submit with any supporting paperwork requested to prove financial aid is warranted.

12. If the proposed program or service is only awarded partial funding, will it still move forward? Will the program/service be scaled back and/or is there a threshold at which it will not move forward?

Yes, any funding will allow the club to offer limited financial support.

Acknowledgment of Responsibility:

Authorized Signature assumes all responsibility for developing and implementing proposed activities or events in this application, including public acknowledgment of the City's financial contribution. Authorized signature will comply with all accounting and budget procedures outlined by the City. Authorized signature and accompanying group will hold harmless the City of Solana Beach from all losses, claims, accidents, and problems associated, directly or indirectly with the development and implementation of proposed activities or events.

Marilee Pacelli Digitally signed by Marilee Pacelli
Date: 2023.05.23 09:54:57 -07'00'

5/23/23

Authorized Signature of Organization

Date

ALL INFORMATION REQUESTED ON THIS APPLICATION MUST BE COMPLETED AS A CONDITION FOR BEING CONSIDERED FOR PUBLIC FUNDS BY THE CITY COUNCIL OF SOLANA BEACH.



**City of Solana Beach
2023 Community Grant Program
Grant Proposal – Request for Financial Assistance**

Rancho Santa Fe Youth Soccer (RSFYS) is a community based non-profit organization offering young people between the ages of 4-18 the opportunity to play soccer at all levels. Like the Solana Beach Soccer Club (SBSC), we offer recreational level soccer to community members in the Rancho Santa Fe community, with participants from outside this area making up a small number of players. Where we differ from SBSC is that we offer a competitive program for players who are interested in playing at a higher level with professional coaching. Of the 381 players currently enrolled in this program, 23% are Solana Beach residents. These players enjoy the environment that RSFYS promotes which is one of community and commitment.

The program we are promoting is for funding of scholarships for players from Solana Beach that need financial assistance. This financial aid could be for help with registration fees for players in the competitive program or players wanting to attend our camps offered throughout the year.

Fees for our competitive program range from \$1,400 for a seasonal year (for the youngest players) to \$2,250. The club does currently offer scholarships to those that apply and can demonstrate need, but the funds are limited. A player must apply using our Application for Financial Aid and they must qualify based on their adjusted gross income from their most current tax return and where that gross income falls compared to the Federal Poverty Level in California for 2022 for the number of family members listed on their tax return. The amount of aid that they receive is determined by how many applicants there are and how much money is available.

These same qualifications would be applied to players from Solana Beach that request financial aid, but the funds awarded through this grant could potentially give us the opportunity to award more than the amount we have been able to give in the past to those who apply.

Proposed Budget for SB Community Grant Program		
5-6 Partial Scholarships for ½ competitive registration (ranging from \$700-\$1,125)		\$5,000
5 camp scholarships @ \$200 each		\$1,000
Total		\$6,000



RSFYS Budget Summary for FY 2023-2024

Sources of Revenue: RSFYS has 2 main sources of revenue – player registration fees and an annual tournament. We also have soccer camps for both recreational and competitive players during the summer, at Thanksgiving and the winter holidays and a 6-week recreational program in the spring. This year we are anticipating budget revenues of \$1.14 million.

Expenditures: As with most companies, Employee compensation is our largest expenditure. We have a coaching staff of 13 professional coaches and 2 administrators for a total of 15 employees. Our next largest expenditure is our tournament, and then our field expenses (field rental, portable restrooms, storage unit). Our budget expenditures for the 2023/24 season will be approximately \$1.13 million.

Summary: Based on the budget for the 2023/24 Fiscal Year, we are anticipating that we will essentially have a break-even year. This year we feel that our numbers are finally back to pre-Covid levels. In 2020 our players count went down significantly (by 20%) but moving into the new season we have added 6 new competitive teams. Recreational registration just started and will continue through the summer, but we hope to get our numbers up close to 250 players for the fall.

Rancho Santa Fe Youth Soccer 2023
Profit & Loss
 February 2022 through January 2023

05/23/2023

Cash Basis

Feb '22 - Jan 23

Ordinary Income/Expense	
Income	
Booster Wear	3,925.05
Donation Income	15,750.00
Interest Income	143.90
Registration Fees	
All-Stars	1,575.00
Recreational	62,013.57
Competitive	741,482.66
Soccer Scholarships	
Scholarships Competitive	<u>-6,000.00</u>
Total Soccer Scholarships	<u>-6,000.00</u>
Total Registration Fees	799,071.23
Soccer Camp Registration	48,742.08
Sponsor Income	
Sponsor Income Competitive	<u>8,750.00</u>
Total Sponsor Income	8,750.00
Spring League	23,131.41
Team Sponsors	
Team Sponsors Recreational	<u>1,650.00</u>
Total Team Sponsors	1,650.00
Tournament Income	
Tournament Registration	251,322.50
T-Shirt Sales/Vendor Revenue	<u>8,131.87</u>
Total Tournament Income	<u>259,454.37</u>
Total Income	<u>1,160,618.04</u>
Gross Profit	1,160,618.04

Feb '22 - Jan 23

Expense	
All-Star Expenses	1,033.33
Administration	
Admin Other	803.44
Admin Payroll	456,153.52
IRA	30.00
Bank Charges	
Credit Card Fees	12,537.66
Stripe Card Fees	20,185.49
Total Bank Charges	32,723.15
Fees	200.00
Insurance	1,774.00
Interest	282.36
Legal & Accounting	16,053.56
Travel & Mileage	1,048.66
Office Rent	2,000.00
Office Supplies	1,938.07
Payroll Processing	8,570.83
Payroll Taxes	37,433.72
Postage & Shipping	262.64
Printing and Advertising	4,768.50
SBA Loan Interest	6,263.05
Staff Meeting	707.07
Utilities- Phone, Internet, Ele	7,112.45
Workers Comp Insurance	4,899.32
Total Administration	583,024.34
Bad Debt	25,892.00
Coaching Fees	
Coaching Other	99.89
Soccer Clinics	1,600.00
Coach Consultants	176,561.25
Travel and Mileage	312.50
Total Coaching Fees	178,573.64
Field Expenses	
Equipment	22,012.43
Field Painting and Setup	14,553.28
Field Rental	65,799.30
Other	32.33
Portasan	4,707.43
Storage Unit Rental	7,345.00
Total Field Expenses	114,449.77
League Registration Fees	23,450.78
Opening Day	103.15
Photography	3,729.45

	<u>Feb '22 - Jan 23</u>
Referees	
Classes & Training	177.68
Games	
Games Recreational	2,239.00
Games Competitive	<u>18,138.00</u>
Total Games	<u>20,377.00</u>
Total Referees	20,554.68
SFC-19 Protocol Fund Expenses	330.00
Soccer Camps	
Camp Payroll	16,870.00
Camp Expenses	<u>9,461.47</u>
Total Soccer Camps	26,331.47
Spring League Expenses	3,660.00
Team Travel Allocation	13,000.00
Taxes	223.80
Tournament	
Tournament Advertising	2,503.84
Tournament Awards & Trophies	11,437.20
Tournament Field Rental	65,564.00
Tournament Field Setup	14,692.94
Tournament Labor	11,299.00
Tournament Referees	49,074.80
Tournament Registration	3,930.00
Tents/chairs/tables/tubs	21,754.00
Tournament Other	<u>1,918.84</u>
Total Tournament	182,174.62
Uniforms	
Uniforms Recreational	9,461.00
Uniforms Competitive	<u>753.23</u>
Total Uniforms	10,214.23
Website	<u>2,863.90</u>
Total Expense	<u>1,189,609.16</u>
Net Ordinary Income	-28,991.12
Other Income/Expense	
Other Income	
Employee Rentention Credit	<u>72,845.33</u>
Total Other Income	72,845.33
Other Expense	
EDD Assessment	<u>27,660.79</u>
Total Other Expense	<u>27,660.79</u>
Net Other Income	45,184.54
Net Income	<u><u>16,193.42</u></u>

Rancho Santa Fe Youth Soccer 2023
Balance Sheet
 As of January 31, 2023

05/23/2023
 Cash Basis
Jan 31, 23

ASSETS

Current Assets

Checking/Savings

Wells Fargo Checking	17,823.07
Wells Fargo High Yield Savings	325,876.65
Wells Fargo SBA Loan Funds	3.07
Wells Fargo EIDL Funds	149,900.00

Total Checking/Savings 493,602.79

Accounts Receivable

Accounts Receivable

Accounts Receivable 2023	-242.45
Accounts Receivable 2022	-357.25

Total Accounts Receivable -599.70

Total Accounts Receivable -599.70

Other Current Assets

Prepaid Expenses	5,000.00
Undeposited Funds	242.45

Total Other Current Assets 5,242.45

Total Current Assets 498,245.54

Fixed Assets

Furniture and Equipment

Field Equipment	5,400.94
Office	3,409.81
Accumulated Depreciation	-8,810.75

Total Furniture and Equipment 0.00

Total Fixed Assets 0.00

TOTAL ASSETS 498,245.54

Jan 31, 23

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

Accounts Payable 2,950.70

Total Accounts Payable 2,950.70

Other Current Liabilities

Seaside Spring Classic 3,141.00

Affac Insurance -244.08

Prepaid Reg Fees 2023/2024 41,372.37

Scholarship Liability 13,853.57

Saul Resendiz Fund 3,251.65

Team Liability Accounts

G12 White -200.00

B15 White 760.43

B11 Green 121.07

B07 White 500.00

Total Team Liability Accounts 1,181.50

Total Other Current Liabilities 62,556.01

Total Current Liabilities 65,506.71

Long Term Liabilities

SBA EIDL Loan 148,471.05

Total Long Term Liabilities 148,471.05

Total Liabilities 213,977.76

Equity

Unrestricted Net Assets 269,074.36

Boyd N. Lyon Scholarship Fund -1,000.00

Net Income 16,193.42

Total Equity 284,267.78

TOTAL LIABILITIES & EQUITY 498,245.54

Return of Organization Exempt From Income Tax
Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

2021

Department of the Treasury
Internal Revenue Service

Do not enter social security numbers on this form as it may be made public.
Go to www.irs.gov/Form990 for instructions and the latest information.

Open to Public Inspection

A For the 2021 calendar year, or tax year beginning 2/01, 2021, and ending 1/31, 2022

B Check if applicable:
 Address change
 Name change
 Initial return
 Final return/terminated
 Amended return
 Application pending

C Rancho Santa Fe Youth Soccer
P.O. Box 1373
Rancho Santa Fe, CA 92067

D Employer identification number: [REDACTED]

E Telephone number: (760) 479-1500

G Gross receipts \$ 1,140,806.

F Name and address of principal officer: Same As C Above

H(a) Is this a group return for subordinates? Yes No

H(b) Are all subordinates included? If "No" attach a list. See instructions. Yes No

H(c) Group exemption number: _____

I Tax-exempt status: 501(c)(3) 501(c) () (insert no.) 4947(a)(1) or 527

J Website: www.irsfsoccer.com

K Form of organization: Corporation Trust Association Other

L Year of formation: 1993 **M** State of legal domicile: CA

Part I Summary

1 Briefly describe the organization's mission or most significant activities: <u>Organize and promote youth soccer</u>	
2 Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.	
3 Number of voting members of the governing body (Part VI, line 1a)	<u>3</u> <u>350</u>
4 Number of independent voting members of the governing body (Part VI, line 1b)	<u>4</u> <u>345</u>
5 Total number of individuals employed in calendar year 2021 (Part V, line 2a)	<u>5</u> <u>3</u>
6 Total number of volunteers (estimate if necessary)	<u>6</u> <u>100</u>
7a Total unrelated business revenue from Part VIII, column (C), line 12	<u>7a</u> <u>0.</u>
7b Net unrelated business taxable income from Form 990-T, Part I, line 11	<u>7b</u> <u>0.</u>
8 Contributions and grants (Part VIII, line 1h)	<u>21,519.</u> <u>114,053.</u>
9 Program service revenue (Part VIII, line 2g)	<u>737,893.</u> <u>1,026,721.</u>
10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)	<u>55.</u> <u>32.</u>
11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	<u>759,467.</u> <u>1,140,806.</u>
12 Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	<u>759,467.</u> <u>1,140,806.</u>
13 Grants and similar amounts paid (Part IX, column (A), lines 1-3)	<u>268,277.</u> <u>269,592.</u>
14 Benefits paid to or for members (Part IX, column (A), line 4)	<u>577,994.</u> <u>768,857.</u>
15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	<u>846,271.</u> <u>1,038,449.</u>
16a Professional fundraising fees (Part IX, column (A), line 11e)	<u>-86,804.</u> <u>102,357.</u>
b Total fundraising expenses (Part IX, column (D), line 25)	<u>577,994.</u> <u>768,857.</u>
17 Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	<u>846,271.</u> <u>1,038,449.</u>
18 Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	<u>-86,804.</u> <u>102,357.</u>
19 Revenue less expenses. Subtract line 18 from line 12	<u>759,467.</u> <u>1,140,806.</u>
20 Total assets (Part X, line 16)	<u>447,192.</u> <u>557,411.</u>
21 Total liabilities (Part X, line 26)	<u>279,354.</u> <u>287,216.</u>
22 Net assets or fund balances. Subtract line 21 from line 20	<u>167,838.</u> <u>270,195.</u>

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here

Signature of officer: _____ Date: _____

Marilee Pacelli Treasurer

Paid Preparer Use Only

Print/Type preparer's name: Beth Regan Preparer's signature: [Signature] Date: DEC 7 4 2022

Firm's name: Beth F. Regan, CPA Check if self-employed PTIN: P01247509

Firm's address: 12526 High Bluff Drive, Suite 300 Firm's EIN: [REDACTED]

San Diego, CA 92130 Phone no.: 858 481-7050

May the IRS discuss this return with the preparer shown above? See instructions. Yes No

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III.

1 Briefly describe the organization's mission:
Organize and promote youth soccer

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? Yes No
If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? Yes No
If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses \$ 677,452. including grants of \$) (Revenue \$ 730,783.)
Competitive and Recreational Soccer Training

4b (Code:) (Expenses \$ 183,936. including grants of \$) (Revenue \$ 266,077.)
Soccer Tournaments

4c (Code:) (Expenses \$ 13,009. including grants of \$) (Revenue \$ 32,321.)
Soccer Camps

4d Other program services (Describe on Schedule O.)
(Expenses \$ including grants of \$) (Revenue \$)

4e Total program service expenses 874,397.

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If 'Yes,' complete Schedule A	X	
2 Is the organization required to complete Schedule B, Schedule of Contributors? See instructions		X
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If 'Yes,' complete Schedule C, Part I		X
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? If 'Yes,' complete Schedule C, Part II		X
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? If 'Yes,' complete Schedule C, Part III		X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If 'Yes,' complete Schedule D, Part I		X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If 'Yes,' complete Schedule D, Part II		X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? If 'Yes,' complete Schedule D, Part III		X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? If 'Yes,' complete Schedule D, Part IV		X
10 Did the organization, directly or through a related organization, hold assets in donor-restricted endowments or in quasi endowments? If 'Yes,' complete Schedule D, Part V		X
11 If the organization's answer to any of the following questions is 'Yes,' then complete Schedule D, Parts VI, VII, VIII, IX, or X, as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If 'Yes,' complete Schedule D, Part VI	X	
b Did the organization report an amount for investments — other securities in Part X, line 12, that is 5% or more of its total assets reported in Part X, line 16? If 'Yes,' complete Schedule D, Part VII		X
c Did the organization report an amount for investments — program related in Part X, line 13, that is 5% or more of its total assets reported in Part X, line 16? If 'Yes,' complete Schedule D, Part VIII		X
d Did the organization report an amount for other assets in Part X, line 15, that is 5% or more of its total assets reported in Part X, line 16? If 'Yes,' complete Schedule D, Part IX		X
e Did the organization report an amount for other liabilities in Part X, line 25? If 'Yes,' complete Schedule D, Part X		X
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? If 'Yes,' complete Schedule D, Part X		X
12a Did the organization obtain separate, independent audited financial statements for the tax year? If 'Yes,' complete Schedule D, Parts XI and XII		X
b Was the organization included in consolidated, independent audited financial statements for the tax year? If 'Yes,' and if the organization answered 'No' to line 12a, then completing Schedule D, Parts XI and XII is optional		X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? If 'Yes,' complete Schedule E		X
14a Did the organization maintain an office, employees, or agents outside of the United States?		X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? If 'Yes,' complete Schedule F, Parts I and IV		X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? If 'Yes,' complete Schedule F, Parts II and IV		X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? If 'Yes,' complete Schedule F, Parts III and IV		X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If 'Yes,' complete Schedule G, Part I. See instructions		X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If 'Yes,' complete Schedule G, Part II		X
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If 'Yes,' complete Schedule G, Part III		X
20a Did the organization operate one or more hospital facilities? If 'Yes,' complete Schedule H		X
b If 'Yes' to line 20a, did the organization attach a copy of its audited financial statements to this return?		
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? If 'Yes,' complete Schedule I, Parts I and II		X

Part IV Checklist of Required Schedules (continued)

	Yes	No
22 Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? If 'Yes,' complete Schedule I, Parts I and III.		X
23 Did the organization answer 'Yes' to Part VII, Section A, line 3, 4, or 5, about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? If 'Yes,' complete Schedule J.		X
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? If 'Yes,' answer lines 24b through 24d and complete Schedule K. If 'No,' go to line 25a.		X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
d Did the organization act as an 'on behalf of' issuer for bonds outstanding at any time during the year?		
25a Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? If 'Yes,' complete Schedule L, Part I.		X
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If 'Yes,' complete Schedule L, Part I.		X
26 Did the organization report any amount on Part X, line 5 or 22, for receivables from or payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons? If 'Yes,' complete Schedule L, Part II.		X
27 Did the organization provide a grant or other assistance to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity (including an employee thereof) or family member of any of these persons? If 'Yes,' complete Schedule L, Part III.		X
28 Was the organization a party to a business transaction with one of the following parties (see the Schedule L, Part IV, instructions for applicable filing thresholds, conditions, and exceptions):		
a A current or former officer, director, trustee, key employee, creator or founder, or substantial contributor? If 'Yes,' complete Schedule L, Part IV.		X
b A family member of any individual described in line 28a? If 'Yes,' complete Schedule L, Part IV.		X
c A 35% controlled entity of one or more individuals and/or organizations described in line 28a or 28b? If 'Yes,' complete Schedule L, Part IV.		X
29 Did the organization receive more than \$25,000 in non-cash contributions? If 'Yes,' complete Schedule M.		X
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? If 'Yes,' complete Schedule M.		X
31 Did the organization liquidate, terminate, or dissolve and cease operations? If 'Yes,' complete Schedule N, Part I.		X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? If 'Yes,' complete Schedule N, Part II.		X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If 'Yes,' complete Schedule R, Part I.		X
34 Was the organization related to any tax-exempt or taxable entity? If 'Yes,' complete Schedule R, Part II, III, or IV, and Part V, line 1.		X
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?		X
b If 'Yes' to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If 'Yes,' complete Schedule R, Part V, line 2.		
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? If 'Yes,' complete Schedule R, Part V, line 2.		X
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? If 'Yes,' complete Schedule R, Part VI.		X
38 Did the organization complete Schedule O and provide explanations on Schedule O for Part VI, lines 11b and 19? Note: All Form 990 filers are required to complete Schedule O.	X	

Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response or note to any line in this Part V.

	Yes	No
1 a Enter the number reported in box 3 of Form 1096. Enter -0- if not applicable.		
b Enter the number of Forms W-2G included on line 1a. Enter -0- if not applicable.		
c Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	X	

Part V Statements Regarding Other IRS Filings and Tax Compliance (continued)

		Yes	No
2a	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return.		
2a			
b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns?	X	
2b			
Note: If the sum of lines 1a and 2a is greater than 250, you may be required to e-file. See instructions.			
3a	Did the organization have unrelated business gross income of \$1,000 or more during the year?		X
3a			
b	If 'Yes,' has it filed a Form 990-T for this year? If 'No' to line 3a, provide an explanation on Schedule O.		
3b			
4a	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?		X
4a			
b	If 'Yes,' enter the name of the foreign country ▶ See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		
5a	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?		X
5a			
b	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?		X
5b			
c	If 'Yes,' to line 5a or 5b, did the organization file Form 8886-T?		
5c			
6a	Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?		X
6a			
b	If 'Yes,' did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?		
6b			
7	Organizations that may receive deductible contributions under section 170(c).		
a	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?		X
7a			
b	If 'Yes,' did the organization notify the donor of the value of the goods or services provided?		
7b			
c	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?		X
7c			
d	If 'Yes,' indicate the number of Forms 8282 filed during the year.		
7d			
e	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?		X
7e			
f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?		X
7f			
g	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?		
7g			
h	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?		
7h			
8	Sponsoring organizations maintaining donor advised funds. Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?		
8			
9	Sponsoring organizations maintaining donor advised funds.		
a	Did the sponsoring organization make any taxable distributions under section 4966?		
9a			
b	Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?		
9b			
10	Section 501(c)(7) organizations. Enter:		
a	Initiation fees and capital contributions included on Part VIII, line 12.	10a	
b	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities.	10b	
11	Section 501(c)(12) organizations. Enter:		
a	Gross income from members or shareholders.	11a	
b	Gross income from other sources. (Do not net amounts due or paid to other sources against amounts due or received from them.)	11b	
12a	Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041?	12a	
b	If 'Yes,' enter the amount of tax-exempt interest received or accrued during the year.	12b	
13	Section 501(c)(29) qualified nonprofit health insurance issuers.		
a	Is the organization licensed to issue qualified health plans in more than one state?	13a	
Note: See the instructions for additional information the organization must report on Schedule O.			
b	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans.	13b	
c	Enter the amount of reserves on hand.	13c	
14a	Did the organization receive any payments for indoor tanning services during the tax year?	14a	X
b	If 'Yes,' has it filed a Form 720 to report these payments? If 'No,' provide an explanation on Schedule O.	14b	
15	Is the organization subject to the section 4960 tax on payment(s) of more than \$1,000,000 in remuneration or excess parachute payment(s) during the year?	15	X
If 'Yes,' see the instructions and file Form 4720, Schedule N.			
16	Is the organization an educational institution subject to the section 4968 excise tax on net investment income?	16	X
If 'Yes,' complete Form 4720, Schedule O.			
17	Section 501(c)(21) organizations. Did the trust, any disqualified person, or mine operator engage in any activities that would result in the imposition of an excise tax under section 4951, 4952, or 4953?	17	
If 'Yes,' complete Form 6069.			

Part VI Governance, Management, and Disclosure. For each 'Yes' response to lines 2 through 7b below, and for a 'No' response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes on Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI **X**

Section A. Governing Body and Management

		Yes	No
1 a	Enter the number of voting members of the governing body at the end of the tax year. If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain on Schedule O.		
1 a	350		
1 b	Enter the number of voting members included on line 1a, above, who are independent.		
1 b	345		
2	Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?		X
3	Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, trustees, or key employees to a management company or other person?		X
4	Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?		X
5	Did the organization become aware during the year of a significant diversion of the organization's assets?		X
6	Did the organization have members or stockholders?	X	
7 a	Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?	X	
7 b	Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?		X
8	Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:		
8 a	a The governing body?	X	
8 b	b Each committee with authority to act on behalf of the governing body?	X	
9	Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If 'Yes,' provide the names and addresses on Schedule O.		X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

		Yes	No
10 a	Did the organization have local chapters, branches, or affiliates?		X
10 b	If 'Yes,' did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?		
11 a	Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?		X
	Describe on Schedule O the process, if any, used by the organization to review this Form 990. See Schedule O		
12 a	Did the organization have a written conflict of interest policy? If 'No,' go to line 13.		X
12 b	Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?		
12 c	Did the organization regularly and consistently monitor and enforce compliance with the policy? If 'Yes,' describe on Schedule O how this was done.		
13	Did the organization have a written whistleblower policy?		X
14	Did the organization have a written document retention and destruction policy?		X
15	Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
15 a	a The organization's CEO, Executive Director, or top management official		X
15 b	b Other officers or key employees of the organization. If 'Yes' to line 15a or 15b, describe the process on Schedule O. See instructions.		X
16 a	Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?		X
16 b	If 'Yes,' did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?		

