



## **CITY OF SALINAS COUNCIL STAFF REPORT**

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**DATE:** APRIL 8, 2025

**DEPARTMENT:** COMMUNITY DEVELOPMENT

**FROM:** LISA BRINTON, DIRECTOR

**THROUGH:** GRANT LEONARD, PLANNING MANAGER

**TITLE:** BUDGET APPROPRIATION INCREASE OF \$400,000 TO FUND 2513 FOR PROFESSIONAL SERVICES TO SUPPORT GENERAL PLAN AND HISTORIC RESOURCES SURVEY UPDATES

**RECOMMENDED MOTION:**

A motion to approve a resolution increasing the budget appropriation for the General Plan (Fund 2513) by \$400,000 for professional services supporting the General Plan and Historic Resources Survey Updates.

**EXECUTIVE SUMMARY:**

The General Plan Fund 2513 supports multiple professional service agreements related to the General Plan and the Historic Resources Survey Updates. Funding for the General Plan Fund 2513 is from charges for services collected through the General Plan/Zoning fee and does not impact the General Fund. Approval of the requested appropriation increase will support work on the General Plan Update and Historic Resources Survey Update through the end of the fiscal year, June 30, 2025.

**BACKGROUND:**

The City established the General Plan/Zoning Fee for development permits to help support the costs associated with implementing and updating the General Plan and Zoning Code. Fees are collected as revenue in Fund 2513 and appropriated annually through the budget process to the General Plan Fund 2513 for expenditures related to implementing and updating the General Plan and Zoning Code.

The City is currently updating its General Plan, Visión Salinas 2040, and has multiple professional services agreements related to the General Plan update that are funded through Fund 2513. The fund also provides support for one (1) Community Outreach Assistant position. In December 2024, the City entered into an agreement with Page and Turnbull for preparation of an updated Citywide Historic Resources Survey. Work on the General Plan Update and Historic Survey Update is proceeding, and a supplemental appropriation of \$400,000 is needed to cover anticipated professional service costs through the fiscal year ending June 30, 2025.

**CEQA CONSIDERATION:**

**Not a Project.** The City of Salinas has determined that the proposed action is not a project as defined by the California Environmental Quality Act (CEQA) (CEQA Guidelines Section 15378). In addition, CEQA Guidelines Section 15061 includes the general rule that CEQA applies only to activities which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. Because the proposed action and this matter have no potential to cause any effect on the environment, or because it falls within a category of activities excluded as projects pursuant to CEQA Guidelines section 15378, this matter is not a project. Because the matter does not cause a direct or foreseeable indirect physical change on or in the environment, this matter is not a project. Any subsequent discretionary projects resulting from this action will be assessed for CEQA applicability.

**CALIFORNIA GOVERNMENT CODE §84308 APPLIES:**

No.

**STRATEGIC PLAN INITIATIVE:**

Increasing the appropriation for Fund 2513 will support the General Plan Update and Citywide Historic Resources Survey, which advance the Effective and Culturally Responsive Government Initiative. It also implements the General Plan goals and policies related to Historic Preservation.

**DEPARTMENTAL COORDINATION:**

Preparation of this item required coordination between the Finance and Community Development Departments.

**FISCAL AND SUSTAINABILITY IMPACT:**

The General Plan (Fund 2513) budget appropriation for Fiscal Year 2024-2025 was \$726,718.00, with \$593,038.00 appropriated to professional services. If approved, the additional appropriation will come from the General Plan (Fund 2513) Fund Balance. This fund receives revenue from charges for services collected through the General Plan/Zoning fee and does not impact the General Fund.

Fund	Appropriation	Appropriation Name	Total Appropriation	Amount for recommendation	FY 24-25 Operating Budget Page	Last Budget Action (Date, Resolution)*
2513	2513.30.3701.63.5900	Outside Services Other Outside Services	\$23,217	\$400,000	Pg. 78	6/11/24, 22979

\* The FY 24-25 Adopted Budget was adopted on June 11, 2024.

**ATTACHMENTS:**

Draft Resolution