Section C. Disclosure

- 17 List the states with which a copy of this Form 990 is required to be filed **None**
- 18 Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A, if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.
 - Own website
 - Another's website
 - Upon request
 - Other (explain on Schedule O)
- 19 Describe on Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year. **See Schedule O**
- 20 State the name, address, and telephone number of the person who possesses the organization's books and records **Marilee Pacelli P.O. Box 1373 Rancho Santa Fe CA 92067 (760) 479-1500**

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

Check if Schedule O contains a response or note to any line in this Part VII.

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1 a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees, if any. See the instructions for definition of 'key employee.'
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (box 5 of Form W-2, Form 1099-MISC, and/or box 1 of Form 1099-NEC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former** directors or trustees that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

See the instructions for the order in which to list the persons above.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)					(D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee			
(1) <u>Malcolm J. Tovey</u> Director of Coaching	40 0				X		126,004.	0.	0.
(2) <u>Marilee Pacelli</u> Treasurer	3 0			X			75,247.	0.	0.
(3) <u>Douglas Gilbert</u> Secretary	3 0			X			0.	0.	0.
(4) <u>Jason Green</u> President	3 0			X			0.	0.	0.
(5) <u>Kevin Mabbutt</u> Vice President	3 0			X			0.	0.	0.
(6) _____									
(7) _____									
(8) _____									
(9) _____									
(10) _____									
(11) _____									
(12) _____									
(13) _____									
(14) _____									

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)					(D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee			
(15)									
(16)									
(17)									
(18)									
(19)									
(20)									
(21)									
(22)									
(23)									
(24)									
(25)									
1 b Subtotal						201,251.	0.	0.	
c Total from continuation sheets to Part VII, Section A						0.	0.	0.	
d Total (add lines 1b and 1c)						201,251.	0.	0.	
2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization ▶	1								

	Yes	No
3 Did the organization list any former officer, director, trustee, key employee, or highest compensated employee on line 1a? <i>If 'Yes,' complete Schedule J for such individual.</i>		X
4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? <i>If 'Yes,' complete Schedule J for such individual.</i>		X
5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? <i>If 'Yes,' complete Schedule J for such person.</i>		X

Section B. Independent Contractors

¹ Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation

2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization ▶ 0

Part VIII Statement of Revenue

Check if Schedule O contains a response or note to any line in this Part VIII.

		(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514	
Contributions, Gifts, Grants, and Other Similar Amounts	1 a Federated campaigns	1 a				
	b Membership dues	1 b				
	c Fundraising events	1 c				
	d Related organizations	1 d				
	e Government grants (contributions)	1 e 111,593.				
	f All other contributions, gifts, grants, and similar amounts not included above	1 f 2,460.				
	g Noncash contributions included in lines 1a-1f	1 g				
	h Total. Add lines 1a-1f		114,053.			
Program Service Revenue	Business Code					
	2 a Competitive Soccer League	711210	641,494.	641,494.		
	b Tournament Registration	711210	266,077.	266,077.		
	c Recreation Soccer League	711210	61,182.	61,182.		
	d Soccer Camps	711210	32,321.	32,321.		
	e Spring League	711210	25,647.	25,647.		
	f All other program service revenue					
g Total. Add lines 2a-2f		1,026,721.				
Other Revenue	3 Investment income (including dividends, interest, and other similar amounts)		32.	32.		
	4 Income from investment of tax-exempt bond proceeds					
	5 Royalties					
	6 a Gross rents	(i) Real				
		(ii) Personal				
		b Less: rental expenses	6 b			
		c Rental income or (loss)	6 c			
	d Net rental income or (loss)					
	7 a Gross amount from sales of assets other than inventory	(i) Securities				
		(ii) Other				
		b Less: cost or other basis and sales expenses	7 b			
		c Gain or (loss)	7 c			
	d Net gain or (loss)					
	8 a Gross income from fundraising events (not including \$ of contributions reported on line 1c). See Part IV, line 18	8 a				
	b Less: direct expenses	8 b				
c Net income or (loss) from fundraising events						
9 a Gross income from gaming activities. See Part IV, line 19	9 a					
b Less: direct expenses	9 b					
c Net income or (loss) from gaming activities						
10 a Gross sales of inventory, less returns and allowances	10 a					
b Less: cost of goods sold	10 b					
c Net income or (loss) from sales of inventory						
Miscellaneous Revenue	Business Code					
	11 a					
	b					
	c					
	d All other revenue					
e Total. Add lines 11a-11d						
12 Total revenue. See instructions		1,140,806.	1,026,753.	0.	0.	

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX. X

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21.				
2 Grants and other assistance to domestic individuals. See Part IV, line 22.				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16.				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	201,504.	126,004.	75,500.	0.
6 Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)	0.	0.	0.	0.
7 Other salaries and wages	33,282.		33,282.	
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits	16,500.	11,000.	5,500.	
10 Payroll taxes	18,306.	9,824.	8,482.	
11 Fees for services (nonemployees):				
a Management				
b Legal	3,246.		3,246.	
c Accounting	8,651.		8,651.	
d Lobbying				
e Professional fundraising services. See Part IV, line 17.				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A), amount, list line 11g expenses on Schedule O.)				
12 Advertising and promotion	3,890.		3,890.	
13 Office expenses	2,727.		2,727.	
14 Information technology				
15 Royalties				
16 Occupancy	2,335.		2,335.	
17 Travel	5,000.	5,000.		
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest	4,487.		4,487.	
21 Payments to affiliates				
22 Depreciation, depletion, and amortization				
23 Insurance	1,679.		1,679.	
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A), amount, list line 24e expenses on Schedule O.)				
a Coaching Expenses	325,957.	325,957.		
b Tournament Expenses	183,936.	183,936.		
c Field Rental	67,383.	67,383.		
d League Fees	22,467.	22,467.		
e All other expenses. See Sch. O	137,099.	122,826.	14,273.	
25 Total functional expenses. Add lines 1 through 24e	1,038,449.	874,397.	164,052.	0.
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720)				

Part X Balance Sheet

Check if Schedule O contains a response or note to any line in this Part X.

		(A) Beginning of year		(B) End of year	
Assets	1	Cash – non-interest-bearing	405,170.	1	557,411.
	2	Savings and temporary cash investments		2	
	3	Pledges and grants receivable, net		3	
	4	Accounts receivable, net	391.	4	
	5	Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		5	
	6	Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B)		6	
	7	Notes and loans receivable, net		7	
	8	Inventories for sale or use		8	
	9	Prepaid expenses and deferred charges	37,791.	9	
	10a	Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a 8,811.		
	b	Less: accumulated depreciation	10b 8,811.	10c	
	11	Investments – publicly traded securities		11	
	12	Investments – other securities. See Part IV, line 11		12	
	13	Investments – program-related. See Part IV, line 11		13	
	14	Intangible assets		14	
	15	Other assets. See Part IV, line 11	3,840.	15	
16	Total assets. Add lines 1 through 15 (must equal line 33)	447,192.	16	557,411.	
Liabilities	17	Accounts payable and accrued expenses	20,574.	17	23,709.
	18	Grants payable		18	
	19	Deferred revenue		19	
	20	Tax-exempt bond liabilities	65,152.	20	113,607.
	21	Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22	Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		22	
	23	Secured mortgages and notes payable to unrelated third parties		23	
	24	Unsecured notes and loans payable to unrelated third parties	193,628.	24	149,900.
	25	Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D		25	
	26	Total liabilities. Add lines 17 through 25	279,354.	26	287,216.
Net Assets or Fund Balances	Organizations that follow FASB ASC 958, check here <input type="checkbox"/> and complete lines 27, 28, 32, and 33.				
	27	Net assets without donor restrictions		27	
	28	Net assets with donor restrictions		28	
	Organizations that do not follow FASB ASC 958, check here <input checked="" type="checkbox"/> and complete lines 29 through 33.				
	29	Capital stock or trust principal, or current funds		29	
	30	Paid-in or capital surplus, or land, building, or equipment fund		30	
	31	Retained earnings, endowment, accumulated income, or other funds	167,838.	31	270,195.
	32	Total net assets or fund balances.	167,838.	32	270,195.
33	Total liabilities and net assets/fund balances.	447,192.	33	557,411.	

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Part XI Reconciliation of Net Assets

Check if Schedule O contains a response or note to any line in this Part XI

1	Total revenue (must equal Part VIII, column (A), line 12)	1	1,140,806.
2	Total expenses (must equal Part IX, column (A), line 25)	2	1,038,449.
3	Revenue less expenses. Subtract line 2 from line 1	3	102,357.
4	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	4	167,838.
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain on Schedule O)	9	0.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	10	270,195.

Part XII Financial Statements and Reporting

Check if Schedule O contains a response or note to any line in this Part XII

		Yes	No
1	Accounting method used to prepare the Form 990: <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked 'Other,' explain on Schedule O.		
2 a	Were the organization's financial statements compiled or reviewed by an independent accountant? If 'Yes,' check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
2 b	Were the organization's financial statements audited by an independent accountant? If 'Yes,' check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
2 c	If 'Yes' to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.		
3 a	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?		X
3 b	If 'Yes,' did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits		

SCHEDULE A
(Form 990)

Department of the Treasury
Internal Revenue Service

Public Charity Status and Public Support

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

▶ Attach to Form 990 or Form 990-EZ.

▶ Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2021

Open to Public Inspection

Name of the organization

Rancho Santa Fe Youth Soccer

Employer identification number

Part I Reason for Public Charity Status. (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1 A church, convention of churches, or association of churches described in section 170(b)(1)(A)(i).
- 2 A school described in section 170(b)(1)(A)(ii). (Attach Schedule E (Form 990).)
- 3 A hospital or a cooperative hospital service organization described in section 170(b)(1)(A)(iii).
- 4 A medical research organization operated in conjunction with a hospital described in section 170(b)(1)(A)(iii). Enter the hospital's name, city, and state: _____
- 5 An organization operated for the benefit of a college or university owned or operated by a governmental unit described in section 170(b)(1)(A)(iv). (Complete Part II.)
- 6 A federal, state, or local government or governmental unit described in section 170(b)(1)(A)(v).
- 7 An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in section 170(b)(1)(A)(vi). (Complete Part II.)
- 8 A community trust described in section 170(b)(1)(A)(vi). (Complete Part II.)
- 9 An agricultural research organization described in section 170(b)(1)(A)(ix) operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: _____
- 10 An organization that normally receives (1) more than 33-1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions, subject to certain exceptions; and (2) no more than 33-1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See section 509(a)(2). (Complete Part III.)
- 11 An organization organized and operated exclusively to test for public safety. See section 509(a)(4).
- 12 An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in section 509(a)(1) or section 509(a)(2). See section 509(a)(3). Check the box on lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
 - a **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. You must complete Part IV, Sections A and B.
 - b **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). You must complete Part IV, Sections A and C.
 - c **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). You must complete Part IV, Sections A, D, and E.
 - d **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). You must complete Part IV, Sections A and D, and Part V.
 - e Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
- f Enter the number of supported organizations
- g Provide the following information about the supported organization(s).

	(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1-10 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
				Yes	No		
(A)							
(B)							
(C)							
(D)							
(E)							
Total							

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ▶	(a) 2017	(b) 2018	(c) 2019	(d) 2020	(e) 2021	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any 'unusual grants'.)						
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1 through 3						
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f).						
6 Public support. Subtract line 5 from line 4.						

Section B. Total Support

Calendar year (or fiscal year beginning in) ▶	(a) 2017	(b) 2018	(c) 2019	(d) 2020	(e) 2021	(f) Total
7 Amounts from line 4						
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources						
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
11 Total support. Add lines 7 through 10.						
12 Gross receipts from related activities, etc. (see instructions)					12	
13 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here.						<input type="checkbox"/>

Section C. Computation of Public Support Percentage

14 Public support percentage for 2021 (line 6, column (f), divided by line 11, column (f)).	14	%
15 Public support percentage from 2020 Schedule A, Part II, line 14	15	%
16a 33-1/3% support test—2021. If the organization did not check the box on line 13, and line 14 is 33-1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization	<input type="checkbox"/>	
b 33-1/3% support test—2020. If the organization did not check a box on line 13 or 16a, and line 15 is 33-1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization	<input type="checkbox"/>	
17a 10%-facts-and-circumstances test—2021. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here. Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization	<input type="checkbox"/>	
b 10%-facts-and-circumstances test—2020. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here. Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization	<input type="checkbox"/>	
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions.	<input type="checkbox"/>	

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in)	(a) 2017	(b) 2018	(c) 2019	(d) 2020	(e) 2021	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any 'unusual grants'.)	6,155.	17,559.	3,765.	21,519.	114,053.	163,051.
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose	1,108,818.	1,135,043.	1,174,830.	727,893.	1,026,721.	5,173,305.
3 Gross receipts from activities that are not an unrelated trade or business under section 513.						0.
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf.						0.
5 The value of services or facilities furnished by a governmental unit to the organization without charge.						0.
6 Total. Add lines 1 through 5.	1,114,973.	1,152,602.	1,178,595.	749,412.	1,140,774.	5,336,356.
7a Amounts included on lines 1, 2, and 3 received from disqualified persons.	0.	0.	0.	0.	0.	0.
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year.	0.	0.	0.	0.	0.	0.
c Add lines 7a and 7b.	0.	0.	0.	0.	0.	0.
8 Public support. (Subtract line 7c from line 6.)						5,336,356.

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2017	(b) 2018	(c) 2019	(d) 2020	(e) 2021	(f) Total
9 Amounts from line 6.	1,114,973.	1,152,602.	1,178,595.	749,412.	1,140,774.	5,336,356.
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources.	265.	235.	236.	55.	32.	823.
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975.						0.
c Add lines 10a and 10b.	265.	235.	236.	55.	32.	823.
11 Net income from unrelated business activities not included on line 10b, whether or not the business is regularly carried on.						0.
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						0.
13 Total support. (Add lines 9, 10c, 11, and 12.)	1,115,238.	1,152,837.	1,178,831.	749,467.	1,140,806.	5,337,179.
14 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here.						<input type="checkbox"/>

Section C. Computation of Public Support Percentage

15 Public support percentage for 2021 (line 8, column (f), divided by line 13, column (f)).	15	99.98 %
16 Public support percentage from 2020 Schedule A, Part III, line 15.	16	99.98 %

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2021 (line 10c, column (f), divided by line 13, column (f)).	17	0.02 %
18 Investment income percentage from 2020 Schedule A, Part III, line 17.	18	0.02 %

- 19a 33-1/3% support tests--2021. If the organization did not check the box on line 14, and line 15 is more than 33-1/3%, and line 17 is not more than 33-1/3%, check this box and stop here. The organization qualifies as a publicly supported organization.
- b 33-1/3% support tests--2020. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33-1/3%, and line 18 is not more than 33-1/3%, check this box and stop here. The organization qualifies as a publicly supported organization.
- 20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions.

Part IV Supporting Organizations

(Complete only if you checked a box in line 12 on Part I. If you checked box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

	Yes	No
1 Are all of the organization's supported organizations listed by name in the organization's governing documents? If 'No,' describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.		
2 Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? If 'Yes,' explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).		
3a Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? If 'Yes,' answer lines 3b and 3c below.		
b Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? If 'Yes,' describe in Part VI when and how the organization made the determination.		
c Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? If 'Yes,' explain in Part VI what controls the organization put in place to ensure such use.		
4a Was any supported organization not organized in the United States ('foreign supported organization')? If 'Yes' and if you checked box 12a or 12b in Part I, answer lines 4b and 4c below.		
b Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? If 'Yes,' describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.		
c Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? If 'Yes,' explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.		
5a Did the organization add, substitute, or remove any supported organizations during the tax year? If 'Yes,' answer lines 5b and 5c below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action, (iii) the authority under the organization's organizing document authorizing such action, and (iv) how the action was accomplished (such as by amendment to the organizing document).		
b Type I or Type II only. Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
c Substitutions only. Was the substitution the result of an event beyond the organization's control?		
6 Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? If 'Yes,' provide detail in Part VI.		
7 Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? If 'Yes,' complete Part I of Schedule L (Form 990).		
8 Did the organization make a loan to a disqualified person (as defined in section 4958) not described on line 7? If 'Yes,' complete Part I of Schedule L (Form 990).		
9a Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons, as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? If 'Yes,' provide detail in Part VI.		
b Did one or more disqualified persons (as defined on line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? If 'Yes,' provide detail in Part VI.		
c Did a disqualified person (as defined on line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? If 'Yes,' provide detail in Part VI.		
10a Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? If 'Yes,' answer line 10b below.		
b Did the organization have any excess business holdings in the tax year? (Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)		

Part IV Supporting Organizations (continued)

		Yes	No
11	Has the organization accepted a gift or contribution from any of the following persons?		
a	A person who directly or indirectly controls, either alone or together with persons described on lines 11b and 11c below, the governing body of a supported organization?	11a	
b	A family member of a person described on line 11a above?	11b	
c	A 35% controlled entity of a person described on line 11a or 11b above? If 'Yes' to line 11a, 11b, or 11c, provide detail in Part VI.	11c	

Section B. Type I Supporting Organizations

		Yes	No
1	Did the governing body, members of the governing body, officers acting in their official capacity, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's officers, directors, or trustees at all times during the tax year? If 'No,' describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove officers, directors, or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.		
2	Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If 'Yes,' explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.		

Section C. Type II Supporting Organizations

		Yes	No
1	Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If 'No,' describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).		

Section D. All Type III Supporting Organizations

		Yes	No
1	Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?		
2	Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? If 'No,' explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).		
3	By reason of the relationship described on line 2, above, did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If 'Yes,' describe in Part VI the role the organization's supported organizations played in this regard.		

Section E. Type III Functionally Integrated Supporting Organizations

1 Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).

a The organization satisfied the Activities Test. Complete line 2 below.

b The organization is the parent of each of its supported organizations. Complete line 3 below.

c The organization supported a governmental entity. Describe in Part VI how you supported a governmental entity (see instructions).

2 Activities Test. Answer lines 2a and 2b below.

		Yes	No
a	Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If 'Yes,' then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.	2a	
b	Did the activities described on line 2a, above, constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If 'Yes,' explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.	2b	
3 Parent of Supported Organizations. Answer lines 3a and 3b below.			
a	Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? If 'Yes' or 'No,' provide details in Part VI.	3a	
b	Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If 'Yes,' describe in Part VI the role played by the organization in this regard.	3b	

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

1 Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI). See instructions. All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A – Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3.	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	Adjusted Net Income (subtract lines 5, 6, and 7 from line 4)	8	

Section B – Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	Total (add lines 1a, 1b, and 1c)	1d	
e	Discount claimed for blockage or other factors (explain in detail in Part VI):		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d.	3	
4	Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions).	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by 0.035.	6	
7	Recoveries of prior-year distributions	7	
8	Minimum Asset Amount (add line 7 to line 6)	8	

Section C – Distributable Amount			Current Year
1	Adjusted net income for prior year (from Section A, line 8, column A)	1	
2	Enter 0.85 of line 1.	2	
3	Minimum asset amount for prior year (from Section B, line 8, column A)	3	
4	Enter greater of line 2 or line 3.	4	
5	Income tax imposed in prior year	5	
6	Distributable Amount. Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6	

7 Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).

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Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)

Section D – Distributions		Current Year
1	Amounts paid to supported organizations to accomplish exempt purposes	1
2	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	2
3	Administrative expenses paid to accomplish exempt purposes of supported organizations	3
4	Amounts paid to acquire exempt-use assets	4
5	Qualified set-aside amounts (prior IRS approval required – provide details in Part VI)	5
6	Other distributions (describe in Part VI). See instructions.	6
7	Total annual distributions. Add lines 1 through 6.	7
8	Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.	8
9	Distributable amount for 2021 from Section C, line 6	9
10	Line 8 amount divided by line 9 amount	10

Section E – Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2021	(iii) Distributable Amount for 2021
1	Distributable amount for 2021 from Section C, line 6		
2	Underdistributions, if any, for years prior to 2021 (reasonable cause required – explain in Part VI). See instructions.		
3	Excess distributions carryover, if any, to 2021		
a	From 2016		
b	From 2017		
c	From 2018		
d	From 2019		
e	From 2020		
f	Total of lines 3a through 3e		
g	Applied to underdistributions of prior years		
h	Applied to 2021 distributable amount		
i	Carryover from 2016 not applied (see instructions)		
j	Remainder. Subtract lines 3g, 3h, and 3i from line 3f.		
4	Distributions for 2021 from Section D, line 7: \$		
a	Applied to underdistributions of prior years		
b	Applied to 2021 distributable amount		
c	Remainder. Subtract lines 4a and 4b from line 4.		
5	Remaining underdistributions for years prior to 2021, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI. See instructions.		
6	Remaining underdistributions for 2021. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI. See instructions.		
7	Excess distributions carryover to 2022. Add lines 3j and 4c.		
8	Breakdown of line 7:		
a	Excess from 2017		
b	Excess from 2018		
c	Excess from 2019		
d	Excess from 2020		
e	Excess from 2021		

BAA

Part VI

Supplemental Information. Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

**SCHEDULE D
(Form 990)**

Department of the Treasury
Internal Revenue Service

Supplemental Financial Statements

▶ Complete if the organization answered 'Yes' on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.
▶ Attach to Form 990.

▶ Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2021

Open to Public Inspection

Name of the organization

Rancho Santa Fe Youth Soccer

Employer identification number

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.
Complete if the organization answered 'Yes' on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate value of contributions to (during year)		
3 Aggregate value of grants from (during year)		
4 Aggregate value at end of year		

5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control? Yes No

6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit? Yes No

Part II Conservation Easements.
Complete if the organization answered 'Yes' on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).

<input type="checkbox"/> Preservation of land for public use (for example, recreation or education)	<input type="checkbox"/> Preservation of a historically important land area
<input type="checkbox"/> Protection of natural habitat	<input type="checkbox"/> Preservation of a certified historic structure
<input type="checkbox"/> Preservation of open space	

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements	2 a
b Total acreage restricted by conservation easements	2 b
c Number of conservation easements on a certified historic structure included in (a)	2 c
d Number of conservation easements included in (c) acquired after 7/25/06, and not on a historic structure listed in the National Register	2 d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year ▶ _____

4 Number of states where property subject to conservation easement is located ▶ _____

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds? Yes No

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶ _____

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶ \$ _____

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)? Yes No

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.
Complete if the organization answered 'Yes' on Form 990, Part IV, line 8.

1 a If the organization elected, as permitted under FASB ASC 958, not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide in Part XIII the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under FASB ASC 958, to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:

(i) Revenue included on Form 990, Part VIII, line 1 ▶ \$ _____

(ii) Assets included in Form 990, Part X ▶ \$ _____

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under FASB ASC 958 relating to these items:

a Revenue included on Form 990, Part VIII, line 1 ▶ \$ _____

b Assets included in Form 990, Part X ▶ \$ _____

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

- 3 Using the organization's acquisition, accession, and other records, check any of the following that make significant use of its collection items (check all that apply):
- a Public exhibition
 - b Scholarly research
 - c Preservation for future generations
 - d Loan or exchange program
 - e Other _____
- 4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.
- 5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? Yes No

Part IV Escrow and Custodial Arrangements. Complete if the organization answered 'Yes' on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

- 1 a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? Yes No
- b If 'Yes,' explain the arrangement in Part XIII and complete the following table:
- | | Amount |
|---------------------------------|--------|
| c Beginning balance | 1 c |
| d Additions during the year | 1 d |
| e Distributions during the year | 1 e |
| f Ending balance | 1 f |
- 2 a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? Yes No
- b If 'Yes,' explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII.

Part V Endowment Funds. Complete if the organization answered 'Yes' on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1 a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

- 2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:
- a Board designated or quasi-endowment _____ %
 - b Permanent endowment _____ %
 - c Term endowment _____ %
- The percentages on lines 2a, 2b, and 2c should equal 100%.
- 3 a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:
- | | Yes | No |
|---|--------|----|
| (i) Unrelated organizations | 3a(i) | |
| (ii) Related organizations | 3a(ii) | |
| b If 'Yes' on line 3a(i), are the related organizations listed as required on Schedule R? | 3b | |
- 4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1 a Land				
b Buildings				
c Leasehold improvements				
d Equipment		8,811.	8,811.	0.
e Other				
Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.)				0.

Part VII Investments – Other Securities.

N/A

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely held equity interests		
(3) Other		
(A) -----		
(B) -----		
(C) -----		
(D) -----		
(E) -----		
(F) -----		
(G) -----		
(H) -----		
(I) -----		
Total. (Column (b) must equal Form 990, Part X, column (B) line 12.)		

Part VIII Investments – Program Related.

N/A

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
(10)		
Total. (Column (b) must equal Form 990, Part X, column (B) line 13.)		

Part IX Other Assets.

N/A

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
(10)	
Total. (Column (b) must equal Form 990, Part X, column (B) line 15.)	

Part X Other Liabilities.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

(a) Description of liability	(b) Book value
1. (1) Federal income taxes	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
(10)	
(11)	
Total. (Column (b) must equal Form 990, Part X, column (B) line 25.)	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FASB ASC 740. Check here if the text of the footnote has been provided in Part XIII.



Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return. N/A
 Complete if the organization answered 'Yes' on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements		1	
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:			
	a Net unrealized gains (losses) on investments	2 a		
	b Donated services and use of facilities	2 b		
	c Recoveries of prior year grants	2 c		
	d Other (Describe in Part XIII.)	2 d		
	e Add lines 2a through 2d		2 e	
3	Subtract line 2e from line 1		3	
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:			
	a Investment expenses not included on Form 990, Part VIII, line 7b	4 a		
	b Other (Describe in Part XIII.)	4 b		
	c Add lines 4a and 4b		4 c	
5	Total revenue. Add lines 3 and 4c. (This must equal Form 990, Part I, line 12.)		5	

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return. N/A
 Complete if the organization answered 'Yes' on Form 990, Part IV, line 12a.

1	Total expenses and losses per audited financial statements		1	
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:			
	a Donated services and use of facilities	2 a		
	b Prior year adjustments	2 b		
	c Other losses	2 c		
	d Other (Describe in Part XIII.)	2 d		
	e Add lines 2a through 2d		2 e	
3	Subtract line 2e from line 1		3	
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:			
	a Investment expenses not included on Form 990, Part VIII, line 7b	4 a		
	b Other (Describe in Part XIII.)	4 b		
	c Add lines 4a and 4b		4 c	
5	Total expenses. Add lines 3 and 4c. (This must equal Form 990, Part I, line 18.)		5	

Part XIII Supplemental Information.

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

SCHEDULE O
(Form 990)

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on Form 990 or 990-EZ or to provide any additional information.
 Attach to Form 990 or Form 990-EZ.

Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

2021

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

Name of the organization

Rancho Santa Fe Youth Soccer

Employer identification number

Form 990, Part VI, Line 11b - Form 990 Review Process

The Form 990 is reviewed by the Treasurer before filing.

Form 990, Part VI, Line 19 - Other Organization Documents Publicly Available

Available Upon Request

**Form 990, Part IX, Line 24e
Other Expenses**

	(A) Total	(B) Program Services	(C) Management & General	(D) Fundraising
Referees	21,117.	21,117.		
Merchant Fees	18,133.	18,133.		
Bad Debts	13,287.	13,287.		
Soccer Camp Expenses	13,009.	13,009.		
Field Painting & Setup	12,882.	12,882.		
Field Maintenance	10,640.	10,640.		
Uniforms	9,009.	9,009.		
Storage Unit Rental	7,435.	7,435.		
Utilities/Telephone/Internet	6,578.		6,578.	
Workers Compensation Insurance	5,276.		5,276.	
Spring League Expenses	4,207.	4,207.		
Miscellaneous	2,953.	2,953.		
Website	2,763.	2,763.		
Portasan	2,245.	2,245.		
Photography	1,976.	1,976.		
Field Equipment	1,272.	1,272.		
Payroll Processing Fees/Exp	1,054.		1,054.	
Mileage Reimbursement	910.	910.		
Loyalty Awards	636.	636.		
Temporary Labor	397.		397.	
Postage and Shipping	396.		396.	
Other Admin Expenses	316.		316.	
Opening Day	253.	253.		
College Program	99.	99.		
Nonprofit Registration Renewal	75.		75.	
Property Taxes	70.		70.	
Staff Meetings	66.		66.	
Cleaning	45.		45.	
Total	\$ 137,099.	\$ 122,826.	\$ 14,273.	\$ 0.

TAXABLE YEAR
2021

**California Exempt Organization
Annual Information Return**

FORM
199

Calendar Year 2021 or fiscal year beginning (mm/dd/yyyy) 2/01/2021 and ending (mm/dd/yyyy) 1/31/2022

Corporation/Organization name
RANCHO SANTA FE YOUTH SOCCER

California corporation number
1841015

FEIN
[REDACTED]

Street address (suite or room)
P.O. BOX 1373

PMB no.
[REDACTED]

City
RANCHO SANTA FE

State
CA

Zip code
92067

Foreign country name
[REDACTED]

Foreign province/state/county
[REDACTED]

Foreign postal code
[REDACTED]

A First return Yes No

B Amended return Yes No

C IRC Section 4947(a)(1) trust Yes No

D Final information return?
 Dissolved Surrendered (Withdrawn) Merged/Reorganized
 Enter date: (mm/dd/yyyy) _____

E Check accounting method:
 1 Cash 2 Accrual 3 Other

F Federal return filed? 1 990T 2 990-PF 3 Sch H (990)
 4 Other 990 series

G Is this a group filing? See instructions. Yes No

H Is this organization in a group exemption?
 If "Yes," what is the parent's name? _____

I Did the organization have any changes to its guidelines not reported to the FTB? See instructions. Yes No

J If exempt under R&TC Section 23701d, has the organization engaged in political activities? See instructions. Yes No

K Is the organization exempt under R&TC Section 23701g? ...
 If "Yes," enter the gross receipts from nonmember sources. \$ _____

L Is the organization a limited liability company? Yes No

M Did the organization file Form 100 or Form 109 to report taxable income? Yes No

N Is the organization under audit by the IRS or has the IRS audited in a prior year? Yes No

O Is federal Form 1023/1024 pending? Yes No
 Date filed with IRS _____

Part I Complete Part I unless not required to file this form. See General Information B and C.

Receipts and Revenues	1	Gross sales or receipts from other sources. From Side 2, Part II, line 8	1	1,026,753.
	2	Gross dues and assessments from members and affiliates	2	
	3	Gross contributions, gifts, grants, and similar amounts received	3	114,053.
	4	Total gross receipts for filing requirement test. Add line 1 through line 3. This line must be completed. If the result is less than \$50,000, see General Information B.	4	1,140,806.
	5	Cost of goods sold	5	
	6	Cost or other basis, and sales expenses of assets sold	6	
	7	Total costs. Add line 5 and line 6	7	
	8	Total gross income. Subtract line 7 from line 4	8	1,140,806.
Expenses	9	Total expenses and disbursements. From Side 2, Part II, line 1	9	1,038,449.
	10	Excess of receipts over expenses and disbursements. Subtract line 9 from line 8	10	102,357.
Filing Fee	11	Total payments	11	
	12	Use tax. See General information K.	12	
	13	Payments balance. If line 11 is more than line 12, subtract line 12 from line 11	13	
	14	Use tax balance. If line 12 is more than line 13, subtract line 11 from line 12	14	
	15	Penalties and interest. See General Information J.	15	
	16	Balance due. Add line 12 and line 15. If line 14 is more than line 15, then subtract line 14 from the result	16	0.
Sign Here	Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.			
Paid Preparer's Use Only	Signature of officer	TREASURER	Date	Telephone (760) 479-1500
	Preparer's signature	[Signature]	Date DEC 14 2022	PTIN P01247509
	Firm's name (or yours, if self-employed) and address	BETH F. REGAN, CPA 12536 HIGH BLUFF DRIVE, SUITE 300 SAN DIEGO, CA 92130	Check if self-employed <input checked="" type="checkbox"/>	Firm's FEIN [REDACTED]
				Telephone 858 481-7050
May the FTB discuss this return with the preparer shown above? See instructions <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				

RANCHO SANTA FE YOUTH SOCCER

Part II Organizations with gross receipts of more than \$50,000 and private foundations regardless of amount of gross receipts— complete Part II or furnish substitute information.

Receipts from Other Sources	1	Gross sales or receipts from all business activities. See instructions.	1	
	2	Interest	2	
	3	Dividends	3	
	4	Gross rents	4	
	5	Gross royalties	5	
	6	Gross amount received from sale of assets (See instructions)	6	
	7	Other income. Attach schedule SEE STATEMENT 1	7	1,026,753.
	8	Total gross sales or receipts from other sources. Add line 1 through line 7. Enter here and on Side 1, Part I, line 1	8	1,026,753.
Expenses and Disbursements	9	Contributions, gifts, grants, and similar amounts paid. Attach schedule	9	
	10	Disbursements to or for members	10	
	11	Compensation of officers, directors, and trustees. Attach schedule SEE STMT 2	11	201,504.
	12	Other salaries and wages	12	33,282.
	13	Interest	13	4,487.
	14	Taxes	14	18,306.
	15	Rents	15	2,335.
	16	Depreciation and depletion (See instructions)	16	
	17	Other expenses and disbursements. Attach schedule SEE STATEMENT 3	17	778,535.
	18	Total expenses and disbursements. Add line 9 through line 17. Enter here and on Side 1, Part I, line 9.	18	1,038,449.

Schedule L Balance Sheet		Beginning of taxable year		End of taxable year	
		(a)	(b)	(c)	(d)
Assets					
1	Cash		405,170.		557,411.
2	Net accounts receivable		391.		
3	Net notes receivable				
4	Inventories				
5	Federal and state government obligations				
6	Investments in other bonds				
7	Investments in stock				
8	Mortgage loans				
9	Other investments. Attach schedule				
10 a	Depreciable assets	8,811.		8,811.	
b	Less accumulated depreciation	8,811.		8,811.	
11	Land				
12	Other assets. Attach schedule		41,631.		
13	Total assets		447,192.		557,411.
Liabilities and net worth					
14	Accounts payable		20,574.		23,709.
15	Contributions, gifts, or grants payable				
16	Bonds and notes payable ST 4		193,628.		149,900.
17	Mortgages payable				
18	Other liabilities. Attach schedule STM 5		65,152.		113,607.
19	Capital stock or principal fund				
20	Paid-in or capital surplus. Attach reconciliation				
21	Retained earnings or income fund		167,838.		270,195.
22	Total liabilities and net worth		447,192.		557,411.

Schedule M-1 Reconciliation of income per books with income per return		Do not complete this schedule if the amount on Schedule L, line 13, column (d), is less than \$50,000.		
1	Net income per books	102,357.	7	Income recorded on books this year not included in this return. Attach schedule
2	Federal income tax		8	Deductions in this return not charged against book income this year. Attach schedule
3	Excess of capital losses over capital gains		9	Total. Add line 7 and line 8
4	Income not recorded on books this year. Attach schedule		10	Net income per return. Subtract line 9 from line 6
5	Expenses recorded on books this year not deducted in this return. Attach schedule			
6	Total. Add line 1 through line 5	102,357.		102,357.

Attach to Form 100 or Form 100W. FORM 199

Corporation name RANCHO SANTA FE YOUTH SOCCER	California corporation number 1841015
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Part I Election To Expense Certain Property Under IRC Section 179

1	Maximum deduction under IRC Section 179 for California	1	\$25,000
2	Total cost of IRC Section 179 property placed in service	2	
3	Threshold cost of IRC Section 179 property before reduction in limitation	3	\$200,000
4	Reduction in limitation. Subtract line 3 from line 2. If zero or less, enter -0-	4	
5	Dollar limitation for taxable year. Subtract line 4 from line 1. If zero or less, enter -0-	5	
6	(a) Description of property	(b) Cost (business use only)	(c) Elected cost
7	Listed property (elected IRC Section 179 cost)	7	
8	Total elected cost of IRC Section 179 property. Add amounts in column (c), line 6 and line 7	8	
9	Tentative deduction. Enter the smaller of line 5 or line 8	9	
10	Carryover of disallowed deduction from prior taxable years	10	
11	Business income limitation. Enter the smaller of business income (not less than zero) or line 5	11	
12	IRC Section 179 expense deduction. Add line 9 and line 10, but do not enter more than line 11	12	
13	Carryover of disallowed deduction to 2022. Add line 9 and line 10, less line 12	13	

Part II Depreciation and Election of Additional First Year Depreciation Deduction Under R&TC Section 24356

14	(a) Description of property	(b) Date acquired (mm/dd/yyyy)	(c) Cost or other basis	(d) Depreciation allowed or allowable in earlier years	(e) Depreciation method	(f) Life or rate	(g) Depreciation for this year	(h) Additional first year depreciation	
	EQUIPMENT	VARIOUS	5,401.	5,401.	200DB	5			
	OFFICE EQUIPMEN	7/16/2014	3,410.	3,410.	200DB	5			
15	Add the amounts in column (g) and column (h). The total of column (h) may not exceed \$2,000. See instructions for line 14, column (h).							15	

Part III Summary

16	Total: If the corporation is electing: IRC Section 179 expense, add the amount on line 12 and line 15, column (g) or Additional first year depreciation under R&TC Section 24356, add the amounts on line 15, columns (g) and (h) or Depreciation (if no election is made), enter the amount from line 15, column (g)	16	
17	Total depreciation claimed for federal purposes from federal Form 4562, line 22	17	
18	Depreciation adjustment. If line 17 is greater than line 16, enter the difference here and on Form 100 or Form 100W, Side 1, line 6. If line 17 is less than line 16, enter the difference here and on Form 100 or Form 100W, Side 2, line 12. (If California depreciation amounts are used to determine net income before state adjustments on Form 100 or Form 100W, no adjustment is necessary.)	18	

Part IV Amortization

19	(a) Description of property	(b) Date acquired (mm/dd/yyyy)	(c) Cost or other basis	(d) Amortization allowed or allowable in earlier years	(e) R&TC Section (see instr)	(f) Period or percentage	(g) Amortization for this year	
20	Total. Add the amounts in column (g)							20
21	Total amortization claimed for federal purposes from federal Form 4562, line 44							21
22	Amortization adjustment. If line 21 is greater than line 20, enter the difference here and on Form 100 or Form 100W, Side 1, line 6. If line 21 is less than line 20, enter the difference here and on Form 100 or Form 100W, Side 2, line 12.							22

Client RSFSOCCR

Rancho Santa Fe Youth Soccer

33-0067277

12/13/22

10:56PM

Statement 1
Form 199, Part II, Line 7
Other Income

Program Service Revenue.....	\$ 1,026,721.
Other Investment Income.....	32.
Total	\$ 1,026,753.

Statement 2
Form 199, Part II, Line 11
Compensation of Officers, Directors, Trustees and Key Employees

Current Officers:

<u>Name and Address</u>	<u>Title and Average Hours Per Week Devoted</u>	<u>Total Compensation</u>	<u>Contribution to EBP & DC</u>	<u>Expense Account/Other</u>
Douglas Gilbert 418 Santa Bartola Solana Beach, CA 92075	Secretary 3.00	\$ 0.	\$ 0.	\$ 0.
Marilee Pacelli 3830 Elijah Court #432 San Diego, CA 92130	Treasurer 3.00	75,500.	0.	0.
Jason Green 15025 Paso del Sol Del Mar, CA 92014	President 3.00	0.	0.	0.
Kevin Mabbutt P.O. Box 3883 Rancho Santa Fe, CA 92067	Vice President 3.00	0.	0.	0.
	Total	\$ 75,500.	\$ 0.	\$ 0.

Key Employees:

<u>Name</u>	<u>Title and Average Hours Per Week Devoted</u>	<u>Compensation</u>	<u>Contribution to EBP & DC</u>	<u>Expense Account/Other</u>
Malcolm J. Tovey 3116 Via De Caballo Encinitas, CA 92024	Director of Coach 40	126,004.	0.	0.
	Total	\$ 126,004.	\$ 0.	\$ 0.

Statement 3
Form 199, Part II, Line 17
Other Expenses

Other Employee Benefit.....	\$ 16,500.
Accounting Fees.....	8,651.
Legal Fees.....	3,246.
Advertising and Promotion.....	3,890.
Office Expenses.....	2,727.
Travel.....	5,000.

Statement 3 (continued)
Form 199, Part II, Line 17
Other Expenses

Insurance.....	\$ 1,679.
Coaching Expenses.....	325,957.
Tournament Expenses.....	183,936.
Field Rental.....	67,383.
League Fees.....	22,467.
Referees.....	21,117.
Merchant Fees.....	18,133.
Bad Debts.....	13,287.
Soccer Camp Expenses.....	13,009.
Field Painting & Setup.....	12,882.
Field Maintenance.....	10,640.
Uniforms.....	9,009.
Storage Unit Rental.....	7,435.
Utilities/Telephone/Internet.....	6,578.
Workers Compensation Insurance.....	5,276.
Spring League Expenses.....	4,207.
Miscellaneous.....	2,953.
Website.....	2,763.
Portasan.....	2,245.
Photography.....	1,976.
Field Equipment.....	1,272.
Payroll Processing Fees/Exp.....	1,054.
Mileage Reimbursement.....	910.
Loyalty Awards.....	636.
Temporary Labor.....	397.
Postage and Shipping.....	396.
Other Admin Expenses.....	316.
Opening Day.....	253.
College Program.....	99.
Nonprofit Registration Renewal.....	75.
Property Taxes.....	70.
Staff Meetings.....	66.
Cleaning.....	45.
Total	\$ <u>778,535.</u>

Statement 4
Form 199, Schedule L, Line 16
Bonds and Notes Payable

Total Notes and Bonds Payable \$ 149,900.

Statement 5
Form 199, Schedule L, Line 18
Other Liabilities

Deferred Revenue.....	113,607.
Total	\$ <u>113,607.</u>



Entity Status Letter

Date: 5/16/2023

ESL ID: 4962746336

Why You Received This Letter

According to our records, the following entity information is true and accurate as of the date of this letter.

Entity ID: 1841015

Entity Name: RANCHO SANTA FE YOUTH SOCCER

- 1. The entity is in good standing with the Franchise Tax Board.
- 2. The entity is **not** in good standing with the Franchise Tax Board.
- 3. The entity is currently exempt from tax under Revenue and Taxation Code (R&TC) Section 23701 d.
- 4. We do not have current information about the entity.
- 5. The entity was administratively dissolved/cancelled on _____ through the Franchise Tax Board Administrative Dissolution process.

Important Information

- This information does not necessarily reflect the entity's current legal or administrative status with any other agency of the state of California or other governmental agency or body.
- If the entity's powers, rights, and privileges were suspended or forfeited at any time in the past, or if the entity did business in California at a time when it was not qualified or not registered to do business in California, this information does not reflect the status or voidability of contracts made by the entity in California during the period the entity was suspended or forfeited (R&TC Sections 23304.1, 23304.5, 23305a, 23305.1).
- The entity certificate of revivor may have a time limitation or may limit the functions the revived entity can perform, or both (R&TC Section 23305b).

Connect With Us

Web: ftb.ca.gov
Phone: 800-852-5711 from 7 a.m. to 5 p.m. weekdays, except state holidays
916-845-6500 from outside the United States

California

Relay Service: 711 or 800-735-2929 (For persons with hearing or speech impairments)

Solana Beach

Civic &

Historical

Society

COMMUNITY GRANT APPLICATION



The City of Solana Beach Community Grant Program 2023 Request for Financial Assistance application **MUST BE SUBMITTED by 5:00 PM Thursday, May 25, 2023.**

Please submit completed applications via email to dking@cosb.org and copied to pletts@cosb.org. If email submission is not possible for an applicant, hard copies may be dropped off at City Hall 635 South Highway 101, Solana Beach, CA. 92075, Attn: Community Grants Program.

All requests will be determined by the following criteria:

Name of Organization: Solana Beach Civic & Historical Society

Contact Person: Michele Stribling Email address: solanabeachhistory@gmail.

Daytime Phone: 858.354.0478 Evening Phone: same

Mailing Address: P. O. Box 504

City: Solana Beach State: CA Zip: 92075

1. All the documents below are attached to this application:

- W-9
- Summary of Organization's Budget
- Proposed Program Budget
- Financial and Tax Statements (see Application Guidelines)
- Copy of the California Franchise Tax Board Entity Status Letter, showing exemption under Section 23701d or Internal Revenue Code section 501(c)(3)

2. Has your organization received financial assistance from the City before? Yes No

If yes, please state the fiscal year it was received and for the proposed program was:

2022 and prior years for digitizing historical archives and editing video histories

3. Title of FY 2022-23 Proposed Program/Service: Expand Video Histories Project and Optimize Digital Assets

4. What is the total amount requested for the FY 2022-23 Proposed Total Program? Includes all estimated costs to conduct proposed activity/program.

\$6,000

5. Grant funds must be used for services or materials directly associated with the proposed activity. Please describe how grant funds will be used:

~~As in 2022-23, grant funds will be used to pay professional fees for editing videographies gathered through our ongoing Oral Histories/"Old Timers" project to document Solana Beach history through storytelling by its long-time residents. After editing, videographies are made publicly available through the SBC&HS website/YouTube channel. In addition, funds will be used to pay professional fees related to scanning archival documents and for digital database management.~~

6. Anticipated Program Objectives or Accomplishments:

~~Objectives: Complete editing and publish videos already taped, including interviews with current and former Councilmembers, local educators and La Colonia first families. Tape more video interviews with long-time, prominent residents and with attendees to the Gonzales Family reunion scheduled in July of this year. Accomplishments: YouTube channel library; 2023 newsletters highlighting accomplishments of the SBC&HS and featuring digitally archived assets.~~

7. Program Dates/Location:

Fiscal 2023-24 in Solana Beach

8. Estimated number of Solana Beach residents to be served by proposed program: All interested

9. How will the organization acknowledge the City's financial contribution to the community/beneficiaries of the proposed activity?

Acknowledgement on our website and in related promotional materials

10. Will there be any matching funds or other grants that would be applied to this program or service? If awarded this grant, will that enable other funding sources?

Not applicable

11. Will volunteers be used for the proposed program or service and, if so, will they reduce expenses?

Yes. Volunteers will schedule, organize, conduct and videotape interviews. Volunteers also will sort, categorize, and prepare archival materials to be digitized before sending it to our long-time vendor, Backstage.

12. If the proposed program or service is only awarded partial funding, will it still move forward? Will the program/service be scaled back and/or is there a threshold at which it will not move forward?

Yes. With partial funding we will hire as much professional help as we can afford to assist with videography editing. Likewise, with partial funding a portion of any historically significant material that has been collected will be digitized.

Acknowledgment of Responsibility:

Authorized Signature assumes all responsibility for developing and implementing proposed activities or events in this application, including public acknowledgment of the City's financial contribution. Authorized signature will comply with all accounting and budget procedures outlined by the City. Authorized signature and accompanying group will hold harmless the City of Solana Beach from all losses, claims, accidents, and problems associated, directly or indirectly with the development and implementation of proposed activities or events.

Michele Scribbling

5/10/23

Authorized Signature of Organization

Date

ALL INFORMATION REQUESTED ON THIS APPLICATION MUST BE COMPLETED AS A CONDITION FOR BEING CONSIDERED FOR PUBLIC FUNDS BY THE CITY COUNCIL OF SOLANA BEACH.

Solana Beach Civic & Historical Society Estimated Budget: Fiscal Year 2023-24

	Revenue	Expenses
CoSB Community Grant for video history editing*	\$6,000.00	\$6,000.00
Dues income	\$3,500.00	
Holiday Boutique/Poinsettia sales	\$11,000.00	
Community outreach/member events		\$9,500.00
Donations/other income	\$2,500.00	
Scholarship awards (3 @ \$2,500 each + \$1,000 to MAEGA)		\$8,500.00
Administration (insurance, website, promotional expenses)		\$2,000.00
TOTALS	\$23,000.00	\$26,000.00
*Assuming our application is approved		

Request for Taxpayer Identification Number and Certification

Give Form to the
 requester. Do not
 send to the IRS.

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Solana Beach Civic & Historical Society</p> <p>2 Business name/disregarded entity name, if different from above</p>	
	<p>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____</p> <p><small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small></p> <p><input type="checkbox"/> Other (see instructions) ▶ _____</p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p>
	<p>5 Address (number, street, and apt. or suite no.) See instructions. P.O. Box 504</p> <p>6 City, state, and ZIP code Solana Beach, CA 92075</p>	<p>7 List account number(s) here (optional)</p> <p>Requester's name and address (optional)</p>

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number												
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> </tr> </table>												
OR												
Employer identification number												

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶
------------------	----------------------------	--------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Internal Revenue Service

KEEP!

Department of the Treasury

P. O. Box 2508
Cincinnati, OH 45201

Date: August 3, 2002

Solana Beach Civic And Historical Society
PO Box 504
Solana Beach, CA 92075-0504

Person to Contact:

Ms. E. Eckert ID 31-07436
Customer Service Specialist

Toll Free Telephone Number:

8:00 a.m. to 6:30 p.m. EST
877-829-5500

Fax Number:

513-263-3756

Federal Identification Number:

[REDACTED]



Dear Sir or Madam:

This letter is in response to your amendment of your organization's Articles of Incorporation filed with the state on January 22, 1991. We have updated our records to reflect the name change as shown above.

Our records indicate that a determination letter issued in April 1996 granted your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in section 509(a)(2).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Volana Beach Civic And Historical Society
15-1950979

Your organization is not required to file federal income tax returns unless it is subject to the tax on unrelated business income under section 511 of the Code. If your organization is subject to this tax, it must file an income tax return on the Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your organization's present or proposed activities are unrelated trade or business as defined in section 513 of the Code.


The law requires you to make your organization's annual return available for public inspection without charge or three years after the due date of the return. You are also required to make available for public inspection a copy of your organization's exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. You can charge only a reasonable fee for reproduction and actual postage costs for the copied materials. The law does not require you to provide copies of public inspection documents that are widely available, such as by posting them on the Internet (World Wide Web). You may be liable for a penalty of \$20 a day for each day you do not make these documents available for public inspection (up to a maximum of \$10,000 in the case of an annual return).

Because this letter could help resolve any questions about your organization's exempt status and foundation status, you should keep it with the organization's permanent records.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

This letter affirms your organization's exempt status.

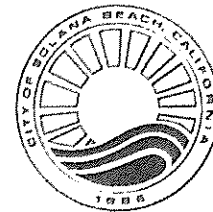
Sincerely,



John E. Ricketts, Director, TE/GE
Customer Account Services

Solana Beach Community Connections

— CITY OF SOLANA BEACH —
COMMUNITY GRANT APPLICATION



The City of Solana Beach Community Grant Program 2023 Request for Financial Assistance application **MUST BE SUBMITTED** by 5:00 PM Thursday, May 25, 2023.

Please submit completed applications via email to dking@cosb.org and copied to pletts@cosb.org. If email submission is not possible for an applicant, hard copies may be dropped off at City Hall 635 South Highway 101, Solana Beach, CA. 92075, Attn: Community Grants Program.

All requests will be determined by the following criteria:

Name of Organization: Solana Beach Community Connections
Contact Person: Marilyn Barnett, Treasurer Email address: see sender
Daytime Phone: 310-418-9118 Evening Phone: same
Mailing Address: P.O. Box 1732
City: Solana Beach State: CA Zip: 92075

1. All the documents below are attached to this application:

- W-9
- Summary of Organization's Budget
- Proposed Program Budget
- Financial and Tax Statements (see Application Guidelines)
- Copy of the California Franchise Tax Board Entity Status Letter, showing exemption under Section 23701d or Internal Revenue Code section 501(c)(3)

2. Has your organization received financial assistance from the City before? Yes No
If yes, please state the fiscal year it was received and for the proposed program was:

3. Title of FY 2023/24 Proposed Program/Service: Rental Subsidies for At Risk Seniors

4. What is the total amount requested for the FY 2023/24 Proposed Total Program? Includes all estimated costs to conduct proposed activity/program.

We are requesting \$6,000 and have pledges of an additional \$6,000 for a total of \$12,000 for the rental subsidy program. Of this \$9,600 (80%) will be direct assistance in the form of shallow rental subsidies to seniors, the remaining \$2,400 (20%) will be administrative support (10% direct and 10% indirect) provided by the Community Resource Center. If we receive additional targeted donations, the program can be expanded.

5. Grant funds must be used for services or materials directly associated with the proposed activity. Please describe how grant funds will be used:

Solana Beach Community Connections has identified a need for outreach services to seniors who are isolated because of age or physical disabilities and in need of assistance. We will use the funds to begin providing rental assistance (a shallow subsidy program) to seniors who are in danger of becoming homeless because of rent increases beyond their financial means. We will contract with the Community Resource Center, a nonprofit located in Encinitas, to administer the program. 20% of the funds will be used to provide both indirect assistance and program administration (10% for each). 80% will be used for direct assistance.

6. Anticipated Program Objectives or Accomplishments:

SBCC seeks to develop a program of shallow rental subsidies for low income seniors living on fixed incomes who are struggling to meet the large rent increases being demanded by apartment owners in Solana Beach. We want to keep our seniors from being forced to move and/or to be at risk of becoming homeless. The cost to keep a senior in their home of many years is small compared to the cost, both socially and economically, of forcing them to move or become unhoused.

7. Program Dates/Location:

The program would be in effect for the City's fiscal year of 2023-24

8. Estimated number of Solana Beach residents to be served by proposed program: 6-20

9. How will the organization acknowledge the City's financial contribution to the community/beneficiaries of the proposed activity?

Solana Beach Community Connections has a website (solanabeachcc.org) and has been successful in placing articles in the local newspaper, the Solana Beach Sun. Our publicity program will send out acknowledgments of the City's contribution to all local media outlets and will give credit to the City on the application for financial assistance and on our website.

10. Will there be any matching funds or other grants that would be applied to this program or service? If awarded this grant, will that enable other funding sources?

As indicated above, we expect to raise matching funds, dollar for dollar, and have verbal commitments of approximately \$6,000 to be used to match the City of Solana Beach funds for this program.

11. Will volunteers be used for the proposed program or service and, if so, will they reduce expenses?

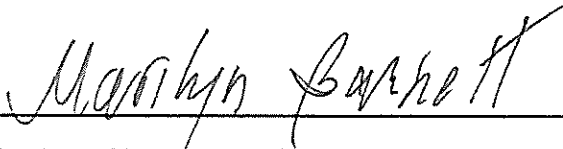
We are an all volunteer board but intend to use the Community Resource Center (CRC) to administer the "shallow subsidy" program. CRC has the resources and experience to provide for both indirect assistance and overall administration of the program, for a total fee of 20% of the funds granted.

12. If the proposed program or service is only awarded partial funding, will it still move forward? Will the program/service be scaled back and/or is there a threshold at which it will not move forward?

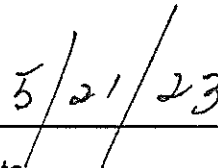
The program will be curtailed if only partial funding can be awarded.

Acknowledgment of Responsibility:

Authorized Signature assumes all responsibility for developing and implementing proposed activities or events in this application, including public acknowledgment of the City's financial contribution. Authorized signature will comply with all accounting and budget procedures outlined by the City. Authorized signature and accompanying group will hold harmless the City of Solana Beach from all losses, claims, accidents, and problems associated, directly or indirectly with the development and implementation of proposed activities or events.



Authorized Signature of Organization



Date

ALL INFORMATION REQUESTED ON THIS APPLICATION MUST BE COMPLETED AS A CONDITION FOR BEING CONSIDERED FOR PUBLIC FUNDS BY THE CITY COUNCIL OF SOLANA BEACH.



P.O. Box 1723 Solana Beach, CA 92075

Dan King
Assistant City Manager
City of Solana Beach
May 23, 2023

Dear Mr. King:

Solana Beach Community Connections (SBCC) seeks through this application to provide financial assistance to help seniors in Solana Beach who face acute problems with rising rental housing costs. We propose to combine funds from the City of Solana Beach Community Grant program with funds that have been pledged by Solana Beach residents to provide a backstop for people facing acute financial needs at this time. To reduce administrative costs, we will partner with the Community Resource Center to manage the administration of the program. This will allow us to continue our work for seniors in other ways. We are providing access to service information, lectures on public policy issues and on topics related to aging and developing special programs for isolated seniors in our community.

History:

SBCC started as a volunteer effort by several community residents seeking to fill a void in our city. It incorporated in December of 2021 and was certified as a 501(C)(3) in March 2022. Amongst our models were the nonprofit Del Mar Community Connections, and the Age Friendly Community Action Plan done by the City of Carlsbad. Solana Beach is the only north coastal community in San Diego County that does not have either city sponsored programs for older adults or non-profit organizations dedicated to helping senior citizens.

So far SBCC has undertaken the following programs:

1. One stop access to finding information about programs for seniors:
SBCC has developed web-based information on services for seniors. The SBCC website committee has done an extensive survey of organizations that provide transportation, home care services, legal aid, health care access, meals, and activities, etc. It has carefully vetted this information for accuracy. It provides information only on non-profit organizations. This information is available on our website at www.solanabeachcc.org. SBCC now seeks to develop

access to this information in a more “user friendly,” proactive way. By providing examples, in a “how to” format, SBCC seeks to make this information more accessible to our senior population.

2. Lecture series on public affairs and aging in place:

The Program Committee of SBCC has developed a lecture series to provide stimulation and information to seniors and to promote interest in our new organization. It has done this in cooperation with the nonprofit Friends of the Solana Beach Library. Our first event, in fall of 2022, invited a UCSD professor and resident of Solana Beach to lecture on the Ukrainian-Russian war. It attracted 140 people to the Solana Beach branch of the San Diego County Library. Subsequent events have included the following topics: “Aging Well in the 21st Century,” “Inflation and the United States Economy” and “Hospice Care: It’s Not So Scary”. We are planning future programs on “Chinese and United States Relations,” “The International Dimensions of Climate Change,” and “Ukraine-Russia War One Year Later.” On the topic of aging, we are planning programs on “Finding Health Care” and “Finding Home Care”.

3. Isolated Seniors:

SBCC’s newest project is a program to help isolated seniors. This is a widely recognized problem throughout the United States. It is noted as an issue in the Age Friendly Community Action Plan recently done for the City of Solana Beach. Our goal and challenge are to find ways of identifying isolated seniors and bringing them together for an event such as a meal provided by a local restaurant.

Although it’s hard to measure social isolation and loneliness precisely, there is strong evidence that many adults aged 50 and older are socially isolated or lonely in ways that put their health at risk. Recent studies found that social isolation significantly increased a person’s risk of premature death from all causes, a risk that may rival those of smoking, obesity, and physical inactivity. Social isolation was associated with about a 50% increased risk of dementia.

Thank you for considering our organization for a Solana Beach Community Grant for Fiscal Year 23-24. We hope to be able to continue and expand our services to Solana Beach seniors.

Sincerely,

Peter Gourevitch

President, Board of Directors

SOLANA BEACH COMMUNITY CONNECTIONS
Budgeted Inflows and Outflows
Year Ended December 31, 2023

Revenues and Support	
Donations	6,000
Grants	6,000
Total Revenues and Support	<u>12,000</u>
Expenses	
Post Office Rental	194
Program Services - Community Resource Center	2,400
Program Services - Subsidies for senior citizens struggling to pay rent	9,600
Website - Google Expense	288
Website - Webmaster Expense	1,200
Total Expenses	<u>13,682</u>
Decrease in Net Assets	(1,682)
Beginning Cash	<u>3,036</u>
Estimated Ending Cash	<u><u>1,354</u></u>

SOLANA BEACH COMMUNITY CONNECTIONS
Financial Statements
Year Ended December 31, 2022

Assets	
Cash	3,036
Total Assets	<u>3,036</u>
Liabilities and Net Assets	
Liabilities	-
Beginning Net Assets	-
Increase in Net Assets	3,036
Total Liabilities and Net Assets	<u>3,036</u>
Revenues and Support	
Donations	4,169
Interest Income	1
Total Revenues and Support	<u>4,170</u>
Expenses	
Dues and Fees	550
Rental Expense	182
Supplies	402
Total Expenses	<u>1,134</u>
Increase in Net Assets	<u>3,036</u>

**MAGNUS BLUE LLP
100 E SAN MARCOS BLVD STE 100
SAN MARCOS, CA 92069
760-599-9900**

May 10, 2023

SOLANA BEACH COMMUNITY CONNECTIONS
315 EL PEDREGAL DRIVE
SOLANA BEACH, CA 92075

Dear MARILYN:

Your 2022 Federal Return of Organization Exempt from Income Tax will be electronically filed with the Internal Revenue Service. Please sign the E-file Authorization Form 8879-EO (enclosed behind this letter) and return it to our office at your earliest convenience. No tax is payable with the filing of this return.

Your 2022 California Exempt Organization Annual Information Return will be electronically filed with the State of California. Please sign the enclosed E-file Authorization Form 8453-EO (enclosed behind this letter) and return it to our office at your earliest convenience. No tax is payable with the filing of this return.

Please be sure to call us if you have any questions.

Sincerely,

JACK M. SHIRLEY

**IRS e-file Signature Authorization
for a Tax Exempt Entity**

For calendar year 2022, or fiscal year beginning _____, 2022, and ending _____, 20 _____

2022

Department of the Treasury
Internal Revenue Service

**Do not send to the IRS. Keep for your records.
Go to www.irs.gov/Form8879TE for the latest information.**

Name of filer

EIN or SSN

SOLANA BEACH COMMUNITY CONNECTIONS

Name and title of officer or person subject to tax

MARILYN BARNETT CFO

Part I Type of Return and Return Information

Check the box for the return for which you are using this Form 8879-TE and enter the applicable amount, if any, from the return. Form 8038-CP and Form 5330 filers may enter dollars and cents. For all other forms, enter whole dollars only. If you check the box on line 1a, 2a, 3a, 4a, 5a, 6a, 7a, 8a, 9a, or 10a below, and the amount on that line for the return being filed with this form was blank, then leave line 1b, 2b, 3b, 4b, 5b, 6b, 7b, 8b, 9b, or 10b, whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. Do not complete more than one line in Part I.

1a Form 990 check here <input type="checkbox"/>	b Total revenue , if any (Form 990, Part VIII, column (A), line 12)	1b _____
2a Form 990-EZ check here <input checked="" type="checkbox"/>	b Total revenue , if any (Form 990-EZ, line 9)	2b <u>4,170.</u>
3a Form 1120-POL check here <input type="checkbox"/>	b Total tax (Form 1120-POL, line 22)	3b _____
4a Form 990-PF check here <input type="checkbox"/>	b Tax based on investment income (Form 990-PF, Part V, line 5)	4b _____
5a Form 8868 check here <input type="checkbox"/>	b Balance due (Form 8868, line 3c)	5b _____
6a Form 990-T check here <input type="checkbox"/>	b Total tax (Form 990-T, Part III, line 4)	6b _____
7a Form 4720 check here <input type="checkbox"/>	b Total tax (Form 4720, Part III, line 1)	7b _____
8a Form 5227 check here <input type="checkbox"/>	b FMV of assets at end of tax year (Form 5227, Item D)	8b _____
9a Form 5330 check here <input type="checkbox"/>	b Tax due (Form 5330, Part II, line 19)	9b _____
10a Form 8038-CP check here. <input type="checkbox"/>	b Amount of credit payment requested (Form 8038-CP, Part III, line 22)	10b _____

Part II Declaration and Signature Authorization of Officer or Person Subject to Tax

Under penalties of perjury, I declare that I am an officer of the above entity or I am a person subject to tax with respect to (name of entity) _____ (EIN) _____ and that I have examined a copy of the 2022 electronic return and accompanying schedules and statements, and, to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the return to the IRS and to receive from the IRS (a) an acknowledgement of receipt or reason for rejection of the transmission, (b) the reason for any delay in processing the return or refund, and (c) the date of any refund. If applicable, I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I have selected a personal identification number (PIN) as my signature for the electronic return and, if applicable, the consent to electronic funds withdrawal.

PIN: check one box only

I authorize MAGNUS BLUE LLP to enter my PIN 95212 as my signature
ERO firm name Enter five numbers, but do not enter all zeros

on the tax year 2022 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also authorize the aforementioned ERO to enter my PIN on the return's disclosure consent screen.

As an officer or person subject to tax with respect to the entity, I will enter my PIN as my signature on the tax year 2022 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I will enter my PIN on the return's disclosure consent screen.

Signature of officer or person subject to tax _____

Date _____

Part III Certification and Authentication

ERO's EFIN/PIN. Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN.

33274413531

Do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2022 electronically filed return indicated above. I confirm that I am submitting this return in accordance with the requirements of **Pub. 4163**, Modernized e-File (MeF) Information for Authorized IRS e-file Providers for Business Returns.

ERO's signature _____

Date _____

**ERO Must Retain This Form – See Instructions
Do Not Submit This Form to the IRS Unless Requested To Do So**

Date Accepted _____

DO NOT MAIL THIS FORM TO THE FTB

TAXABLE YEAR

2022**California e-file Return Authorization for
Exempt Organizations**

FORM

8453-EO

Exempt Organization name

SOLANA BEACH COMMUNITY CONNECTIONS

Identifying number

Part I Electronic Return Information (whole dollars only)

1	Total gross receipts (Form 199, line 4)	1	4,170.
2	Total gross income (Form 199, line 8)	2	4,170.
3	Total expenses and disbursements (Form 199, line 9)	3	1,134.

Part II Settle Your Account Electronically for Taxable Year 20224 Electronic funds withdrawal 4a Amount _____ 4b Withdrawal date (mm/dd/yyyy) _____**Part III Banking Information** (Have you verified the exempt organization's banking information?)5 Routing number _____
6 Account number _____ 7 Type of account: Checking Savings**Part IV Declaration of Officer**

I authorize the exempt organization's account to be settled as designated in Part II. If I check Part II, box 4, I authorize an electronic funds withdrawal for the amount listed on line 4a.

Under penalties of perjury, I declare that I am an officer of the above exempt organization and that the information I provided to my electronic return originator (ERO), transmitter, or intermediate service provider and the amounts in Part I above agree with the amounts on the corresponding lines of the exempt organization's 2022 California electronic return. To the best of my knowledge and belief, the exempt organization's return is true, correct, and complete. If the exempt organization is filing a balance due return, I understand that if the Franchise Tax Board (FTB) does not receive full and timely payment of the exempt organization's fee liability, the exempt organization will remain liable for the fee liability and all applicable interest and penalties. I authorize the exempt organization return and accompanying schedules and statements be transmitted to the FTB by the ERO, transmitter, or intermediate service provider. **If the processing of the exempt organization's return or refund is delayed, I authorize the FTB to disclose to the ERO or intermediate service provider the reason(s) for the delay.**

**Sign
Here**

Signature of officer

Date

CFO
Title**Part V Declaration of Electronic Return Originator (ERO) and Paid Preparer.** See instructions.

I declare that I have reviewed the above exempt organization's return and that the entries on form FTB 8453-EO are complete and correct to the best of my knowledge. (If I am only an intermediate service provider, I understand that I am not responsible for reviewing the exempt organization's return. I declare, however, that form FTB 8453-EO accurately reflects the data on the return.) I have obtained the organization officer's signature on form FTB 8453-EO before transmitting this return to the FTB; I have provided the organization officer with a copy of all forms and information that I will file with the FTB, and I have followed all other requirements described in FTB Pub. 1345, 2022 Handbook for Authorized e-file Providers. I will keep form FTB 8453-EO on file for **four** years from the due date of the return or **four** years from the date the exempt organization return is filed, whichever is later, and I will make a copy available to the FTB upon request. If I am also the paid preparer, under penalties of perjury, I declare that I have examined the above exempt organization's return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I make this declaration based on all information of which I have knowledge.

**ERO
Must
Sign**ERO's
signatureDate
5/10/23Check if
also paid
preparer Check if
self-
employed ERO's PTIN
P00492680Firm's name (or yours
if self-employed)
and addressMAGNUS BLUE LLP
100 E SAN MARCOS BLVD STE 100
SAN MARCOS CAFirm's FEIN
32-0076871
ZIP code
92069

Under penalties of perjury, I declare that I have examined the above organization's return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I make this declaration based on all information of which I have knowledge.

**Paid
Preparer
Must
Sign**Paid
preparer's
signature

Date

Check if
self-
employed

Paid preparer's PTIN

Firm's name
(or yours if self-
employed) and
address

Firm's FEIN

ZIP code

FTB 8453-EO 2022

CLIENT SOLABE60

SOLANA BEACH COMMUNITY CONNECTIONS

88-0651750

5/10/23

10:45 AM

FORM 990-EZ REVENUE

CONTRIBUTIONS, GIFTS, AND GRANTS 4,170

TOTAL REVENUE 4,170

EXPENSES

OTHER EXPENSES 1,134

TOTAL EXPENSES 1,134

NET ASSETS OR FUND BALANCES

EXCESS OR (DEFICIT) FOR THE YEAR 3,036

NET ASSETS/FUND BAL. AT BEG. OF YEAR 0

NET ASSETS/FUND BAL. AT END OF YEAR 3,036

2022

CALIFORNIA 199 TAX SUMMARY

PAGE 1

CLIENT SOLABE60

SOLANA BEACH COMMUNITY CONNECTIONS

88-0651750

5/10/23

10:45 AM

RECEIPTS AND REVENUES

GROSS CONTRIBUTIONS, GIFTS, & GRANTS	4,170
TOTAL GROSS RECEIPTS	4,170
TOTAL COSTS	0
TOTAL GROSS INCOME	4,170

EXPENSES

TOTAL EXPENSES	1,134
EXCESS RECEIPTS OVER EXPENSES	3,036

FILING FEE

FILING FEE	0
BALANCE DUE	0

2022

GENERAL INFORMATION

PAGE 1

CLIENT SOLABE60

SOLANA BEACH COMMUNITY CONNECTIONS

88-0651750

5/10/23

10:45AM

FORMS NEEDED FOR THIS RETURN

FEDERAL: 990-EZ, SCH A, SCH O
CALIFORNIA: 199, 8453-EO, E-FILE INSTRUCTIONS

CARRYOVERS TO 2023

NONE

Form **990-EZ**

Short Form
Return of Organization Exempt From Income Tax
 Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code
 (except private foundations)

OMB No. 1545-0047

2022

Do not enter social security numbers on this form, as it may be made public.

Go to www.irs.gov/Form990EZ for instructions and the latest information.

Department of the Treasury
 Internal Revenue Service

Open to Public Inspection

A For the **2022** calendar year, or tax year beginning _____, **2022**, and ending _____,

B Check if applicable: **C**

<input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	SOLANA BEACH COMMUNITY CONNECTIONS 315 EL PEDREGAL DRIVE SOLANA BEACH, CA 92075	D Employer identification number _____ E Telephone number _____ F Group Exemption Number _____
---	--	--

G Accounting Method: Cash Accrual Other (specify): _____

I Website: SOLANABEACHCC.ORG

J Tax-exempt status (check only one) -- 501(c)(3) 501(c) () (insert no.) 4947(a)(1) or 527

K Form of organization: Corporation Trust Association Other: _____

L Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B)) are \$500,000 or more, file Form 990 instead of Form 990-EZ. \$ **4,170.**

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (see the instructions for Part I)

Check if the organization used Schedule O to respond to any question in this Part I.

		1	2	3	4	5a	5b	5c	6a	6b	6c	6d	7a	7b	7c	8	9	10	11	12	13	14	15	16	17	18	19	20	21
Revenue	1	Contributions, gifts, grants, and similar amounts received															4,170.												
	2	Program service revenue including government fees and contracts																											
	3	Membership dues and assessments																											
	4	Investment income																											
	5a	Gross amount from sale of assets other than inventory																											
	5b	Less: cost or other basis and sales expenses																											
	5c	Gain or (loss) from sale of assets other than inventory (subtract line 5b from line 5a)																											
	6	Gaming and fundraising events:																											
	a	Gross income from gaming (attach Schedule G if greater than \$15,000)																											
b	Gross income from fundraising events (not including \$ _____ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000)																												
6c	Less: direct expenses from gaming and fundraising events																												
6d	Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c)																												
7a	Gross sales of inventory, less returns and allowances																												
7b	Less: cost of goods sold																												
7c	Gross profit or (loss) from sales of inventory (subtract line 7b from line 7a)																												
8	Other revenue (describe in Schedule O)																												
9	Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8															4,170.													
Expenses	10	Grants and similar amounts paid (list in Schedule O)																											
	11	Benefits paid to or for members																											
	12	Salaries, other compensation, and employee benefits																											
	13	Professional fees and other payments to independent contractors																											
	14	Occupancy, rent, utilities, and maintenance																											
	15	Printing, publications, postage, and shipping																											
	16	Other expenses (describe in Schedule O) SEE SCHEDULE O															1,134.												
17	Total expenses. Add lines 10 through 16															1,134.													
Net Assets	18	Excess or (deficit) for the year (subtract line 17 from line 9)															3,036.												
	19	Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)															0.												
	20	Other changes in net assets or fund balances (explain in Schedule O)																											
	21	Net assets or fund balances at end of year. Combine lines 18 through 20															3,036.												

BAA For Paperwork Reduction Act Notice, see the separate instructions.

Form 990-EZ (2022)

Part V Other Information (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V.) Check if the organization used Schedule O to respond to any question in this Part V. SEE SCH O

	Yes	No
33 Did the organization engage in any significant activity not previously reported to the IRS? If "Yes," provide a detailed description of each activity in Schedule O		X
34 Were any significant changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O. See instructions		X
35a Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)?		X
b If "Yes" to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an explanation in Schedule O		
35c Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 5033(e) notice, reporting, and proxy tax requirements during the year? If "Yes," complete Schedule C, Part III.		X
36 Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N		X
37a Enter amount of political expenditures, direct or indirect, as described in the instructions. 37 a 0.		
b Did the organization file Form 1120-POL for this year?		X
38a Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee; or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return?		X
b If "Yes," complete Schedule L, Part II, and enter the total amount involved. 38 b 0.		
39 Section 501(c)(7) organizations. Enter:		
a Initiation fees and capital contributions included on line 9		0.
b Gross receipts, included on line 9, for public use of club facilities		0.
40a Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911: 0.; section 4912: 0.; section 4955: 0.		
b Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I.		X
c Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958. 0.		
d Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax on line 40c reimbursed by the organization. 0.		
e All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T.		X
41 List the states with which a copy of this return is filed: CA		

42a The organization's books are in care of: MARILYN BARNETT Telephone no. (310) 418-9118
 Located at: 315 EL PEDREGAL DRIVE SOLANA BEACH CA ZIP + 4 92075

	Yes	No
b At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)? If "Yes," enter the name of the foreign country: _____		X
c At any time during the calendar year, did the organization maintain an office outside the United States? If "Yes," enter the name of the foreign country: _____		X

43 Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 - Check here N/A and enter the amount of tax-exempt interest received or accrued during the tax year. 43 N/A

	Yes	No
44a Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ		X
b Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ		X
c Did the organization receive any payments for indoor tanning services during the year?		X
d If "Yes" to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O		
45a Did the organization have a controlled entity within the meaning of section 512(b)(13)?		X
b Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed instead of Form 990-EZ. See instructions		X

46 Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I. Yes No
46

Part VI Section 501(c)(3) Organizations Only

All section 501(c)(3) organizations must answer questions 47-49b and 52, and complete the tables for lines 50 and 51.

Check if the organization used Schedule O to respond to any question in this Part VI.

47 Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II. Yes No
47

48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E. 48

49a Did the organization make any transfers to an exempt non-charitable related organization? 49a

b If "Yes," was the related organization a section 527 organization? 49b

50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees, and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and title of each employee	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC/1099-NEC)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
NONE				

f Total number of other employees paid over \$100,000.

51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and business address of each independent contractor	(b) Type of service	(c) Compensation
NONE		

d Total number of other independent contractors each receiving over \$100,000.

52 Did the organization complete Schedule A? **Note:** All section 501(c)(3) organizations must attach a completed Schedule A. Yes No

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer MARILYN BARNETT		Date CFO	
	Type or print name and title			
Paid Preparer Use Only	Print/Type preparer's name JACK M. SHIRLEY	Preparer's signature	Date 5/10/23	Check <input type="checkbox"/> if self-employed PTIN P00492680
	Firm's name MAGNUS BLUE LLP			Firm's EIN 32-0076871
	Firm's address 100 E SAN MARCOS BLVD STE 100 SAN MARCOS, CA 92069			Phone no. 760-599-9900

May the IRS discuss this return with the preparer shown above? See instructions. Yes No

SCHEDULE A
(Form 990)

Public Charity Status and Public Support

OMB No. 1545-0047

2022

Department of the Treasury
Internal Revenue Service

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

Attach to Form 990 or Form 990-EZ.

Go to www.irs.gov/Form990 for instructions and the latest information.

Open to Public Inspection

Name of the organization

Employer identification number

SOLANA BEACH COMMUNITY CONNECTIONS

Part I Reason for Public Charity Status. (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1 A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i).**
- 2 A school described in **section 170(b)(1)(A)(ii).** (Attach Schedule E (Form 990).)
- 3 A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii).**
- 4 A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii).** Enter the hospital's name, city, and state: _____
- 5 An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv).** (Complete Part II.)
- 6 A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v).**
- 7 An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 8 A community trust described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 9 An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: _____
- 10 An organization that normally receives (1) more than 33-1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions, subject to certain exceptions; and (2) no more than 33-1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2).** (Complete Part III.)
- 11 An organization organized and operated exclusively to test for public safety. See **section 509(a)(4).**
- 12 An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2).** See **section 509(a)(3).** Check the box on lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
 - a **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
 - b **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
 - c **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
 - d **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
 - e Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
 - f Enter the number of supported organizations
 - g Provide the following information about the supported organization(s).

	(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1-10 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
				Yes	No		
(A)							
(B)							
(C)							
(D)							
(E)							
Total							

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in)	(a) 2018	(b) 2019	(c) 2020	(d) 2021	(e) 2022	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")					4,169.	4,169.
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						0.
3 The value of services or facilities furnished by a governmental unit to the organization without charge						0.
4 Total. Add lines 1 through 3	0.	0.	0.	0.	4,169.	4,169.
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						0.
6 Public support. Subtract line 5 from line 4						4,169.

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2018	(b) 2019	(c) 2020	(d) 2021	(e) 2022	(f) Total
7 Amounts from line 4	0.	0.	0.	0.	4,169.	4,169.
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources						0.
9 Net income from unrelated business activities, whether or not the business is regularly carried on						0.
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						0.
11 Total support. Add lines 7 through 10						4,169.
12 Gross receipts from related activities, etc. (see instructions)					12	0.
13 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here						<input checked="" type="checkbox"/>

Section C. Computation of Public Support Percentage

14 Public support percentage for 2022 (line 6, column (f), divided by line 11, column (f))	14	%
15 Public support percentage from 2021 Schedule A, Part II, line 14	15	%
16a 33-1/3% support test—2022. If the organization did not check the box on line 13, and line 14 is 33-1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization.		<input type="checkbox"/>
b 33-1/3% support test—2021. If the organization did not check a box on line 13 or 16a, and line 15 is 33-1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization.		<input type="checkbox"/>
17a 10%-facts-and-circumstances test—2022. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here. Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization.		<input type="checkbox"/>
b 10%-facts-and-circumstances test—2021. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here. Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization.		<input type="checkbox"/>
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions.		<input type="checkbox"/>

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in)	(a) 2018	(b) 2019	(c) 2020	(d) 2021	(e) 2022	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose.						
3 Gross receipts from activities that are not an unrelated trade or business under section 513.						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf.						
5 The value of services or facilities furnished by a governmental unit to the organization without charge.						
6 Total. Add lines 1 through 5.						
7a Amounts included on lines 1, 2, and 3 received from disqualified persons.						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year.						
c Add lines 7a and 7b.						
8 Public support. (Subtract line 7c from line 6.)						

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2018	(b) 2019	(c) 2020	(d) 2021	(e) 2022	(f) Total
9 Amounts from line 6.						
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources.						
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975.						
c Add lines 10a and 10b.						
11 Net income from unrelated business activities not included on line 10b, whether or not the business is regularly carried on.						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
13 Total support. (Add lines 9, 10c, 11, and 12.)						

14 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here.

Section C. Computation of Public Support Percentage

15 Public support percentage for 2022 (line 8, column (f), divided by line 13, column (f)).	15	%
16 Public support percentage from 2021 Schedule A, Part III, line 15.	16	%

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2022 (line 10c, column (f), divided by line 13, column (f)).	17	%
18 Investment income percentage from 2021 Schedule A, Part III, line 17.	18	%

19a 33-1/3% support tests—2022. If the organization did not check the box on line 14, and line 15 is more than 33-1/3%, and line 17 is not more than 33-1/3%, check this box and stop here. The organization qualifies as a publicly supported organization.

b 33-1/3% support tests—2021. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33-1/3%, and line 18 is not more than 33-1/3%, check this box and stop here. The organization qualifies as a publicly supported organization.

20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions.

Part IV Supporting Organizations

(Complete only if you checked a box on line 12 of Part I. If you checked box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

	Yes	No
1 Are all of the organization's supported organizations listed by name in the organization's governing documents? If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.		
2 Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).		
3a Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? If "Yes," answer lines 3b and 3c below.		
b Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? If "Yes," describe in Part VI when and how the organization made the determination.		
c Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? If "Yes," explain in Part VI what controls the organization put in place to ensure such use.		
4a Was any supported organization not organized in the United States ("foreign supported organization")? If "Yes" and if you checked box 12a or 12b in Part I, answer lines 4b and 4c below.		
b Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.		
c Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.		
5a Did the organization add, substitute, or remove any supported organizations during the tax year? If "Yes," answer lines 5b and 5c below (if applicable). Also, provide detail in Part VI , including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).		
b Type I or Type II only. Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
c Substitutions only. Was the substitution the result of an event beyond the organization's control?		
6 Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? If "Yes," provide detail in Part VI .		
7 Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? If "Yes," complete Part I of Schedule L (Form 990).		
8 Did the organization make a loan to a disqualified person (as defined in section 4958) not described on line 7? If "Yes," complete Part I of Schedule L (Form 990).		
9a Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons, as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? If "Yes," provide detail in Part VI .		
b Did one or more disqualified persons (as defined on line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? If "Yes," provide detail in Part VI .		
c Did a disqualified person (as defined on line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? If "Yes," provide detail in Part VI .		
10a Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? If "Yes," answer line 10b below.		
b Did the organization have any excess business holdings in the tax year? (Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)		

Part IV Supporting Organizations (continued)

		Yes	No
11	Has the organization accepted a gift or contribution from any of the following persons?		
11a	A person who directly or indirectly controls, either alone or together with persons described on lines 11b and 11c below, the governing body of a supported organization?		
11b	A family member of a person described on line 11a above?		
11c	A 35% controlled entity of a person described on line 11a or 11b above? <i>If "Yes" to line 11a, 11b, or 11c, provide detail in Part VI.</i>		

Section B. Type I Supporting Organizations

		Yes	No
1	Did the governing body, members of the governing body, officers acting in their official capacity, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's officers, directors, or trustees at all times during the tax year? <i>If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove officers, directors, or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.</i>		
2	Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? <i>If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.</i>		

Section C. Type II Supporting Organizations

		Yes	No
1	Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? <i>If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).</i>		

Section D. All Type III Supporting Organizations

		Yes	No
1	Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?		
2	Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? <i>If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).</i>		
3	By reason of the relationship described on line 2, above, did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? <i>If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.</i>		

Section E. Type III Functionally Integrated Supporting Organizations

1	Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).		
a	<input type="checkbox"/> The organization satisfied the Activities Test. Complete line 2 below.		
b	<input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete line 3 below.		
c	<input type="checkbox"/> The organization supported a governmental entity. Describe in Part VI how you supported a governmental entity (see instructions).		
2	Activities Test. Answer lines 2a and 2b below.		
a	Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? <i>If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.</i>		
b	Did the activities described on line 2a, above, constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? <i>If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.</i>		
3	Parent of Supported Organizations. Answer lines 3a and 3b below.		
a	Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? <i>If "Yes" or "No," provide details in Part VI.</i>		
b	Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? <i>If "Yes," describe in Part VI the role played by the organization in this regard.</i>		

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

1 Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI). **See instructions.** All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A – Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3.	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	Adjusted Net Income (subtract lines 5, 6, and 7 from line 4)	8	

Section B – Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	Total (add lines 1a, 1b, and 1c)	1d	
e	Discount claimed for blockage or other factors (explain in detail in Part VI):		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d.	3	
4	Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions).	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by 0.035.	6	
7	Recoveries of prior-year distributions	7	
8	Minimum Asset Amount (add line 7 to line 6)	8	

Section C – Distributable Amount			Current Year
1	Adjusted net income for prior year (from Section A, line 8, column A)	1	
2	Enter 0.85 of line 1.	2	
3	Minimum asset amount for prior year (from Section B, line 8, column A)	3	
4	Enter greater of line 2 or line 3.	4	
5	Income tax imposed in prior year	5	
6	Distributable Amount. Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6	

7 Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).

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Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)

Section D – Distributions		Current Year
1	Amounts paid to supported organizations to accomplish exempt purposes	1
2	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	2
3	Administrative expenses paid to accomplish exempt purposes of supported organizations	3
4	Amounts paid to acquire exempt-use assets	4
5	Qualified set-aside amounts (prior IRS approval required – provide details in Part VI)	5
6	Other distributions (describe in Part VI). See instructions.	6
7	Total annual distributions. Add lines 1 through 6.	7
8	Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.	8
9	Distributable amount for 2022 from Section C, line 6	9
10	Line 8 amount divided by line 9 amount	10

Section E – Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2022	(iii) Distributable Amount for 2022
1	Distributable amount for 2022 from Section C, line 6		
2	Underdistributions, if any, for years prior to 2022 (reasonable cause required – explain in Part VI). See instructions.		
3	Excess distributions carryover, if any, to 2022		
a	From 2017.....		
b	From 2018.....		
c	From 2019.....		
d	From 2020.....		
e	From 2021.....		
f	Total of lines 3a through 3e		
g	Applied to underdistributions of prior years		
h	Applied to 2022 distributable amount		
i	Carryover from 2017 not applied (see instructions)		
j	Remainder. Subtract lines 3g, 3h, and 3i from line 3f.		
4	Distributions for 2022 from Section D, line 7: \$		
a	Applied to underdistributions of prior years		
b	Applied to 2022 distributable amount		
c	Remainder. Subtract lines 4a and 4b from line 4.		
5	Remaining underdistributions for years prior to 2022, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI. See instructions.		
6	Remaining underdistributions for 2022. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI. See instructions.		
7	Excess distributions carryover to 2023. Add lines 3j and 4c.		
8	Breakdown of line 7:		
a	Excess from 2018.....		
b	Excess from 2019.....		
c	Excess from 2020.....		
d	Excess from 2021.....		
e	Excess from 2022.....		

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Part VI

Supplemental Information. Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

SCHEDULE O
(Form 990)

Supplemental Information to Form 990 or 990-EZ

OMB No. 1545-0047

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.
Attach to Form 990 or Form 990-EZ.

2022

Department of the Treasury
Internal Revenue Service

Go to www.irs.gov/Form990 for the latest information.

**Open to Public
Inspection**

Name of the organization

Employer identification number

SOLANA BEACH COMMUNITY CONNECTIONS

FORM 990-EZ, PART I, LINE 16
OTHER EXPENSES

DUES/FEES	\$	550.
RENTALS		182.
SUPPLIES		402.
TOTAL	\$	<u>1,134.</u>

FORM 990-EZ, PART III - ORGANIZATION'S PRIMARY EXEMPT PURPOSE

SOLANA BEACH COMMUNITY CONNECTIONS IS A VOLUNTEER-DRIVEN, NONPROFIT ORGANIZATION PROVIDING PROGRAMS, SERVICES AND RESOURCES TO SOLANA BEACH SENIORS ASSISTING THEM TO AGE IN PLACE.

FORM 990-EZ, PART V - REGARDING TRANSFERS ASSOCIATED WITH PERSONAL BENEFIT CONTRACTS

(A) DID THE ORGANIZATION, DURING THE YEAR, RECEIVE ANY FUNDS, DIRECTLY OR INDIRECTLY, TO PAY PREMIUMS ON A PERSONAL BENEFIT CONTRACT?..... NO

(B) DID THE ORGANIZATION, DURING THE YEAR, PAY PREMIUMS, DIRECTLY OR INDIRECTLY, ON A PERSONAL BENEFIT CONTRACT?..... NO

California Exempt Organization Annual Information Return

Calendar Year 2022 or fiscal year beginning (mm/dd/yyyy) , and ending (mm/dd/yyyy)

Corporation/Organization name SOLANA BEACH COMMUNITY CONNECTIONS California corporation number 4826726

Additional information. See instructions. FEIN

Street address (suite or room) 315 EL PEDREGAL DRIVE PMB no.

City SOLANA BEACH State CA Zip code 92075

Foreign country name Foreign province/state/county Foreign postal code

- A First return... B Amended return... C IRC Section 4947(a)(1) trust... D Final information return... E Check accounting method... F Federal return filed... G Is this a group filing... H Is this organization in a group exemption...

- I Did the organization have any changes to its guidelines not reported to the FTB? See instructions... J If exempt under R&TC Section 23701d, has the organization engaged in political activities? See instructions... K Is the organization exempt under R&TC Section 23701g?... L Is the organization a limited liability company?... M Did the organization file Form 100 or Form 109 to report taxable income?... N Is the organization under audit by the IRS or has the IRS audited in a prior year?... O Is federal Form 1023/1024 pending? Date filed with IRS

Part I Complete Part I unless not required to file this form. See General Information B and C.

Table with 16 rows for Receipts and Revenues, Expenses, and Filing Fee. Includes line numbers 1-16 and corresponding amounts.

Sign Here section with fields for Signature of officer, Title (CFO), Date (5/10/23), Telephone, Preparer's signature, Firm's name (MAGNUS BLUE LLP), and address (100 E SAN MARCOS BLVD STE 100, SAN MARCOS, CA 92069).

May the FTB discuss this return with the preparer shown above? See instructions. [X] Yes [] No

SOLANA BEACH COMMUNITY CONNECTIONS

Part II Organizations with gross receipts of more than \$50,000 and private foundations regardless of amount of gross receipts – complete Part II or furnish substitute information.

Receipts from Other Sources	1	Gross sales or receipts from all business activities. See instructions	●	1	
	2	Interest	●	2	
	3	Dividends	●	3	
	4	Gross rents	●	4	
	5	Gross royalties	●	5	
	6	Gross amount received from sale of assets (See instructions)	●	6	
	7	Other income. Attach schedule	●	7	
	8	Total gross sales or receipts from other sources. Add line 1 through line 7. Enter here and on Side 1, Part I, line 1		8	
Expenses and Disbursements	9	Contributions, gifts, grants, and similar amounts paid. Attach schedule	●	9	
	10	Disbursements to or for members	●	10	
	11	Compensation of officers, directors, and trustees. Attach schedule SEE STMT 1	●	11	0.
	12	Other salaries and wages	●	12	
	13	Interest	●	13	
	14	Taxes	●	14	
	15	Rents	●	15	
	16	Depreciation and depletion (See instructions)	●	16	
	17	Other expenses and disbursements. Attach schedule SEE STATEMENT 2	●	17	1,134.
	18	Total expenses and disbursements. Add line 9 through line 17. Enter here and on Side 1, Part I, line 9		18	1,134.

Schedule L Balance Sheet		Beginning of taxable year		End of taxable year	
		(a)	(b)	(c)	(d)
Assets					
1	Cash			●	3,036.
2	Net accounts receivable			●	
3	Net notes receivable			●	
4	Inventories			●	
5	Federal and state government obligations			●	
6	Investments in other bonds			●	
7	Investments in stock			●	
8	Mortgage loans			●	
9	Other investments. Attach schedule			●	
10a	Depreciable assets				
	b Less accumulated depreciation				
11	Land			●	
12	Other assets. Attach schedule			●	
13	Total assets				3,036.
Liabilities and net worth					
14	Accounts payable			●	
15	Contributions, gifts, or grants payable			●	
16	Bonds and notes payable			●	
17	Mortgages payable			●	
18	Other liabilities. Attach schedule				
19	Capital stock or principal fund			●	3,036.
20	Paid-in or capital surplus. Attach reconciliation			●	
21	Retained earnings or income fund			●	
22	Total liabilities and net worth				3,036.

Schedule M-1 Reconciliation of income per books with income per return			
Do not complete this schedule if the amount on Schedule L, line 13, column (d), is less than \$50,000.			
1	Net income per books	●	
2	Federal income tax	●	
3	Excess of capital losses over capital gains	●	
4	Income not recorded on books this year. Attach schedule	●	
5	Expenses recorded on books this year not deducted in this return. Attach schedule	●	
6	Total. Add line 1 through line 5		
7	Income recorded on books this year not included in this return. Attach schedule	●	
8	Deductions in this return not charged against book income this year. Attach schedule	●	
9	Total. Add line 7 and line 8		
10	Net income per return. Subtract line 9 from line 6		

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SOLANA BEACH COMMUNITY CONNECTIONS

88-0651750

5/10/23

10:45AM

STATEMENT 1
 FORM 199, PART II, LINE 11
 COMPENSATION OF OFFICERS, DIRECTORS, TRUSTEES AND KEY EMPLOYEES

CURRENT OFFICERS:

NAME AND ADDRESS	TITLE AND AVERAGE HOURS PER WEEK DEVOTED	TOTAL COMPEN- SATION	CONTRI- BUTION TO EBP & DC	EXPENSE ACCOUNT/ OTHER
PETER GOUREVITCH P.O. BOX 1723 SOLANA BEACH, CA 92075	PRESIDENT 2.00	\$ 0.	\$ 0.	\$ 0.
KATHRYN BRATCHER P.O. BOX 1723 SOLANA BEACH, CA 92075	SECRETARY 2.00	0.	0.	0.
MARILYN BARNETT P.O. BOX 1723 SOLANA BEACH, CA 92075	TREASURER 2.00	0.	0.	0.
JUDY COURS P.O. BOX 1723 SOLANA BEACH, CA 92075	DIRECTOR 1.00	0.	0.	0.
ANN CRAIG P.O. BOX 1723 SOLANA BEACH, CA 92075	DIRECTOR 1.00	0.	0.	0.
MARILYN KOGEN P.O. BOX 1723 SOLANA BEACH, CA 92075	DIRECTOR 1.00	0.	0.	0.
JILL WEITZEN MCDONALD P.O. BOX 1723 SOLANA BEACH, CA 92075	DIRECTOR 1.00	0.	0.	0.
WILLIAM MILLER P.O. BOX 1723 SOLANA BEACH, CA 92075	DIRECTOR 1.00	0.	0.	0.
TOTAL		\$ 0.	\$ 0.	\$ 0.

STATEMENT 2
 FORM 199, PART II, LINE 17
 OTHER EXPENSES

DUES/FEES	\$ 550.
RENTALS	182.
SUPPLIES	402.
TOTAL	\$ 1,134.



Secretary of State
Statement of Information
 (California Nonprofit, Credit Union and
 General Cooperative Corporations)

SI-100

IMPORTANT — before completing this form.

Filing Fee – \$20.00;

Copy Fees – First page \$1.00, each attachment page \$0.50;
 Certification Fee – \$5.00 plus copy fees

1. Corporation Name (Enter the exact name of the corporation as it is recorded with the California Secretary of State)

SOLANA BEACH COMMUNITY CONNECTIONS

This Space For Office Use Only

2. 7-Digit Secretary of State Entity Number

4826726

3. Business Addresses

a. Street Address of California Principal Office, if any. Do not enter a P.O. Box. 315 El Pedregal Dr.	City (no abbreviations) Solana Beach	State CA	Zip Code 92075
b. Mailing Address of Corporation, if different than item 3a	City (no abbreviations)	State	Zip Code

4. Officers The Corporation is required to enter the names and addresses of all three of the officers set forth below. An additional title for Chief Executive Officer or Chief Financial Officer may be added, however, the preprinted titles on this form must not be altered.

a. Chief Executive Officer Jill Address: 315 El Pedregal Dr.	First Name Jill	Middle Name Weitzen	Last Name MacDonald	Suffix	City (no abbreviations) Solana Beach	State CA	Zip Code 92075
b. Secretary Kathryn Address: 315 El Pedregal Dr.	First Name Kathryn	Middle Name M.	Last Name Bratcher	Suffix	City (no abbreviations) Solana Beach	State CA	Zip Code 92075
c. Chief Financial Officer Marilyn Address: 315 El Pedregal Dr.	First Name Marilyn	Middle Name R.	Last Name Barnett	Suffix	City (no abbreviations) Solana Beach	State CA	Zip Code 92075

5. Service of Process (Must provide either individual OR Corporation)

INDIVIDUAL - Complete items 5a and 5b only. Must include agent's full name and California street address.

a. California Agent's Last Name (if agent is not a corporation) Jill	Middle Name Weitzen	Last Name MacDonald	Suffix
b. Street Address (if agent is not a corporation) - Do not enter a P.O. Box 315 El Pedregal Dr.	City (no abbreviations) Solana Beach	State CA	Zip Code 92075

CORPORATION - Complete item 5c only. Only include the name of the registered agent Corporation.

c. California Registered Corporate Agent's Name (if agent is a corporation) - Do not complete item 5a or 5b.

6. Common Interest Developments

Check here if the corporation is an association formed to manage a common interest development under the Davis-Stirling Common Interest Development Act (California Civil Code section 4000, et seq.) or under the Commercial and Industrial Common Interest Development Act (California Civil Code section 6500, et seq.). The corporation must file a Statement by Common Interest Development Association (Form SI-CID) as required by California Civil Code sections 5405(a) and 6750(a).

7. The information contained herein, including in any attachments, is true and correct.

Date: _____ Type or Print Name of Person Completing the Form: **Jill Weitzen MacDonald** Title: **President** Signature: _____

**Request for Taxpayer
 Identification Number and Certification**

Give Form to the
 requester. Do not
 send to the IRS.

Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
SOLANA BEACH COMMUNITY CONNECTIONS

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is returned on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

Limited liability company. Enter the tax classification (C-C corporation, S-S corporation, P-Partnership) ▶ _____

Other (see instructions) ▶ _____

4 Exemptions (codes apply only to certain entities; not individuals; see instructions on page 2):
 Foreign payee code (if any) 1
 Exemption from FATCA reporting code (if any) _____
 (Apply to accounts mentioned on line 1.)

5 Address (number, street, and apt. or suite no.) See instructions.
315 EL PEDREGAL DRIVE

6 City, state, and ZIP code
SOLANA BEACH, CA 92075

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, use the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
 _____ - _____ - _____

OR
 Employer identification number
 _____ - _____

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must check out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶ *Marilyn Bennett* Date ▶ *5/22/23*

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (cancelled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Gregory Wade, City Manager
MEETING DATE: June 14, 2023
ORIGINATING DEPT: Finance
SUBJECT: **Review of the Draft Fiscal Years 2023/24 and 2024/25 Budget**

BACKGROUND:

Staff is presenting the Fiscal Years (FYs) 2023/24 and 2024/25 Draft Budget (Budget) to the City Council.

This item is before the City Council for review and to provide direction in anticipation of the Final Budget's formal adoption at the June 28, 2023 meeting.

DISCUSSION:

The Budget is summarized in the Draft Budget document (provided under a separate cover). The information contained in this document reflects the estimate of anticipated revenues for all funds, sets the spending limits for all funds, and follows the policy direction provided by the City Council. The estimates are based on current available information. The Council has the ability to modify the Budget during each of the fiscal years if and when it becomes necessary.

Staff is presenting to Council a two-year budget covering FY 2023/24 and FY 2024/25. Staff is recommending that Council adopt the two-year budget at the June 28, 2023 Council meeting.

Staff will return to Council at mid-year and the end of each of the next two fiscal years, and on an as-needed basis, to present recommended adjustments to revenue and expenditures.

The following summarizes the highlights that have been incorporated into the Budget schedules based on Staff's revenue estimates and expenditures for the General Fund, Special Revenue Funds, Debt Services Funds, Capital Project Funds, and Proprietary Funds.

CITY COUNCIL ACTION: _____ _____

ECONOMIC OUTLOOK

According to the UCLA Anderson Forecast, the United States calls for 1.8% GDP growth in the second quarter of 2023. For California, they expect the unemployment rate averages for 2023, 2024 and 2025 to be 4.2%, 4.4% and 3.6%, respectively. The Forecast expects the California economy will grow faster than the national economy. Among the factors buoying the state's economy are a strong construction sector, a sufficient rainy-day fund at the state government's disposal, and an increasing demand for defense goods, labor-saving equipment and software. Real personal income is forecast to decline by 0.3% in 2023, then rise by 1.5% in 2024 and by 2.3% in 2025.

Despite higher mortgage interest rates, the continued demand for a limited housing stock, coupled with new laws permitting accessory dwelling units to be built in neighborhoods zoned for single family homes, leads to a forecast of increased homebuilding through 2025. The economists forecast 92,000 net new housing units to be permitted in 2023, growing to 152,000 permits in 2025.

MEASURE S FUNDS

On November 8, 2022, voters in the City of Solana Beach approved a local one cent (1%) sales and use tax measure with 67% support – the “Solana Beach Streets, Parks, Beaches and Services Measure” (Measure S). Based upon resident surveys prior to the approval of Measure S, these funds will be focused on maintaining local streets, storm drains and other infrastructure, maintaining parks, beaches, neighborhoods, and other public areas and to further support public safety including fire protection, paramedic services and Sheriff services.

In the interest of transparency, the City Council has directed Staff to separately account and track the use of Measure S Funds. To that end, Staff was requested to balance the budget without use of Measure S Funds. To that end, the FY 2023/24 and FY 2024/25 Budget has separated out Measure S Resources and Measure S proposed appropriations. Effectively, with the exception of Measure S administration costs and a recommended set-aside for a new Fire Truck as discussed below, this two-year Budget was prepared without relying upon Measure S funds.

GENERAL FUND

The General Fund, not including internal service funds (Risk Management, Workers Compensation, Asset Replacement, Facilities Replacement funds, Real Property Acquisition, Other Post-Employment Benefits (OPEB), and Pension Stabilization funds), is summarized in the following table with a comparison to the FY 2022/23 Mid-Year Budget:

General Fund Summary

	FY 2023 Mid-Year	FY 2024 Proposed	FY 2025 Proposed
<u>General Fund</u>			
Revenues	24,733,485	24,422,636	24,265,232
Expenditures			
Salaries	7,072,195	7,553,552	7,871,932
Benefits	3,425,720	3,433,003	3,684,442
Materials, Supplies, Services	6,788,229	6,115,435	6,173,884
Law Enforcement	4,832,069	4,789,738	5,036,475
Internal Service Charges	985,950	1,169,100	1,354,600
	23,104,163	23,060,828	24,121,333
Revenue Over/(Under) Expenditures	1,629,322	1,361,808	143,899
Transfers Out			
Debt Service	147,500	-	-
City CIP	2,316,802	980,000	-
	2,464,302	980,000	-
Net Projected Surplus/(Deficit)	(834,980)	381,808	143,899
Beginning Fund Balance	14,449,077	13,614,097	13,995,905
Ending Fund Balance	13,614,097	13,995,905	14,139,804

General Fund - Measure S

Revenues	750,000	4,400,000	4,488,000
Expenditures			
Materials, Supplies, Services	-	60,000	-
	-	60,000	-
Revenue Over/(Under) Expenditures	750,000	4,340,000	4,488,000
Transfers Out			
Measure S to Asset Replacement	-	733,400	1,046,400
	-	733,400	1,046,400
Net Projected Surplus/(Deficit)	750,000	3,606,600	3,441,600
Beginning Fund Balance	-	750,000	4,356,600
Ending Fund Balance	750,000	4,356,600	7,798,200
Net Combined General Fund Fund Balance	14,364,097	18,352,505	21,938,004

Revenues

General Fund revenues, exclusive of Measure S Transaction Tax, are projected to decrease for FY 2023/24 by \$310,849, or 1.3%, as compared to the FY 2022/23 Mid-Year

Budget. The primary increases are in Property Tax, Transient Occupancy Tax (TOT), and Fines & Penalties revenues offset by a decrease in Interfund Transfers In which included \$1.6 million of American Rescue Plan Act (ARPA) funds in both FY 2021/22 and FY 2022/23.

As discussed above, Measure S Transaction Tax revenue has been separated out for comparability and tracking purposes. The City anticipates receiving \$750,000 in the last quarter of FY2023 which is the first quarter of collection. The City is projected to receive \$4.4 million of Measure S funds in FY2024.

Internal Service Fund revenue exclusive of the Pension Rate Stabilization Trust Fund (Pension Trust) is projected to increase for FY 2023/24 by \$430,402, or 17.1%, as compared to the FY 2022/23 Mid-Year Budget. The main reason for this increase is the transfers associated with the rising cost of liability and worker’s compensation insurance, which are increasing by an estimated 30% and 13.6%, respectively. The City does not budget for the Pension Trust fund, but rather bases the annual contribution on the prior fiscal year end actual results. Staff then presents this information to the City Council in the fall for a recommendation for funding of the Pension Trust.

The Budget document provides amounts proposed by revenue category for the General Fund and this information can be found on pages 1 through 5 of the Budget. The following table provides a summarized version of the revenue categories for the projected General Fund Revenue with a comparison to the FY 2022/23 Mid-Year Budget amounts:

	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Adopted Budget	2022-23 Mid- Year Budget	2023-24 Proposed Budget	2024-25 Proposed Budget
RESOURCES - GENERAL FUND							
Taxes	14,646,097	15,688,550	17,755,642	16,464,000	17,947,400	18,177,310	18,448,515
Taxes - Measure S	-	-	-	-	750,000	4,400,000	4,488,000
Licenses & Permits	337,922	521,628	685,175	458,000	853,000	614,750	622,350
Fines and Forfeitures	359,703	244,331	261,932	436,500	281,500	320,200	320,200
Rev-Use of Money & Property	500,445	(1,410)	(218,923)	252,000	312,000	325,475	325,475
Intergovernmental Revenue	2,033,270	2,155,848	2,152,596	2,254,300	2,338,500	2,199,850	2,279,850
Current Services Charges	1,111,932	1,006,035	1,043,518	799,000	856,500	829,000	829,000
Other Revenue	897,753	803,566	732,489	543,300	553,300	1,372,603	1,439,842
Interfund Transfers In	-	-	1,590,343	941,285	1,591,285	583,448	-
General Fund Sub-Total	19,887,122	20,418,547	24,002,773	22,148,385	25,483,485	28,822,636	28,753,232

Property Tax:

In estimating property tax revenues for the FY 2023/24 Budget, Staff reviewed historical property tax revenue collection rates, change of ownership data, and the increase in assessed valuation for the fiscal year as allowed by Proposition 13. In California, as required by Proposition 13, the assessed value of existing properties is only allowed to grow by either the California Consumer Price Index or 2 percent, whichever is lower. In December, the State Board of Equalization announced that the inflation rate for the 2023 year was 7.274 percent which will result in the assessed value of existing properties increasing 1.02 percent as required by California law.

Using this information, Staff is proposing property tax revenues to be budgeted for FY 2023/24 at \$9,918,200, a \$268,200 or 2.8% increase over the FY 2022/23 Mid-Year Budget. This percentage increase is being used since, in addition to the 1.02 percent

increase that is expected as allowed by Proposition 13, the City anticipates assessed valuations to increase due to properties being sold, remodeled, or newly constructed and, therefore, reassessed.

For the FY 2024/25 Budget, Staff is proposing a 1.0% increase as compared to the draft FY 2023/24 budget, for a total of \$10,017,382 in property tax revenue.

Sales Tax:

For FY 2023/24, the City's Sales Tax consultant, Hinderliter, de Llamas & Associates (HdL) projects Sales Tax revenue to be \$4,498,000, however, the City is budgeting a more conservative projection of \$4,400,000, a decrease of \$96,000 or 2.1%, under the FY 2022/23 Mid-Year Budget. The projected decrease in revenue is due to a potential slowdown in consumer spending activity due to higher interest rates and possible negative impact of the increased sales tax rate. Staff will analyze sales tax receipts at mid-year and adjust these estimates if the results are more positive than anticipated. In FY 2024/25, Sales Tax revenues are forecast to increase by \$88,000 or 2.0%.

Transient Occupancy Tax (TOT):

TOT revenue from the City's hotels and short-term vacation rentals is estimated at \$1,900,360 for FY 2023/24, a \$100,360 or 5.6% increase. For the FY 2024/25 budget, a total of \$1,954,383 is being budgeted, resulting in an increase of \$54,023 or 2.8% over FY 2023/24. The increases are primarily attributed to continuing improvement hotel occupancy rates and in the collection of short-term vacation rental transient occupancy tax.

Fines and Penalties

The projected budget for Fines and Penalties in FY 2023-24, which includes CVC fines, red light camera citations, and parking citations, is \$320,200, an increase of \$38,700 or 13.7% over the current FY 2022/23 budget. The FY 2024/25 Fines and Penalties is also being budgeted at \$320,200.

Intergovernmental Revenues

Motor Vehicle-in Lieu revenues are expected to increase by 3.4% or \$70,000 for a total projected revenue of \$2,100,000 in FY 2023/24 and by an additional 3.8% to \$2,180,000 in FY 2024/25.

Service Charge Revenues

Service Charge revenues are being decreased in FY 2023/24 by 3.2% down to a total of \$829,000 and then held steady at that same amount for FY 2024/25 to account for a leveling off of activity in plan check fees, engineering fees, and fire review fees.

Other Revenues

Other revenue category is projected to increase by \$819,303 in FY 2023-24 mainly due

to an increase in Administrative Service Charges to other funds. This category tends to fluctuate year-to-year as one-time revenues are recognized. In FY 2024/25, this revenue category is expected to increase by \$67,239 or 5.4%.

Expenditures

The following table provides a summarized version of the expenditure categories for the projected General Fund Expenditures with a comparison to the FY 2022/23 Mid-Year Budget amounts:

	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Adopted Budget	2022-23 Mid- Year Budget	2023-24 Proposed Budget	2024-25 Proposed Budget
APPROPRIATIONS - GENERAL FUND							
General Government	3,610,006	3,798,945	4,462,691	4,208,390	5,453,365	4,854,601	5,102,745
Community Development	1,599,392	1,448,088	1,342,740	1,527,410	1,806,755	1,958,732	1,926,287
Public Safety	10,444,163	10,832,411	10,893,827	11,656,085	11,619,549	12,050,888	12,684,400
Public Works	2,402,734	2,171,690	2,582,392	2,706,840	3,381,384	3,329,581	3,533,264
Community Services	734,920	639,715	749,271	768,535	843,110	867,026	874,637
Transfers Out - Sales Tax Measure S	-	-	-	-	-	793,400	1,046,400
Transfers Out - CIP	497,515	151,100	1,165,740	482,500	2,464,302	980,000	-
General Fund Sub-Total	19,288,730	19,041,950	21,196,661	21,349,760	25,568,465	24,834,228	25,167,733

Salaries and Benefits:

Personnel costs are expected to increase \$488,640 in the draft FY 2023/24 General Fund Budget as compared to the FY 2022/23 Amended General Fund Budget. This increase is primarily due to updating salary and benefit costs from the implementation of Memoranda of Understanding (MOU) with employee groups. Other factors include the addition of one full-time Junior Planner in Community Development, an increase of approved work hours for two Senior Lifeguards in Marine Safety, and certain salary increases based on performance during annual reviews.

The breakdown of costs associated with these increases for each of the next two fiscal years is as follows:

FY 2023/24

- The first year of anticipated MOUs with the City’s Miscellaneous and Marine Safety employee groups were estimated in the FY 2023/24 Draft Budget at a total of \$269,899. This amount also includes salary and benefit increases provided to non-represented employees based on the estimated increases provided to Miscellaneous represented employees.
- Addition of Junior Planner at a cost of \$89,644 which includes salary and benefit amounts.
- Additional 1,000 hours split between 2 Senior Lifeguards at a cost of \$33,519 which amount includes salary and benefit amounts.

- The remaining difference is due to reallocation of Staff between budget units and funds, promotions, reclassification of positions, and related salary increases.

Personnel costs are expected to increase another \$569,819 in FY 2024/25 General Fund Budget. This increase is mainly due to the following:

FY 2024/25

- The second year of the anticipated MOUs with the Miscellaneous and Marine Safety groups was included in the FY 2024/25 draft budget for \$281,971. This amount also includes salary and benefit increases provided to non-represented employees based on the estimated increases provided to Miscellaneous represented employees.
- Addition of Junior Planner \$99,628. This amount includes salary and benefit amounts.
- Additional 1,000 hours split between 2 Senior Lifeguards \$33,519. This amount includes salary and benefit amounts.
- The remaining difference is due to reallocation of Staff between budget units and funds, promotions, reclassification of positions, and related salary increases.

Material, Supplies, and Services:

As noted above, to maintain transparency around the use of Measure S Funds, Staff was requested to balance the Budget without use of Measure S Funds. To that end, this Budget has separated out Measure S Resources and Measure S requested appropriations. Departments were requested to keep their FY 2023/24 budget requests for a given line-item consistent with their previous fiscal year's budget. If increases were needed, departments were asked to provide justification for the additional funds.

For FY 2023/24, \$6,175,435 is proposed for material, supplies and services, a decrease of \$612,794 or 9% as compared to the FY 2022/23 amended budget amount of \$6,788,229. In FY 2024/25, a further reduction of \$1,551 is proposed to be budgeted bringing the total budget amount down to \$6,173,884.

The decrease in this category for FY 2023/24 is primarily due to decreases in professional services contracts in both the Building Services Department and in Engineering. This is due to an anticipated slow-down in permit activity. The other major difference is the fact that, as previously noted, we do not budget for PARS Pension Trust contributions until the prior Fiscal Year budget results are known. At that point, if there is a surplus, the City Council determines the amount of any transfer to the PARS Pension Trust Fund.

Measure S Transaction Use Tax revenue is projected to be \$4,400,000 in FY2023/24 and \$4,488,000 in FY 2024/25. Staff has proposed to use Measure S funds for costs associated specifically with outside agency and consultant services for the administration and auditing of Measure S Transaction Use Tax. In addition, the Fire Department has requested the City begin setting aside funds for the future replacement of fire vehicles.

Initially, this will include a new Fire Truck and then a new Fire Engine. Per the surveys conducted around Measure S, because public safety services were identified as a designated purpose for use of this funding, Staff is proposing that Measure S funds be set aside in the Vehicle Replacement Fund for this purpose.

Law Enforcement Services

The Sheriff's contract will increase to \$4,934,738, a 1% or \$48,859 increase as compared to the contract for FY 2022/23 of \$4,885,879. The City is allocating \$145,000 from the Community Oriented Policing (COPS) grant to help fund law enforcement services. Staff included a 5% increase in the FY 2024/25 draft budget as a place holder for the new Sheriff's contract.

Internal Service Charges

Internal Service Fund contributions from the General Fund total \$1,614,800 in FY 2023/24. This is an expenditure increase of \$183,180 as compared to the current fiscal year. The increase is due to a combination of an increase of \$331,500 in Liability and Worker's Compensation Insurance costs offset by a \$195,820 decrease in OPEB Liability costs. The reduction in OPEB Liability costs in the General Fund is due to allocating the costs to other funds based on their proportionate share of salaries. General Fund contributions are budgeted to increase by \$185,500 in FY 2024/25 to a total of \$1,800,300.

General Fund internal service charge contributions are summarized on the following table:

	FY 2023 Mid-Year	FY 2024 Proposed	FY 2025 Proposed
Claims Liability Charges	\$ 270,900	\$ 521,600	\$ 648,100
Worker's Compensation Charges	373,200	454,000	499,700
Asset Replacement Charges	65,000	112,500	122,500
700 Stevens	445,700	445,700	445,700
PARS OPEB	276,820	81,000	84,300
	\$ 1,431,620	\$ 1,614,800	\$ 1,800,300

Transfers Out:

General Fund Transfers Out are being budgeted to decrease \$1,484,302 to a total of \$980,000 in FY 2023/24. The transfer out is \$980,000 of General Fund CIP. In addition, Staff has a proposed transfer out of \$733,400 from the Measure S Transaction Use Tax Fund in FY 2023/24 to set aside funds for the future replacement of a Fire Truck. This is projected to be the first of 3 transfers to the Vehicle Replacement Fund for this purpose.

In FY 2024/25, Staff has a proposed transfer out of \$733,400 from the Measure S Transaction Use Tax Fund to continuing setting aside funds for future replacement of the

Fire Truck with an additional amount of \$313,000 for future replacement of a Fire Engine. The estimated total cost for the new Fire Truck is \$2.2 million and the estimated cost of a new Fire Engine is \$1.25 million. The Fire Department has requested to begin building up this reserve in FY 2024/25.

Fund Balance:

The General Fund Draft Budget projects a surplus of \$3,988,408 for FY 2023/24 and \$3,585,499 for FY 2024/25 using the assumptions detailed above which is inclusive of Measure S revenue. If the Measure S Transaction Use Tax Fund is excluded, the surplus is projected to be \$321,808 for FY 2023/24 and \$143,899 for FY 2024/25.

The estimated reserve balances on June 30, 2024 and June 30, 2025 for the General Fund are estimated to be \$18,352,505 and \$21,938,004, respectively. If Measure S is excluded, the estimated reserve balances on June 30, 2024 and June 30, 2025 for the General Fund are estimated to be \$13,935,905 and \$14,079,804, respectively.

INTERNAL SERVICE FUNDS

The internal service funds for Self-Insurance, Worker's Compensation, Asset Replacement, Facilities Replacement, Real Property Acquisition, OPEB, and Pension Stabilization have total revenue estimated to be \$2,953,100 and total expenditures of \$2,464,537 for FY 2023/24. For FY 2024/25, estimated total revenues are \$3,491,100 and estimated total expenditures are \$2,312,481. The ending fund balances of the Internal Service Funds at the end of FY 2023/24 are projected to total \$6,748,224, and \$7,918,843 at June 30, 2025.

SPECIAL REVENUE FUNDS

The Special Revenue Funds include some of the following funds:

- Gas Tax
- Special Districts (MIDS, Highway 101, CRT and Street Lighting)
- TransNet Funds
- Fire Mitigation Fees
- SB 1
- Coastal/Visitors TOT
- COPS
- Miscellaneous Grants
- Housing

For FY 2023/24, total revenue for the Special Revenue Funds is estimated to be \$4,357,536 and the total expenditures are estimated to be \$4,493,110 with total reserves for the Special Revenue Funds estimated to be \$11,022,251 on June 30, 2024 (pages 6 and 8 of Attachment 1).

For FY 2024/25, total revenue for the Special Revenue Funds is estimated to be \$4,081,768 and the total expenditures are estimated to be \$4,400,039 with total reserves

for the Special Revenue Funds estimated to be \$10,744,557 on June 30, 2025 (pages 6 and 8 of Attachment 1).

DEBT SERVICE FUNDS

The Debt Service Funds, which are summarized on pages 6 and 8 of Attachment 1, include the following funds:

- Public Facilities
- Capital Leases

The Public Facilities Fund Debt Service was paid off in full during FY2023. For FY 2023/24, the total revenue for the Capital Leases Debt Service Fund is estimated at \$70,375 and the total expenditures are estimated to match at \$70,375 with total reserves for the Debt Service Funds estimated to be \$25,859 on June 30, 2024.

For FY 2024/25, the total revenue for the Debt Service Funds is estimated at \$70,375 and the total expenditures are also estimated to be \$70,375 with total reserves for the Debt Service Funds estimated to be \$25,859 on June 30, 2025.

CAPITAL PROJECT FUNDS

The Capital Project Funds, which are summarized on pages 9 through 11 of Attachment 1 include the following funds:

- T.O.T. Sand Replenishment
- Park Development Impact Fee (PDIF)
- Transportation Impact Fee (TIF)
- Public Use Impact Fee (PUFIF)
- City Capital Improvement Program (CIP) Fund (funded by the General Fund)
- Assessment Districts

For FY 2023/24, the total revenue for the Capital Projects Funds is estimated at \$1,680,612 and the total expenditures are estimated to be \$4,104,600. The total reserves for the Capital Project Funds are estimated to be \$2,177,117 on June 30, 2024.

For FY 2024/25, the total revenue for the Capital Projects Funds is estimated at \$711,417 and the total expenditures are estimated to be \$670,000. The total reserves for the Capital Project Funds are estimated to be \$2,217,694 on June 30, 2025.

Though in some years expenditures may exceed revenues, reserves in the Capital Project Funds were established and maintained and are available to pay for these types of one-time project costs.

Capital Improvement Program (CIP)

The expenditure appropriations for FY 2023/24 are \$4,104,600 for all funds including \$1,980,000 of General Fund expenditures. For FY 2024/25, the expenditure

appropriations are \$670,000 for all funds including \$480,000 of General Fund expenditures. A summary of the CIP Program can be found on page 9 of Attachment 1. Note that, although it is anticipated that Measure S revenues could be used to fund several of the City's capital improvement projects, Staff has not yet included Measure S as a funding source in the CIP.

PROPRIETARY FUNDS

The City's proprietary funds are the Sanitation Fund and Solana Energy Alliance (SEA) fund.

The total revenue for the Sanitation Fund is estimated at \$5,868,069 for FY 2023/24 and \$5,856,685 for FY 2024/25. Total expenses, including capital projects, are estimated to be \$6,693,133 for FY 2023/24 and \$7,235,946 for FY 2024/25. The total reserves for the Sanitation Fund are estimated to be \$49,551,148 on June 30, 2024, and \$48,171,887 on June 30, 2025. It should be noted that the majority of the Sanitation fund balance (Reserves) is the City's investment in the San Elijo Joint Powers Authority.

Although SEA has transitioned all customers to the Clean Energy Alliance, the fund does expect some residual activity over the next two fiscal years for the cost of a close-out audit and returning unspent funds to the City's General Fund. There is no revenue projected for the SEA Fund. Total expenses (including reimbursement to the City's General Fund) are estimated to be \$583,448 for FY 2023/24. The fund is anticipated to be closed-out by the end of FY 2023/24.

SUCCESSOR AGENCY

On June 29, 2011, California Governor Jerry Brown signed AB1X26 to dissolve all redevelopment agencies within the State of California. All agencies were subsequently dissolved as of February 1, 2012, and a Successor Agency was designated to complete the work of the Solana Beach Redevelopment Agency (RDA) and satisfy its financial obligations.

Recognized Obligation Payment Schedules (ROPS) are now prepared by the Successor Agency annually which then must be approved by the Countywide Oversight Board, the County of San Diego and the State of California. The ROPS identify financial commitments of the former RDA and include \$45,728 in Successor Agency administrative costs in FY2023/24 and \$47,534 in FY2024/25. RDA bond debt service is \$200,803 in FY 2023/24 and \$200,979 in FY 2024/25. These costs are paid from semi-annual tax increment revenue received by the Successor Agency through the Redevelopment Property Tax Trust Fund (RPTTF).

The budget for the Successor Agency presented in the draft Budget is based on the ROPS submitted to the State of California.

Transfers In/Transfers Out

The total, General Fund Transfers In are \$583,448 for FY 2023/24 and there are no Transfers In projected for FY 2024/25. General Fund Transfers Out are \$1,773,400 for FY 2023/24 and \$1,046,400 for FY2024/25.

Total Budget

The total revenue for all Funds for the draft FY 2023/24 Budget is estimated at \$44,020,513 and the total expenditures are estimated to be \$43,544,370. The total reserves for all City funds are estimated to be \$82,437,276 on June 30, 2024.

The total revenue for the draft FY 2024/25 Budget is estimated at \$43,235,417 and the total expenditures are estimated to be \$40,160,087. The total reserves for all City funds are estimated to be \$85,511,765 on June 30, 2025. This is a summary by Fund Type. A more detailed table can be found on page 6 of Attachment 1.

All Funds Summary

	FY 2023 Mid-Year	FY 2024 Proposed	FY 2025 Proposed
Resources			
Operating Budget	34,058,979	36,203,647	36,396,475
Capital Budget	4,051,753	1,680,612	711,417
Enterprise Budget	6,034,000	5,868,096	5,856,685
Trust Funds Budget	262,900	268,158	270,840
Total Resources	44,407,632	44,020,513	43,235,417
Appropriations			
Operating Budget	33,639,097	31,862,250	31,950,628
Capital Budget	4,986,523	4,104,600	670,000
Enterprise Budget	5,872,128	7,276,581	7,235,946
Trust Funds Budget	328,101	300,939	303,513
Total Appropriations	44,825,849	43,544,370	40,160,087
Net Change in Fund Balance	(418,217)	476,144	3,075,330
Beginning Fund Balance	82,379,347	81,961,132	82,437,276
Projected Ending Fund Balance	81,961,132	82,437,276	85,511,765

CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA

FISCAL IMPACT:

The fiscal impacts have been detailed in the Discussion section of this Staff Report.

WORK PLAN:

One of the Four Strategic Priorities of the Work Plan is to maintain Fiscal Sustainability. The stated Objective is 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. Several items throughout the FY 2023/24 Work Plan are addressed with this Draft Budget and the overall objective is being met.

OPTIONS:

- Provide direction to Staff for the formulation of the FY 2023/24 and FY 2024/25 Draft Budget for adoption on June 28, 2023.
- Request modification to the draft Budget and/or request additional information from Staff.

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council review the FY 2023/24 and FY 2024/25 draft Budget and provide Staff with direction to formulate the final Budget for adoption on June 28, 2023.

CITY MANAGER'S RECOMMENDATION:

Approve department recommendation.



Gregory Wade, City Manager

Attachments:

1. FY24 & FY25 Draft Budget



CITY OF SOLANA BEACH

DRAFT BUDGET

FY 2023-24

&

FY 2024-25

TABLE OF CONTENTS

Budget Tables

FY2023-24 & FY2024-25 Summary of General Fund Resources and Appropriations.....	1
Expanded Version of General Fund.....	2
General Fund - Measure S.....	5
All Funds Summary of Expenditures and Appropriations.....	6
All Funds Summary of Fund Balances.....	8
5-Year Capital Improvement Plan.....	9
FY2023-24 Capital Improvement Plan by Funding Source	10
FY2024-25 Capital Improvement Plan by Funding Source	11

CITY OF SOLANA BEACH
SUMMARY OF GENERAL FUND RESOURCES & APPROPRIATIONS
FY 2023-24 & FY 2024-25

	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Adopted Budget	2022-23 Mid- Year Budget	2023-24 Proposed Budget	2024-25 Proposed Budget
RESOURCES - GENERAL FUND							
Taxes	14,646,097	15,688,550	17,755,642	16,464,000	17,947,400	18,177,310	18,448,515
Taxes - Measure S	-	-	-	-	750,000	4,400,000	4,488,000
Licenses & Permits	337,922	521,628	685,175	458,000	853,000	614,750	622,350
Fines and Forfeitures	359,703	244,331	261,932	436,500	281,500	320,200	320,200
Rev-Use of Money & Property	500,445	(1,410)	(218,923)	252,000	312,000	325,475	325,475
Intergovernmental Revenue	2,033,270	2,155,848	2,152,596	2,254,300	2,338,500	2,199,850	2,279,850
Current Services Charges	1,111,932	1,006,035	1,043,518	799,000	856,500	829,000	829,000
Other Revenue	897,753	803,566	732,489	543,300	553,300	1,372,603	1,439,842
Interfund Transfers In	-	-	1,590,343	941,285	1,591,285	583,448	-
General Fund Sub-Total	19,887,122	20,418,547	24,002,773	22,148,385	25,483,485	28,822,636	28,753,232
APPROPRIATIONS - GENERAL FUND							
General Government	3,610,006	3,798,945	4,462,691	4,208,390	5,453,365	4,854,601	5,102,745
Community Development	1,599,392	1,448,088	1,342,740	1,527,410	1,806,755	1,958,732	1,926,287
Public Safety	10,444,163	10,832,411	10,893,827	11,656,085	11,619,549	12,050,888	12,684,400
Public Works	2,402,734	2,171,690	2,582,392	2,706,840	3,381,384	3,329,581	3,533,264
Community Services	734,920	639,715	749,271	768,535	843,110	867,026	874,637
Transfers Out - Sales Tax Measure S	-	-	-	-	-	793,400	1,046,400
Transfers Out - CIP	497,515	151,100	1,165,740	482,500	2,464,302	980,000	-
General Fund Sub-Total	19,288,730	19,041,950	21,196,661	21,349,760	25,568,465	24,834,228	25,167,733
NET CHANGE IN GENERAL FUND BALANCE	598,391	1,376,597	2,806,112	798,625	(84,980)	3,988,408	3,585,499
RESOURCES - INTERNAL SERVICE FUNDS							
Risk Management Insurance	493,044	135,829	354,727	360,200	360,200	710,500	880,200
Workers' Compensation Insurance	579,927	754,234	513,336	406,900	406,900	507,350	557,750
Asset Replacement	707,560	455,696	9,935	93,000	93,000	885,300	1,208,300
Facilities Replacement	176,618	7,018	(22,198)	10,000	10,000	10,500	10,500
PERS Side Fund	-	-	-	-	-	-	-
Real Property Acquisition	367,860	513,314	502,803	445,700	445,700	445,700	445,700
OPEB Obligation	377,999	389,000	318,000	322,000	322,000	315,000	309,900
Pension Stabilization	349,051	557,866	(8,380)	75,000	884,898	78,750	78,750
Internal Service Fund-Sub-Total	3,052,060	2,812,956	1,668,223	1,712,800	2,522,698	2,953,100	3,491,100
APPROPRIATIONS - INTERNAL SERVICE FUNDS							
Risk Management Insurance	361,579	440,985	486,928	532,950	644,744	847,153	944,006
Workers' Compensation Insurance	581,175	597,225	476,236	509,345	544,639	664,338	727,740
Asset Replacement	411,274	659,021	446,529	73,900	324,270	197,150	176,350
Facilities Replacement	100,588	736	96,480	25,600	99,600	375,600	100,600
PERS Side Fund	-	-	-	-	-	-	-
Real Property Acquisition	-	-	-	46,300	46,300	35,196	23,785
OPEB Obligation	365,130	384,184	314,129	322,000	322,000	315,100	310,000
Pension Stabilization	11,879	17,195	18,503	19,000	19,000	30,000	30,000
Internal Services Fund Sub-Total	1,831,625	2,099,346	1,838,806	1,529,095	2,000,553	2,464,537	2,312,481
NET CHANGE IN INTERNAL SERVICE FUNDS	1,220,434	713,610	(170,582)	183,705	522,145	488,563	1,178,619
TOTAL NET CHANGE IN FUND BALANCE	1,818,825	2,090,206	2,635,530	982,330	437,165	4,476,971	4,764,118
Beginning Fund Balance	13,634,030	15,452,856	17,543,062	20,178,591	20,178,591	20,615,756	25,092,727
PROJECTED ENDING FUND BALANCE	15,452,856	17,543,062	20,178,591	21,160,921	20,615,756	25,092,727	29,856,846

CITY OF SOLANA BEACH
GENERAL FUND RESOURCES & APPROPRIATIONS
FY 2023-24 & FY 2024-25

	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Adopted Budget	2022-23 Mid- Year Budget	2023-24 Proposed Budget	2024-25 Proposed Budget
GENERAL FUND RESOURCES							
<u>Tax Revenues</u>							
Property Taxes - Current	8,261,801	8,673,367	9,067,724	9,205,000	9,620,000	9,898,000	9,996,980
Property Taxes - Delinquent	38,329	74,903	63,710	30,000	30,000	20,200	20,402
Total Property Taxes	8,300,130	8,748,270	9,131,434	9,235,000	9,650,000	9,918,200	10,017,382
Sales and Use Tax	3,291,805	3,689,566	4,413,265	3,707,600	4,496,000	4,400,000	4,488,000
Sales and Use Tax - Measure S	-	-	-	-	750,000	4,400,000	4,488,000
Transient Occupancy Tax - Hotels	772,151	548,569	1,084,932	1,050,000	1,050,000	1,099,560	1,121,551
TOT - Short-term Vacation Rentals	348,513	572,320	895,971	485,000	750,000	800,800	832,832
Franchise Fees	751,323	789,364	873,792	780,000	780,000	785,000	795,000
Property Transfer Tax	179,635	313,046	340,395	210,000	225,000	170,000	185,000
Street Sweeping	46,701	48,149	48,813	51,100	51,100	50,750	50,750
Hazardous Household Waste	31,134	32,099	32,542	30,300	30,300	33,000	33,000
Fire Benefit Fees	452,289	465,769	462,669	450,000	450,000	455,000	460,000
Solid Waste Fee NPDES	255,209	250,467	259,222	260,000	260,000	260,000	260,000
RDA Pass Thru Payments	217,207	230,931	212,607	205,000	205,000	205,000	205,000
Total Taxes and Fees Revenues	14,646,097	15,688,550	17,755,642	16,464,000	18,697,400	22,577,310	22,936,515
<u>Licenses and Permits</u>							
Business Registration	60,588	56,753	231,375	125,000	225,000	250,000	255,000
Building/Plumbing/Electrical/ Permits	257,932	437,876	423,261	310,000	605,000	332,000	332,000
Animal Licenses	-	-	-	-	-	-	-
Other Special Permits	19,402	26,999	30,540	23,000	23,000	32,750	35,350
Total Licenses and Permits	337,922	521,628	685,175	458,000	853,000	614,750	622,350
<u>Fines and Penalties</u>							
CVC Fines	116,067	84,128	60,184	125,000	75,000	65,000	65,000
Admin Citations	2,974	16,654	10,274	3,500	3,500	20,000	20,000
Parking Citations	68,095	26,302	93,295	105,000	75,000	110,000	110,000
Red Light Citations	171,967	117,047	98,179	200,000	125,000	125,000	125,000
False Alarm Fines	600	200	-	3,000	3,000	200	200
Total Fines and Penalties	359,703	244,331	261,932	436,500	281,500	320,200	320,200
<u>Use of Money and Property</u>							
Investment Interest Earnings	416,212	(52,485)	(287,764)	178,000	238,000	249,900	249,900
Sale of Personal Property	7,903	-	-	-	-	-	-
Property Rental	76,330	51,075	68,842	74,000	74,000	75,575	75,575
Total Use of Money and Property	500,445	(1,410)	(218,923)	252,000	312,000	325,475	325,475
<u>Intergovernmental Revenues</u>							
Motor Vehicle in-Lieu	1,742,811	1,826,819	1,897,370	1,945,800	2,030,000	2,100,000	2,180,000
State Homeowners Exemption (HOE)	52,020	50,293	49,251	52,000	52,000	49,000	49,000
Off Track Betting (OTB)	8,712	3,627	11,174	25,000	25,000	11,000	11,000
SB 90	-	-	-	-	-	-	-
Fire Revenue from Other Agencies	206,104	198,787	153,001	207,500	207,500	17,350	17,350
Miscellaneous	23,622	76,322	41,799	24,000	24,000	22,500	22,500
Total Intergovernmental Revenues	2,033,270	2,155,848	2,152,596	2,254,300	2,338,500	2,199,850	2,279,850
<u>Service Charges</u>							
Planning and Zoning	240,794	208,082	373,092	157,500	215,000	241,000	241,000
Building/Plan Check Fees	533,148	352,255	212,882	320,000	320,000	320,000	320,000
Public Facilities Fees	69,659	180,700	204,482	65,000	65,000	70,000	70,000
Engineering Fees	238,330	228,564	215,030	217,000	217,000	162,000	162,000
Fire Plan Check Fees	29,795	27,992	37,701	36,500	36,500	33,000	33,000
Park Fees	-	5,185	-	-	-	-	-
Miscellaneous	205	3,257	333	3,000	3,000	3,000	3,000
Total Service Charges	1,111,932	1,006,035	1,043,518	799,000	856,500	829,000	829,000

	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Adopted Budget	2022-23 Mid- Year Budget	2023-24 Proposed Budget	2024-25 Proposed Budget
Other Revenues							
Community Grants/Contributions	35,000	30,000	15,000	30,000	40,000	20,000	20,000
Miscellaneous Revenues	192,432	276,966	232,489	20,000	20,000	179,136	188,875
Administration Charges	670,321	496,600	485,000	493,300	493,300	1,173,467	1,230,967
Total Other Revenues	897,753	803,566	732,489	543,300	553,300	1,372,603	1,439,842
Transfers In							
General Fund Transfers In	-	-	1,590,343	941,285	1,591,285	583,448	-
Total Transfers In	-	-	1,590,343	941,285	1,591,285	583,448	-
Subtotal General Fund	19,887,122	20,418,547	24,002,773	22,148,385	25,483,485	28,822,636	28,753,232
Risk Management Insurance							
Investment Interest Earnings	28,254	(7,171)	(11,951)	10,000	10,000	10,500	10,500
Miscellaneous Revenues	-	-	3,328	-	-	-	-
Departmental Charges	464,790	143,000	363,350	350,200	350,200	700,000	869,700
Total Risk Management	493,044	135,829	354,727	360,200	360,200	710,500	880,200
Workers' Compensation Insurance							
Investment Interest Earnings	10,891	11,273	(17,016)	7,000	7,000	7,350	7,350
Miscellaneous Revenues	147,246	200,261	65,801	-	-	-	-
Departmental Charges	421,790	542,700	464,550	399,900	399,900	500,000	550,400
Total Worker's Compensation	579,927	754,234	513,336	406,900	406,900	507,350	557,750
Asset Replacement							
Investment Interest Earnings	94,217	19,722	(68,282)	28,000	28,000	29,400	29,400
Technology Fee	16,993	11,874	13,217	-	-	10,000	10,000
Miscellaneous Revenues	-	-	-	-	-	-	-
Departmental Charges	397,100	424,100	65,000	65,000	65,000	112,500	122,500
Transfers In	199,250	-	-	-	-	733,400	1,046,400
Total Asset Replacement	707,560	455,696	9,935	93,000	93,000	885,300	1,208,300
Facilities Replacement							
Investment Interest Earnings	26,618	7,018	(22,198)	10,000	10,000	10,500	10,500
Departmental Charges	150,000	-	-	-	-	-	-
Total Facilities Replacement	176,618	7,018	(22,198)	10,000	10,000	10,500	10,500
PERS Side Fund							
Departmental Charges	-	-	-	-	-	-	-
Total PERS Side Fund	-	-	-	-	-	-	-
Real Property Acquisition							
Departmental Charges	367,860	513,314	502,803	445,700	445,700	445,700	445,700
Total Real Property Acquisition	367,860	513,314	502,803	445,700	445,700	445,700	445,700
OPEB Obligation							
Departmental Charges	378,000	389,000	318,000	322,000	322,000	315,000	309,900
Transfers In	-	-	-	-	-	-	-
Total OPEB Obligation	377,999	389,000	318,000	322,000	322,000	315,000	309,900
Pension Stabilization							
Investment Interest Earnings	65,125	557,866	(493,455)	75,000	75,000	78,750	78,750
Departmental Charges	283,926	-	485,075	-	809,898	-	-
Total Pension Stabilization	349,051	557,866	(8,380)	75,000	884,898	78,750	78,750
TOTAL GENERAL FUND RESOURCES	22,939,181	23,231,503	25,670,996	23,861,185	28,006,183	31,775,736	32,244,332
GENERAL FUND APPROPRIATIONS							
General Government							
City Council	329,397	338,198	351,113	351,455	371,455	350,567	356,687
City Clerk	441,871	597,330	525,612	574,030	621,625	623,393	705,028
City Manager	418,690	500,675	515,963	540,945	596,230	672,682	695,242
City Attorney	348,069	274,061	435,367	479,310	515,315	533,453	534,995
Finance	1,450,156	1,397,216	1,853,970	1,388,105	2,256,190	1,254,444	1,350,795
Support Services	24,930	28,216	34,770	44,380	44,380	39,614	41,784
Human Resources	220,052	242,945	278,908	413,055	424,870	660,473	679,485
Information Services	376,841	420,305	466,988	417,110	623,300	719,975	738,729
Total General Government	3,610,006	3,798,945	4,462,691	4,208,390	5,453,365	4,854,601	5,102,745

	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Adopted Budget	2022-23 Mid- Year Budget	2023-24 Proposed Budget	2024-25 Proposed Budget
Community Development							
Planning	798,376	714,712	710,707	804,115	860,085	1,112,768	1,072,238
Building Services	593,849	543,865	469,974	449,715	690,865	536,681	548,454
Code & Parking Enforcement	207,167	189,511	162,058	273,580	255,805	309,283	305,595
Total Community Development	1,599,392	1,448,088	1,342,740	1,527,410	1,806,755	1,958,732	1,926,287
Public Safety							
Law Enforcement	4,322,787	4,474,921	4,620,603	4,881,005	4,832,069	4,789,738	5,036,475
Fire Department	5,077,206	5,193,576	5,075,041	5,641,775	5,427,180	5,949,426	6,283,327
Animal Regulation	85,142	90,075	90,391	95,000	95,000	94,000	94,000
Emergency Preparedness	27,936	54,861	35,754	32,800	32,800	34,491	34,750
Marine Safety	930,092	1,017,978	1,069,393	1,004,305	1,231,300	1,182,033	1,234,648
Shoreline Protection	1,000	1,000	2,645	1,200	1,200	1,200	1,200
Total Public Safety	10,444,163	10,832,411	10,893,827	11,656,085	11,619,549	12,050,888	12,684,400
Public Works							
Engineering	396,338	414,947	440,519	460,910	783,136	623,904	656,646
Storm Water Management	336,798	314,961	346,282	452,370	480,910	536,503	549,087
Street Maintenance	531,484	451,005	559,868	586,600	610,758	662,785	741,863
Traffic Safety	254,041	273,092	377,800	327,700	462,700	518,247	536,548
Street Sweeping	50,306	42,053	49,839	63,800	63,800	71,500	119,500
Park Maintenance	380,301	352,134	444,917	446,860	506,620	487,922	500,950
Public Facilities	453,465	323,498	363,167	368,600	473,460	428,720	428,670
Total Public Works	2,402,734	2,171,690	2,582,392	2,706,840	3,381,384	3,329,581	3,533,264
Community Services							
Community Services	74,798	74,732	135,674	126,965	188,985	185,387	182,751
Recreation	660,122	564,983	613,597	641,570	654,125	681,639	691,886
Total Community Services	734,920	639,715	749,271	768,535	843,110	867,026	874,637
Sales Tax Measure S							
Professional Services	-	-	-	-	-	60,000	-
Transfers Out - Asset Replacement	-	-	-	-	-	733,400	1,046,400
Total Sales Tax Measure S	-	-	-	-	-	793,400	1,046,400
Transfers Out	497,515	151,100	1,165,740	482,500	2,464,302	980,000	-
Subtotal General Fund	19,288,730	19,041,950	21,196,661	21,349,760	25,568,465	24,834,228	25,167,733
Internal Service Funds							
Risk Management Insurance	361,579	440,985	486,928	532,950	644,744	847,153	944,006
Workers' Compensation Insurance	581,175	597,225	476,236	509,345	544,639	664,338	727,740
Asset Replacement	411,274	659,021	446,529	73,900	324,270	197,150	176,350
Facilities Replacement	100,588	736	96,480	25,600	99,600	375,600	100,600
PERS Side Fund	-	-	-	-	-	-	-
Real Property Acquisition	-	-	-	46,300	46,300	35,196	23,785
PARS - OPEB	365,130	384,184	314,129	322,000	322,000	315,100	310,000
PARS - Pension	11,879	17,195	18,503	19,000	19,000	30,000	30,000
Subtotal Internal Service Funds	1,831,625	2,099,346	1,838,806	1,529,095	2,000,553	2,464,537	2,312,481
TOTAL GENERAL FUND APPROPRIATIONS	21,120,356	21,141,297	23,035,467	22,878,855	27,569,018	27,298,765	27,480,214
Resources over/(under) Appropriations	1,818,825	2,090,205	2,635,530	982,330	437,165	4,476,971	4,764,118
Beginning Fund Balance	13,634,030	15,452,856	17,543,062	20,178,591	20,178,591	20,615,756	25,092,727
PROJECTED ENDING FUND BALANCE	15,452,856	17,543,062	20,178,591	21,160,921	20,615,756	25,092,727	29,856,846

General Fund

CITY OF SOLANA BEACH

110 - General Fund Measure S

Estimated Expenditures

FY 2023-24 & FY 2024-25

FUND 110	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Adopted Budget	2022-23 Mid-Year Budget	2023-24 Proposed Budget	2024-25 Proposed Budget
RESOURCES							
42100 Sales and Use Tax - Measure S	-	-	-	-	750,000	4,400,000	4,488,000
TOTAL RESOURCES	-	-	-	-	750,000	4,400,000	4,488,000
EXPENDITURES							
MATERIALS, SUPPLIES & SERV							
65300 Professional Services	-	-	-	-	-	60,000	-
TOTAL MATERIALS, SUPPLIES & SERV	-	-	-	-	-	60,000	-
TRANSFERS OUT							
68100 Transfers Out	-	-	-	-	-	733,400	1,046,400
TOTAL TRANSFERS OUT	-	-	-	-	-	733,400	1,046,400
TOTAL EXPENDITURES	-	-	-	-	-	793,400	1,046,400
Resources over/(under) Appropriations	-	-	-	-	750,000	3,606,600	3,441,600
Beginning Fund Balance	-	-	-	-	-	750,000	4,356,600
PROJECTED ENDING FUND BALANCE	-	-	-	-	750,000	4,356,600	7,798,200

CITY OF SOLANA BEACH
SUMMARY OF RESOURCES & APPROPRIATIONS BY FUND
FY 2023-24 & FY 2024-25

	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Adopted Budget	2022-23 Mid-Year Budget	2023-24 Proposed Budget	2024-25 Proposed Budget
OPERATING BUDGET							
RESOURCES¹							
100 General Fund	19,887,122	20,418,547	24,002,773	22,148,385	24,733,485	24,422,636	24,265,232
110 General Fund - Measure S	-	-	-	-	750,000	4,400,000	4,488,000
1XX Internal Service Funds	3,052,060	2,812,956	1,668,223	1,712,800	2,522,698	2,953,100	3,491,100
202 Gas Tax	332,499	327,563	319,311	375,850	389,850	381,480	389,008
2XX Special Districts	1,470,347	1,389,306	1,290,165	1,361,650	1,363,650	1,551,465	1,563,667
213 Developer Pass-Thru	89,582	62,275	105,637	100,000	100,000	100,000	100,000
214 Fire Mitigation Fees	15,272	27,078	42,019	10,000	16,000	15,000	15,000
215 State Boating & Waterways	913	90,158	133,455	-	-	-	-
219 COPS	89,112	235,852	151,111	103,000	168,272	148,150	148,150
220 TDA	150,616	167,873	158,308	-	-	-	-
228 TRANSNET	615,094	406,550	557,529	259,300	881,605	610,105	535,105
240 CDBG	52,323	-	73,740	45,700	85,776	52,000	52,000
246 Miscellaneous Grants	142	409,224	1,737,315	-	1,590,343	254,000	18,000
247 SB 1 Streets & Roads	248,171	253,548	270,303	280,400	305,400	255,000	260,100
250 Coastal Business/Visitors	147,793	117,255	179,971	153,000	153,000	204,036	209,438
255 Camp Programs	369,256	271,461	506,847	525,000	525,000	560,000	565,000
263 Housing	15,544	10,847	741,951	6,000	6,000	6,300	6,300
270 Public Safety Special Revenues	358,165	455,591	445,507	100,000	250,000	220,000	220,000
317 Public Facilities	151,100	151,100	150,100	147,500	147,500	-	-
320 Capital Leases	202,400	202,400	70,400	70,400	70,400	70,375	70,375
Total Resources	27,247,511	27,809,582	32,604,663	27,398,985	34,058,979	36,203,647	36,396,475
APPROPRIATIONS¹							
100 General Fund	19,288,730	19,041,950	21,196,661	21,349,760	25,568,465	24,040,828	24,121,333
110 General Fund- Measure S	-	-	-	-	-	793,400	1,046,400
1XX Internal Service Funds	1,831,625	2,099,346	1,838,806	1,529,095	2,000,553	2,464,537	2,312,481
202 Gas Tax	287,181	99,457	190,845	223,000	461,608	314,255	430,000
2XX Special Districts	1,000,530	1,001,734	1,146,570	1,157,370	1,250,960	1,687,629	1,730,376
213 Developer Pass-Thru	89,582	62,275	105,637	100,000	100,000	100,000	100,000
214 Fire Mitigation Fees	5,000	5,606	-	6,000	12,000	15,000	15,000
215 State Boating & Waterways	-	450,000	-	-	-	-	-
219 COPS	100,236	148,877	146,240	150,000	100,000	145,000	145,000
220 TDA	157,091	236,665	54,819	-	-	-	-
228 TRANSNET	547,955	445,935	437,255	250,000	859,538	610,105	535,105
240 CDBG	52,666	744	73,509	45,700	81,924	52,000	52,000
246 Miscellaneous Grants	-	238,381	1,688,678	941,285	1,658,329	254,000	18,000
247 SB 1 Streets & Roads	199,769	208,323	233,229	290,000	420,321	300,000	300,000
250 Coastal Business/Visitors	31,665	25,821	60,472	53,100	93,100	102,925	91,374
255 Camp Programs	304,752	253,304	459,464	540,940	586,982	682,196	753,185
263 Housing	2,133	949	737	10,000	63,302	10,000	10,000
270 Public Safety Special Revenues	397,933	338,272	235,010	-	164,150	220,000	220,000
317 Public Facilities	154,321	147,382	150,056	147,465	147,465	-	-
320 Capital Leases	202,318	202,318	70,374	70,400	70,400	70,375	70,375
Total Appropriations	24,653,488	25,007,339	28,088,362	26,864,115	33,639,097	31,862,250	31,950,628
CHANGE IN OPERATING FUNDS BALANCE	2,594,024	2,802,243	4,516,301	534,870	419,882	4,341,398	4,445,847
CAPITAL BUDGET							
RESOURCES¹							
450 Sand Replenishment TOT	258,990	230,889	369,416	273,000	1,019,151	388,472	399,277
453 Park Development Impact	39,311	84,098	237,867	45,800	165,800	50,840	50,840
454 Transportation Impact	67,730	75,037	1,030,582	56,000	276,000	256,300	256,300
455 Public Use Impact	3,640	9,584	86,463	5,000	175,000	5,000	5,000
459 City CIP	203,778	61,702	1,136,458	360,000	2,373,802	980,000	-
47X Assessment Districts	-	(67,531)	-	-	42,000	-	-
Total Resources	573,450	393,779	2,860,786	739,800	4,051,753	1,680,612	711,417
APPROPRIATIONS¹							
450 Sand Replenishment TOT	161,761	123,920	167,831	191,850	2,124,255	374,600	190,000
453 Park Development Impact	-	-	-	-	-	350,000	-
454 Transportation Impact	372	508	781	-	-	1,400,000	-
455 Public Use Impact	-	-	-	-	-	-	-
459 City CIP	384,736	614,827	464,920	360,000	2,820,268	1,980,000	480,000
47X Assessment Districts	-	99,256	-	-	42,000	-	-
Total Appropriations	546,869	838,510	633,533	551,850	4,986,523	4,104,600	670,000
CHANGE IN CAPITAL FUNDS BALANCE	26,581	(444,731)	2,227,254	187,950	(934,770)	(2,423,988)	41,417

	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Adopted Budget	2022-23 Mid-Year Budget	2023-24 Proposed Budget	2024-25 Proposed Budget
ENTERPRISE BUDGET							
RESOURCES							
509 Sanitation	6,104,211	5,783,971	6,008,451	5,890,000	5,890,000	5,868,096	5,856,685
550 Solana Energy Alliance	4,123,935	3,567,461	(314,165)	144,000	144,000	-	-
Total Resources	10,228,146	9,351,432	5,694,286	6,034,000	6,034,000	5,868,096	5,856,685
APPROPRIATIONS							
509 Sanitation	4,145,106	3,837,171	4,099,845	5,618,970	5,833,315	6,693,133	7,235,946
550 Solana Energy Alliance	4,282,539	3,841,312	(126,571)	15,000	38,813	583,448	-
Total Appropriations	8,427,645	7,678,483	3,973,274	5,633,970	5,872,128	7,276,581	7,235,946
CHANGE IN ENTERPRISE FUNDS BALANCE	1,800,501	1,672,949	1,721,012	400,030	161,872	(1,408,485)	(1,379,261)
TRUST FUNDS BUDGET							
RESOURCES							
65X Successor Agency	100,946	136,654	273,225	262,900	262,900	268,158	270,840
Total Resources	100,946	136,654	273,225	262,900	262,900	268,158	270,840
APPROPRIATIONS							
65X Successor Agency	129,880	136,136	108,938	293,190	328,101	300,939	303,513
Total Appropriations	129,880	136,136	108,938	293,190	328,101	300,939	303,513
CHANGE IN TRUST FUNDS BALANCE	(28,935)	517	164,287	(30,290)	(65,201)	(32,781)	(32,673)
NET CHANGE IN FUND BALANCE	4,392,171	4,030,979	8,628,854	1,092,560	(418,217)	476,144	3,075,329
Total Beginning Fund Balance	65,328,337	69,720,508	73,750,493	82,379,347	82,379,347	81,961,132	82,437,276
PROJECTED TOTAL ENDING FUND BALANCE	69,720,508	73,750,493	82,379,347	83,471,909	81,961,132	82,437,276	85,511,765

¹ Data includes interfund transfers.

CITY OF SOLANA BEACH

SUMMARY OF FUND BALANCE

FY 2023-24 & FY 2024-25

Fund	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Adopted Budget	2022-23 Mid- Year Budget	2023-24 Proposed Budget	2024-25 Proposed Budget
100 General Fund	10,266,366	11,642,964	14,449,077	15,247,702	13,614,097	13,995,905	14,139,804
110 General Fund - Measure S	-	-	-	-	750,000	4,356,600	7,798,200
Total General Fund	10,266,366	11,642,964	14,449,077	15,247,702	14,364,097	18,352,505	21,938,004
1XX Internal Service Funds	5,186,489	5,900,099	5,729,516	5,913,221	6,251,661	6,740,224	7,918,843
202 Gas Tax	197,835	425,942	554,406	707,256	482,648	549,873	508,881
2XX Special Districts	3,954,923	4,342,495	4,486,090	4,690,373	4,598,783	4,462,620	4,295,911
213 Developer Pass-Thru	(87)	(87)	(87)	(87)	(87)	(87)	(87)
214 Fire Mitigation Fees	(7,438)	14,034	56,053	60,053	60,053	60,053	60,053
215 State Boating & Waterways	62,229	(297,613)	(164,158)	(164,158)	(164,158)	(164,158)	(164,158)
219 COPS	250,944	337,919	342,790	295,790	411,062	414,212	417,362
220 TDA	(34,696)	(103,489)	-	-	-	-	-
228 TRANSNET	90,332	50,947	171,221	180,520	193,287	193,287	193,287
240 CDBG	(15,916)	(16,660)	(16,429)	(16,429)	(12,577)	(12,577)	(12,577)
246 Micellaneous Grants	6,240	177,083	225,720	(715,565)	157,734	157,734	157,734
247 SB 1 Streets & Roads	185,200	230,425	267,500	257,899	152,578	107,578	67,678
250 Coastal Business/Visitors	790,001	881,435	1,000,934	1,100,834	1,060,834	1,161,945	1,280,010
255 Camp Programs	13,500	31,657	79,039	63,099	17,057	(105,139)	(293,324)
263 Housing	637,265	647,164	1,388,377	1,384,377	1,331,075	1,327,375	1,323,675
270 Public Safety Special Revenues	278,751	396,070	606,568	706,568	692,418	692,418	692,418
317 Public Facilities	(2,826)	892	936	971	971	971	971
320 Capital Leases	24,780	24,862	24,888	24,888	24,888	24,888	24,888
450 Sand Replenishment TOT	880,094	987,063	1,188,648	1,269,798	83,544	97,416	306,693
453 Park Development Impact	39,311	123,410	361,277	407,077	527,077	227,917	277,917
454 Transportation Impact	504,316	578,845	1,608,645	1,664,645	1,884,645	740,945	997,245
455 Public Use Impact	3,640	13,224	99,688	104,688	274,688	279,688	284,688
459 City CIP	2,205,622	1,652,497	2,324,035	2,324,035	1,877,569	877,569	397,569
47X Assessment Districts	120,369	(46,418)	(46,418)	(46,418)	(46,418)	(46,418)	(46,418)
Total Governmental Funds Balance	25,637,244	27,994,760	34,738,315	35,461,137	34,223,429	36,140,839	40,627,263
509 Sanitation	46,465,092	48,410,893	50,319,500	50,590,530	50,376,185	49,551,148	48,171,887
550 Solana Energy Alliance	(61,258)	(335,108)	(522,703)	(393,703)	(417,516)	(1,000,964)	(1,000,964)
65X Successor Agency	(2,320,569)	(2,320,052)	(2,155,765)	(2,186,055)	(2,220,966)	(2,253,747)	(2,286,421)
Total City Fund Balance	69,720,508	73,750,493	82,379,347	83,471,909	81,961,132	82,437,276	85,511,765

CITY OF SOLANA BEACH
SUMMARY OF CAPITAL IMPROVEMENT FUNDS
5 YEAR CAPITAL IMPROVEMENT FORECAST
FY 2023-24 - FY 2027-28

Projects	2023-24 Proposed Budget	2024-25 Proposed Budget	2025-26 Forecast	2026-27 Forecast	2027-28 Forecast	TOTAL
<u>Street, Traffic, & Storm Drain Projects</u>						
ADA Pedestrian Ramps	45,000	45,000	45,000	45,000	45,000	225,000
Annual Pavement Management Program	710,000	710,000	710,000	710,000	710,000	3,550,000
Lomas Santa Fe Corridor Project - East	8,400,000	-	-	-	-	8,400,000
Glencrest Sidewalk Installation	75,000	-	-	-	-	75,000
Lomas Santa Fe @ NTCB Bridge-Repairs	-	-	-	-	-	-
Miscellaneous Traffic Calming Projects	50,000	-	-	-	-	50,000
Pedestrian Crossing at North End Hwy 101	-	-	-	-	-	-
Santa Helena Neighborhood Trail	-	-	-	-	-	-
Storm Drain Improvements - Major	390,000	450,000	-	-	-	840,000
South Acacia Avenue Reconstruction Design	-	-	-	-	-	-
Traffic Signal Upgrades Phase 1	114,255	-	-	-	-	114,255
Traffic Signal Upgrades Phase 2	-	230,000	230,000	230,000	230,000	920,000
Cliff Street & Rosa Street Ped Bridge Repairs	75,000	-	-	-	-	75,000
Storm Drain Full Capture Devices	50,000	-	-	-	-	50,000
Total	9,909,255	1,435,000	985,000	985,000	985,000	14,299,255
<u>City Facilities Projects</u>						
City Hall Deferred Maint (space planning)	25,000	25,000	25,000	25,000	25,000	125,000
City Hall Elevator	100,000	-	-	-	-	100,000
City Hall Council Chambers Audio/Visual Upgrade	-	-	-	-	-	-
Fire Station Deferred Maint (floor/cabinets)	50,000	10,000	10,000	10,000	10,000	90,000
Fire Station Generator	250,000	-	-	-	-	250,000
Fletcher Cove Playground Design/Construction	-	-	-	-	-	-
Fletcher Cove Access Ramp	150,000	-	-	-	-	150,000
Fletcher Cove Concrete Repairs	-	-	-	-	-	-
Fletcher Cove Dissipator	40,000	-	-	-	-	40,000
FCCC Deferred Maint (roof/floor replace)	-	-	-	-	-	-
Glenmont Neighborhood Park	350,000	-	-	-	-	350,000
LCCC/Museum	-	60,000	-	-	-	60,000
La Colonia Master Plan Update	-	-	-	-	-	-
LC Park Playground Project Design/Construction	736,000	-	-	-	-	736,000
Marine Safety Building	500,000	-	-	-	-	500,000
Marine Safety Center Deferred Maint (roof)	-	5,000	5,000	5,000	5,000	20,000
FCCC and El Viento Parks Renovation	200,000	-	-	-	-	200,000
City Hall Exterior Repair	125,000	-	-	-	-	125,000
Total	2,526,000	100,000	40,000	40,000	40,000	2,746,000
<u>Other Projects</u>						
City-Wide Tree planting project	20,000	10,000	10,000	10,000	10,000	60,000
Climate Action Plan	20,000	20,000	20,000	20,000	20,000	100,000
Total	40,000	30,000	30,000	30,000	30,000	160,000
<u>Sanitation Projects</u>						
Sanitary Sewer Pipeline Rehabilitation	360,000	650,000	500,000	500,000	500,000	2,510,000
Sand Replenishment Program	-	-	-	-	-	-
Total	360,000	650,000	500,000	500,000	500,000	2,510,000
GRAND TOTAL	12,835,255	2,215,000	1,555,000	1,555,000	1,555,000	19,715,255

CITY OF SOLANA BEACH
CAPITAL IMPROVEMENT PLAN
FY 2023-24

Project Description	Total Budget	General Fund 459	Facilities Replacement Fund 140	Gas Tax Fund 202	Transnet Funds 225/228	State Grants Obj 46800 Fund 246	Other Grants Obj 46810/48300 Fund 240/246	Federal Grants Obj 46600 Funds 240/246/270	SB1 Fund Fund 247	TOT Sand Replenishment Fund 450	Park Development Impact Fee (PDIF) Fund 453	Transportation Impact Fee (TIF) Fund 454	Sanitation Fund 509
<u>Street, Traffic, & Storm Drain Projects</u>													
ADA Pedestrian Ramps	45,000							45,000					
Annual Pavement Management Program	710,000			200,000	210,000				300,000				
Lomas Santa Fe Corridor Project - East	8,400,000							7,000,000				1,400,000	
Glencrest Sidewalk Installation	75,000				75,000								
Lomas Santa Fe @ NTCD Bridge-Repairs	-												
Miscellaneous Traffic Calming Projects	50,000	50,000											
Pedestrian Crossing at North End Hwy 101	-	-											
Santa Helena Neighborhood Trail	-												
Storm Drain Improvements - Major	390,000	390,000											
South Acacia Avenue Reconstruction Design	-												
Traffic Signal Upgrades Phase 1	114,255			114,255									
Traffic Signal Upgrades Phase 2	-												
Cliff Street & Rosa Street Ped Bridge Repairs	75,000		75,000										
Storm Drain Full Capture Devices	50,000	50,000											
Total	\$ 9,909,255	\$ 490,000	\$ 75,000	\$ 314,255	\$ 285,000	\$ -	\$ -	\$ 7,045,000	\$ 300,000	\$ -	\$ -	\$ 1,400,000	\$ -
<u>City Facilities Projects</u>													
City Hall Deferred Maint (space planning)	25,000		25,000										
City Hall Elevator	100,000		100,000										
City Hall Council Chambers Audio/Visual Upgrade	-												
Fire Station Deferred Maint (floor/cabinets)	50,000		50,000										
Fire Station Generator	250,000	250,000											
Fletcher Cove Playground Design/Construction	-												
Fletcher Cove Access Ramp	150,000									150,000			
Fletcher Cove Concrete Repairs	-												
Fletcher Cove Dissipator	40,000									40,000			
FCCC Deferred Maint (roof/floor replace)	-												
Glenmont Neighborhood Park	350,000	-									350,000		
LCCC/Museum	-												
La Colonia Master Plan Update	-												
LC Park Playground Project Design/Construction	736,000	500,000				186,000	50,000						
Marine Safety Building	500,000	500,000											
Marine Safety Center Deferred Maint (roof)	-												
FCCC and El Viento Parks Renovation	200,000	200,000											
City Hall Exterior Repair	125,000		125,000										
Total	\$ 2,526,000	\$ 1,450,000	\$ 300,000	\$ -	\$ -	\$ 186,000	\$ 50,000	\$ -	\$ -	\$ 190,000	\$ 350,000	\$ -	\$ -
<u>Other Projects</u>													
City-Wide Tree planting project	20,000	20,000											
Climate Action Plan	20,000	20,000											
Total	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>Sanitation Projects</u>													
Sanitary Sewer Pipeline Rehabilitation	360,000												360,000
Sand Replenishment Program	-												
Total	\$ 360,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 360,000
GRAND TOTAL	\$ 12,835,255	\$ 1,980,000	\$ 375,000	\$ 314,255	\$ 285,000	\$ 186,000	\$ 50,000	\$ 7,045,000	\$ 300,000	\$ 190,000	\$ 350,000	\$ 1,400,000	\$ 360,000

CITY OF SOLANA BEACH
CAPITAL IMPROVEMENT PLAN
FY 2024-25

Project Description	Total Budget	General Fund 459	Facilities Replacement Fund 140	Gas Tax Fund 202	Transnet Funds 225/228	State Grants Obj 46800 Fund 246	Other Grants Obj 46810/48300 Fund 240/246	Federal Grants Obj 46600 Funds 240/246/270	SB1 Fund Fund 247	TOT Sand Replenishment Fund 450	Park Development Impact Fee (PDF) Fund 453	Transportation Impact Fee (TIF) Fund 454	Sanitation Fund 509
<u>Street, Traffic, & Storm Drain Projects</u>													
ADA Pedestrian Ramps	45,000							45,000					
Annual Pavement Management Program	710,000			200,000	210,000				300,000				
Lomas Santa Fe Corridor Project - East	-												
Glencrest Sidewalk Installation	-												
Lomas Santa Fe @ NTCD Bridge-Repairs	-												
Miscellaneous Traffic Calming Projects	-												
Pedestrian Crossing at North End Hwy 101	-												
Santa Helena Neighborhood Trail	-												
Storm Drain Improvements - Major	450,000	450,000											
South Acacia Avenue Reconstruction Design	-												
Traffic Signal Upgrades Phase 1	-												
Traffic Signal Upgrades Phase 2	230,000			230,000									
Cliff Street & Rosa Street Ped Bridge Repairs	-												
Storm Drain Full Capture Devices	-												
Total	\$ 1,435,000	\$ 450,000	\$ -	\$ 430,000	\$ 210,000	\$ -	\$ -	\$ 45,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -
<u>City Facilities Projects</u>													
City Hall Deferred Maint (space planning)	25,000		25,000										
City Hall Elevator	-												
City Hall Council Chambers Audio/Visual Upgrade	-												
Fire Station Deferred Maint (floor/cabinets)	10,000		10,000										
Fire Station Generator	-												
Fletcher Cove Playground Design/Construction	-												
Fletcher Cove Access Ramp	-												
Fletcher Cove Concrete Repairs	-												
Fletcher Cove Dissipator	-												
FCCC Deferred Maint (roof/floor replace)	-												
Glenmont Neighborhood Park	-												
LCCC/Museum	60,000		60,000										
La Colonia Master Plan Update	-												
LC Park Playground Project Design/Construction	-												
Marine Safety Building	-												
Marine Safety Center Deferred Maint (roof)	5,000		5,000										
FCCC and El Viento Parks Renovation	-												
City Hall Exterior Repair	-												
Total	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>Other Projects</u>													
City-Wide Tree planting project	10,000	10,000											
Climate Action Plan	20,000	20,000											
Total	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>Sanitation Projects</u>													
Sanitary Sewer Pipeline Rehabilitation	650,000												650,000
Sand Replenishment Program	-												
Total	\$ 650,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 650,000
GRAND TOTAL	\$ 2,215,000	\$ 480,000	\$ 100,000	\$ 430,000	\$ 210,000	\$ -	\$ -	\$ 45,000	\$ 300,000	\$ -	\$ -	\$ -	\$ 650,000

